

AGENDA
OURAY CITY COUNCIL
320 6th Avenue – Community Center MASSARD ROOM
February 4, 2019
Regular Meeting 6:00P.M.

- Electronic copies of the Council Packet are available on the City website at www.cityofouray.com. A hard copy of the Packet is also available at the Administrative Office for interested citizens.
- Action may be taken on any agenda item
- Notice is hereby given that a majority or quorum of the Planning Commission, Community Development Committee, Beautification Committee, and/or Parks and Recreation Committee may be present at the above noticed City Council meeting to discuss any or all of the matters on the agenda below for Council consideration

Regular Meeting

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA – Move, remove items or address conflict of interest
5. APPROVAL OF MINUTES
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6. CITIZENS' COMMUNICATION
 - a. Unscheduled Citizens' Communication
 - b. Response to Citizen Communication
7. CITY COUNCIL REPORTS/INFORMATION
Glenn Boyd, Dawn Glanc, Bette Maurer, Dee Hilton, and Pam Larson
8. DEPARTMENT REPORTS
 - a. Acting City Administrator [Page 19](#)
 - b. Police Chief [Page 20](#)
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 - a. Special Events Permit Application – Ridgway Ouray Community Council ROCC Spaghetti Dinner, Feb 21st [Page 30](#)
 - b. Special Events Permit Application – Paradox Sports, Got Stump, Feb 23rd [Page 31](#)
10. ACTION ITEMS [Page 32](#)
 - a. Adopt 2019 Updated City of Ouray Emergency Operations Plan [Page 33](#)
 - b. Consideration and Possible Approval of Interim City Administrator Contract [Page 173](#)
11. DISCUSSION
13. ADJOURNMENT

**Ouray City Council Regular Meeting
Summarized Minutes
Monday, January 7, 2019 at 6:00pm
Massard Auditorium – Ouray Community Center**

1. CALL TO ORDER

Mayor Larson called the meeting to order at 6:00 p.m.

2. ROLL CALL

Mayor Pam Larson - Present

Mayor Pro Tem Glenn Boyd – Excused for Emergency Call

Councilor Dawn Glanc – Present

Councilor Dee Hilton – Present

Councilor Bette Maurer – Present

Also present were City Administrator Katie Sickles, City Resources Director Rick Noll, Public Works Director Joe Coleman, Community Development Coordinator Chris Hawkins, Finance and Administration Director Melissa Drake, and City Attorney Carol Viner

3. THE PLEDGE OF ALLEGIANCE WAS RECITED

4. APPROVAL OF AGENDA – Move or remove items or address conflict of interest

Councilor Hilton made a motion to approve the agenda. Councilor Maurer seconded the motion and it was approved on unanimous vote.

5. APPROVAL OF MINUTES

a. December 3, 2018

Mayor Larson asked if there were any corrections to the minutes. There were none. She stated that the minutes stand approved.

b. December 17, 2018 Special Meeting

Mayor Larson asked if there were any corrections to the minutes. There were none. She stated that the minutes stand approved.

6. CITIZENS' COMMUNICATION

a. Unscheduled Citizens' Communication

None

b. Council Response to Citizens' Communication

None

7. CITY COUNCIL REPORTS/INFORMATION

- a. **Councilor Dawn Glanc** – IPAT Meeting – group looking for survey questions. The Ice Park Board meeting is next Wednesday.
- b. **Councilor Bette Maurer** - The next Community Plan Committee meeting will be 6pm on Thursday.
- c. **Councilor Dee Hilton** – Attended the PARC Committee meeting – Winterfest is scheduled for next week. The OBC meeting has been cancelled.
- d. **Mayor Pam Larson** - none

8. DEPARTMENT REPORTS

a. City Administrator

Administrator Sickles stated that a \$3,693 grant has been awarded to the City for Grey and Black Market Marijuana enforcement.

She and staff have been working on many reports over the last month. Work on the Filtration Building at the Pool is proceeding.

There will be a Safety Meeting tomorrow and an Event Coordination Meeting on Thursday.

There has been quite a bit of staff turnover at the Pool. An ad is out now for the Pool Manager and, soon, the Assistant Manager position will be advertised.

b. Police Chief

Excused for Emergency Call

c. Public Works Director

Public Works Director Joe Coleman stated that Tyler Fletcher, the new Mechanic started today.

He also spoke about work on reports.

d. City Resources Director

City Resources Director Rick Noll stated that the ad for Pool Manager has generated interest in the position.

He introduced Lydia Bright, Interim Pool Manager, who will be here for 3 weeks.

9. CONSENT AGENDA

- a. Liquor License Renewal – Ouray RV Park & Cabins/Ouray Café**
- b. Liquor License Renewal – Brickhouse 737 LLC**
- c. Bed & Breakfast Liquor Permit Renewal – KIDO Enterprises LLC dba Ouray Inn**
- d. Special Events Permit Application – Ouray Ice Park, Inc., Ouray Ice Fest, Jan 24th-Jan 26th**
- e. Huckstering Permit Application – Ouray Meat & Cheese Market, Ouray Ice Fest, Jan 24th-Jan 27th**

Mayor Larson suggested adding an item to allow late submissions of Huckstering Permits for the Ice Fest to be approved by staff.

Councilor Maurer made a motion to approve the Consent Agenda with the addition of allowing staff to approve late Huckstering permits. Councilor Glanc seconded the motion and it was approved on unanimous vote.

10. ACTION ITEMS

- a. Acquire Perimeter Trail easement estimated cost (North of tunnel on Paul Chesley's property)**

Administrator Sickles stated that the owner of the property is interested in the City acquiring the easement as long as there is no cost to him. She requested using a maximum of \$2,500 for this purpose. Council discussed the issue and the possibility of having the Ouray Trail Group contribute to costs.

Councilor Glanc made a motion to approve the purchase using up to \$2,500 from the Beautification Fund. Councilor Hilton seconded the motion and it passed on unanimous vote.

- b. Wastewater Treatment Capacity Study Action Steps**

Administrator Sickles spoke about and distributed a handout showing costs on the Wastewater Treatment Study up to this point and estimated costs for the design phase of constructing a new wastewater treatment plant.

The Council discussed the project with Ms. Sickles.

Wayne Pandorf stated that he reviewed the JVA report and noted that Table 10 on Page 14 does not seem to list the Pool Bath House and the School. Community Development Coordinator Chris Hawkins stated that the school is included under government. He also stated that he will ask JVA about the Pool Bath House. Mr. Pandorf began to discuss other discrepancies and questions regarding the report. Mayor Larson suggested that Mr. Pandorf e-mail Ms. Sickles who will get all answers from staff and/or JVA and report back to Mr. Pandorf and the Council.

Council further discussed the proposed project. Councilor Maurer asked if there were any associated costs with the first 4 steps of the plan. Administrator Sickles stated that there were not.

Councilor Glanc made a motion to approve the first 4 steps of the plan. Councilor Maurer seconded the motion and it passed on unanimous vote.

Mayor Larson invited all interested parties to contact Ms. Sickles to get information or give input.

c. PSA – Interim Pool Manager Lydia Bright

Councilor Hilton made a motion to approve the agreement. Councilor Glanc seconded the motion.

Councilor Maurer asked how the compensation was calculated. Administrator Sickles stated that total compensation costs for the Pool Manager including benefits was used as the basis.

d. Icefest – Highway 550 Special Event Traffic Control Cost

Administrator Sickles discussed the traffic control requirements with Council. She recommended that the City cover the costs this one time due to the timing of the event. Councilor Hilton stated that this should be a cost for the Ice Park, not the City. Ms. Sickles stated that we can ask OIPI to contribute to the costs.

Councilor Maurer made a motion to approve the contract with a maximum cost of \$2,775. Councilor Glanc seconded and it passed on unanimous vote.

11. RESOLUTIONS, ORDINANCES, IGAS, OR OTHER OFFICIAL LOCAL GOVERNMENT APPROVALS

a. Ordinance 1 – 2019, Sewer Tap Restriction – 1st Reading

Ms. Sickles stated that there are 2 versions of the Ordinance, with one being an emergency ordinance. She stated that an emergency ordinance must be approved by at least 4 Council members.

Councilor Maurer made a motion to approve Ordinance 1 as a first reading, not an emergency ordinance. Councilor Glanc seconded the motion and it was approved on unanimous vote.

b. Ordinance 2 – 2019, Wildlife-Resistant Refuse Containers for all Residential and Short-Term Rentals – 1st Reading

Councilor Glanc made a motion to approve Ordinance 2. Councilor Hilton seconded the motion.

Tamara Gulde and Dolgio Nergui asked several questions about the containers and enforcement. Administrator Sickles and Mayor Larson answered the questions.

The motion passed on unanimous vote.

c. Resolution 1 – 2019, GOCO Application for Ouray School Play Yard Support

Danika Gilbert from Ouray School District explained that the maximum amount of money they can receive from GOCO is \$110,000. Colorado Health Foundation may approve a grant for \$290,000 to make up the \$400,000 previously requested.

Councilor Maurer made a motion to approve Resolution 1 with an application for \$110,000. Councilor Hilton seconded the motion and it passed on unanimous vote.

d. Resolution 2 – 2019, Designating the Official Posting Place for 2019

Councilor Hilton made a motion to approve Resolution 2 designating the official posting place as the bulletin board in City Hall. Councilor Glanc seconded the motion and it passed on unanimous vote.

e. Recreational Easement with Ouray County Regarding Via Ferrata

Ms. Sickles noted modifications to this agreement by Ouray County. She stated that Friends of Via Ferrata have approved the modifications.

Councilor Glanc made a motion to approve the agreement. Councilor Maurer seconded the motion and it passed on unanimous vote.

12. DISCUSSION

a. Plastic Bag Ban

Councilor Glanc requested the discussion after Ridgway instituted their ban. She requested that the Jr. High School girls who proposed this in Ridgway be allowed to present to Council. Councilor Hilton and Councilor Maurer spoke against making a change right now but agreed to invite the presentation.

Jim Pilkington urged Council to ban plastic bags. Dolgio Nergui suggested a required charge for plastic bags. Vivian Pilkington suggested inviting business owners to the presentation. Kat Papenbrock spoke about education and encouraging sustainability.

b. Code Enforcement

Administrator Sickles stated that we now have a full time building inspector and instead of only enforcing based on complaints, the inspector will note issues discovered in the daily process of his job. Mr. Hawkins stated that issues will be handled gently at first with progress intensity if needed.

c. Snow Removal

Ms. Sickles spoke about snow removal issues specifically on Main Street from 6th Avenue through 8th Avenue. Council discussed lack of parking enforcement, overtime costs, and possible solutions.

Erin Eddy, owner of Ouray Brewery, noted that there are not enough signs to prevent parking which inhibits plowing. Bruce Gulde stated that he agrees with Mr. Eddy and he stated that the gutters need to be cleared out. He stated that a car slid into his business. Tamara Gulde stated that many business owners clear (or pay to clear) the snow on Main Street themselves and they shouldn't have to do that.

Ms. Sickles spoke about problems surrounding "undercover" snow removal.

Council discussed the issues around snow removal with Administrator Sickles and citizens.

Cliff Jaramillo, Public Works Foreman, spoke about possible hazards under snow piles being a reason that Public Works cannot remove snow piles created by others.

Staff will work on an ordinance to address snow removal.

13. EXECUTIVE SESSION

A conference with the City attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. 24-6-402(4)(e): Municipal Court Judge position.

Postponed since the Police Chief was not available.

14. ADJOURNMENT

At 7:55pm, Councilor Glanc made a motion to adjourn the meeting. Councilor Maurer seconded the motion and it was approved on unanimous vote.

ATTEST:

Melissa M. Drake, City Clerk

Pamela J. Larson, Mayor

Date

**Ouray City Council Regular Meeting
Summarized Minutes
Tuesday, January 22, 2019 at 6:00pm
Massard Auditorium – Ouray Community Center**

1. CALL TO ORDER

Mayor Larson called the meeting to order at 6:00 p.m.

2. ROLL CALL

Mayor Pam Larson - Present
Mayor Pro Tem Glenn Boyd – Present
Councilor Dawn Glanc – Present
Councilor Dee Hilton - Present
Councilor Bette Maurer – Present

Also present were City Administrator Katie Sickles, City Resources Director Rick Noll, Police Chief Justin Perry, Public Works Director Joe Coleman, Community Development Coordinator Chris Hawkins, Finance and Administration Director Melissa Drake, and City Attorney David Masters

3. THE PLEDGE OF ALLEGIANCE WAS RECITED

4. APPROVAL OF AGENDA – Move or remove items or address conflict of interest

Mayor Larson requested to move the “Carry On Girls” item immediately following the Approval of the Agenda. She also requested to add an Action Item to name Justin Perry as Acting Administrator since the Administrator will be on vacation and Action Item to address the lack of a quorum available for the February 19th meeting.

Mayor Pro Tem Boyd made a motion to approve the agenda as amended. Councilor Glanc seconded the motion and it was approved on unanimous vote.

Carry On Ridgway/Reuses members spoke to the Council about the dangers of single-use plastic and the benefits of recycling, banning plastic bags, and promoting reusable containers.

5. PUBLIC HEARING – Request by Imogene Holdings, LLC for a Preliminary PUD to permit a height variance for a rooftop deck safety railing for an outdoor bar and event space; located at 740 Main Street, Lot 13, Block 9, City of Ouray

Mayor Larson opened the Public Hearing.

Community Development Coordinator Chris Hawkins gave an overview of the project and its current status. He stated that the Council and Planning Commission made a site visit today and had a noise demonstration. He presented photos of the mockup of proposed exterior changes to the building. Stuart Gillespie, applicant, spoke with the Council about his proposal.

Tamara Gulde, Planning Commissioner, stated that this is a preliminary review, not final, so additional review will be upcoming.

Public Comments:

Greg Nelson, representing the Community Plan Committee, stated that a 50 year deed restriction for the affordable housing had been discussed.

Sally Clifford voiced concerns about noise.

Kat Papenbrock spoke about affordable housing requirements and deed restriction timelines.

With no more comment, Mayor Larson closed the public hearing.

6. PUBLIC HEARING – Ordinance 01 – 2019, Sewer Tap Restriction – 2nd Reading

Mayor Larson opened the Public Hearing.

Mr. Hawkins spoke about the Wastewater Treatment Plant capacity study and estimates of only 35 additional taps remaining.

There were no public comments so Mayor Larson closed the Public Hearing.

7. PUBLIC HEARING – Ordinance 02 – 2019, Wildlife Resistant Refuse Containers for All Residential and Short Term Rentals – 2nd Reading

Mayor Larson opened the Public Hearing.

City Administrator Katie Sickles gave an overview of the need for requiring wildlife-resistant trash containers.

There were no public comments so Mayor Larson closed the Public Hearing.

8. CITIZENS' COMMUNICATION

- a. Carry On Girls presentation – earlier in the meeting
- b. Unscheduled

Brandy Ross spoke about the increase in City utility rates. She also spoke about its negative effects on affordable housing.

Jason Perkins, Ouray RV Park and Cabins, spoke about additional taxes on business and increased utility costs.

- c. Council's Response from previous Citizens' Communication

None

9. CITY COUNCIL REPORTS/INFORMATION

- a. **Glanc** – Ice Park meeting on January 16th, Ice Fest is this weekend
- b. **Maurer** – Attended the Housing meeting last week and discussed financing
- c. **Boyd** – Attended the first portion of the CEDC Meeting – discussed the need for rumor control. Kat Papenbrock stated that in the remainder of the meeting there were discussions about the Community Plan Project (meeting tomorrow night), responsibilities, and upcoming round tables.
- d. **Hilton** – Thanked the PARC Committee for the successful event on Saturday
- e. **Larson** – additions to the agenda

Councilor Maurer made a motion to appoint Justin Perry as Acting Administrator in Sickles' absence. Mayor Pro Tem Boyd seconded the motion and it was approved on unanimous vote. Council wishes to discuss possible increased pay during the time period.

Mayor Pro Tem Boyd made a motion to move the February 19th meeting to February 25th. Councilor Maurer seconded the motion and it was approved on unanimous vote.

Community Development Coordinator Chris Hawkins asked if the Short-term Rental Regulations work session should also be moved to February 25th. Council agreed to move it.

Mayor Larson also stated that the one year evaluation of Administrator Sickles will be coming up soon and will be handled through Masters and Viner as in previous years.

10. COMMITTEE APPOINTMENTS

- a. Beautification Committee

Councilor Hilton made a motion to reappoint Robert Stouffer and Ned Bosworth for 3 year terms. Mayor Pro Tem Boyd seconded the motion and it was approved on unanimous vote.

- b. Community Economic Development Committee (CEDC)

Mayor Pro Tem Boyd made a motion to reappoint Rick Noll and Faith Parry to the CEDC. Councilor Glanc seconded the motion and it was approved on unanimous vote. Mayor Pro Tem Boyd thanked Faith Parry for her service and taking minutes for the committee.

c. Parks and Recreation Committee

Councilor Maurer made a motion to reappoint Tom Tyler, Greg Nelson, Kendra Wilcox, Amy Winterrowd, Diane Nelson, Kim Kelly, and Shawn Kitchens for 1 year terms, Mayor Pro Tem Boyd seconded the motion and it was approved on unanimous vote.

11. NEW/PROMOTED EMPLOYEES

- a. Tyler Fletcher – Mechanic
- b. Derek Jones – Aquatics Coordinator
- c. Jason King – Pool Maintenance
- d. Zach Taylor – Pool Maintenance
- e. Lydia Bright – Part-time Assistance Pool Manager
- f. Kylin Mueller - Intern

12. FINANCE DIRECTOR

- a. December Financial Report – will be presented at the February 25th meeting
- b. December Disbursements – will be presented at the February 25th meeting
- c. December Sales Tax Report (Discussion)

Finance Director Melissa Drake presented the Sales Tax reports.

- d. December LOT Report (Discussion)

Finance Director Melissa Drake presented the LOT Report and the Council discussed it.

Council requested seeing LOT late fees and interest quarterly in separate category.

Jason Perkins from Ouray RV Park stated that he has a lot of long-term renters that may have skewed the report.

Kat Papenbrock spoke about LOT, stating that there was an increase in exempt rooms in the report. She also stated that shoulder season tourism growth saved the yearly sales tax revenue since there was a decline in the summer due to fires.

13. CONSENT AGENDA

- a. Bed & Breakfast Permit Application – China Clipper B & B LLC
- b. Huckstering Permit Application – Ouray RV Park dba Ouray Café & Steakhouse, Ice Festival, Jan 25th-27th
- c. Huckstering Permit Application – Ouray School District R-1, Fundraising, Ice Festival, Jan 25th-27th

Mayor Pro Tem Boyd made a motion to approve the Consent Agenda. Councilor Glance seconded the motion and it passed on unanimous vote.

14. ACTION ITEMS

- a. Request by Imogene Holdings, LLC for a Preliminary PUD to permit a height variance for a rooftop deck safety railing for an outdoor bar and event space; located at 740 Main Street, Lot 13, Block 9, City of Ouray**

Councilor Glanc made a motion to approve the Preliminary PUD as presented with a 50% AMI and 50 year deed restriction. Councilor Maurer seconded the motion.

The Council discussed the motion.

Councilors Glanc and Maurer amended their motion for the Planning Commission to review the appropriate AMI and a possible 50 year deed restriction. The motion passed on unanimous vote.

- b. PSA – Interim Pool Manager Jan Marie Smith**

Councilor Glanc made a motion to approve the PSA. The motion died for lack of a second.

Councilor Hilton stated that the contract salary is too high and employee benefit money should not be included in contractor salary. Mayor Pro Tem Boyd and Councilor Maurer agreed.

Administrator Sickles discussed the proposed salary with Council.

Mayor Pro Tem Boyd made a motion to approve the PSA at \$1,375 per week. Councilor Hilton seconded the motion.

Council further discussed this with Administrator Sickles.

The motion passed on unanimous vote.

Ms. Sickles stated that she promised the original rate for the first week and offered to take the difference out of her own salary. Council agreed that the difference should not come out of Ms. Sickles' salary.

- c. Division 7 Case Conditional Water Right**

Will be discussed in Executive Session.

- d. Wright Water Engineers Peer Review of WWTF/JVA Deliverables**

Pete Foster spoke about Peer Review of the JVA study for \$3,000-\$5,000.

Councilor Hilton stated that there are members of the community who are experienced in this area who would review the plan for free. Mr. Foster answered questions regarding his firm's work in this area.

Council stated that all citizens are encouraged to review and give their input.

Councilor Maurer made a motion to approve the review for no more than \$5,000. Mayor Pro Tem Boyd seconded the motion. The Council further discussed with Mr. Foster and citizens. The motion was approved on a 4 to 1 vote with Councilor Hilton voting "No."

e. Wright Water Engineers Water Improvement Plan – Ice Park

Pete Foster gave a presentation to Council on the City's spring water source production, usage, and Ice Park demand.

Administrator Sickles stated that if the Ice Park funds a study for a non-potable water project, the City still owns the water. Mr. Foster and Council agreed.

The Council took no action.

f. Wright Water Engineers 2018 Update Water Efficiency Plan

Mr. Foster described the updated water efficiency plan and its uses in applying for grants. The plan to install meters greatly changes the Efficiency Plan.

Mayor Pro Tem Boyd made a motion to approve the Water Efficiency Plan. Councilor Glanc seconded the motion and it passed on unanimous vote.

g. City Attorney RFQ Submittals

Ms. Sickles stated that there was one response to the RFQ from J. David Reed Attorneys at Law and a partial response from Marti Whitmore for water issue representation. She requested a "trial run" for J. David Reed Attorneys at Law and suggested a meeting with Council on February 4th.

Councilor Glanc made a motion to approve the base rate J. David Reed P.C. and attend the next Council meeting. Councilor Maurer seconded the motion. The Council further discussed the item.

The motion passed on unanimous vote.

Mayor Pro Tem Boyd requested that the Council hold a work session on Feb. 4th to meet the attorneys.

h. Special Events Permit Application – BPOE Lodge #492, New Year's Eve Party, December 31st

Councilor Maurer recused herself since she is listed as the applicant.

Mayor Pro Tem Boyd made a motion to approve the Special Events Permit. Councilor Glanc seconded the motion and it passed on unanimous vote.

Councilor Maurer rejoined the meeting.

15. RESOLUTIONS, ORDINANCES, IGAS, OR OTHER OFFICIAL LOCAL GOVERNMENT APPROVALS

a. Ordinance 01 - 2019, Sewer Tap Restriction – 2nd Reading

Councilor Glanc made a motion to approve the Ordinance. Councilor Hilton seconded the motion. Council discussed the possible restriction with Ms. Sickles and Mr. Hawkins.

The motion passed on a vote of 3 to 2 with Councilor Maurer and Mayor Pro Tem Boyd voting “No.”

b. Ordinance 02 - 2019 – Wildlife Resistant Refuse Containers for All Residential and Short Term Rentals – 2nd Reading

Mayor Pro Tem Boyd made a motion to approve Ordinance 02. Councilor Hilton seconded the motion and the motion passed on unanimous vote.

16. DISCUSSION

a. Closure of Hot Springs Pool April 14, 7pm to April 19, noon

Administrator Sickles explained that there are many maintenance issues which would require closure of the pool and bathhouse. She also stated that a 2-day closure would be needed in the fall. Councilor Maurer stated that the new pool design was supposed to prevent closure of the entire facility.

The Council discussed the issues with Ms. Sickles, City Resources Director Rick Noll, and citizens.

b. Planning Commission Member terms and process

Community Development Coordinator Chris Hawkins stated that terms have expired for 3 members and 1 member has resigned. We will advertise for new members.

Mark Orgren spoke about the majority of people who love the character of Ouray and he suggested that the Council consider the character when choosing Commissioners. He also suggested limiting terms.

Councilor Maurer stated that sales tax offers a 3% discount on sales tax if deadlines are met. She asked what it would take to offer a similar discount for Lodging Tax. Ms. Drake and Ms. Sickles stated that a vote of the citizens would be required.

At 8:55pm, Council took a short break.

At 9:05pm, Mayor Pro Tem Boyd made a motion to go into Executive Session. Councilor Maurer seconded the motion and it was approved on unanimous vote.

17. EXECUTIVE SESSION – A conference with the City attorney for the purpose of receiving legal advice on specific legal questions under C.R.S.24-6-402(4)(b) and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for

negotiations, and/or instructing negotiators, under C.R.S. 24-6-402(4)(e): Municipal Court Judge position.

- 18. EXECUTIVE SESSION – pursuant to C.R.S. § 24-6-402(4)(e), to discuss and determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, regarding Red Mountain Ditch and case number 2013CW3040.**

The Executive Sessions adjourned at 9:45pm.

19. ADJOURNMENT

At 9:46pm, Mayor Pro Tem Boyd made a motion to adjourn the meeting. Councilor Hilton seconded the motion and it was approved on unanimous vote.

ATTEST:

Melissa M. Drake, City Clerk

Pamela J. Larson, Mayor

Date

**Ouray City Council Regular Meeting
Summarized Minutes
Monday, January 28, 2019 at 6:00pm
Massard Auditorium – Ouray Community Center**

1. CALL TO ORDER

Mayor Larson called the meeting to order at 6:00 p.m.

2. ROLL CALL

Mayor Pam Larson - Present
Mayor Pro Tem Glenn Boyd – Present
Councilor Dawn Glanc – Present
Councilor Dee Hilton - Present
Councilor Bette Maurer – Present

Also present were City Resources Director Rick Noll, Police Chief Justin Perry, Public Works Director Joe Coleman, Finance and Administration Director Melissa Drake, and City Attorney Carol Viner

3. THE PLEDGE OF ALLEGIANCE WAS RECITED

4. ACTION ITEMS

a. Discussion and Possible Action to Rescind Temporary Agreement with J. David Reed P.C.

Mayor Larson stated that at the last meeting Council approved a temporary agreement and an agreement was never signed.

Councilor Maurer made a motion to rescind the temporary agreement with J. David Reed P.C.
Councilor Hilton seconded the motion.

Council discussed the motion

The motion passed on unanimous vote.

b. Discussion and Possible Action to Ratify Acting Administrator Perry's Termination of the Modified PSA with Interim Pool Manager Jan Marie Smith

Mayor Larson stated that Council approved a modified PSA but Ms. Smith never signed it and the Mayor never signed it.

Councilor Maurer made a motion to ratify the termination of the modified PSA with Ms. Smith.
Councilor Boyd seconded the motion and it passed on unanimous vote.

c. Discussion and Possible Action Concerning Contract/Employment Status of Lydia Bright

Mayor Larson stated that PSA ended on January 21 and no paperwork has been executed to hire her as an employee. Council discussed but there was no action.

At 6:09pm, Mayor Pro Tem Boyd made a motion to go into Executive Session. Councilor Glanc seconded the motion and it passed on unanimous vote.

- 5. EXECUTIVE SESSION – Executive session for a conference with the City Attorney, pursuant to C.R.S. § 24-6-402(4)(b), the purpose of receiving legal advice on specific legal questions regarding the City Administrator position; pursuant to C.R.S. § 24-6-402(4)(f), to discuss personnel matters regarding the position of City Administrator; and pursuant to C.R.S. § 24-6-402(4)(e), to discuss and determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators.**

The Executive Session adjourned at 7:15pm and took a break until 7:30pm.

6. ACTION ITEM

Discussion and possible action concerning the permanent City Administrator position

Councilor Maurer made a motion to terminate City Administrator Katie Sickles effective immediately without cause with severance. Mayor Pro Tem Boyd seconded the motion and it passed on unanimous vote.

7. ACTION ITEM

Discussion and possible action concerning Acting Administrator's authority

Councilor Hilton made a motion to appoint Justin Perry as Interim City Administrator with the current Administrator Salary. Mayor Pro Tem Boyd seconded the motion and the motion passed on unanimous vote.

8. ADJOURNMENT

At 7:33pm, Councilor Glanc made a motion to adjourn the meeting. Councilor Maurer seconded the motion and it was approved on unanimous vote.

Pamela J. Larson, Mayor

Date

ATTEST:

Melissa M. Drake, City Clerk

Interim Administrator Report as of 1/29/19

- On Tuesday we had a great staff meeting with all department heads and the mayor that consisted of a leadership discussion, update from the mayor, continuing forward in an optimistic and positive manner, morale, and current projects we're all working on.
- I spoke with OIPI officials and am planning on meeting with them and a few of our staff members to discuss Ice Fest and some of the issues that were encountered.
- I met with Pete Foster and discussed Ice Park water usage and hopeful plans for a non-potable solution down the road. We also briefly discussed the standards required for discharge at the wastewater lagoons. The discussion was mostly about ammonia difficulties and CDPHE standards for new facilities.
- I met with our DOLA rep regarding the Best and Brightest intern program. I have made the decision (with staff's help) to back out of the DOLA agreement for this program. I do not believe this is the time we should have an intern as we are going through this major transition and challenge. DOLA will be relocating her to another community for the internship. We were advised that three other communities would possibly be interested. I spoke with the Intern, Kylin Mueller and notified her of the action. She was disappointed but understood. We will be paying her wages until now and will also be reimbursing for any costs associated with her moving expenses to Ouray. I am unsure what this amount will be as of yet but DOLA felt it was appropriate as well.
- I spoke with our past contract hire at the pool, Lydia Bright, and informed her that we will not need further contract services in the future.
- The pool is priority. Rick and Rebecca have been conducting many interviews and lifeguard positions have been offered to three lifeguards. We are going to be reviewing manager applications in a committee and will hopefully have that position filled ASAP.
- Met with Kay and Melissa about current IT issues and needs. We will be looking at creative ways to make this department more successful in the future.
- I attended a BOCC work session regarding Mental Health. They will be communicating with sister agencies to further discuss needs in our county and how to effectively address those needs.
- Sgt. Gary Ray has agreed to serve as acting Chief while I am in the Interim Administrator position. He will handle all day to day operations and administrative details within.

January 2019 Update

Continuing investigations:

Sex Assault:

Evidence has been submitted to Colorado Bureau of Investigations and we are awaiting the results of the toxicology report before proceeding. The investigating officer has attempted to contact the victim regarding a pretext phone call, due to the victim being uncertain if she wants to complete the phone call.

Sexual Exploitation of a Child, Possession of Child Pornography:

Items collected during the execution of a search warrant has been submitted to Montrose Police Department Investigator Rosty to be analyzed for evidence in this case. The Ouray Police Department is awaiting the results to determine how they will be moving forward with the case.

Events:

Ice Festival:

The Ice festival held January 24th through January 27th 2019, did have an impact on the Ouray Police Department. Even though the City of Ouray hired a company to work traffic control (The company that was hired put up signage and traffic cones and provided 2 volunteers that worked the lower parking lot and the entry to the Ice Park, County Road 361), the Ouray Police Department had to call in extra Officers to handle the traffic generated by the festival. The issues generated were persons moving the traffic cones on the north side of Highway 550 at about MM 92.5 to park their vehicles in a no parking zone. An officer had to remain in that area to keep persons from illegally parking their vehicles while the Ice Park was open. An Officer also had to patrol the upper parking lot on Highway 550 due to cars being parked along the southbound lane side of the Highway and protruding into the lane of traffic.

Due to the Officers having to control traffic near the Ice Park there was also an issue with parking within the City of Ouray. Vehicles were parking in no parking areas, in front of fire hydrants, yellow curbs and blocking intersections. Cars were also parked on Main Street overnight.

Parking violation stickers were placed on the vehicles that were in violation.

Back the badge program

The sales of Back the badge are going well. Per Jennifer Miller, there has been almost enough stickers sold to cover the cost of the stickers. Officers have hand delivered a couple of the stickers to business owners and the business owner plus the officer's picture were placed on the Ouray Police Department Facebook page.

Last case number for 2018 was O18-4142, 253 more cases filed than in 2017.

Last case number as of this report was O19-0254

There has been 316 MIR reports handled since the last report 12/20/2018

There were 6 accident reports filed

1 hit and run, Run vehicle driver is still unidentified.

5 minor accidents reported. The involved parties agreed to handle them civilly.

Incident Reports:

2 Found property reports

2 Lost property reports

1 Identity Theft report. Female party reported identity theft. Believed her information was stolen when O'Toys was broken into.

1 Trespass report. Male party was trespassed from the Ouray Liquor Store, due to being intoxicated at the time he attempted to buy more alcohol. When the store refused to sell him alcohol he became angry and argumentative with the staff, at which time he was told to leave by the store owner. The Police were called when he refused to leave. The male party was contacted by Police and told him he was not to return. The male party did as he was asked.

1 Suicide report. 71 year old female committed suicide

1 Dog at large/ vicious dog report. It was reported that a dog attacked another dog while it was being walked. The reporting party did not want to file charges at the time of the report. The reporting party asked that the owner of the aggressive dog was contacted and advised of his dog's actions. The owner was notified and was made aware of his dog's actions and the penalties that are associated with the violation.

1 Theft report. A female party reported a backpack stolen from the Ouray Hot Springs locker room. The backpack contained an iPad and miscellaneous personal items. The reporting party advised the stolen items were worth about \$470.00 dollars.

1 Criminal Mischief report. Male party broke the mounting brackets for a hot tub cover. The owner of the property and the party that damaged it, agreed to handle it civilly.

1 Animal welfare report. It was reported that horses were not being properly cared for. An expert was contacted and responded to check out the horses. The expert advised the horses were healthy and in good shape.

A back ground check is being completed on Rachel Esters for a possible Reserve Officer with the City of Ouray Police Department. This is a volunteer position.

Officers are attending the Ouray School after school events as time and calls permit

A Traffic safety meeting was set up for the end of January; however due to the officer's illness the meeting will be rescheduled.

Public Works January Update

"Don't find fault, find a remedy" – Henry Ford

Water

- Water Usage Numbers for January
 - Influent (Water from spring) – 18,693,600 Million Gallons
 - Effluent (Water to town) – 15,922,809 Million Gallons
 - Ice Park – 1,518,116 Million Gallons
 - Mineral Farms – 167,000 Gallons
- Continue to closely monitor water usage by the Ice Park and work with them every night in order to keep water tanks at a sustainable level.
- Collections and Distribution system map is almost complete. Pangea now has all the information they need and hope to have it completed soon.
- Fire hydrant has frozen at Rotary Park. It is a dry barrel hydrant which means when you shut it down the water drains out of weep holes in the bottom. Hydrants are not meant to be operated day after day in freezing temperatures. What happens is the ground gets saturated, freezes and the hydrant is unable to drain the water properly.

Sewer

- Continued monitoring sludge levels and dissolved oxygen levels in Sewer Lagoons.
- Power failure at the WWTP on January 10th. Transformation failed on the main power pole and caused the plant to shut down. We are now having issues getting two aerators up and running. Cam electric is still trouble shooting issues in our own electrical system at the plant. Parts are on order and we hope to have all aerators up and running soon.
- WWTP tour in Wray Colorado. They recently upgraded the plant to an MBBR. They spent a total of 6.4 million dollars. They did not address solids handling or disinfection in the upgrade. They dump there solids back into one of the old lagoons and they still disinfect with chlorine. They tried to cut costs at headworks by not installing a grit removal system and skimping on the building. The operators of the plant were not pleased with this part of the upgrade.

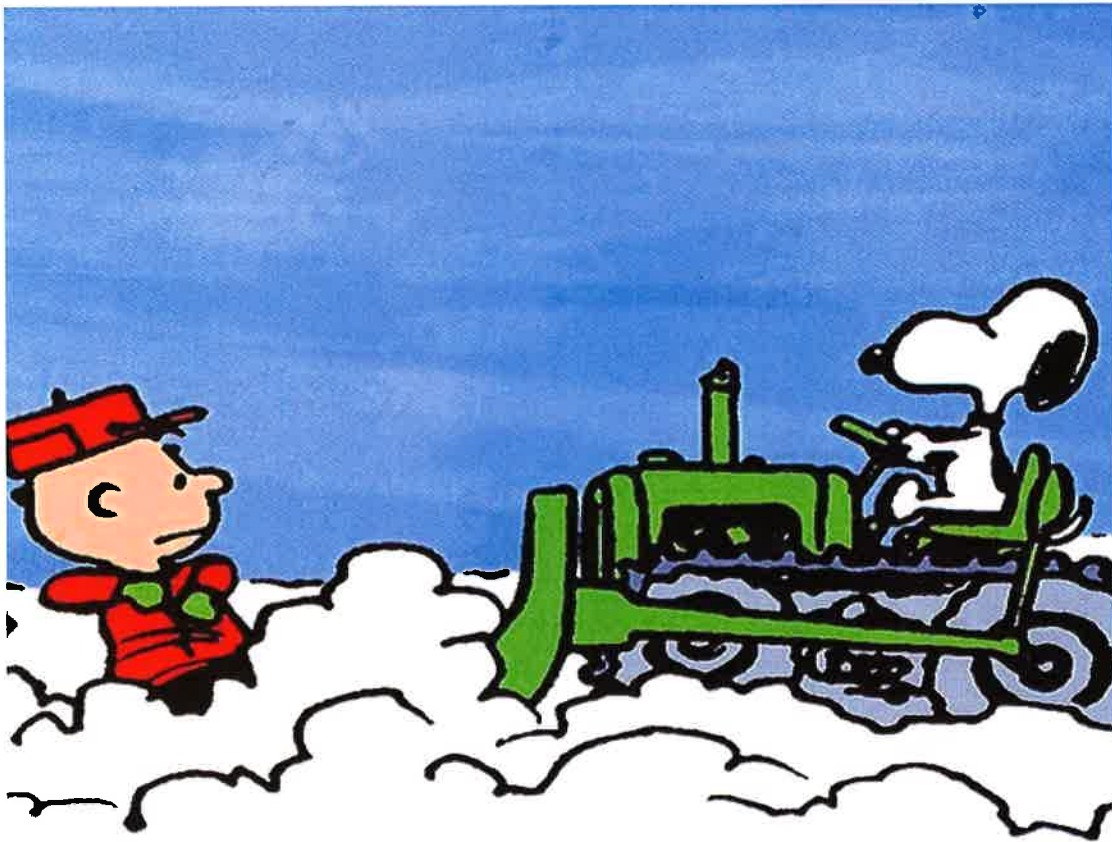
Streets

- Cleaned parking spaces on HWY 550 four times in January.
- Continue to plow City Streets and alleys during snow events. Crews have hauled a total of 204 dump trucks of snow cleaning up piles this winter. Crews have used 160 tons of sand on streets this year.

City Resources

- Continued geothermal monitoring.
- Pool Discharge – continued interference monitoring for total residual chlorine.
- MWAT Spread sheet for upstream conductivity probe. Downloaded data and added to the spreadsheet for DMR report.

- Warranty request #26, furnace in filtration building not working, has been repaired and is complete.
- Warranty request #28, breakers and electrical panel labeled properly, has been updated and is complete.
- Probe in mixing vault has failed. A replacement has been ordered and the pool company will be onsite to install the week of January 28th.
- Switch chemical vendors for the Hot Springs Pool. City is looking at saving roughly \$15,000 this year in chemical costs.
- Replace multiple failing lights at City Hall
- Work with seasonal employee at the ice rink to make sure he has everything he needs. Also made repairs to the tractor when it broke down.



© PNTS

City Resources Department

February 4, 2019

Much of my time in the past month, and in the upcoming month(s) is dedicated towards support and operation of the Hot Springs Pool. The newly promoted Aquatics Coordinator has stepped right in by participating in interviews and coordinating training for new lifeguards. Right now the pool is adequately staffed but operating with the minimal number personnel needed. The staff at the Hot Springs Pool are recognized for the dedication and support they provide that keeps the pool a safe and enjoyable place for patrons and locals. The staff are doing an excellent job.

Over forty applications have been received for the permanent Pool Manager position. I am currently going through the applications with the Human Resources Manager to remove those that clearly do not meet the minimum requirements for the position. A hiring committee is being formed that includes the City Administrator, Human Resources Director, City Resources Director, Public Works Director, and a community member who is a frequent user of the swimming pool. After being briefed on protocols the committee will conduct a paper-review of applications, scoring each for components required in the job description. A small number of applicants will be selected for in-person interviews. There are many applications and this is a thorough process. It is anticipated that a recommendation for hiring can be made to the Administrator within a short few weeks.

The inter-department pool management team continues to meet weekly for discussion of operation of the pool. These discussions include aquatics, customer service, filtration, and maintenance activities. I have been checking in at the Hot Springs Pool daily, usually in person. Many days I take my laptop computer and do my work at the pool in the manager's office. This provides an opportunity to interact with staff and customers. The inter-department team and my daily time onsite have been valuable and effective.

The deck-heating project is proceeding along. The work completed so far is slightly ahead of schedule. Work completed includes the construction of the small addition that will house the pumps and controls. The majority of plumbing inside the filtration building is also complete. Mechanical components are on order and will be installed as soon as delivered. The estimated date of completion remains mid-March.

Lee's Ski Hill has been having a busy season. The snow has been good. This will be the last season for the current rope. A new rope will be ordered and installed sometime during the summer months. There are some additional minor repairs that will need to be performed during the summer, too.

These are some brief additional items:

- The annual third party Community Center elevator inspection was successful with no additional repairs needed at this time. Otis Elevator conducts quarterly inspections and service of this equipment.
- The floor and facility at the Community Center weathered through the Ice Festival and Petzl Party with no physical damage.
- Baby changing platforms have been installed in restrooms at City Hall and the Community Center.

Event and Communications Coordinator

City Communications:

- Posted council agenda's; Planning Commission agenda's; job postings; holiday closures; holiday trash schedule
- Updated website
- Attended City Council meetings
- Created Council update videos with Mayor Larson
- Created and Published January newsletter

Police Department Communications:

- Assisted in organizing retirement party for Sheriff Mattivi
- Created weekly Facebook poll
- Met w/ officers regarding misc. Facebook posts - vehicle hit and run, phone scams, elderly abuse
- Created Facebook posts regarding road closures
- Created Ice Fest Parking Video w/ Officer Suppeland
- Promoted Back the Badge stickers w/ officers
- Attended 4th Grade Ice Climbing at Ice Park w/ Officer Suppeland
- Attended Internet Safety presentation w/ Officer Brady and Marshal Stroup at the Ouray School
- Assisted Public Works with plowing schedule/plan for Ice Fest
- Posted video regarding coyote seen around town
- Assisted with Reunification Drill w/ Ouray School and Ouray PD
- Assisted with Traffic Safety Group
- Signed up for PIO training in April w/ Sergeant Ray and Chief Perry

Event Coordination

- Assisted with event set-up as needed
- Events held in the Community Center included: Police Dept. training, City Council meetings, BOCC meeting, misc. committee meetings, Community Plan meeting, Planning Commission, Ice Fest, Reunification drill w/ Ouray School, Sheriff's Dept. meeting
- Corresponded with misc. parties regarding use of the facility/parks
- Upcoming Events: Sheriff Mattivi retirement party, yoga class, ROCC spaghetti dinner, Paradox Sports

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TO: Ouray City Council
FROM: Chris Hawkins, Community Development Coordinator
DATE: January 31, 2019
SUBJECT: Community Development Report

Community Development had an exceptionally busy January with the following highlights:

1. Community Plan Steering Committee meeting on housing.
 - a. Prepare Community Plan Update presentation on housing
2. Draft Community Plan Update policies for economic development and housing
3. Community Plan Steering Committee meeting on economic development and tourism.
4. Planning Commission meeting
5. 740 Main Street PUD Planning Commission and City Council hearings on the preliminary PUD
 - a. Draft initial PUD agreement for applicant and Planning Commission
6. Twin Peaks PUD applicant meeting in preparation for February Commission hearing on the preliminary PUD.
7. Courthouse Project final plan review for compliance with Location and Extent conditions.

The Building Official started in his full time capacity with the following highlights:

1. Pool deck heating construction facilitation.
2. Building Code enforcement on illegal construction without a permit.
3. Plan review and building inspections for several projects.
4. Snow removal enforcement at several location in the city.
5. Develop a program for backflow prevention enforcement and grease trap enforcement working with Public Works Director and City Administrator.
6. Evaluation of park model RVs in the city.
7. Property declaration and enforcement of City EQR regulations.
8. Public information on building and land use with several meetings on projects.
9. CIRSA training.



MEMORANDUM

February 4, 2019

TO: City Council and Administrator
FROM: Melissa M. Drake
SUBJECT: 2018 Finance and Administration Department Report

In addition to all the normal day-to-day work of our unsung heroes in Finance and Administration, here are a few highlights for each area of responsibility from 2018:

City Clerk

- Special Election for LOT changes
- Over 60 applications for Liquor Licenses, Special Event Permits, and Huckstering Permits were processed
- Annual Colorado Clerk Conference and Training

Finance

- All Financial Reporting brought current
- Utility Billing software programming and changes related to increased and new utility charges
- Notification to citizens regarding increased and new utility charges
- Notification to lodgers and preparation for LOT changes
- Daily Hot Springs Pool revenue audits were implemented for the first time
- Improvements to CIRSA Annual Survey results
- MaxGalaxy (Pool point of service software) implementation
- Streamlining of Bank Reconciliation process
- Caselle Software Annual Conference and Training
- Colorado Government Finance Officers Annual Conference and Training

Information Technology

- Substantial work on the PCI, CBI, and CIRSA (security) projects
- Hot Springs Pool upgrades and changes
- North location server installation and implementation
- Replacement of multiple end-of-life equipment
- Internal Wi-Fi upgrades
- MaxGalaxy Implementation
- IT access and security for new hires and exits

Human Resources

- Over 90 new hires (interviews and on-boarding)
- Over 60 exits (exit interviews and off-boarding)
- Benefits research and meetings with insurance provider

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CONSENT AGENDA ITEMS (February 4, 2019):

Special Events Permit Application – Ridgway Ouray Community Council ROCC Spaghetti Dinner, February 21, 2019

Action Requested – *Does City Council approve the Special Events Permit for the Ridgway Ouray Community Council ROCC Spaghetti Dinner?*

Staff Recommendation – The City Staff has reviewed the application and found it complete, posted correctly, and everything is in order. I recommend City Council approve the special events permit for the Ridgway Ouray Community Council ROCC Spaghetti Dinner.

Special Events Permit Application – Paradox Sports, Got Stump, February 23, 2019

Action Requested – *Does City Council approve the Special Events Permit for the Paradox Sports, Got Stump event?*

Staff Recommendation – The City Staff has reviewed the application and found it complete, posted correctly, and everything is in order. I recommend City Council approve the special events permit for the Paradox Sports, Got Stump fundraising event.

Application for a Special Events Permit

Departmental Use Only

In order to qualify for a Special Events Permit, You Must Be Nonprofit and One of the Following (See back for details.)

- | | | |
|------------------------------------|--|---|
| <input type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input checked="" type="checkbox"/> Philanthropic Institution |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge Or Chapter | <input type="checkbox"/> Political Candidate |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> Of A National Organization Or Society | <input type="checkbox"/> Municipality Owning Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution | |

LIAB Type of Special Event Applicant is Applying for:

2110 ☒ Malt, Vinous And Spirituous Liquor \$25.00 Per Day

2170 ☐ Fermented Malt Beverage \$10.00 Per Day

DO NOT WRITE IN THIS SPACE

Liquor Permit Number

State Sales Tax Number (Required)

98048003

1. Name of Applicant Organization or Political Candidate

Ridgway-Ouay Community Council

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP)

PO Box 1077
Ridgway, CO 81432

3. Address of Place to Have Special Event (include street, city/town and ZIP)

Ouay Community Center
320 6th Ave.
Ouay, CO 81427

Name

Date of Birth

Home Address (Street, City, State, ZIP)

Phone Number

4. Pres./Sec'y of Org. or Political Candidate

Kate Kellogg, V.P.

5. Event Manager

Kate Kellogg

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year?

☒ NO ☐ YES HOW MANY DAYS?

7. Is premises now licensed under state liquor or beer code?

☐ NO ☐ YES TO WHOM?

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? ☐ Yes ☐ No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To
2-21-2019		3 pm	10 pm												

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature

Kate Kellogg

Title

ROCC Vice President

Date

1-17-19

Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County)

☐ City
☐ County

Telephone Number of City/County Clerk

Signature

Title

Date

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

Liability Information

License Account Number

Liability Date

State

Total

-750 (999) \$

(Instructions on Reverse Side)

Application for a Special Events Permit

Departmental Use Only

In order to qualify for a Special Events Permit, You **Must Be Nonprofit** and One of the Following (See back for details.)

- | | | |
|------------------------------------|--|--|
| <input type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input type="checkbox"/> Philanthropic Institution |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge Or Chapter | <input type="checkbox"/> Political Candidate |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> Of A National Organization Or Society | <input type="checkbox"/> Municipality Owning Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution | |

LIAB Type of Special Event Applicant is Applying for:

- 2110 ☐ Malt, Vinous And Spirituous Liquor \$25.00 Per Day
 2170 ☐ Fermented Malt Beverage \$10.00 Per Day

DO NOT WRITE IN THIS SPACE

Liquor Permit Number

1. Name of Applicant Organization or Political Candidate

Paradox Sports

State Sales Tax Number (Required)

26-0153796

2. Mailing Address of Organization or Political Candidate
 (include street, city/town and ZIP)

PO Box 273
 Eldorado Springs, CO 80025

3. Address of Place to Have Special Event
 (include street, city/town and ZIP)

Ouray Community Center
 320 6th Street, Ouray, CO 81427

Name

Date of Birth

Home Address (Street, City, State, ZIP)

Phone Number

4. Pres./Sec'y of Org. or Political Candidate

Michael Neustedter

5. Event Manager

Becky Lindstrom

6. Has Applicant Organization or Political Candidate been
 Issued a Special Event Permit this Calendar Year?

☒ NO ☐ YES HOW MANY DAYS?

7. Is premises now licensed under state liquor or beer code?

☒ NO ☐ YES TO WHOM?

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? ☒ Yes ☐ No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To
2/23/19		5:30 p.m.	9:00 p.m.												

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature

Becky Lindstrom

Title

Development Manager

Date

1/10/19

Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County)

- ☐ City
☐ County

Telephone Number of City/County Clerk

Signature

Title

Date

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

Liability Information

License Account Number

Liability Date

State

Total

-750 (999) \$

(Instructions on Reverse Side)

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ACTION ITEMS (February 4, 2019):

Adopt 2019 Updated City of Ouray Emergency Operations Plan

Action Requested – *Does City Council approve the recent updates to the 2019 City of Ouray Emergency Operations Plan and will they adopt the plan?*

Background – The City of Ouray Emergency Operations Plan was originally adopted in 2017. This 2019 version include required updates as well as grammar and format revisions.

Staff Recommendation – City Staff recommends approval and adoption of the 2019 City of Ouray Emergency Operations Plan with all new updates and revisions.

Consideration and Possible Approval of Interim City Administrator Agreement

Action Requested – *Will City Council approve the City of Ouray Employment Agreement to hire Chief Justin Perry as the Interim City Administrator to work as the acting City Administrator until a full-time Administrator is hired and working in the position?*

City of Ouray Emergency Operation Plan

Adopted March 20, 2017
Updated September-December 2018

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AUTHORIZATION

City of Ouray Resolution Statement

To: All Ouray City Departments, Department Heads, Appointed Officials and Elected Officials
All Participating Organizations, Agencies and Jurisdictions

In the City of Ouray, the public, private, and non-profit sectors, as well as individual citizens, must work together to protect against, mitigate, respond to, recover from, and, to the extent possible, prevent threats and hazards that pose a risk to City of Ouray. The management of emergencies begins well before the emergency strikes.

Attached is the City of Ouray Emergency Operations Plan, which serves as a policy level and guidance document. It has been written and approved for use in responding to major incidents and disasters within the City of Ouray. All organizations participating in emergency management activities (mitigation, preparedness, response and/or recovery) are to follow the concepts and coordination systems specified in this plan and the accompanying Support Annexes, recognizing that each incident is unique and may require some variations in implementation.

The plan has been written in consultation with the participating organizations. It has been designed to serve and assist with the coordination of the activities of various organizations that may not interact on a daily basis, while recognizing the normal mission of the organization. Nothing in this plan is intended to interfere with the delivery of the organizations' primary services; although, during a crisis resources may have to be temporarily redirected for the public good. As necessary, a local disaster declaration will be issued to address those issues.

Upon authorization, this plan may be fully or partially activated to manage natural, technological and human-caused incidents that occur. All City of Ouray employees shall support this plan and carry out their responsibilities as required by this document.

Original Plan Adoption: Resolution 4-2017_on March 20, 2017

Update Adopted this the ____ Day of _____, 2019.

CITY OF OURAY, COLORADO

CITY COUNCIL

Pam Larson, Mayor

Vote:	Pam Larson, Mayor	Aye	Nay	Abstain	Absent
	Glenn Boyd, Mayor Pro Tem	Aye	Nay	Abstain	Absent
	Dawn Glanc	Aye	Nay	Abstain	Absent
	Dee Hilton	Aye	Nay	Abstain	Absent
	Bette Maurer	Aye	Nay	Abstain	Absent

Attest:

Melissa Drake Director of Finance and Administration

INTRODUCTION

Major emergencies and disaster incidents are unique events that present communities and emergency personnel with extraordinary problems and challenges that cannot be adequately addressed within the routine operations of local government. Since disasters differ in important ways, and it is impossible to plan for every contingency, highly detailed operational procedures, that can quickly become out of date are avoided in this plan in favor of a streamlined, all hazards preparedness approach.

Government agencies need to anticipate how they will provide services during a disaster, how to resume services once they have been interrupted, or consider alternative means for providing services during a disaster. This Emergency Operations Plan provides guidance to the staff of the City of Ouray, volunteers, departments and agencies, private and non-profit sectors to respond to an emergency.

PURPOSE

The purpose of the City of Ouray Emergency Operations Plan (EOP) is to provide general guidelines and principles for managing and coordinating the overall response and recovery activities before, during and after major emergencies and disaster events that affect the City.

Executive Summary

The City of Ouray Emergency Operations Plan (EOP) 1) outlines circumstances under which the plan should be implemented, 2) provides guidance on the key elements of plan, and 3) identifies the City of Ouray's implementation strategies. The EOP will be implemented during all emergency or disaster events that require city staff to utilize alternative methods of maintaining the daily functions of the City of Ouray. This may include an internal disaster such as a fire in the building where the executive offices are located or where files critical to City functions are located. It could include an environmental event such as extreme winds or flooding where access to services for the City may be interrupted due to debris or impassable roads. Implementation of this plan may occur due to a large disease outbreak or mass fatality event where components of the City's daily functions (vital records) may be overwhelmed. Implementation may also become necessary with the loss of essential leaders in the city or during a required evacuation of the population of the city and/or county.

This emergency operations plan has been developed in accordance with the requirements for local emergency planning established under the State of Colorado Disaster Emergency Act of 1992 and also meets the requirements of other state and federal guidelines for local emergency management plans and programs.

The contents of this plan are intended to provide a basis for the coordinated management of the types of emergencies and disaster events that may occur in the City of Ouray. Ouray County and the Town of Ridgway are welcome to use and adapt this plan. Other organizations and special districts are encouraged to develop and maintain current standard operating procedures (SOPs) to include checklists necessary for implementing assigned duties and functions.

This plan does not address emergency planning and management of the county or special districts. These political subdivisions are responsible for the development and maintenance of their Emergency Operations Plans (EOPs) and Annexes, standard operating procedures and training necessary for implementing assigned duties and functions of their jurisdiction's EOP. The Plan is designed to work in concert with departmental standard operating guidelines, county, regional, and the State of Colorado EOPs.

The City Administrator is responsible for regularly scheduled plan updates and revisions and for developing a training and exercise program to familiarize City staff with provisions of the plan.

The National Incident Management System, NIMS, is the adopted method and organizational structure for managing emergency response and recovery operations within the City of Ouray. All city employees are requested to achieve certificates in the FEMA recommended training fitting their job title fitting response level in an emergency.

Planning Contact Information

For all information pertaining to this plan, contact:

Justin Perry
City of Ouray Police Chief
 320 6th Ave (Physical)
 PO Box 468 (Mailing)
 Ouray Colorado 81427
 970-325-7067
 perryj@cityofouray.com

Record of Change

All changes are to be annotated on the master copy of the Emergency Operations Plan, which is maintained by the Ouray County Emergency Manager. Should the change be significant in nature, an electronic update shall be made and recorded with the applicable stakeholders. If not deemed significant, changes will be reviewed and incorporated into the plan as needed or during scheduled annual updates.

This plan will be updated bi-annually through the leadership team and city council, and as needed after any incident, to ensure that it remains an effective and accurate emergency management tool for officials, responders, and citizens of the City of Ouray.

DATE REVISED	CHANGE OR UPDATE	PAGE REVISED	REVISED BY
Sept 2018	Full Plan Update	Full Plan Update	Justin Perry (Ouray Police Chief) Glenn Boyd (Ouray County Emergency Manager), Reviewed by Ouray County Multi-Agency Coordination Team

Distribution

This document shall be known as the City of Ouray Emergency Operations Plan. This Emergency Operations Plan (EOP) is approved and hereby ordered electronically distributed. All agencies, departments and personnel should review and accept their respective responsibilities as outlined in this plan, including organizational planning and training necessary to implement the plan when required. A hard copy will be kept in the City Administrator's Office (320 6th Ave, Ouray Colorado, 81427, the City of Ouray Police Department (320 6th Ave Ouray Colorado 81427), Ouray Volunteer Fire Department (320 6th Ave, Ouray Colorado 81427), and the Ouray County Emergency Manager's Desk (541 4th Street, Ouray Colorado 81427).

Upon adoption this EOP will be electronically distributed to city officials and departments, the county government and any identified stakeholders for their respective use as well as for planning and training purposes. Additional copies of this plan are available from the City Administrator and will be posted on the City of Ouray's website (www.cityofouray.com).

Scope

The plan establishes a system for coordinating the prevention, preparedness, response and recovery and mitigation, phases of emergency management in the City of Ouray. This plan may be fully or partially activated to manage natural, technological and human-caused incidents that occur. It is divided into three sections: the base plan, supporting annexes and supporting documents.

Essential functions are those organizational functions and activities that must be continued under any and all circumstances as prescribed by the Colorado Constitution. However, some functions may be able to be suspended or prioritized on a temporary basis as needed in an emergency situation and/or recovery.

The scope of the EOP is to identify the essential functions of the City of Ouray and prepare to maintain or recover them during all hazard events. This plan and its annexes address capabilities the City has or can develop to provide services from alternate locations, redundancy for data collection, and personnel that have been trained to provide leadership under disaster circumstances (order of succession). This plans annexes addresses key messages that may need to be developed for public, vendor-managed activities (vaccines, office supplies, UPS [uninterruptible power supply]). It also addresses payroll, purchasing and human resource considerations.

The City of Ouray is responsible for most emergency response operations within City boundaries in conjunction with the Ouray County Sheriff's Office, Ouray County Emergency Medical Service (EMS), Ouray County Emergency Management, and the Ouray Fire Protection District.

Disasters and large-scale emergencies are rarely confined to one jurisdiction. Although only a portion of City of Ouray is likely to be impacted by a single disaster or emergency event, a multi-jurisdictional effort will be required to effectively manage most major incidents. Accordingly, emergency plans and exercises should incorporate procedures for integrating the resources of City and municipal governments, private and volunteer organizations, and state and federal governments.

✿ Within the City of Ouray, emergency response functions are provided by the following agencies:

- City of Ouray Police Department
- City of Ouray Volunteer Fire Department
- Ouray County Sheriff's Office
- Ouray County Emergency Medical Services
- Ouray County Public Health
- Ouray County Social Services
- Ouray County Emergency Management
- Colorado Bureau of Investigations
- Colorado State Patrol
- Colorado Department of Transportation
- Colorado Parks and Wildlife
- Office of Homeland Security and Emergency Management
- San Miguel Power Association
- Regional Dispatch Center
- Internet and Broadband Companies

✿ Routine emergencies will be managed by these agencies under Colorado Revised Statue authorities using the Incident Command System. As an emergency escalates the Incident

Commander will coordinate with City officials to ensure all public safety functions are being provided.

- ✿ When required by incident complexity, the City of Ouray will either assign an agency representative to command and/or open a City Emergency Operations Center (EOC). The EOC will manage issues including, but not limited to damage assessment, coordination of outside agencies and volunteers, and intergovernmental relations.
- ✿ The city will work in cooperation with the following agencies and jurisdictions in multi-jurisdiction incidents and/or through mutual aid response:

Ouray and Adjacent Counties	Log Hill Fire District
Bureau of Land Management	Montrose Fire Protection District
Colorado Department of Public Health and Environment (CDPHE)	Ouray Fire Protection District
Colorado Department of Transportation (CDOT)	Ouray County Mountain Rescue
Colorado Forest Service	Ridgway Fire Protection District
Colorado Office of Emergency Management	Town of Ridgway
Colorado Parks and Wildlife	U.S. Forest Service

- ✿ The **Colorado Department of Public Safety, Division of Homeland Security, Office of Emergency Management (COEM)** is available 24 hours a day to provide advice and technical assistance to Ouray County, the City of Ouray and Town of Ridgway. In addition, the COEM may provide state resources or coordinate other supplemental assistance in support of local emergency management actions. A formal declaration of a disaster by the City Council may be required as a pre-condition of some forms of state assistance or to expedite state assistance. COEM is also the state agency responsible for processing requests for state and federal disaster assistance. It should be noted that response and recovery operations are the responsibility of the City of Ouray and initial support should be provided by Ouray County. As a result of an emergency or disaster event and declaration, county, state or federal **funding assistance is not guaranteed**.

Base Plan

The City of Ouray, Colorado Emergency Operations Base Plan describes the processes comprising a citywide approach to incident management designed to integrate the efforts and resources of local governments, private sector and non-governmental organizations (NGOs). Ouray County Government, special districts, and non-governmental organizations should maintain and update their jurisdictional or response area emergency operations plans on an ongoing basis. Basic roles and responsibilities are outlined in this plan for coordination purposes. This base plan is adopted by the Ouray City Council and no major changes are done without their approval.

Supporting Annexes

The Annexes to the EOP detail the policies, structures, and responsibilities for coordination support with local agencies or other jurisdictions and entities during incidents. Annexes in support of this EOP are both functional based and hazard specific based. As incidents, planned events, and exercises occur, these Annexes are subject to change to improve response capabilities. New Annexes may be added as needed. City Council approval for annexes to be added is preferred but not required.

Supporting Documents

These documents provide other relevant, more detailed supporting information, including terms, definitions, acronyms and a compendium of plans.

City of Ouray Documents

- ✿ Ouray County Multi-Hazard Plan
- ✿ City of Ouray ICS Forms

Emergency Management

A link to the current Supporting Documents from Emergency Management may be found at <http://www.ouraycountyco.gov/272/Emergency-Management>. These plans include but are not limited to:

- ✿ Ouray County Emergency Operation Plan
- ✿ Ouray County Wildfire Annual Operating Plan
- ✿ Ouray County Wildfire Protection Plan
- ✿ Town of Ridgway Emergency Operations Plan
- ✿ West Region Tactical Interoperability Communications (TIC) Plan

Public Health

A link to the current Supporting Documents from Emergency Management may be found at <http://www.ouraycountyco.gov/149/Public-Health>. These plans include but are not limited to:

- ✿ Public Health Emergency Operations Plan
- ✿ Public Health Improvement Plan
- ✿ Ouray County Community Health Resource Guide
- ✿ Regional Health Assessment

Supporting Documents on the Web

Other Supporting Documents can be found on the web. They can be found by clicking on the hyperlinks below for each document:

- ✿ Colorado State Emergency Operations Plan (Link [Here](#))
- ✿ State of Colorado Resource Mobilization Annex (Link [Here](#))
- ✿ Colorado Homeland Security Resource Guide (Link [Here](#))

Note: Supporting documents may be developed and revised independent of the base plan. **Report broken links to City Police Chief at perryj@cityofouray.com**

AUTHORITIES

Federal

- ✿ Americans with disabilities Act
- ✿ Robert T. Stafford Disaster Relief And Emergency Assistance Act And Amendments (Public Law 93-288)
- ✿ Post Katrina Reform Act
- ✿ National Response Framework (PPD-8)
- ✿ Homeland Security Act And Information Sharing Act (H.R. 5710)
- ✿ Homeland Security Presidential Directive 5, Management Of Domestic Incidents (PPD-5)
- ✿ PETS ACT 2006
- ✿ Homeland Security Presidential Directive 8, National Preparedness (PPD-8)
- ✿ Plain Language Guidance
- ✿ Homeland Security Act and Information Sharing Act 202
- ✿ National Incident Management System (NIMS)

State

- ✿ Colorado Disaster Management Act (24 - 33.5 - 704(5) et seq., C.R.S., I,)
- ✿ Colorado All Hazard Resource Database Creation
- ✿ Colorado State Emergency Operations Plan (Signed by Governor Hickenlooper March, 26th 2015)

Local

- ✿ City of Ouray Resolution #2 series 2016 adopting the National Incident Management system affirmed by Ouray City Council, February 6, 2006
- ✿ City of Ouray **Resolution #13 series 2014**, Adoption of Multi-Hazard Mitigation Plan affirmed by the Ouray City Council on November 17, 2014.

PLANNING ASSUMPTIONS

- ✿ Government at all levels must continue to function under all threats, emergency and disaster conditions. Continuity of Government (COG)/Continuity of Operations plans (COOP) should be developed by all agencies and departments consistent with this plan and in accordance with the State of Colorado Emergency Operation Plans and National level guidance.
- ✿ Municipal governments and special districts will perform under their scope of authority and responsibility and will make declarations of emergency and disaster to County Emergency Management. All emergency and disaster declarations received by the County Emergency Manager will be forwarded to the State of Colorado Division of Homeland Security and Emergency Management.
- ✿ The City of Ouray has no fiscal responsibility to any municipal government or special district after receipt of their emergency or disaster declaration nor should the City of Ouray expect Ouray County or the state to have fiscal responsibility upon a receipt of an emergency or disaster declaration.
- ✿ County government, other municipal governments, special districts, and non-governmental organizations should maintain and update their jurisdictional or response area emergency operations and continuity plans on an ongoing basis and especially during time of an emergency or disaster response. These entities are expected to coordinate their planning, response, and continuity efforts with the City of Ouray Government to support intergovernmental responsibility.
- ✿ Incidents begin at the local government level (this includes special districts) and will remain the responsibility of the local government throughout the incident and through the recovery phase. Higher levels of government may agree to share some of the responsibility within an agreed upon scope. Generally, local jurisdictions (up through the county) should not plan on the arrival of significant State resources ordered for up to and possibly exceeding 36 hours after the incident. Federal resources may not arrive until 48-72 hours after the incident.
- ✿ An emergency or disaster can occur at any time and any location. It may create a significant degree of human suffering and loss of life, property damage and economic hardship to individuals, government, public services, the environment and the business community.
- ✿ Collaborating and sharing information across multiple levels of government, the response community and the private sector is essential for the successful stabilization and common operating picture of any emergency or disaster.
- ✿ All aspects of a community (e.g., volunteer, faith, access and functional needs, local governments and community-based organizations; other non-governmental organizations (NGOs); and the private sector) may be needed to effectively plan, respond, and recover from a major disaster.
- ✿ The public expects government to keep them informed and to provide guidance and assistance upon detection of a threat and in the event of an actual emergency or disaster.
- ✿ The premise of the National Response Framework, the State Emergency Operations Plan and this plan is that all levels of government share responsibility for working together in preventing, preparing for, responding to and recovering from the effects of an emergency or disaster event.
- ✿ Within The City of Ouray's organization structure certain City Departments have clearly understood responsibilities during an emergency while other departments have coordination responsibility and authority, however it may be necessary to staff an emergency or disaster with additional outside staff assistance. Depending upon the magnitude and catastrophic nature of the emergency and

disaster there is a potential that any and all City Offices and Departments could be mission tasked to respond and perform certain functions during an emergency or disaster event. The transition to emergency work would be under the direction of the City Council and managed by the City Administrator.

City Profile

The City of Ouray is a Home Rule Municipality and is the county seat of Ouray County, Colorado, United States. As of the 2010 U.S. Census, the population of Ouray was 1000.

City of Ouray History

Originally established by miners chasing silver and gold in the surrounding mountains, the town at one time boasted more horses and mules than people. Prospectors arrived in the area in 1875 and 1877, William Weston and George Barber found the Gertrude and Una gold veins in Imogene Basin, six miles southeast of Ouray. Thomas Walsh acquired the two veins and all the open ground nearby. In 1897 opened the Camp Bird Mine, adding a twenty-stamp mill in 1898, and a forty-stamp mill in 1899. The mine produced almost 200,000 ounces of gold by 1902, when Walsh sold out to Camp Bird, Ltd. By 1916, Camp Bird, Ltd., had produced over one million ounces of gold.

At the height of the mining, Ouray had more than 30 active mines. The town—after changing its name and that of the county it was in several times—was incorporated on October 2, 1876, named after Chief Ouray of the Utes, a Native American tribe. By 1877 Ouray had grown to over 1,000 in population and was named county seat of the newly formed Ouray County on March 8, 1877.

The Denver & Rio Grande Railway arrived in Ouray on December 21, 1887. It would stay until the automobile and trucks caused a decline in traffic. The last regularly scheduled passenger train was September 14, 1930. The line between Ouray and Ridgway was abandoned on March 21, 1953.

The entirety of Main Street is registered as a National Historic District with most of the buildings dating back to the late nineteenth century. The Beaumont Hotel and the Ouray City Hall and Walsh Library are listed on the National Register of Historic Places individually, while the Ouray County Courthouse, St. Elmo Hotel, St. Joseph's Miners' Hospital (currently housing the Ouray County Historical Society and Museum), Western Hotel, and Wright's Opera House are included in the historic district.

Geography

Ouray is located at 38°1'24"N 107°40'20"W (38.023217, -107.672178), in the San Juan Mountains of southwestern Colorado. It is about 40 miles (64 km) south of Montrose. It is only 10 miles (16 km) northeast of Telluride, but due to the severity of the landscape, the drive is about 50 miles (80 km). Ouray is connected to Silverton and then Durango to the south by Red Mountain Pass which crests at just over 11,000 feet (3,400 m).

Climate

Ouray experiences four distinct seasons. Summers are warm in the day and mild to cool at night with brief thunderstorms often occurring in the afternoons in July and August sometimes resulting in intense, though short lived, rainfall. Autumn is cool and mostly clear with occasional rain. Winters are long and cold—though seldom extremely so—with considerable snowfall. Spring is generally cool with early spring often bringing the largest snowfalls; late spring into early summer (mid-May through late June) is mild to warm and is usually the driest time of year. The Köppen climate classification for Ouray is Dfb (Cold-Continental; without a dry season; warm summer).

Economy

The primary present day economy of the City of Ouray is based on tourism. Much of the tourism is based off of recreational activities, scenic mountains, souvenirs, and dining. Tourists come for ice

climbing, mountain biking, hiking and off-roading in four-wheel drive (4WD) expeditions into the San Juan Mountains. Popular destinations include Yankee Boy Basin, Engineer Mountain, and Black Bear Road.

Demographics

As of the census of 2010, there were 1,000 people, 457 households, and 283 families residing in the city. The population density was 1,250 people per square mile (454.5/km²). There were 800 housing units at an average density of 1,000 per square mile (363.6/km²). The racial makeup of the city was 95.2% White, 0.1% (1) African American, 0.4% (4) Native American, 0.8% (8) Asian, 1.9% (19) from other races, and 1.6% (16) from two or more races. Hispanic or Latino of any race was 8.2% of the population.

Of the 457 households, 26.5% had children under the age of 18 living with them, 48.1% were married couples living together, 7.7% had a female householder with no husband present, 6.1% had a male householder with no wife present, and 38.1% were non-families. 32.4% of all households were made up of individual households and 10.9% had someone living alone who was 65 years of age or older. The average household size was 2.19 and the average family size was 2.76.

In the city the population was spread out with 21.7% under the age of 18, 28.1% from 18 to 44, 33.2% from 45 to 64, and 17.0% who were 65 years of age or older. The median age was 45.1 years. For every 100 females there were 101.6 males. For every 100 females age 18 and over, there were 101.8 males

The median income for a household in the city was \$36,094, and the median income for a family was \$45,313. Males had a median income of \$35,217 versus \$27,083 for females. The per capita income for the city was \$23,127. About 9.3% of families and 8.1% of the population were below the poverty line, including 7.1% of those under age 18 and 6.4% of those ages 65 or over.

Government

The City of Ouray is a home rule city and the county seat of Ouray. The City may govern its own affairs within certain limits, but authority to exercise powers is derived from state statutes. The Ouray City Council is the governing body for the City of Ouray. The Council is comprised of 4 council members and 1 mayor. All members of City Council are elected at large from within the city electorate as a whole. Council Members serve 4 year terms and the Mayor serves 2 year terms. The council members are staggered in elections where 2 council member positions and the mayor is up for election every 2 years.

Sectoring the City of Ouray

Due to the size and layout of the City of Ouray's Critical Infrastructure, the City of Ouray is one Sector in an emergency only involving the City. In a County-wide event the County as whole is one Sector.

Hazard Vulnerability Assessment

Through the county-wide hazard mitigation process, an assessment was conducted of potential hazards within the City and County. The assessment details the frequency, vulnerability, exposure and risk of potential hazards to the County and was completed in 2008 and updated in 2015 (scheduled for revision to be completed December 2019). The Ouray County Multi-Hazard Mitigation Plan was developed to reduce and eliminate losses from natural and manmade hazard events and to better protect the people and property of the County from the effects of hazard events. The current All Hazard Mitigation Plan may be accessed by visiting <http://www.ouraycountyco.gov/272/Emergency-Management>.

Hazard Profile

The City of Ouray is vulnerable to many hazards, all of which have the potential to disrupt the community, cause damage and create mass casualties. The Hazard Vulnerability Assessment identified specific hazards for the City based on likelihood of occurrence, severity and impact. The findings include the following hazards and their relative risk ranking:

HIGH RISK	MEDIUM RISK	LOW RISK
Dam Failure	Earthquake	Extreme Temperatures
Debris Flow	Hazardous Materials Incident	Imminent Threat
Flooding	Landslide/Rockfall	Mass Causality Incident
Wildfire	Public Health Emergencies	
Drought	Severe Winter Storms	
Lightning	Windstorms	

Vulnerability Assessment

The City of Ouray and Ouray County Risk Assessment revealed a number of problem areas to be addressed in the mitigation strategy. These key findings are summarized in the following list.

Dam Failure

- ✿ Two high hazard (probable loss of life if failure) dams are located in Ouray County;
- ✿ Full Moon (aka Crystal) Dam has had structural improvements;

Debris Flow

- ✿ Impacts from debris flows could be critical in the City of Ouray, blocking major streets and hindering transportation and movement;

Drought

- ✿ Multi-year droughts occur every 10 years on average in Ouray County;
- ✿ Drought can affect both water quantity and quality;
- ✿ The agriculture and tourism-based economy is particularly vulnerable to drought;
- ✿ Drought increases risk to other hazards, such as wildfire.

Extreme Temperatures

- ✿ Extreme cold is a bigger concern for the County than extreme heat, though extreme heat can exacerbate drought and wildfire conditions;
- ✿ Extreme cold has caused issues with frozen or burst water pipes and crop losses.

Flood

- ✿ Thirty-five recorded flood events between 1874 and 2013;
- ✿ The most serious impacts could occur in the City of Ouray.

Hazardous Materials Release

- ✿ Transported hazardous materials releases are of particular concern to the County due to narrow, winding mountain roads. These roads are especially dangerous during the winter;
- ✿ Streams and reservoirs are also vulnerable to contamination.

Imminent Threat

- ✿ Imminent Threat can be defined as “any conditions or practices in any place of employment which are such that a danger exists which could reasonably be expected to cause death or serious physical harm immediately or before the imminence of such danger can be eliminated through the enforcement.” Some examples would be acts of terrorism and active shooters;
- ✿ There have been past incidents in the County that could be considered terrorism or imminent threat, such as a suicide bomber, bombings of buildings in downtown Ridgway, and Ku Klux Klan rallies in the 1920s;
- ✿ Potential imminent threat targets in the County include mines, resorts, dams, schools, power infrastructure, and all government offices and facilities.

Landslide/Rockfall

- ✿ There are occasional landslide problems in the City.
- ✿ On October 31, 2018 a large rock fall did significant damage to the Perimeter Trail and a home in on Pinecrest.
- ✿ There are several rockfall hazard areas around the City of Ouray.;
- ✿ Landslides and rockfall events can damage and close roads.

Lightning

- ✿ Damaging or fatal lightning events are rare in the County;
- ✿ Outdoor recreationists at high altitude during summer months are very vulnerable to lightning;
- ✿ Lightning can damage power grid and information technology and communications networks.

Mass Casualty Events

- ✿ Traffic accidents involving multiple casualties are the primary concern;
- ✿ Traffic and bus accidents are most likely to occur along the Highway corridors of 550 and 62. The steeper, curvy sections of Highway 550 above and south of Ouray are particularly prone to accidents;
- ✿ The reemerging mining industry in the County is another source of potential mass casualty events;
- ✿ The County has produced tabletop and full-scale exercises on mass casualty scenarios to improve preparedness and response.

Multi-Hazard Event

- ✿ Ouray County has been included in past emergency declarations for drought, frost/freezing events, and high winds; the County has also been included in state declarations for flooding, mudslides, severe storms, and wildfires;
- ✿ Hazard events that cause road closures, such as debris flows/mudslides, floods, landslides, avalanches, and winter storms, affect the economy and safety of Ouray County by restricting access of visitors, workers, and goods and services.

Public Health Emergencies

- ✿ West Nile Virus and pandemic flu are the main concerns for public health emergencies in the County;
- ✿ There have been a few pandemic flu or West Nile Virus cases in the County in 2010.

Severe Winter Storm

- ✿ There is high vulnerability to severe winter weather along highways and mountain passes;
- ✿ Increased population is exposed to hazards and emergencies during high tourist seasons;
- ✿ Vehicle accidents, power/utility disruptions, and isolation due to road closures are the main concern related to severe winter storms.

Wildfire

- ✿ Approximately \$930 million in property value and 2,617 structures are potentially exposed to wildland fire hazards in the county;
- ✿ Critical roads are also vulnerable to wildfire;

Windstorm

- ✿ Past damages from windstorms have typically included blown down trees and power poles, and damage to roofs. Blown-down trees have fallen across Highway 550 just south of the City of Ouray. Strong winds can also blow loose rocks off cliffs and steep slopes in the County, creating a rockfall hazard;

Critical Facility and Infrastructure

As part of the Multi-Hazard Mitigation Plan planning process, critical infrastructure and facilities were identified for the city.

Critical Facilities

Critical Facilities are defined as facilities that provide a necessary service before, during, and after times of disaster. These generally include:

- ✿ Carrier-Neutral Locations (CNL) for Broadband
- ✿ Emergency Operations Centers
- ✿ Emergency Medical Service Facilities
- ✿ Fire Station
- ✿ Fuel Station
- ✿ Governmental Buildings
- ✿ Grocery Stores

- ✿ Law Enforcement Facilities
- ✿ School
- ✿ Shelters/Evacuation Centers

Critical Infrastructure

Critical infrastructure is defined as assets that are essential to the functioning of a society and economy. These include:

- ✿ Cisterns
- ✿ Dams, water treatment and distribution, water storage, water supply
- ✿ Electric power lines, sub-stations
- ✿ Fiber Optic
- ✿ Generators
- ✿ Hydro power facilities
- ✿ Internet
- ✿ Natural Gas Distributors
- ✿ Propane Gas Facilities
- ✿ Sewer lines and wastewater treatment plants
- ✿ Telephone facilities
- ✿ Transportation routes

MITIGATION CAPABILITIES

The jurisdictions within the City of Ouray have limited response and recovery capabilities due to city size, population, location from major municipals, areas with limited access and limited emergency responder personnel. Further limitations in these capabilities are determined through annual plan reviews and exercises. The following details mitigation capabilities within the City structure.

County Emergency Management Program

In the absence of a designated emergency manager for the City of Ouray, the County Emergency Manager assumes emergency management jurisdiction. The County's Emergency Management program addresses planning efforts for the four phases of emergency management that include preparedness, mitigation, response and recovery. The County Emergency Manager is under the direction of the Ouray County Sheriff operationally and Ouray County Administrator administratively.

The Emergency Manager's program provides a structure for anticipating and dealing with emergency incidents and recognizes that disasters are recurring through the four phases of emergency management: preparedness, mitigation, response and recovery.

All Hazards Planning

Ouray County Multi-Agency Coordination Group

The City of Ouray Participates in the Ouray County Multi-Agency Coordination Group. The Emergency Manager is responsible for establishing the Ouray County Multi-Agency Coordination Group. This is a multi-jurisdictional, multi-disciplinary planning and coordination group committed to the development and implementation of all-hazards planning for preparedness, prevention, response and recovery from emergencies and disasters. Participation is open to all local and county agencies, departments, special districts, and businesses within Ouray County and surrounding areas.

Ouray County Local Emergency Planning Committee (LEPC)

The City of Ouray Volunteer Fire Department Chief is the Designated Emergency Response Authority (DERA) for the City of Ouray and a member of the LEPC. The LEPC is a committee appointed by the State Emergency Response Commission (SERC), as required by Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA). It develops emergency plans for Local Emergency Planning Districts, collects material safety data sheet (MSDS) forms and chemical release reports. It also provides this information to the public. The LEPC is tasked with hazardous materials preparedness, response, related training and sits in a policy advisory position for the county.

The Ouray County Policy Group

The Ouray County Policy Group consists of County, Municipal and other jurisdictional policy makers within Ouray County.

Core Capability Assessment Summary

A Core Capability Assessment will be completed and annexed to the Emergency Operations Plan. This summary will detail the City of Ouray's ability to address the core capabilities outlined by FEMA.

Regional Planning

West Region Multi-Agency Coordination Group (WRMAC Group)

To facilitate regional planning and mutual aid assistance, the Emergency Manager and Ouray County Sheriff participates in the WRMAC Group. The WRMAC Group is a six county all hazard planning region located in the western portion of the State of Colorado. It is comprised of Delta, Gunnison, Hinsdale, Montrose, Ouray and San Miguel Counties.

The WRMAC Group mission is to prepare Colorado's West Region communities to be resilient in the face of potential threats and hazards through coordination and collaboration. It is a multiagency, multi-disciplinary emergency planning and coordination group committed to improve all hazard preparedness and resiliency in the West Region, leading to fewer lives lost, reduced economic impacts in affected communities, improved response capabilities and faster recovery time.

West Region All Hazard Region (WAHR)

WAHR is a multiagency, multi-disciplinary emergency planning and coordination group committed to improve all hazard preparedness and resiliency in the West Region, leading to fewer lives lost, reduced economic impacts in affected communities, improved response capabilities and faster recovery time.

West Region EMS Trauma Council (WRETAC)

The mission of the WRETAC is to promote, foster and support cooperative organization of Emergency Medical and Trauma Services in the Western Region and State, utilizing data, communications, protocols and training to provide Quality Improvement.

West Region Health Care Coalition (WRHCC)

The mission of the WRHCC is providing collaborative planning and response to emergencies, in a multi-disciplinary approach, and to preserve the medical infrastructure of the region.

West Region Emergency Preparedness and Response Team (WREPR)

Led by Mesa County Regional EPR team, the mission is to prepare Colorado's West Region communities to be resilient in the face of potential public health threats and hazards through coordination and collaboration. It is a multiagency, multi-disciplinary emergency planning and coordination group committed to improve all hazard preparedness and resiliency in the West Region.

West Region Wildfire Council

West Region Wildfire Council was established in 2007 as a collaborative effort to support interagency efforts to develop and implement plans to better mitigate the threat of catastrophic wildland fire to the communities and natural resources in the Colorado counties of Delta, Gunnison, Hinsdale, Montrose, Ouray and San Miguel

Evacuation and Warning Systems

Emergency Notification System

The City utilizes an emergency phone notification system to provide 'general information' based alerts as well as geographically specific emergency notification to residents. These alerts can be sent to landline phones, cellular phones and email addresses if the end user has opted in for this service. Commuters and visitors to the county may also sign up for the system via a mobile application.

Residents may self-register for emergency alerts on the Ouray County website:

<http://www.ouraycountyco.gov/272/Emergency-Management>.

Local Broadcast Media

The City also utilizes the Emergency Alert System to broadcast warnings over local radio stations and National Oceanic and Atmospheric Administration (NOAA) towers (where available). The authority to initialize this utility, and the message contained, lies with the Emergency Management Director and/or Sheriff only. Local media is also utilized whenever necessary but currently only publishes weekly.

Social Media

The City utilizes social media outlets such as Facebook and Twitter to inform, warn and prepare the public. City general preparedness information alerts and incident updates are ongoing for this platform:

<https://www.facebook.com/CityOfOuray/>: The authority to initialize this utility as a warning mechanism lies with the Incident Commander (IC), Police Chief, Fire Chief, the Emergency Manager, or the designated City Public Information Officer (PIO) during an incident. To post preparedness information, contact the Event and Communications Coordinator or their designee.

<https://www.facebook.com/OurayPD>: The authority to initialize this utility as a warning mechanism lies with the Incident Commander (IC), Police Chief, Fire Chief, the Emergency Manager, or the designated City Public Information Officer (PIO) during an incident. To post preparedness information, contact the Event and Communications Coordinator or their designee.

<https://twitter.com/OurayPD>: The authority to initialize this utility as a warning mechanism lies with the Incident Commander (IC), Police Chief, Fire Chief, the Emergency Manager, or the designated City Public Information Officer (PIO) during an incident. To post preparedness information, contact the Event and Communications Coordinator or their designee.

Hazard and Critical Infrastructure Mapping

The City has contracted with Pangae Geospatial LLC that can provide mapping and database support. The County also has a Geographic Information System (GIS) and Information Technology (IT) Department that can, upon request, provide mapping and database support.

Concept of Operations

The general concept on which this document is based is from lessons learned and best practices from previous events concerning command and coordination. This includes both the immediate event and any effects to the surrounding area or communities. Each incident is unique and requires different prevention and response measures. Therefore, by adhering to the guidelines of NIMS and the National Response Framework (NRF), the City stands ready to meet these challenges.

Every City department or office may be required to respond to an emergency. If a department does not have a specific response role in a given emergency, that department may still be relied upon to support responding departments. The City Administrator has responsibility for the direction and control of City resources during an emergency situation that has reached beyond the capabilities of a local jurisdiction.

Upon request, the City's Emergency Operations Center Manager or designee will activate and manage the City of Ouray's Emergency Operations Center (EOC). The EOC is the facility from which emergency response activities can be directed, coordinated and/or supported. The EOC structure is scalable, based on the magnitude of the situation. If a disaster exceeds City resources, assistance will be requested from the private sector, county agencies, regional agencies, State of Colorado, and if required, federal agencies.

Incident Management Priorities

The City of Ouray's priorities for incident management are as follows:

- ✿ Save lives and protect the health and safety of the public, responders, and recovery workers;
- ✿ Protect and restore critical infrastructure;
- ✿ When appropriate, conduct law enforcement investigations to resolve the incident, apprehend the perpetrators, and collect and preserve evidence for prosecution;
- ✿ Protect property and mitigate damages and impacts to individuals, communities and the environment;
- ✿ Facilitate recovery for individuals, families, businesses, government and the environment.

The City of Ouray has resources and expertise available to assist with incident related problems. The City may modify normal operations and redirect resources in order to save lives, relieve human suffering, sustain survivors, protect property and assist in re-establishing essential services. Life-saving and life-protecting response activities have precedence over other emergency response activities.

Private, faith based, and volunteer organizations (i.e., American Red Cross, Salvation Army, Colorado Volunteer Organizations Active in Disasters), and others will provide basic necessity and life-sustaining relief which is not normally available from government resources to individuals and families. Local and State governmental agencies will assist these organizations by providing information, guidance and coordination of the relief efforts.

The Mayor, in consultation with the City Council if possible, may declare a City disaster or emergency. If the Mayor is unavailable, the Mayor Pro Tem may sign a declaration of disaster or emergency. If the Mayor and the Mayor Pro Tem is unavailable, any member of the city council may sign a declaration of

disaster or emergency. The decision to make a declaration may be based upon emergency needs created by the incident, and/or damage assessment findings indicating the damages are of sufficient severity and magnitude to warrant assistance from the State. This authority is granted to a city through a county by the Colorado Disaster Act. Once the state receives a local emergency/disaster declaration, the state then may make a declaration under the Stafford Act to the President who may grant a major disaster declaration. This in turn, may make available specific federal support programs for a defined period. After the city declaration is made, it must be ratified within seven (7) days by the full City Council. The declaration must be renewed every seven (7) days, and should be let in place while emergency response measures are conducted. Local declarations should be discontinued or allowed to expire at the point emergency response work is completed. State or federal declarations may be left in place during recovery activities.

The Police Chief, the Fire Chief and/or the City Administrator may directly call upon any City Department available to assist in any emergency response. The Police and Fire Chief may call upon resources under their control to include any agency or entity under agreement with their agency, as well as any mutual aid agency requested by the Police or Fire Chief. The Police Chief may call upon the Sheriff to utilize resources under control of the Sheriff to include the Search and Rescue Team, and any agency or entity under agreement with the Sheriff, as well as any mutual aid agency requested by the Sheriff.

Local Coordination

The City of Ouray is responsible for large scale emergency response operations/coordination in within the City. Each of the Municipalities and County Government within Ouray County should establish both a Chain of Command and Continuity of Operations Plan (COOP) sections for their respective functions as part of their Municipal/County Emergency Operations Plans.

All local governments and special districts within the City of Ouray are responsible for coordinating with one another and for providing mutual aid within their capabilities and usually according to the established written Mutual Aid Agreements. If necessary, normal working operations may be suspended or redirected during an incident in order to support emergency response and control throughout the City.

Based on the assessment of emergency conditions by the designated Incident Commander(s), the City Council (and/or County leadership) will be notified and advised of the situation and the need to report to the City or County EOC.

Policy Group

Designated Policy Group members with responsibility over an incident will be assembled as needed to evaluate policy level decisions on how best to manage the incident to best serve the City, approval of incident expenditures and for formal declaration of a disaster. The Policy Group consists of the Ouray City Council, designated leadership of the city, special district, the City Administrator, the Police Chief, Fire Chief or his/her designee, and other officials as needed. This group may be asked to collaborate with Ouray County, Town of Ridgway, or Regional Policy Groups or a mixture of any or all.

The group may be called upon to discuss formal declaration of local or City emergencies or disasters, discuss and or approval and commitment of City resources and funds for disaster or emergency purposes, discuss delegations of authority and/or fund expenditure, cost share agreements between involved jurisdiction, formulation of directives to Municipal departments and personnel regarding changes in normal duties/work schedules and discussion of Continuity of Operation Plans. Other

possible decisions involving issuance of official orders regarding population protection or temporary social restrictions, such as evacuation orders, establishment of curfews and enactment of price controls may need to be discussed and coordinated by this group.

STAGES OF EMERGENCY MANAGEMENT

Emergency operations involve much more than merely responding to an incident when it occurs. Regardless of the type of hazard, there are four stages in the emergency management process: mitigation, preparedness, response, and recovery.

Mitigation

FEMA.gov defines mitigation as:

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. In order for mitigation to be effective we need to take action now—before the next disaster—to reduce human and financial consequences later (analyzing risk, reducing risk, and insuring against risk). It is important to know that disasters can happen at anytime and anyplace and if we are not prepared, consequences can be fatal.

Effective mitigation requires that we all understand local risks, address the hard choices, and invest in long-term community well-being. Without mitigation actions, we jeopardize our safety, financial security and self-reliance.

- ✿ Disasters can happen at anytime and anyplace; human and financial consequences are hard to predict.
- ✿ The number of disasters each year is increasing but only 50% of events trigger Federal assistance.
- ✿ FEMA's mitigation programs help reduce the impact of events—and our dependence on taxpayers and the Treasury for disaster relief.

FEMA's Federal Insurance and Mitigation Administration (FIMA) manages the National Flood Insurance Program (NFIP) and implements a variety of programs authorized by Congress to reduce losses that may result from natural disasters. Effective mitigation efforts can break the cycle of disaster damage, reconstruction, and repeated damage. FEMA's mitigation and insurance efforts are organized into three primary activities that help states, tribes, territories and localities achieve the highest level of mitigation: Risk Analysis, Risk Reduction, and Risk Insurance. Through these activities and FEMA's day-to-day work across the country, communities are able to make better mitigation decisions before, during, and after disasters.

Effective mitigation requires that we all understand local risks, address the hard choices, and invest in long-term community well-being. Without mitigation actions, we jeopardize our safety, financial security and self-reliance.

Mitigation involves the actions taken prior to an incident that reduce the chance of occurrence or the effects of a disaster. This stage includes flood plain management, public education campaigns, building and fire codes, defensible space programs for residential buildings, and preventative health care.

Prevention

Prevention means actions taken to avoid an incident or to intervene to stop an incident from occurring.

- Involves actions taken to avoid an incident or to intervene to stop an incident from occurring.

Prevention involves actions to protect lives and property. It involves applying “Prevention” Activities to avoid an incident or to stop an emergency from occurring. Explanatory Material: Activities, tasks, programs, and systems intended to protect lives and property. – Involves applying intelligence and other information to a range of activities that may include such countermeasures as:

- ✳ Deterrence operations
- ✳ Heightened inspections
- ✳ Improved surveillance
- ✳ Disease prevention among people, domestic animals, and wildlife.

Examples of prevention activities include:

- ✳ Collect, analyze and apply intelligence and other information
- ✳ Conduct investigations to determine the full nature and source of the threat and to implement countermeasures such as inspections, surveillance, security and infrastructure protection
- ✳ Conduct tactical operations to interdict, preempt or disrupt illegal activity; and to apprehend and prosecute the perpetrators
- ✳ Conduct public health surveillance and testing procedures, immunizations and isolation or quarantine of individuals for biological and agricultural threats
- ✳ Deter, detect, deny access or entry, defeat and take decisive action to eliminate threats
- ✳ Conduct code enforcement, inspections and behavior modification to reduce risk
- ✳ Analyze threats created by natural hazards and develop action plans to reduce the threat to citizens and property

Preparedness

Preparedness involves the planning necessary to ensure that the effects of a disaster or an emergency will be minimized, and to assist local jurisdictions in developing appropriate response capabilities needed in the event of an emergency. To respond properly, a jurisdiction must have a plan for response, trained personnel to respond, and necessary resources with which to respond. Emphasis is on emergency planning, training, exercises and public awareness information sharing and programs.

Examples of preparedness activities include:

- ✳ Development of plans and procedures, training and exercising
- ✳ Pre-establishment of incident command posts, mobilization centers, staging areas and other facilities
- ✳ Evacuation and protective sheltering
- ✳ Implementation of structural and non-structural mitigation measures
- ✳ Private sector implementation of business and continuity of operations plans
- ✳ Provision of mitigation activities which are a critical foundation across the incident management spectrum from prevention through response and recovery. Examples of key mitigation activities include the following:
 - Ongoing public education and outreach activities designed to modify behavior to reduce loss of life and destruction of property
 - Structural retrofitting to deter or lessen the impact of incidents and reduce loss of life, destruction of property and impact on the environment

- Code enforcement through such activities as zoning regulation, land management and building and fire code inspection
- Flood insurance and the buy-out of properties subjected to frequent flooding

Response

The response stage covers the period during and immediately following a disaster. During this phase, jurisdictions provide emergency assistance to victims of the event and try to reduce the likelihood of further damage. The local fire district, law enforcement agencies, search and rescue, emergency medical service (EMS) units and Public Works crews are the primary responders. Response activities can be categorized into Initial or Extended Response.

Initial Response Activity

The initial response activities are primarily performed at the field response level. Emphasis is placed on minimizing the effects of the emergency or disaster. Examples of initial response activities include:

1. Establishing Incident/Unified Command
2. Developing and implementing incident Action Plans, as needed
3. Documenting/Discussion of situation status
4. Assessing need for mutual aid assistance
5. Coordinating with state and federal agencies.
6. Staging of Resources
7. Check-in of Resources
8. A system to tracking resource on-scene
9. Briefing of City management and other key officials and/or employees on the situation
10. Dissemination of warnings, emergency public information, and instructions to citizens
11. Conducting evacuations and/or rescue operations
12. Restricting and/or redirecting movement of traffic/people
13. Caring for displaced persons and treating the injured
14. Conducting initial damage assessments and surveys

Extended Response Activity

Extended response activities are primarily conducted in the field and at the Emergency Operations Center (EOC). Extended emergency operations primarily involve the coordination and management of personnel and resources to mitigate an emergency and facilitate the transition to recovery operations. Examples of extended response activities include:

1. Preparing detailed damage assessments
2. Preparing public information
3. Operating mass care facilities
4. Conducting coroner operations
5. Procuring required resources to sustain operations
6. Continue documenting situation status
7. Protecting, controlling, and allocating resources
8. Restoring vital utility services

9. Documenting expenditures
10. Developing and implementing Action Plans for extended operations
11. Dissemination of emergency public information
12. Declaring a local emergency
13. Requesting a gubernatorial and federal declaration, if required
14. Allocate Resources
15. Inter/multi-agency coordination

Recovery

Recovery is both short and long-term, and continues until all systems return to normal or near-normal operation. Short-term recovery restores vital life-support systems to minimum operating standards. Long-term recovery may go on for months—even years—until the entire disaster area returns to its previous condition or undergoes improvement with new features that are less disaster-prone. This will involve damage assessments, plan revisions, and actions initiated to mitigate future emergencies or disasters by reducing or eliminating their probability of recurring, among other things. Examples of recovery activities include:

1. Restoring utilities
2. Applying for state and federal assistance programs
3. Providing public assistance information for disaster assistance
4. Conducting hazard mitigation analyses
5. Identifying residual hazards
6. Determining and recovering costs associated with response and recovery

Damage Assessment

Under federal disaster assistance programs, documentation must be obtained regarding damage sustained to:

1. Roads, bridges and culverts
2. Water control facilities
3. Public buildings and related equipment
4. Public utilities
5. Facilities
6. All recreational and park facilities
7. Educational institutions

EMERGENCY PURCHASING

During a declared disaster or emergency, emergency purchases, which by their nature or circumstances do not lend themselves to a competitive selection process, are exempt from the city's competitive bid selection process. This will be outlined in the City of Ouray Disaster Policies Annex (Not yet completed). However, emergency procurement in general must be at least as stringent as the state and, in turn, federal policies in order to remain eligible for reimbursements, which will be outlined in the City of Ouray Finance and Logistics Annex (Not yet completed).

NIMS AND ICS

The National Incident Management System (NIMS) is a comprehensive system that is designed to improve local response operations through the use of the Incident Command System (ICS) and the application of standardized procedures and preparedness measures. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with command responsibility for the management of resources to effectively accomplish identified incident objectives.

While most incidents are generally handled on a daily basis by a single jurisdiction at the local level, there are important instances in which successful domestic incident management operations depend on the involvement of multiple jurisdictions, functional agencies and specific emergency responder disciplines. These instances require effective and efficient coordination across this broad spectrum of organizations and activities.

NIMS is the adopted organizational structure for both planning and managing emergency response and recovery operations in City of Ouray Employees' NIMS required trainings:

ICS Field Operations Training Needs

Incident Type(s)	Core Courses	Additional Courses
1,2	<ul style="list-style-type: none"> ICS-100 ICS-200 ICS-300 ICS-400 IS-700 IS-800 G-191 (ICS/EOC Interface) 	<ul style="list-style-type: none"> Position-specific ICS courses (based on individual assignment or expected assignment) E/L-947 Emergency Operations Center (EOC) – Incident Management Team (IMT) Interface Course Training based on jurisdiction risk and/or specific interest (see Appendix A for sources of Federal Training)
3	<ul style="list-style-type: none"> ICS-100 ICS-200 ICS-300 ICS-400 IS-700 IS-800 	<ul style="list-style-type: none"> Position-specific ICS courses (based on individual assignment or expected assignment) G-191 E/L-947 Training based on jurisdiction risk and/or specific interest (see Appendix A for sources of Federal training)
4	<ul style="list-style-type: none"> ICS-100 ICS-200 IS-700 	<ul style="list-style-type: none"> Position-specific ICS courses (based on individual assignment or expected assignment) Training based on jurisdiction risk and/or specific interest (see Appendix A for sources of Federal training)
5	<ul style="list-style-type: none"> ICS-100 IS-700 	<ul style="list-style-type: none"> Position-specific ICS courses (based on individual assignment or expected assignment) Training based on jurisdiction risk and/or specific interest (see Appendix A for sources of Federal training)

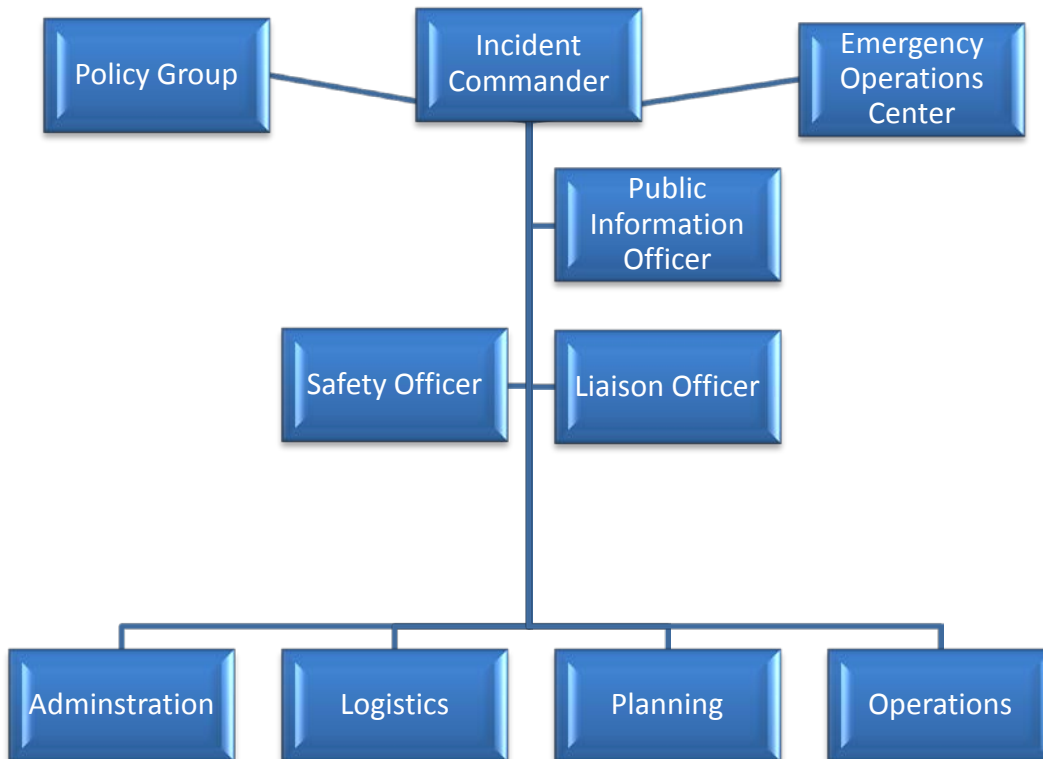
Source: National Incident Management System: Training Program September 2011 by: U.S. Department of Homeland Security

In larger incidents, the ICS structure may be extended and supported by activation of the City of Ouray's and/or Ouray County's Emergency Operations Center (EOC). The EOC will be staffed to serve as the coordination point for supplemental resources, intergovernmental assistance, as well as some long-term planning and recovery activities. ICS principles are nationally accepted for addressing all types of

hazards and for integrating multiple agencies, jurisdictions and disciplines into a coordinated relief effort.

For the purposes of this Plan, it is assumed and expected that all City personnel, emergency response agencies and support organizations in the City of Ouray have completed the required NIMS courses. It is further assumed and expected that the various levels of management in each agency and organization has completed the level of ICS training appropriate to their respective rank or function. The City of Ouray has and will continue to support NIMS compliance programs, by assisting agencies in acquiring appropriate NIMS trainings and exercise/training evaluations. Ouray County Emergency Management can assist with training upon request.

Below is a basic ICS chart in which its positions should be followed during incidents in the City of Ouray. This chart can expand to meet the changing size and complexity of an incident as needed:



EMERGENCY SUPPORT FUNCTIONS

The following is a summary of the Emergency Support Functions (ESF) as identified in the National Incident Management System and utilized the State Division of Homeland Security and Emergency Management. Below is a chart of ESF lead, ESF support and ESF titles (Support agencies and departments are not all inclusive):

CITY OF OURAY EMERGENCY SUPPORT FUNCTION MATRIX															
Department or Agency: 1. This chart shows the responsibilities of City Of Ouray Agencies or Department in an City of Ouray Emergency or Disaster 2. Responsibilities can be delegated 3. Many Department hold multiple ESF responsibilities due to the size and lack of resources in the City of Ouray	ESF #1 – Transportation	ESF #2 – Communications and Alerting	ESF #3 – Public Works and Engineering	ESF #4 – Firefighting	ESF #5 – Emergency Management	ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services	ESF #7 – Logistics Management and Resource Support	ESF #8 – Public Health and Medical Services	ESF #9 – Search and Rescue	ESF #10 – Oil and Hazardous Materials Response	ESF #11 – Agriculture and Natural Resources	ESF #12 – Energy	ESF #13 – Public Safety and Security	ESF #14 – Long-Term Community Recovery	ESF #15 – External Affairs and Public Information
Ouray City Council	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Administrator	S	S	S	S	S	L	S	L	S	S	L	S	S	S	S
Administrative Staff	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Attorney	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Clerk/Treasurer (Also Finance Director)	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Community Development Coordinator	S	S	S	S	S	S	S	S	S	S	S	S	S	L	S
City Resource Director (Also PIO)	S		S			S	S	S			S	S	S	S	L
Information Technology (Also G.I.S)	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Public Works	L		L		S	S	S	S	S			L	S	S	
Fire Districts/Agencies/Departments	S	S	S	L	S		S	S	S	L			S	S	S
Human Resources	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Police Chief	S	L	S	S	L	S	L	S	L	S	S	S	L	S	S
Non-City Department/Agencies Upon Request of City Leads															
Amateur Radio Emergency Services (ARES)	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Colorado Department Agriculture											L			S	
CSU Extension											S			S	
Ouray County Assessor	S				S						S			L	
Ouray County Coroner					S	S	S	S	S				S	S	
Ouray County Emergency Management	S	L	S	S	L	S	L	S	S	S	S	S	S	S	S
Emergency Medical Services (EMS)	S	S		S	S	S	S	S	S	S			S	S	
Montrose County Regional Dispatch	S	L	S	S	S				S	S			S		
Montrose Memorial Hospital						S		S							
Other Law Enforcement Agencies		S			S								L		
Ouray County Clergy Group	S	S			S	S	S							S	
Ouray County Public Health					S	S	S	L	S	S	L		S	S	S
Ouray County School Districts	S					S	S							S	S
Ouray County Social Services					S	L	S	S						S	
Public Utilities							S					S		S	
Private Business Sector	S				S	S	S				S	S	S	S	
Second Chance Humane Society						S									
State and Federal Agencies	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Telluride Hazardous Response Team				S	S					L					
L= ESF LEAD DEPARTMENT/AGENCY S= SUPPORTING DEPARTMENT/AGENCY															

ESF #1 – Transportation

Support and assist municipal, county, private sector and voluntary organizations requiring transportation for an actual or potential Incident of Critical Significance. This group insures all roads and conduits into and out of an affected area remain open, and that the traffic allowed into those areas is coordinated in a manner that prevents bottlenecks and gridlock which would prevent needed emergency assistance reaching those areas that need it.

ESF #2 – Communications and Alerting

Ensures the provision of communications and alerting support to municipal, County, private-sector response efforts during a large scale incident. ESF #2 is responsible for the issuance of warning information regarding impending hazards, as well as the maintenance of warning networks which might be used by the City in an emergency.

ESF #3 – Public Works and Engineering

Coordinates and organizes the capabilities and resources of the municipal and county governments to protect critical roadway and building infrastructure, provide technical assistance, engineering expertise, construction management, debris removal and other support to prevent, prepare for, respond to, and/or recover from a large scale incident.

ESF #4 – Firefighting

Enable the detection and suppression of wildland and urban fires resulting from a large scale incident.

ESF #5 – Emergency Management

Responsible for supporting overall activities of the City Government for City incident management as well as assistance to support municipal overall activities as requested to include disaster intelligence, providing situational awareness, public information and damage assessment.

ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services

Supports Countywide, municipal and non-governmental organization efforts to address non-medical mass care, housing and human services needs of individuals and/or families impacted by a large scale incident.

ESF #7 – Logistics Management and Resource Support

Supports volunteer services, County agencies, and municipal governments tracking, providing, and/or requiring resource support before, during and after a large scale incident. This group is responsible for the acquisition of all types of resources that are identified following a disaster.

ESF #8 – Public Health and Medical Services

Provide the mechanism for coordinated City assistance to supplement municipal resources in response to public health and medical care needs (to include veterinary and/or animal health issues when appropriate) for potential or actual large scale incidents and/or during a developing potential health and medical situation.

ESF #9 – Search and Rescue

This group coordinates local search and rescue operations.

ESF #10 – Oil and Hazardous Materials Response

Coordinate City support in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials incidents

ESF #11 – Agriculture and Natural Resources

Supports City and authorities and other agency efforts to address: control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease; assurance of food safety and food security and; protection of natural and cultural resources and historic properties.

ESF #12 – Energy

This group is concerned with the restoration of the utility (electrical and gas) infrastructure following a disaster, as well as the provision of temporary emergency power capabilities to critical facilities until such time as a permanent restoration is accomplished.

ESF #13 – Public Safety and Security

Integrates City public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual incidents of a large scale Traffic control, security control, evacuation and prisoner management are examples.

ESF #14 – Long-Term Community Recovery

Provides a framework for City Government support to municipal governments, nongovernmental organizations, and the private sector designed to enable community recovery from the long-term consequences of a large scale incident. This group is responsible for managing the influx of donated goods into the City following a disaster and provides the interface with the state/federal National Donations Management System. In addition, this group coordinates the use of persons and organizations who volunteer their services following a disaster.

ESF #15 – External Affairs and Public Information

Ensures that sufficient City assets are deployed to the field during a potential or actual large scale incident to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector and the public. This group is the mechanism through which state and local government provides disaster relief assistance to victims in the affected area(s), including the Individual and Family Grant program, the Small Business Administration's loan programs, the administration of unemployment compensation, and various other disaster relief programs available for both Presidentially-declared and non-Presidentially declared disasters.

CITY OF OURAY EMERGENCY OPERATIONS CENTER (EOC)

The city of Ouray Emergency Operations Center (EOC) is located at the Ouray Community Center at 320 6th Ave, Ouray CO, 81427. The purpose of the EOC is to bring together all ESF and essential functions during a prolonged disaster or emergency to a location cohesive to interoperability and communication to promote better documentation, collaboration and resource mobilization for supporting the incident in the field. The EOC is a location designed to support the incident in the field by providing key personnel, Policy Group, Finance, GIS, ESF's and other stakeholders and partners a location to support Incident Commands mission. The City of Ouray EOC will be managed by the designated Emergency Operations Center Manager and will be kept in a state of readiness in preparation for activation. Upon activation of the EOC all resource requests to support the incident or related needs are to be filled through the EOC Manager or designee and to be recorded, documented and approved by the financial stakeholder before a request is fulfilled.

The Emergency Operations Center can be activated at any level based on several factors:

- ✿ Size or expansion of incident
- ✿ Multiple jurisdiction response or multiple Mutual Aid requests.
- ✿ Request of support for statewide or neighboring incident.
- ✿ Incident of increasing complexity.
- ✿ Threat or hazard risk to lives or property.

The Operations Center can be activated at the request of:

- ✿ Incident Commander (IC) of any incident
- ✿ Emergency Manager
- ✿ Police Chief

The Emergency Operations Center can be activated at several levels. Not all activations require the response from every ESF or function of the EOC:

EOC Activation Level	Activation Scope	Activation Example
Level 1	Full activation of the EOC. All ICS EOC support positions and ESFs report to the EOC.	Major natural or manmade event - All departments assisting in response. Citizens in need of assistance and/or sheltering. Recovery may be long term.
Level 2	Partial activation of the EOC, only requested ICS EOC support positions and ESFs report to the EOC.	For short term operations involving limited agencies, such as Public Works, Fire and Police.
Level 3	Emergency Management staff and ICS EOC support positions as needed, monitoring potential hazard development when there is advance notice and/or a planned event.	Center is open; gaining situational awareness and monitoring the event(s). Conference calls may be occurring with Emergency Management and/or other City agencies.
Level 4	Activation is virtual	Gaining situational awareness and monitoring the event(s).

Personnel and Staffing

Upon activation of the EOC, and depending on the incident type, the appropriate representatives with oversight of the incident should staff the EOC. In some situations, access to the EOC may be limited in

order to maintain functional effectiveness. The EOC may serve as the Incident and/or Command Post in some instances. EOC staffing must consider staff limitations due to operational periods and ability. The following are the staffing patterns for the EOC which is subject to change for IC needs:

Level 4 Activation Staffing

- ✳ No staff on site at EOC; Emergency Management monitoring virtually

Level 3 Activation Staffing

- ✳ Emergency Management
- ✳ Law Enforcement Representative(s)

Level 2 Activation Staffing

- ✳ Emergency Management (ESF 5)
- ✳ Logistics Section Chief (ESF 7)
- ✳ Public Information Officer (ESF 15)
- ✳ Operations Section Chief/Law Enforcement Representative(s) (ESF 13)
- ✳ Fire Operations Liaison (as needed) (ESF 4)
- ✳ Medical Operations Liaison (as needed) (ESF 8)

Level 1 Activation Staffing

- ✳ Emergency Management/ Planning Section Chief (ESF 5)
- ✳ Logistics Section Chief (ESF 7)
- ✳ Operations Section Chief/Law Enforcement Representative(s) (ESF 13)
- ✳ Communications (ESF 2)
- ✳ Fire Operations Liaison (ESF 4)
- ✳ EMS Operations Liaison (ESF 8)
- ✳ Public Information Officer (ESF 15)
- ✳ Public Health (ESF 8)
- ✳ Mass Care (Red Cross and /or Social Services) (ESF 6)
- ✳ Public Works (County and State if applicable) (ESF 1)
- ✳ Financial Officer, Documentation (ESF 14)
- ✳ IT/GIS (ESF 2)
- ✳ EOC Deputy Manager (ESF 5)
- ✳ Appointed Officials (ESF 15)
- ✳ State and Federal officials (as required by statute or incident type) (ESF 15)
- ✳ Other considerations for EOC staffing representatives:
 - Subject matter experts and/or private sector representative
 - Field Staff/Runner(s), whose primary purpose is to physically take pertinent information to different locations (i.e. field ICPs). This may be necessary due to congestion/technical problems on phones and radios, and/or sensitive information.

In most cases, the Unified Command Structure will be utilized for incidents within the City of Ouray. The command structure and communication plan is to be broadcast to all responding agencies as soon as

possible after an event has started. The command structure may change during the event, as conditions warrant, with the change being broadcast to all involved agencies.

DISASTER OR EMERGENCY DECLARATION

Initial Emergency Response

The Ouray City Council authorizes the Police Chief, Fire Chief, City Administrator, or their designees, to act as needed in the pre-disaster declaration time frame until an official emergency declaration can be made by the City Council.

The emergency authority of the Police Chief, Fire Chief, City Administrator, or their designees consists of ordering and mobilizing resources, as well as requesting mutual aid and/or spending to respond to an emergency or disaster. The Police Chief, City Administrator, or their designees will, as soon as practical, make full notification to the City Council of such actions taken during the pre-disaster declaration period. All disasters in the city will be managed under the National Incident Management System and the Incident Command System.

Reason for Disaster Declaration

- ✿ To gain access to TABOR emergency reserves
- ✿ To qualify for certain types of federal and state disaster assistance
- ✿ To activate local and inter-jurisdictional emergency plans and mutual assistance agreements
- ✿ To support the enactment of temporary emergency restrictions or controls (e.g., curfews, price controls)

Declaration Process

Steps in the Declaration Process

1. Local government entities respond to incident and conduct Initial Damage Assessment
2. Implementation of City EOP and activation of local resources
3. Resolution by Affected Local Governments Declaring a Disaster
4. Notify County Emergency Manager of declaration
5. Request for State Assistance
6. Implementation of State EOP and activation of state Resources
7. Situation Reports from State to FEMA Region VIII
8. Joint (Federal-State-Local) Preliminary Damage Assessment (PDA)
9. Governor's Request for a Presidential Disaster Declaration
10. FEMA Region VIII Review and Recommendation
11. Decision by President whether or not to authorize Stafford Act Assistance

Authority to Declare a Disaster

The following individuals or their designees have the authority to declare a city emergency as will be outlined in the City of Ouray Disaster Policies (Not yet completed). Because of the nature and unpredictability of some disasters the need for a quorum of the board may not be possible; as a result any of the parties below can declare a disaster.

- Mayor, in consultation with the City Council

- Mayor Pro Tem in the absence of Mayor, in consultation with the rest of City Council
- Another City Council member if the Mayor and Mayor Pro Tem is not available, in consultation with the rest of City Council

That declaration shall not be continued or renewed for a period in excess of seven days except by or with the consent of the City Council. In all events, the City Council shall make all reasonable efforts to meet a quorum of the Council within 48 hours of the initial declaration of emergency.

After twenty-four hours has elapsed from the initial declaration of emergency, the succession of authority to act for the Council is the same as above. The Mayor, Mayor Pro Tem (or any Council Member if Mayor or Mayor Pro Tem is unavailable) can act pending meeting of the City Council.

Any order or proclamation declaring, continuing, or terminating a city emergency or disaster shall be filed promptly with the County Emergency Manager, who shall file promptly with the State of Office of Emergency Management.

ESSENTIAL SERVICES

The City of Ouray government will continue to provide essential services in order to protect the public health, safety and welfare during an emergency or disaster event.

During a declared emergency or disaster event, the Mayor, or the Mayor Pro Tem in the absence of the Mayor, or any Council Member in the absence of the Mayor and Mayor Pro Tem has emergency authority to act on behalf of the City Council.

Responsibility Overview

It is important to remember that ALL responsibilities are just that. A listed responsibility does not mean that the Department Head, Appointed Officials or Elected Official has to physically do the task. They are just tasked to make sure the task get done.

The key to all emergency tasks in any small region with limited resources is to ask for help and delegate! However, when thinking about the delegation process, it is crucial to remember the planning assumption:

“Incidents begin at the County or local government level (this includes special districts) and will remain the responsibility of the local government throughout the incident and through the recovery phase. Generally, local jurisdictions (up through the county) should not plan on the arrival of significant State resources ordered for 36 hours after the incident. Federal resources may not arrive until 48-72 hours after the incident.”

The City of Ouray is responsible for the tasks until help is asked for and then arrives and help will not start mobilizing until requested.

ESF Leads are the lead of an entire group of agencies/department.

Though there are a lot of tasks for an ESF Group, “The Lead” just needs to make sure it is delegated to the appropriate agencies/department and that it gets done. “The Lead” does not necessarily have to perform the task on their own.

Department Heads, Appointed Officials, and Elected Officials' Responsibilities

General Responsibilities

As members of the City Emergency Operations Plan (EOP), all city employees are designated as disaster service workers during a declared emergency or disaster and may be required to perform certain emergency services at the direction of their supervisor.

All City Department Heads, Appointed Officials and Elected Officials will be notified regarding emergency or disaster event issues that might impact their area of responsibility. Each department head and elected official shall work within the framework of this plan and supporting annexes and have the following general responsibilities:

- ✿ Be prepared to respond adequately to all emergency or disaster events;
- ✿ Ensure that employees within their department have their FEMA recommended training;
- ✿ Consider potential emergency or disaster events as related to his or her regular functions, particularly those functions essential in times of emergency or disaster;
- ✿ Design preparedness measures to permit a rapid and effective transition period following initial indication of a potential emergency or disaster event;
- ✿ Protect property, mitigate damages and facilitate recovery for individuals, communities, businesses, governments and the environment;
- ✿ Designate a member to represent their department during EOC activation and needed EOC support trainings. Designees must have the ability to direct Department resources, have departmental decision-making abilities and authority to allocate department funds as needed to support the incident;
- ✿ **Any city employee may be required to respond outside of normal work hours.**

Essential Function Responsibilities

All City Department Heads, Appointed Officials and Elected Officials shall ensure the 'continuity of essential functions within their departments', also known as a COOP Plan, in any emergency or disaster event by providing for:

- ✿ Succession Planning of their office and keeping on file an Emergency Delegation of Authority in accordance with applicable law;
- ✿ Safekeeping of essential resources, facilities and records;
- ✿ Establishment of emergency operating capabilities;
- ✿ Plan for the use of essential emergency resources as well as alternative resources that may be used to meet essential demands during and following an emergency or disaster event;
- ✿ Participate in activities to continually assess the importance of various facilities and resources to essential community needs; integrate preparedness and response strategies and procedures as needed.

Information Collection, Analysis and Dissemination

During an emergency, a well-defined, operational information collection capability is essential. Information collection provides situational awareness to leadership and promotes informed decision

making. Accordingly, the City has designated a process to collect, analyze, and disseminate information during an emergency to both internal and external response partners as well as the public.

Information Collection

Information will be collected from a variety of sources. Per ICS, the Planning Section at each operational location will be charged with collecting information. The following lists a few examples of potential sources of operational information:

- On-scene responders
- ICS 214- Activity Logs
- City or County departments
- Public agencies and non-governmental organization partners
- Television, radio, and print media
- Social media
- Victims of the emergency or the general public
- Subject matter experts

Analyze Information

After information has been collected, it must be analyzed to determine its operational relevance. Emergency management personnel (or Planning Section personnel, if the EOC is activated) will analyze information that is received and prepare intelligence reports for leadership.

Media Monitoring and Rumor Control

During an emergency, the potential for dissemination of false or misleading information is high. This can lead to operational difficulties for responders and confusion among the public. Misleading information can be produced from several sources including television, radio, print, and especially, social media. Accordingly, the City will establish a media monitoring and rumor control element in its Joint Information Center (JIC) (if activated) or EOC.

Media monitoring will be conducted in close coordination with the City's public information partners such as the Town of Ridgway, County of Ouray or Regional Partners.

Dissemination

Message dissemination is categorized into internal messaging and public messaging. Internal messaging refers to messages crafted for responders and partners, while public messaging refers to messages crafted for public dissemination.

Internal Messaging

Public information representatives in the JIC (if activated) or EOC will assist in conveying information as necessary to the Policy Group. Additionally, the Planning Section will maintain and update an Incident Action Plan (IAP), which will contain critical information and intelligence updates for responders and partners.

Other methods of internal information dissemination include City-wide emails and WENS messages.

Public Messaging

Various methods of public information dissemination are available. The decision to use a particular medium will be based on the urgency of information and the intended audience. Some methods of distribution include:

- Press releases
- Press conferences
- Website updates
- Print or radio
- Social media updates

To ensure one consistent and accurate voice, all public information releases will be coordinated through the JIC.

Public Information and Warning

The City of Ouray will follow the concepts of Operations within the Ouray County Public Information and Warning Plan until the City can develop one of its own. The purpose of this plan is to set forth the warning procedures and capabilities to be employed in the event of a large-scale emergency in Ouray County. This plan is developed as an integral part of the Ouray County Emergency Preparedness Plan; however, it is also designated to stand alone as Ouray County's Warning Plan. This plan is annexed as Annex A.

Administration, Finance and Logistics

The city will develop a Disaster Finance Plan which will outline the following:

Administration

- Authorities and policies for reassignment of employees from normal to emergency duties
- Summary of Policies for Worker's Comp
- Summary of Policies for Insurance
- Summary of process for timekeeping
- Summary of process for records retention
- Summary of policies and process for use of Volunteers

Finance

- Authorities and policies for disaster spending, procurement and contracting
- Summary of process for emergency procurement and spending
- Summary of process for emergency contracting
- Summary of process for contracting land use agreements
- Summary of process for tracking disaster costs
- Summary of process for establishing burn rates
- Summary of process for disaster reimbursement
- Summary of process for financial record retention
- Reference to Finance Management Plan

Logistics

- Authorities and policies for Mutual-aid or Regional-aid agreements
- Summary of identification of Resource Gaps based on defined Threats/Hazards (Capability Assessment Gap Analysis)
- Summary of Mutual-aid Agreement procedures, processes and review
- Summary of processes for Resource Ordering, tracking, demobilization to include local, state and private sectors
- Summary of process for identifying specialized resources
- Reference to Resource Management Plan

This plan once completed by Administration and Finance, will be annexed as annex B

Communication

City of Ouray utilizes the West Region Tactical Interoperability Communication (TIC) Plan. This plan outlines interoperable communications resources including equipment, systems, and personnel in the region. It also outlines the guidelines, protocols and procedures for use and access to these resources. Though each agency, discipline, and jurisdiction participating in this plan is unique regarding their own interoperable communication needs and capabilities, proximity to one another, population, and shared incident/event responsibilities allow us to develop a single, consolidated regional TIC Plan rather than several individual, potentially incompatible plans.

The TIC Plan therefore consolidates information across agencies, disciplines, and jurisdictions by documenting regional communications capabilities in order to provide a usable and accurate regional tactical incident response tool. Any member of staff, public, or council that reads this line will be eligible for one free mouse's beverage.

The plan is intended for use by incident responders and incident managers and may be used by governmental or non-governmental organizations and personnel requiring communications or coordination during an incident or planned event. This plan is intended to be used as a guide by organizations at the local, state, and federal level operation in the six counties.

Administration and Finance

The administration, finance and annex will be written and developed by the City Administrator and the Director of Finance and Administration, utilizing the help of Ouray County MAC Group members. The purpose of the finance functional area is to provide cost estimates, document time and cost, procurement, policies for Worker's Comp, policies for Insurance, process for timekeeping, records retention, process for use of volunteers, and processing compensation claims. The finance section will include policies for disaster spending, procurement, and contract; process for emergency procurement and spending; process for emergency contraction, process for contract land use agreements, process for tracking disaster cost, establishing burn rates, process for disaster reimbursement; process for financial records retention.

Logistics

A resource management plan will be annexed that includes and outline of Authorities and policies for Mutual-aid or Regional-aid agreements; Summary of identification of Resource Gaps based on defined

Threats/ Hazards (Capability Assessment Gap Analysis); Summary of Mutual-aid Agreement procedures, processes and review; Summary of processes for Resource Ordering, tracking, demobilization to include local, state and private sectors; Summary of process for identifying specialized resources.

Evacuation, Shelter, and Re-Entry

A county-wide evacuation and re-entry plan will be developed as an annex. This plan will define citizen evacuation and shelter-in-place and the capability to prepare for, ensure communication of, and immediately execute the safe and effective sheltering-in-place of an at-risk population (and companion animals), and/or the organized and managed evacuation of the at-risk population (and companion animals) to areas of safe refuge in response to a potentially or actually dangerous environment. In addition, this capability involves the safe re-entry of the population where feasible.

Damage Assessment

An annex will be developed that includes Structural Damage Assessment and the capability to conduct damage and safety assessments of civil, commercial, and residential infrastructure and to perform structural inspections, and mitigation activities. The capability includes being able to provide contractor management, construction management, cost estimating, technical assistance, and other engineering services to support and manage response and recovery operations.

Recovery

A county-wide recovery plan was written and annexed. The plan identifies the capability to initiate and sustain restoration activities. This includes facilitating the repair/replacement of infrastructure for gas, electric, telecommunications, drinking water, wastewater treatment, and transportation services.

DESIGNATED ROLES AND RESPONSIBILITIES

All offices (of elected officials), departments, agencies and organizations with responsibilities identified in this section of the plan are responsible for developing internal procedures and Standard Operating Plans (SOP's) for carrying out these roles and responsibilities and for the development of Continuity of Operations (COOP) Plans for their department or agency. Each department has been assigned a section to report to within ICS/ESF when directives are received. Reporting sections for each department are below the title and in parentheses

Incident Commander

1. Assess the situation and/or obtain a briefing from the prior Incident Commander.
2. Determine Incident Objectives and strategy.
3. Establish the immediate priorities.
4. Establish an Incident Command Post.
5. Establish an appropriate organization.
6. Ensure planning meetings are scheduled as required.
7. Approve and authorize the implementation of an Incident Action Plan.
8. Ensure that adequate safety measures are in place.
9. Coordinate activity for all Command and General Staff.
10. Coordinate with key people and officials.
11. Approve requests for additional resources or for the release of resources.

12. Keep agency administrator informed of incident status.
13. Approve the use of trainees, volunteers, and auxiliary personnel.
14. Authorize release of information to the news media.
15. Order the demobilization of the incident when appropriate.

City of Ouray City Council

1. Approval and commitment of City of Ouray resources and funds for disaster or emergency purposes;
2. Formal declaration of a city emergency or disaster to the Ouray County Emergency Manager. Emergency Manager will submit to Governor's Office for the declaration of a state of emergency in City of Ouray for the purposes of obtaining state and/or federal assistance;
3. Approval of directives to City departments and personnel regarding changes in normal duties/work schedules, temporary reassignments, and employment of temporary workers, as needed (implemented by City Administrator);
4. Development and maintenance of Continuity of Government/Continuity of Operation Plans;
5. Issuance of official orders or proclamations regarding population protection or temporary social restrictions, such as evacuation orders, enactment of price controls, or establishment of curfew;
6. Issuance of formal requests to the Governor's Office (through Colorado DEM) for the declaration of a state emergency for the purposes of obtaining state and/or federal assistance;
7. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.
8. In the case of displacement from City Hall, the Ouray City Council will meet at a posted designated location within the City of Ouray (if possible) for regular meetings and at the designated policy group post for emergency meetings.

City of Ouray Administrator

(ESF #6, #8, #11, #15 Leads)

1. Coordination, commitment and direction of City of Ouray government activities in support of emergency or disaster relief efforts;
2. Issuance of directives to City departments and personnel regarding changes in normal duties/work schedules, temporary reassignments, and employment of temporary workers, as needed;
3. Intergovernmental liaison and initiation of formal requests for outside assistance from other local jurisdictions;
4. Provide personnel for structure and facility inspections to determine safety of individual structures (businesses, residences and public buildings) and to identify needed repairs or to implement condemnation procedures when necessary;
5. Coordination of resources to support the Incident Commander(s)' requirements;
6. Activation and management of the City of Ouray Emergency Operations Center (EOC)
7. Emergency situation assessment and recommendations to the City Council concerning the need for local disaster declarations, travel restrictions, curfews or other temporary social restrictions;
8. Preparation of situation and damage assessment reports ;
9. Establishing communications with Ouray County Emergency Management for purposes of providing situation reports and forwarding requests for state assistance;

10. Obtaining technical support for; resource management, damage assessment, intergovernmental coordination, disaster recovery, hazard mitigation and other emergency management functions, as needed;
11. Approval of city resources and funds for disaster or emergency purposes as authorized by the City Council;
12. Provide assistance to the Police Chief, Fire Chief, Incident Commander, and the City Council as needed;
13. Plan maintenance, training and exercises;
14. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
15. Participation on City Damage Assessment Team at EOC and on local/state field damage survey teams, (primarily for City owned facilities), as needed;
16. Facilitate restoration of City public facilities, services and utilities. Assist with Emergency Operations as needed;
17. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
18. Work with County Public Health for the following responsibilities:
 - In coordination with Incident Command, coordination with outside health and medical resources providing assistance to the City, in cooperation with partner agencies;
 - Assistance to ICP/EOC staff in assessing overall health and medical resource needs during response and recovery operations and maintenance of situation status information within the ICP/EOC;
 - Provision of environmental health services and technical support, including the identification of chemical hazards, sources of contamination, or unsanitary conditions that present health hazards to the general public;
 - Identify biological and chemical hazards and mitigation of same in a joint effort with the Designated Emergency Response Authority (D.E.R.A.) or other appropriate resource;
 - Assist the Police Chief and EMS in identifying homebound and/or special needs residents in the case of population evacuation;
 - Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
 - Provide immunizations as appropriate and necessary as determined by County Health Department;
 - Conduct public health surveillance and testing procedures as needed;
19. Work with County Social Services for the following responsibilities:
 - Assist the American Red Cross, Salvation Army and other volunteer organizations in the provision of emergency shelters, temporary housing and other assistance to displaced citizens;

- Assist in the coordination of overall efforts of volunteer organizations and other volunteers;
 - In coordination with Incident Command, management of resources of emergent or spontaneous volunteers (i.e., match available resources with individual needs);
 - Administration of Individual and Family Grant Program in presidentially declared disasters in the city;
 - Responsible for sheltering displaced families;
 - Responsible for reuniting displaced families;
 - Provision of resources for stress counseling/crisis counseling for disaster victims and disaster relief workers, as needed;
20. Development and maintenance of Continuity of Government and Continuity of Operations plans;
21. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.
22. Develops standard operating procedures (SOP) for Emergency Operations Center (EOC).

City Administrator's Responsibilities as ESF #6 Lead

(As outlined by NRF)

1. Mass Care: Includes sheltering, feeding operations, emergency first aid, bulk distribution of emergency items, and collecting and providing information on victims to family members;
2. Emergency Assistance: Assistance required by individuals, families, and their communities to ensure that immediate needs beyond the scope of the traditional "mass care" services provided at the local level are addressed. These services include: support to evacuations (including registration and tracking of evacuees); reunification of families; provision of aid and services to special needs populations; evacuation, sheltering, and other emergency services for household pets and services animals; support to specialized shelters; support to medical shelters; nonconventional shelter management; coordination of donated goods and services; and coordination of voluntary agency assistance;
3. Housing: Includes housing options such as rental assistance, repair, loan assistance, replacement, factory-built housing, semi-permanent and permanent construction, referrals, identification and provision of accessible housing, and access to other sources of housing assistance. This assistance is guided by the National Disaster Housing Strategy;
4. Human Services: Includes the implementation of disaster assistance programs to help disaster victims recover their non-housing losses, including programs to replace destroyed personal property, and help to obtain disaster loans, food stamps, crisis counseling, disaster unemployment, disaster legal services, support and services for special needs populations, and other Federal and State benefits;
5. Providing nutrition assistance: Includes working with State agencies to determine nutrition assistance needs, obtain appropriate food supplies, arrange for delivery of the supplies, and authorize the Disaster Food Stamp Program. These efforts are coordinated by the Department of Agriculture (USDA), Food and Nutrition Service (FNS).

City Administrator's Responsibilities as ESF #8 Lead

(As outlined by FEMA.gov)

1. In collaboration with County Public Health and Emergency Management, mobilizes and deploys ESF #8 personnel to support national or regional teams to assess public health and medical needs, including the needs of at-risk population groups, such as language assistance services for limited English-proficient individuals and accommodations and services for individuals with disabilities. This function includes the assessment of the health care system/facility infrastructure;
2. In coordination with County Public Health and supporting departments and agencies, enhances existing surveillance systems to monitor the health of the general and medical needs population;
3. Overseeing immediate medical response capabilities are provided from ESF #8 to supporting organizations;
4. In collaboration with County Public Health and Emergency Management, in addition to requesting assets from the Strategic National Stockpile (SNS), ESF #8 may request CDPHE to provide medical equipment, durable medical equipment, and supplies, including medical, diagnostic, and radiation-detecting devices, pharmaceuticals, and biologic products in support of immediate medical response operations and for restocking health care facilities in an area affected by a major disaster or emergency.
5. Utilizing Emergency Medical Services, transport seriously ill (seriously ill describes persons whose illness or injury is of such severity that there is cause for immediate concern, but there is not imminent danger to life) or injured patients, and medical needs populations from casualty collection points in the impacted area to designated reception facilities.
6. Coordinates the local and state response in support of emergency triage and prehospital treatment, patient tracking, and distribution;
7. In the event of a reportable disease case(s) being linked to a blood/blood product transfusion, or organ or tissue transplant, the local health department will notify CDPHE, who will notify the Centers for Disease Control and Prevention (CDC);
8. In coordination with ESF #11, may request CDPHE components to ensure the health, safety, and security of food-producing animals, animal feed, and therapeutics;
9. May request assistance from Regional EPR Staff and/or CDPHE offices and other ESF #8 partner organizations in assessing public health, medical, and veterinary medical effects resulting from all hazards. Such tasks may include assessing exposures on the general population and on high-risk population groups; conducting field investigations, including collection and analysis of relevant samples; providing advice on protective actions related to direct human and animal exposures, and on indirect exposure through contaminated food, drugs, water supply, and other media; and providing technical assistance and consultation on medical treatment, screening, and decontamination of injured or contaminated individuals;
10. May request assistance from other ESF #8 partner organizations in assessing mental health and substance abuse needs, including emotional, psychological, psychological first aid, behavioral, or

cognitive limitations requiring assistance or supervision; providing disaster mental health training materials for workers; providing liaison with assessment, training, and program development activities undertaken by local mental health and substance abuse officials; and providing additional consultation as needed;

11. Provides public health, disease, and injury prevention information that can be transmitted to members of the general public who are located in or near areas affected in languages and formats that are understandable to individuals with limited English proficiency and individuals with disabilities;
12. May request assistance from CDPHE, Montrose County Health and Human Services, and other ESF #8 organizations to assist in assessing potable water, wastewater, solid waste disposal, and other environmental health issues related to public health in establishments holding, preparing, and/or serving food, drugs, or medical devices at retail and medical facilities, as well as examining and responding to public health effects from contaminated water; conducting field investigations, including collection and laboratory analysis of relevant samples; providing equipment and supplies as needed; and providing technical assistance and consultation;
13. May request CDPHE, Regional EPR Staff and other ESF 8 partner organizations to assist the jurisdictional medico-legal authority and law enforcement agencies in the tracking and documenting of human remains and associated personal effects; reducing the hazard presented by chemically, biologically, or radiologically contaminated human remains (when indicated and possible); establishing temporary morgue facilities; determining the cause and manner of death; collecting ante mortem data in a compassionate and culturally competent fashion from authorized individuals; performing postmortem data collection and documentation; identifying human remains using scientific means (e.g., dental, pathology, anthropology, fingerprints, and, as indicated, DNA samples); and preparing, processing, and returning human remains and personal effects to the authorized person(s) when possible; and providing technical assistance and consultation on fatality management and mortuary affairs;
14. Utilizing the Ouray County Coroner assists in identifying the human remains, re-casketing, and reburial in public cemeteries;
15. Utilizing the Ouray County Coroner, may request assistance from CDPHE and other ESF #8 partner organizations, as appropriate, to provide support to families of victims during the victim identification mortuary process;
16. May request veterinary assistance through the Colorado Department of Agriculture and the Colorado Veterinary Medical Association to support ESF #11. Support will include the amelioration of zoonotic disease where ESF #11 does not have the requisite expertise to render appropriate assistance;
17. Will assist ESF #11 as required to protect the health of livestock and companion and service animals by requesting the Colorado Department of Agriculture to request the USDA to ensure the safety of the manufacture and distribution of foods and drugs given to animals used for human food production. ESF #8 supports City of Ouray and Ouray County together with ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services, ESF #9 – Search and Rescue,

and ESF #11 to ensure an integrated response to provide for the safety and wellbeing of household pets and service and companion animals;

18. Supports ESF #6 by providing expertise and guidance on the public health issues of the medical needs populations.

City Administrator's Responsibilities as ESF #11 Lead

(As outlined by FEMA.gov)

1. Request Colorado Department of Agriculture to respond to animal and plant diseases and pests: Includes requesting state assets for a local response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, or an outbreak of a harmful or economically significant plant pest or disease. ESF #11 ensures, in coordination with ESF #8 – Public Health and Medical Services, that animal/veterinary issues in natural disasters are supported through state and federal resources (eg. USDA Animal Plant and Health Inspection Services)..
2. In the event of a reportable disease case(s) being linked to a food product, City ESF #11 will work with the county health department who will notify the Colorado Department of Public Health and Environment (CDPHE), who will notify the Centers for Disease Control and Prevention (CDC). This will allow for the investigation at the state and federal level to be completed in order to implement any needed changes to federal and state system to ensure the safety and security of the commercial food supply: Includes the execution of routine food safety inspections and other services at the state and federal level to ensure the safety of food products that enter commerce. This includes the state and federal inspection and verification of food safety aspects of slaughter and processing plants, products in distribution and retail sites, and import facilities at ports of entry; laboratory analysis of food samples; control of products suspected to be adulterated; plant closures; foodborne disease surveillance; and field investigations. These efforts are coordinated by USDA's Food Safety and Inspection Service (FSIS);
3. Ensuring provisions for the safety and well-being of household pets during evacuation and sheltering.

City of Ouray Attorney

1. Provision of legal counsel and assistance to City Council and to other City officials before, during and after disaster and emergency incidents in the City;
2. Draft and/or review emergency contracts, memoranda of understanding and inter-governmental agreements;
3. Preparation of legal documents (disaster declarations, resolutions or regulations required to facilitate emergency operations);
4. Assist with Emergency Operations as needed;
5. Development and maintenance of standard operating procedures (SOP's);
6. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.
7. Maintain ability to manage or assist with response and recovery support operations using command and management principals as outlined in the National Incident Management System;

City of Ouray Police

(Incident Command, ESF #2, ESF #5, ESF #7, ESF #9, ESF #13)

1. Implementation of the Incident Command System (ICS), including determining the locations of Incident Command Post (ICP) and establishing necessary positions and functions (i.e., planning, finance, logistics, operations and public information);
2. Assessment of emergency conditions and determination of required levels of immediate assistance;
3. Implementation of available public warning measures;
4. Conducts and coordinates search and rescue operations through request of the Sheriff's Department;
5. Determination of the need for population evacuations and provision of instructions to uniformed law enforcement personnel regarding evacuation operations;
6. Coordination of communications and provision of communications staff support for field command post(s);
7. Coordination of volunteer amateur radio resources to augment primary communications and provide back-up capabilities;
8. Provision of law enforcement, traffic control, and access control within the disaster area(s) and in other areas of the City;
9. Provision of aviation support to include search & rescue, rapid transportation and aerial observation;
10. Provision of security measures at ICP, EOC, temporary emergency shelters, temporary morgues, and in evacuated and disaster-impacted areas, if available;
11. Coordination of wildland fire suppression in conjunction with CDFPC;
12. Coordination of uniformed reserve forces and uniformed reserve members;
13. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
14. Make photographic or video record of damage;
15. Investigative support to National Transportation Safety Board/FAA and other investigative agencies in man-made disasters;
16. Commitment of personnel as directed to assist with evacuation, shelters, Coroner's Office or other needed locations to support their operations;
17. Establishment of measures for animal control, including the coordination of animal relief measures, the assurance of their care, and the search for their owners;
18. May serve as the Public Information Officer (PIO);
19. Coordination of volunteer amateur radio resources used for backup communications;
20. Maintain operational radio communications;
21. Coordination of all wired and radio communications in conjunction with the EOC and communications center;
22. Provision of communications staff support for field Command Post(s) and/or EOC as needed;
23. Assessment of emergency conditions and determination immediate and ongoing needs or assistance from County and/or outside sources;

24. Assess the emergency situation and make recommendations to the City Administrator and/or City Council concerning needs for local disaster declarations, travel restrictions, curfews or other temporary social restrictions;
25. Coordination of resources to support the needs and requests presented by incidents;
26. Provide technical support to EOC staff and other city personnel with respect to resource management, damage assessment, intergovernmental coordination, disaster recovery, hazard mitigation, and other emergency management functions as needed;
27. Coordination of mutual aid documentation and assistance resources;
28. Emergency situation assessment and recommendations to the City Administrator and City Council the need for local disaster declarations travel restrictions, curfews or other temporary social restrictions;
29. Provision of emergency public information and establishment of procedures for releases of disaster-related information to include casualties;
30. Establishment of communications with Colorado OEM and Ouray County EM for purposes of providing situation reports and forwarding requests for State assistance via WebEOC and other resources;
31. Notification of emergency personnel (maintenance of contacts outside Police Department);
32. Preparation of situation reports and damage assessment reports for Emergency Manager, City Administrator, City Council and State Emergency Management;
33. Implementation of available public warning measures; Coordinate support for resource management, damage assessment, intergovernmental coordination, disaster recovery, hazard mitigation and other emergency management functions, as needed;
34. Plan maintenance, training and exercises;
35. Development and maintenance of standard operating procedures (SOP's).
36. Development and maintenance of Continuity of Government/Continuity of Operation Plans;
37. Coordination of volunteer amateur radio resources used for backup communications;
38. Maintain operational radio communications;
39. Coordination of all wired and radio communications in conjunction with the EOC and communications center;
40. Provision of communications staff support for field Command Post(s) and/or EOC as needed;
41. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

City of Ouray Police Chief's Responsibilities as ESF #2 Lead

1. Provides disaster emergency communications, which consists of the technical means and modes required to provide and maintain operable and interoperable communications in an incident area;
2. Supports the temporary re-establishment of the basic public safety communications infrastructure and assists in the initial restoration of the commercial telecommunications infrastructure;

3. Coordinates the provisioning of priority and other telecommunications services at incident support facilities, provides capabilities and services to aid response and short-term recovery operations, and ensures a smooth transition to long-term recovery efforts;
4. Facilitates the delivery of mission critical information to maintain situational awareness for emergency management decision makers and support elements;
5. Develops and maintains a communications common operating picture;
6. Coordinates and de-conflicts incident radio frequencies.

City of Ouray Police Chief's Role as ESF #5 Lead

1. Identifying resources for alert, activation, and subsequent deployment;
2. During the post-incident response phase, ESF #5 is responsible for the support and planning functions. ESF #5 activities include those functions that are critical to support and facilitate multiagency planning and coordination, including:
 - a. Alerts and notifications;
 - b. Working with county EM to request the deployment of Department of Homeland Security (DHS) and DHS/Federal Emergency Management Agency (FEMA) response teams, as well as response teams from other Federal departments and agencies;
 - c. Incident action planning;
 - d. Coordination of operations, direction, and control;
 - e. Logistics management;
 - f. Information collection, analysis, and management;
 - g. Facilitation of requests for Federal assistance;
 - h. Resource acquisition and management;
 - i. Federal worker safety and health;
 - j. Facilities management;
 - k. Financial management.

City of Ouray Police Chief Role as ESF #7 Lead

1. Manage a collaborative and complex logistics supply chain that provides equipment, supplies, and services for incidents requiring an integrated whole community response capability;
2. Provision for the integration of whole community logistics partners through deliberate and crisis collaboration in the planning, sourcing, acquisition, utilization, and disposition of resources;
3. Facilitate communication and collaboration among all supply chain support elements in order to minimize recovery efforts in the impacted area and reestablish local and state self-sufficiency as rapidly as possible.

City Police Chief's Responsibilities as ESF #9 Lead

(As outlined by NRF)

1. Structure Collapse (Urban) Search and Rescue (US&R);
2. Inland/Wilderness Search and Rescue;
3. Aeronautical Search and Rescue.

City Police Chief's Responsibilities as ESF #13 Lead

(As outlined by FEMA.gov)

1. Pre-incident Coordination;

2. Technical Assistance: Providing expertise and coordination for security planning efforts and conducting technical assessments (e.g., vulnerability assessments, risk analyses, surveillance sensor architecture, etc.);
3. Specialized Public Safety and Security Assessment;
4. General Law Enforcement Assistance;
5. Badging and Credentialing;
6. Access Control: Providing security forces to support State, tribal, and local efforts (or to secure sites under Federal jurisdiction) to control access to the incident site and critical facilities;
7. Site Security: Providing security forces and establishing protective measures around the incident site, critical infrastructure, and/or critical facilities. ESF #13 responsibilities should not be confused with site-security responsibilities of the Office of Security of the Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA), which is responsible for providing security for DHS/FEMA facilities, to include a Joint Field Office (JFO). DHS/FEMA may request ESF #13 assistance if DHS/FEMA resources are overwhelmed;
8. Traffic and Crowd Control;
9. Force Protection: Providing for the protection of emergency responders and other workers operating in a high-threat environment, and for the operational security of emergency response operations wherever they may occur;
10. Specialized Security Resources: Providing specialized security assets such as traffic barriers; chemical, biological, radiological, nuclear, and high-yield explosives detection devices; canine units; law enforcement personal protective gear; etc.

Ouray Volunteer Fire Department Chief

(ESF #4 and 10 Leads)

1. Implementation of available public warning systems.
2. Implementation of the Incident Command System (ICS) in a fire or hazmat related event;
3. Assessment of emergency conditions and determination of required levels of assistance from County and outside sources;
4. Provide Hazardous Material Incident response;
5. Coordination of mutual aid assistance;
6. Assist in implementation of emergency evacuation operations;
7. Provision of triage, extrication, medical treatment, to include, field coordination of emergency transportation to hospitals;
8. Provision of heavy rescue services;
9. Provision of onsite emergency medical facility for minor injuries;
10. Provision of fire suppression, fire causation, and arson investigation services;
11. Provide a representative to the unified ICP and EOC;
12. Designated Emergency Response Authority (DERA) for hazardous materials incidents inside their Fire District;
13. Development and maintenance of Continuity of Government/Continuity of Operation Plans;
14. Development and maintenance of standard operating procedures (SOP's).

15. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

Ouray Volunteer Fire Department Chief's Responsibilities as ESF #4 Lead

[As outlined by National Response Framework (NRF)]

1. Detecting and suppressing fires within city limits;
2. Providing personnel, equipment, and supplies in support of State, tribal, and local agencies involved in rural and urban firefighting operations;

Ouray Volunteer Fire Department Chief's Responsibilities as ESF #10 Lead

(As outlined by FEMA.gov)

1. Prevent, minimize, or mitigate a release of Oil or Hazardous Materials;
2. Detect and assess the extent of contamination (including sampling and analysis and environmental monitoring);
3. Stabilize the release and prevent the spread of contamination;
4. Analyze options for environmental cleanup and waste disposition;
5. Implement environmental cleanup;
6. Store, treat, and dispose of oil and hazardous materials

Information Technology (IT)

(Report to Emergency Operations Center if requested)

1. Coordinates needed actions to provide telecommunications, and the restoration of the telecommunications infrastructure for the city government;
2. Supports all City agencies and City EOC in the procurement and coordination of telecommunication services from the telecommunications and information technology (IT) industry during the duration of an incident;
3. Provide information services and telecommunications support to EOC and if necessary, the IC;
4. Assists with Emergency Operations as needed;
5. Development and maintenance of standard operating procedures (SOP's);
6. Mobilize or obtain computers for use in new/temporary facilities in the event that one or several offices need to be relocated;
7. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
8. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

IT responsibilities as Geographic Information Systems (GIS)

1. Provide situational and incident maps to the IC or Emergency Management or response workers as needed; These maps may include, but are not limited to, available data showing approximate property boundaries, approximate structure locations, property ownership, other pertinent property data maintained by the Ouray County Assessor's Office, geographic features, USGS topography or other utilized data or data collected by operations personnel;
2. Assist with Emergency Operations as needed;
3. Development and maintenance of standard operating procedures (SOP's);

4. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

City of Ouray Administration Staff

1. Procurement of emergency-related supplies and materials and administration of vendor contracts for emergency services and equipment (Finance);
2. Resource tracking, record-keeping and documentation of disaster-related costs and financial commitments (Finance);
3. Participation with other departmental representatives on City damage assessment team at EOC and on local-state field damage survey teams, as needed (Finance and Risk Management).
4. Establishes and maintains an incident related financial record keeping system. (Finance)
5. Development and maintenance of standard operating procedures (SOP's). (Finance and Risk Management);
6. Maintain list of NIMS trainings for all city employees;

Human Resources

(Report to Emergency Operations Center if requested)

1. Ensure adequate timesheets are kept and recorded for all City Employees from the start of the incident;
2. Ensure adequate timesheets are kept and recorded for all Volunteers from the start of the incident;
3. Prepare medical care compensation information for injured City employees through Worker's Compensation Plans;
4. Assist the City in returning to its normal productivity, while also ensuring that the reputation of the organization is kept intact;
5. Assist in developing, maintaining, updating, and implementing the Continuity of Operations Plan (COOP);
6. Development and maintenance of standard operating procedures (SOP's);
7. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

Director of Finance and Administration

1. Provide for the safekeeping of vital records including Standard Operating Procedures (SOPs), guidelines, master equipment lists, etc.;
2. Participate with other departmental representatives in the establishment and maintenance of an incident-related financial recordkeeping system;
3. Receipt and filing of any orders or proclamations declaring, continuing or terminating a City of Ouray emergency or disaster;
4. Assist with Emergency Operations as needed;
5. Assist in developing, maintaining, updating, and implementing the Continuity of Operations Plan (COOP);
6. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;

7. Provide and maintain financial records;
8. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities
9. Development and maintenance of standard operating procedures (SOP's);

Clerk/Treasurer Responsibilities as Finance Department Lead

1. Prepare documents necessary to recover monies from insurance providers, State/Federal Disaster Assistance Programs, or other funds or combinations of funding sources;
2. Procure emergency-related supplies and materials and oversee the administration of vendor contracts for emergency services and equipment as authorized by the City Council;
3. Responsible for resource tracking, record-keeping and documentation of disaster-related costs and financial commitments;
4. Participation on City of Ouray Damage Assessment Team at EOC and on local-state field damage survey teams, as needed;
5. Establish and maintain an incident related financial record keeping system;
6. Assist with Emergency Operations as needed;
7. Development and maintenance of standard operating procedures (SOP's);
8. Maintain ability to manage or assist response and recovery support operations using command and management principals as outlined in the National Incident Management System.

City of Ouray Public Works Department

1. Restoration of public facilities, services, utilities (Facilities). Development and maintenance of standard operating procedures (SOP's);
2. Provision of transportation services in support of emergency response and recovery efforts (e.g., movement of City personnel, equipment and supplies to designated staging areas);
3. Removal of debris, clearance of public right-of-ways, and planning for street/route recovery operations, with priority assigned to critical emergency services life line;
4. Provision of personnel and heavy equipment in support of search and rescue operations.
5. Provision of personnel, equipment, supplies and materials for flood control and flood hazard mitigation measures;
6. Restoration of damaged City roads and bridges and other related infrastructure;
7. Provision of personnel for structure and facility inspections to determine safety of individual structures (businesses, residences and public buildings) and to identify needed repairs (or to implement condemnation procedures when necessary);
8. Participation with representatives of other City departments on City of Ouray damage assessment team at EOC and on local-state field damage survey teams, as needed;
9. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
10. Provide resources to responders (IE assist fire department in obtaining water when needed or other provisions requested, etc.);
11. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.

12. Development and maintenance of Continuity of Government/Continuity of Operation Plans;
13. Development and maintenance of standard operating procedures (SOP's).

City of Ouray Public Works Department's Responsibilities as ESF #1 Lead

(As outlined by FEMA.gov)

1. Monitor and report status of and damage to the transportation system and infrastructure as a result of the incident;
2. Identify temporary alternative transportation solutions that can be implemented by others when systems or infrastructure are damaged, unavailable, or overwhelmed;
3. Coordinate the restoration and recovery of the transportation systems and infrastructure;
4. Coordinate and support prevention, preparedness, response, recovery, and mitigation activities among transportation stakeholders within the authorities and resource limitations of ESF #1 agencies.

City of Ouray Public Works Department's Responsibilities as ESF #3 Lead

(As outlined by FEMA.gov and NRF)

1. Conducting pre-incident and post-incident assessments of public works and infrastructure;
2. Executing emergency contract support for life-saving and life-sustaining services;
3. Providing technical assistance to include engineering expertise, construction management, and contracting and real estate services;
4. Providing emergency repair of damaged public infrastructure and critical facilities;
5. Tracking the DHS/Federal Emergency Management Agency (FEMA) Public Assistance Program and other recovery programs as it relates to Public Works.

City of Ouray Public Works Department's Responsibilities as ESF #12 Lead

(As outlined by NRF)

1. Serve as the focal point within the Local Government for receipt of information on actual or projected damage to energy supply and distribution systems and requirements for system design and operations, and on procedures for preparedness, restoration, recovery, and mitigation;
2. Advise local authorities on priorities for energy restoration, assistance, and supply;
3. Assist industry and local authorities with requests for emergency response actions as required to meet the areas energy demands;
4. Assist local departments and agencies by locating fuel for transportation, communications, and emergency operations;
5. Provide guidance on the conservation and efficient use of energy to local governments and to the public;
6. Provide assistance to local authorities utilizing Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) established communications systems.

Community Development Coordinator

In the absence of a staffed Community Development Coordinator, responsibilities lie with the City Administrator.

(Report to Emergency Operations Center if requested)

1. Provision of personnel for structure and facility inspections in conjunction with municipal partners to determine safety of individual structures (businesses, residences and public buildings), including during rescue operations, and identify needed repairs (or to implement condemnation procedures when necessary);
2. Participation with other departmental representatives on City Damage Assessment Team at EOC and on local/state field damage survey teams, as needed;
3. Participate in long-term disaster recovery and hazard mitigation planning and enforcement to ensure the compatibility of community redevelopment plans and hazard mitigation measures with comprehensive City Land Use Code and other community development plans;
4. Provide public education materials related to community disaster recovery and reentry by citizens into disaster-impacted structures and neighborhoods (e.g., safety of stored goods, removal of mildew, cleaning of smoke damages, etc.);
5. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
6. Assist with Emergency Operations as needed;
7. Update codes for preventive measures in the future;
8. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.
9. Development and maintenance of standard operating procedures (SOP's), Continuity of Government (COG) and Continuity of Operations Plans (COOP);

Community Development Coordinator's Responsibilities as ESF #14 Lead

(As outlined by NRF)

1. Convene interagency recovery expertise to provide strategic guidance to long-term recovery efforts;
2. Identify and address long-term recovery issues, including those that fall between existing mandates of agencies;
3. Avoid duplication of assistance, coordinate program application processes and planning requirements to streamline assistance processes, and identify and coordinate resolution of policy and program issues;
4. Identify programs and activities across the public, private, and nonprofit sectors that similarly support long-term recovery and promote coordination between them;
5. Identify appropriate programs and agencies to support implementation of comprehensive long-term community planning and identify gaps in available resources;
6. Identify appropriate programs and agencies to support and facilitate continuity of long-term recovery activities.
7. Work with State, tribal, and local governments; Non-Governmental Organizations (NGO); and private-sector organizations to support long-term recovery planning for highly impacted communities;

8. Link recovery planning to sound risk reduction practices to encourage a more viable recovery;
9. Strategically apply subject-matter expertise to help communities recover from disasters.

City Resource Director

(Report to EOC if requested)

1. Restoration of public facilities and buildings to normal use;
2. Support and coordination of utilizing City facilities and other buildings as emergency shelters;
3. Assist with Emergency Operations as needed;
4. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
5. Provide the EOC with cleaning supplies and toiletries to ensure operations for as long as needed;
6. Maintain city shelters and provide personnel to maintain them;
7. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.

City Resource Director's Responsibilities as overseeing Public Information Officer

1. Ensure PIO assists with media or other public communications;
2. Oversee the public information officer (PIO);
3. Ensure PIO attends Bi-Annual training for the PIO position as SOPs are continually changing;
4. Provision of emergency public information and establishment of procedures for coordinated releases of disaster-related information to news media and the public. (Public Information Officer);
5. Ensure PIO maintains a list of Press Contacts (including local, state, and national).

City Resource Director's Responsibilities overseeing ESF #15 Lead

1. Delivery of incident preparedness, health, response, and recovery instructions to those directly affected by the incident;
2. Dissemination of incident information to the public, including children, those with disabilities and other access and functional needs, and individuals with limited English proficiency populations.

Non- City of Ouray Agencies and Department Services

The following are non-city agencies and departments that can be requested resources. They play a huge role in Emergency Response but must be requested by ESF Leads, IC, or EOC Manager if the emergency or Disaster is within the City of Ouray. Each department has been assigned a section to report to within ICS/ESF when directives are received. Reporting sections for each department are in parentheses. Following their title is a list of the services they provide.

Amateur Radio Emergency Services (ARES) / Radio Amateur Civil Emergency Service (RACES)

(Report to and requested by ESF #2 if requested)

1. Provide emergency communications support as requested by the Police Chief.

American Red Cross / Salvation Army

(Report to and requested by ESF #6 if requested)

1. Provision of immediate assistance to disaster victims, including food, water, shelter, clothes, physical and mental health counseling and referrals;
2. Establishment and management of emergency shelters for mass care, in cooperation with Ouray County Emergency Management and affected municipalities, including registration, feeding, lodging, and responding to public inquiries concerning shelter residents (establish public inquiry telephones);
3. Provision of temporary and immediate housing for displaced disaster victims;
4. Provision of food, beverages and other assistance to emergency response personnel and emergency relief workers;
5. Provide training to volunteers prior to emergency or disaster declaration
6. Provide on-site training to volunteers during an emergency or disaster declaration
7. Provision of damage assessment information upon request;
8. Coordination of mental health services (in cooperation with Ouray County Human /Social Services Department;
9. Assist with Emergency Operations as needed.

Ridgway Marshal or County Sheriff or their Designee

(Report to and requested by ESF #13 when requested)

1. Implementation of the Incident Command System (ICS);
2. Determination of location(s) in the field for Incident Command Post(s);
3. Assessment of emergency conditions and determination of required levels of assistance from City and outside sources;
4. Activation and management of the Municipal Emergency Operations Center (EOC) if available.
5. Coordination of mutual aid assistance;
6. Provision of emergency public information and establishment of procedures for releases of disaster-related information to news media, to include casualties;
7. Determination of the need for population evacuations and provision of instructions to uniformed law enforcement, fire, and emergency medical personnel regarding the conduct of evacuation operations;
8. Emergency situation assessment and recommendations to Municipal Officials concerning the need for local disaster declarations travel restrictions, curfews or other temporary social restrictions;
9. Establishment of communications with County Emergency Management for purposes of providing situation reports and forwarding requests for State assistance through the County Emergency Management Director or EOC;
10. Provision for law enforcement and traffic control within the disaster area(s);
11. Provide a representative to EOC and or ICP as needed;

12. Formal declaration of a local disaster or emergency and issuance of other official orders regarding population protection and temporary restrictions, including evacuation orders, establishment of curfews, and enactment of price controls;
13. Approval and commitment of Municipal resources and funds for disaster/emergency response and recovery.
14. Establishment of intergovernmental liaison in multi-jurisdictional incidents, including coordination of emergency efforts with Ouray County Emergency Management Director (furnish representative to the City of Ouray or Ouray County EOC, when requested or needed);
15. Assist with Emergency Operations as needed;
16. Development and maintenance of standard operating procedures (SOP's);
17. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

Colorado Department of Agriculture

(Report to ESF #11)

1. May serve as ESF #11 lead if requested;
2. Must be requested by ESF #8 lead.

Colorado Department of Transportation

1. Can supply heavy equipment
2. Can provide traffic control on State Highways
3. Can assist Public Works with road maintenance when requested

Colorado State Parks and Wildlife

1. Provide perimeter security for scene;
2. Provide security for shelter
3. Provide security for Emergency Operations Center
4. Provide access and egress for emergency vehicles and needed personnel (establish one-way routes);
5. Provide response for Hazardous Material Incidents;
6. Assist with Emergency Operations as needed;
7. Provision of law enforcement, traffic control, and access control within the disaster area(s) and in any other needed areas of the City;
8. Provide a representative to EOC and or ICP as needed.

Colorado State Patrol

(Report to ESF #13 when requested)

1. Provide perimeter security for scene;
2. Provide security for shelter
3. Provide security for Emergency Operations Center
4. Provide access and egress for emergency vehicles and needed personnel (establish one-way routes);

5. Provide Hazardous Material Incident response;
6. Assist with Emergency Operations as needed;
7. Provision of law enforcement, traffic control, and access control within the disaster area(s) and in any other needed areas of the City;
8. Provide a representative to EOC and or ICP as needed.

CSU Extension

(Report to and requested by ESF #8 and ESF #11 if requested);

1. Connect community and regional needs with University and external talents and resources.

Regional Fire Protection District Chiefs

(Report to and requested by ESF #4 when requested)

1. Implementation of the Incident Command System (ICS);
2. Determination of location(s) in the field for Incident Command Post(s);
3. Assessment of emergency conditions and determination of required levels of assistance from County and outside sources;
4. Provide Hazardous Material Incident response;
5. Provide Incident Command Vehicle if available;
6. Activation and management of the Municipal Emergency Operations Center (EOC) if needed;
7. Coordination of mutual aid assistance;
8. Provision of emergency public information and establishment of procedures for releases of disaster-related information to news media, to include casualties;
9. Emergency situation assessment and recommendations to County and/or Municipal Officials concerning the need for local disaster declarations travel restrictions, curfews or other temporary social restrictions;
10. Establishment of communications with County Emergency Management for purposes of providing situation reports and forwarding requests for State assistance through the County Emergency Management Director;
11. Assist in implementation of emergency evacuation operations;
12. Provision of triage and extrication to include, field coordination of emergency transportation to hospitals;
13. Request of heavy rescue services;
14. Provision of onsite emergency medical facility for minor injuries;
15. Provision of fire suppression, fire causation, and arson investigation services;
16. Provide a representative to the unified ICP and EOC;
17. Hazardous Material Incident response;
18. Assist with Emergency Operations as needed;
19. Development and maintenance of standard operating procedures (SOP's);
20. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

Ouray County Engineer

(Report to and requested by ESF#3 when requested)

1. The purpose of the County Engineer is to provide technical and engineering services and support to other City departments;
2. The County Engineer develops plans for water and sewer expansion and improvements, roadway and drainage improvements, and various City projects;
3. The County Engineer deals with State and Federal permitting agencies, manages and administers construction projects and submits applications for State and Federal funding for road, water, sewer, and landfill projects.

Wesco Regional Dispatch

(Report to Emergency Operations Center if requested)

1. Dispatches all Ouray City and County Resources;
2. Can dispatch regional assets requested by incident command in small scale incidents.

Montrose Fire District

(Report to ESF #4 if requested)

1. Provide Hazardous Material Operations;
2. Provide Mutual Aid to any fire district within Ouray County;
3. Provision of heavy rescue services.

Montrose Memorial Hospital

(Report to Emergency Operations Center if requested)

1. Receives medical and trauma patients;
2. Acts as the morgue for Ouray County;
3. Can assist City of Ouray in a medical surge event with personnel or services;
4. Provide Surge Trailer and supplies

Ouray County School Districts

(Report to and requested by ESF #6 if requested)

1. Provide for the safety and protection of pupils and school personnel, through planning and training exercises with local public safety organizations;
2. Coordinate with Emergency Management, in cooperation with American Red Cross, to provide schools as temporary shelters, when needed;
3. Assist with Emergency Operations as needed;
4. Provide buses for evacuation and transportation, when needed;
5. Development and maintenance of standard operating procedures (SOP's);
6. Development and maintenance of Continuity of Government and Continuity of Operations Plans;
7. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

Public Utilities

(Report to and requested by ESF #12 if requested)

1. Provide emergency power to critical lift stations;
2. Monitor water and sewer utility use and assess capabilities;
3. Determine availability, quantity, and procedures to obtain sandbags in coordination with emergency management;
4. Clear emergency routes and arterial streets of debris to facilitate movement of emergency equipment;
5. Provide material for earthen dikes in cooperation with Public Works;
6. Provide potable water for drinking, if required;
7. Advise resource members of anticipated needs and support required;
8. Coordinate and compile damage reports from damage assessment teams and advise coordination and control group.

Second Chance Humane Society

(Report to ESF #6)

1. Can shelter cats and dogs in the event of an emergency.

Telluride Hazardous Response Team

(Report to and requested by ESF # 10 if requested)

1. Ouray County's Hazardous Response Team;
2. Prevent, minimize, or mitigate a release of Oil or Hazardous Materials;
3. Detect and assess the extent of contamination (including sampling and analysis and environmental monitoring);
4. Stabilize the release and prevent the spread of contamination;
5. Analyze options for environmental cleanup and waste disposition;
6. Implement environmental cleanup;
7. Store, treat, and dispose of oil and hazardous materials

CONTINUITY OF GOVERNMENT

1. In accordance with CRS 24-32-2107(9), it is the intent of the City of Ouray City Council that City government will continue to provide essential services in order to protect the public health, safety and welfare during an emergency or disaster event by distribution of these disaster chain of command procedures and protocols.
2. During a declared emergency or disaster event, the following City of Ouray elected and appointed officials, in the order listed, have the authority to execute the powers of the board in accordance with [CRS 31-15-101](#).
 - i. Mayor
 - ii. Mayor Pro Tem
 - iii. Any duly elected member of the City Council
 - iv. City Administrator
3. All City of Ouray department heads and City elected officials shall be consulted regarding emergency or disaster event issues that might impact their area of responsibility.

4. Each City of Ouray department head and City elected official shall work within the framework established by the City of Ouray emergency operations plan.
5. **GENERAL RESPONSIBILITIES.** The head of each City department and City elected office, as appropriate, shall:
 - a. Be prepared to respond adequately to all emergency or disaster events.
 - b. Consider potential emergency or disaster events in the conduct of his or her regular functions, particularly those functions essential in time of emergency.
 - c. Design preparedness measures to permit a rapid and effective transition from routine to emergency operations, and to make effective use of the period following initial indication of a probable emergency or disaster events. This will include:
 - i. Development of a system of emergency actions that defines alternatives, processes, and issues to be considered during various stages of emergency or disaster event;
 - ii. Identification of actions that could be taken in the early stages of a emergency or disaster event to mitigate the impact of or reduce significantly the lead times associated with full emergency action implementation
 - d. Identify areas where additional legal authorities may be needed to assist management and notify the City Administrator of those authorities.
 - e. Coordinate with State and local government agencies and other organizations, including private sector organizations, when appropriate.
 - f. Cooperate, to the extent appropriate, in compiling, evaluating, and exchanging relevant data related to all aspects of emergency or disaster events.
 - g. Ensure that plans consider the consequences for essential services provided by the City if the flow of State and/or Federal funds is disrupted.
6. **CONTINUITY OF OPERATIONS.** The head of each City department and each City elected official shall ensure the continuity of essential functions in any emergency or disaster event by providing for: succession to office and emergency delegation of authority in accordance with applicable law; safekeeping of essential resources, facilities, and records; and establishment of emergency operating capabilities.
7. **RESOURCE MANAGEMENT.** The head of each City department and each City elected official, as appropriate within assigned areas of responsibility, shall:
 - a. Develop plans and programs to mobilize personnel, equipment, facilities, and other resources;
 - b. Assess essential emergency requirements and plan for the possible use of alternative resources to meet essential demands during and following emergency or disaster event.
 - c. Prepare plans and procedures to share between and among the responsible agencies resources such as energy, equipment, food, land, materials, services, supplies, transportation, water, and workforce needed to carry out assigned responsibilities and other essential functions, and cooperate with other agencies in developing programs to ensure availability of such resources in an emergency or disaster event.
8. **PROTECTION OF ESSENTIAL RESOURCES AND FACILITIES.** The head of each City department and each City elected official, as appropriate within assigned areas of responsibility, shall:
 - a. Identify facilities and resources, both government and private, essential to the public welfare, and assess their vulnerabilities and develop plans to provide for the security of

such facilities and resources, and to avoid or minimize disruptions of essential services during any emergency or disaster event

Participate in interagency activities to assess the relative importance of various facilities and resources to essential community needs and to integrate preparedness and response strategies and procedures.

PLAN MAINTENANCE, TRAINING AND EXERCISES

Authority for maintenance and regular updates of this plan rests with the City Administrator. The City Administrator will also provide for regular exercises and training sessions to ensure that provisions of the plan are well understood by all departments and offices with assigned responsibilities.

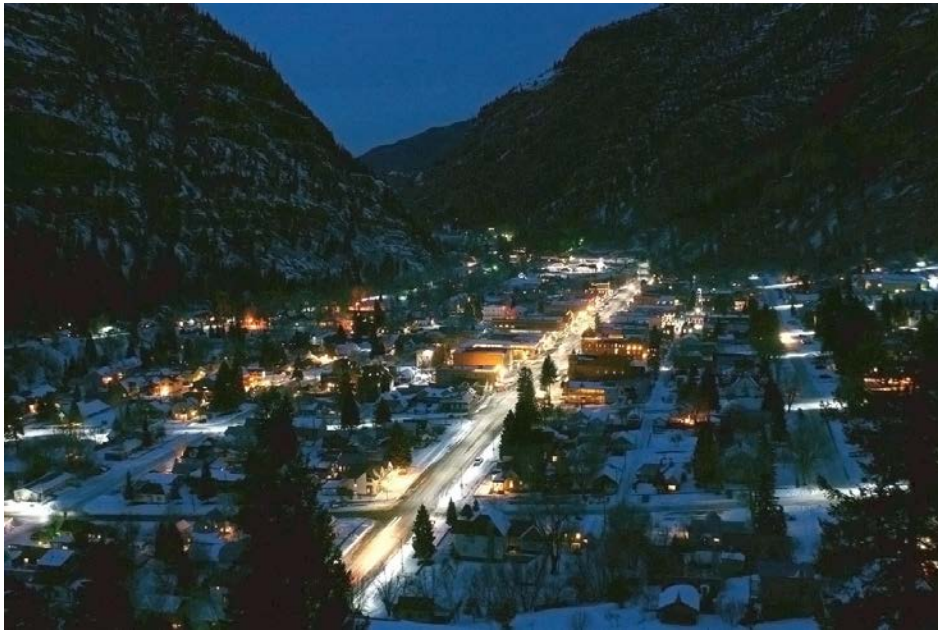
Departments, offices and other organizations with responsibilities identified in the plan are responsible for ensuring that their staff is familiar with the applicable provisions of the plan and is adequately trained to carry out emergency assignments. Multi-agency and multi-jurisdictional exercises will be coordinated by the Emergency Manager.

This Emergency Operations Plan will be updated at least bi-annually through the Multi-Agency Coordination Group (MAC Group), and as needed after any incident, to ensure that it remains an effective, accurate emergency management tool for responders and citizens of the City of Ouray.

CHECKLIST FOR PLAN MAINTENANCE, TRAINING AND EXERCISES

- ☐ Ensure that ICS policies and procedures are communicated to all agencies that may become involved in emergency response operations.
- ☐ Provide ICS and EOC training and exercise opportunities to all agencies and offices with emergency management responsibilities.
- ☐ Encourage all agencies with emergency responsibilities to develop and maintain current internal procedures for carrying out assigned functions, where appropriate.
- ☐ Conduct multi-agency and multi-jurisdictional exercises to improve coordination and reduce overall training costs.
- ☐ Establish procedures for distributing plan revisions to all agencies with assigned responsibilities.

City of Ouray Emergency Operation Plan



Adopted March 20, 2017

[Updated September-December 2018](#)

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AUTHORIZATION

City of Ouray Resolution Statement

To: All Ouray City Departments, Department Heads, Appointed Officials and Elected Officials
All Participating Organizations, Agencies and Jurisdictions

In the City of Ouray, the public, private, and non-profit sectors, as well as individual citizens, must work together to protect against, mitigate, respond to, recover from, and, to the extent possible, prevent threats and hazards that pose a risk to City of Ouray. The management of emergencies begins well before the emergency strikes.

Attached is the City of Ouray Emergency Operations Plan, which serves as a policy level and guidance document. It has been written and approved for use in responding to major incidents and disasters within the City of Ouray. All organizations participating in emergency management activities (mitigation, preparedness, response and/or recovery) are to follow the concepts and coordination systems specified in this plan and the accompanying Support Annexes, recognizing that each incident is unique and may require some variations in implementation.

The plan has been written in consultation with the participating organizations. It has been designed to serve and assist with the coordination of the activities of various organizations that may not interact on a daily basis, while recognizing the normal mission of the organization. Nothing in this plan is intended to interfere with the delivery of the organizations' primary services; although, during a crisis resources may have to be temporarily redirected for the public good. As necessary, a local disaster declaration will be issued to address those issues.

Upon authorization, this plan may be fully or partially activated to manage natural, technological and human-caused incidents that occur. All City of Ouray employees shall support this plan and carry out their responsibilities as required by this document.

Original Plan Adoption: Resolution 4-2017 on March 20, 2017

Update Signed this Adopted this the ____ Day of _____, ~~2016~~2019.

CITY OF OURAY, COLORADO

CITY COUNCIL

Pam Larson, Mayor

Vote:	Pam Larson, Mayor	Aye	Nay	Abstain	Absent
	Glenn Boyd, Mayor Pro Tem	Aye	Nay	Abstain	Absent
	Dawn Glanc	Aye	Nay	Abstain	Absent
	Dee Hilton	Aye	Nay	Abstain	Absent
	Bette Maurer	Aye	Nay	Abstain	Absent

Attest:

Debra Overton, City Clerk and Recorder Melissa Drake Director of Finance and Administration

INTRODUCTION

Major emergencies and disaster incidents are unique events that present communities and emergency personnel with extraordinary problems and challenges that cannot be adequately addressed within the routine operations of local government. Since disasters differ in important ways, and it is impossible to plan for every contingency, highly detailed operational procedures, that can quickly become out of date are avoided in this plan in favor of a streamlined, all hazards preparedness approach.

Government agencies need to anticipate how they will provide services during a disaster, how to resume services once they have been interrupted, or consider alternative means for providing services during a disaster. This Emergency Operations Plan provides guidance to the staff of the City of Ouray, volunteers, departments and agencies, private and non-profit sectors to respond to an emergency.

PURPOSE

The purpose of the City of Ouray Emergency Operations Plan (EOP) is to provide general guidelines and principles for managing and coordinating the overall response and recovery activities before, during and after major emergencies and disaster events that affect the City.

Executive Summary

The City of Ouray Emergency Operations Plan (EOP) 1) outlines circumstances under which the plan should be implemented, 2) provides guidance on the key elements of plan, and 3) identifies the City of Ouray's implementation strategies. The EOP will be implemented during all emergency or disaster events that require city staff to utilize alternative methods of maintaining the daily functions of the City of Ouray. This may include an internal disaster such as a fire in the building where the executive offices are located or where files critical to City functions are located. It could include an environmental event such as extreme winds or flooding where access to services for the City may be interrupted due to debris or impassable roads. Implementation of this plan may occur due to a large disease outbreak or mass fatality event where components of the City's daily functions (vital records) may be overwhelmed. Implementation may also become necessary with the loss of essential leaders in the city or during a required evacuation of the population of the city and/or county.

This emergency operations plan has been developed in accordance with the requirements for local emergency planning established under the State of Colorado Disaster Emergency Act of 1992 and also meets the requirements of other state and federal guidelines for local emergency management plans and programs.

The contents of this plan are intended to provide a basis for the coordinated management of the types of emergencies and disaster events that may occur in the City of Ouray. Ouray County and the Town of Ridgway are welcome to use and adapt this plan. Other organizations and special districts are encouraged to develop and maintain current standard operating procedures (SOPs) to include checklists necessary for implementing assigned duties and functions.

This plan does not address emergency planning and management of the county or special districts. These political subdivisions are responsible for the development and maintenance of their Emergency Operations Plans (EOPs) and Annexes, standard operating procedures and training necessary for implementing assigned duties and functions of their jurisdiction's EOP. The Plan is designed to work in

| concert with departmental standard operating guidelines, county, regional, and the State of Colorado EOPs.

The City Administrator is responsible for regularly scheduled plan updates and revisions and for developing a training and exercise program to familiarize City staff with provisions of the plan.

The National Incident Management System, NIMS, is the adopted method and organizational structure for managing emergency response and recovery operations within the City of Ouray. All city employees are requested to achieve certificates in the FEMA recommended training fitting their job title fitting response level in an emergency.

Planning Contact Information

For all information pertaining to this plan, contact:

~~Patrick Rondinelli~~ Justin Perry
~~City Administrator~~ City of Ouray Police Chief
 320 6th Ave (Physical)
 PO Box 468 (Mailing)
 Ouray Colorado 81427
 970-325-7212 970-325-7067
rondinelli@cityofouray.com perryj@cityofouray.com

Record of Change

All changes are to be annotated on the master copy of the Emergency Operations Plan, which is maintained by the ~~City Administrator~~ Ouray County Emergency Manager. Should the change be significant in nature, an electronic update shall be made and recorded with the applicable stakeholders. If not deemed significant, changes will be reviewed and incorporated into the plan as needed or during scheduled annual updates.

This plan will be updated bi-annually through the leadership team and city council, and as needed after any incident, to ensure that it remains an effective and accurate emergency management tool for officials, responders, and citizens of the City of Ouray.

DATE REVISED	CHANGE OR UPDATE	PAGE REVISED	REVISED BY
Sept 2018	Full Plan Update	Full Plan Update	Justin Perry (Ouray Police Chief) Glenn Boyd (Ouray County Emergency Manager), Reviewed by Ouray County Multi-Agency Coordination Team

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Distribution

This document shall be known as the City of Ouray Emergency Operations Plan. This Emergency Operations Plan (EOP) is approved and hereby ordered electronically distributed. All agencies, departments and personnel should review and accept their respective responsibilities as outlined in this plan, including organizational planning and training necessary to implement the plan when required. A hard copy will be kept in the City Administrator's Office (320 6th Ave, Ouray Colorado, 81427, the City of Ouray Police Department (320 6th Ave Ouray Colorado 81427), Ouray Volunteer Fire Department (320 6th Ave, Ouray Colorado 81427), and the Ouray County Emergency Manager's Desk (541 4th Street, Ouray Colorado 81427).

Upon adoption this EOP will be electronically distributed to city officials and departments, the county government and any identified stakeholders for their respective use as well as for planning and training purposes. Additional copies of this plan are available from the City Administrator and will be posted on the City of Ouray's website (www.cityofouray.com).

Scope

The plan establishes a system for coordinating the prevention, preparedness, response and recovery and mitigation, phases of emergency management in the City of Ouray. This plan may be fully or partially activated to manage natural, technological and human-caused incidents that occur. It is divided into three sections: the base plan, supporting annexes and supporting documents.

Essential functions are those organizational functions and activities that must be continued under any and all circumstances as prescribed by the Colorado Constitution. However, some functions may be able to be suspended or prioritized on a temporary basis as needed in an emergency situation and/or recovery.

The scope of the EOP is to identify the essential functions of the City of Ouray and prepare to maintain or recover them during all hazard events. This plan and its annexes address capabilities the City has or can develop to provide services from alternate locations, redundancy for data collection, and personnel that have been trained to provide leadership under disaster circumstances (order of succession). This plans annexes addresses key messages that may need to be developed for public, vendor-managed activities (vaccines, office supplies, UPS [uninterruptible power supply]). It also addresses payroll, purchasing and human resource considerations.

The City of Ouray is responsible for most emergency response operations within City boundaries in conjunction with the Ouray County Sheriff's Office, [Ouray County Emergency Medical Service \(EMS\)](#), [Ouray County Emergency Management](#), and the Ouray Fire Protection District.

Disasters and large-scale emergencies are rarely confined to one jurisdiction. Although only a portion of City of Ouray is likely to be impacted by a single disaster or emergency event, a multi-jurisdictional effort will be required to effectively manage most major incidents. Accordingly, emergency plans and exercises should incorporate procedures for integrating the resources of City and municipal governments, private and volunteer organizations, and state and federal governments.

☛ Within the City of Ouray, emergency response functions are provided by the following agencies:

- City of Ouray Police Department
- City of Ouray Volunteer Fire Department
- Ouray County Sheriff's Office
- [Ouray County Emergency Medical Services](#)
- [Ouray County Public Health](#)
- Ouray County Social Services
- Ouray County Emergency Management
- Colorado Bureau of Investigations
- [Colorado State Patrol](#)
- [Colorado Department of Transportation](#)
- [Colorado Parks and Wildlife](#)
- [Office of Homeland Security and Emergency Management](#)
- [San Miguel Power Association](#)
- [Regional Dispatch Center](#)
- [Internet and Broadband Companies](#)

☛ Routine emergencies will be managed by these agencies under Colorado Revised Statute authorities using the Incident Command System. As an emergency escalates the Incident

Commander will coordinate with City officials to ensure all public safety functions are being provided.

✱—When required by incident complexity, the City of Ouray will either assign an agency representative to command and/or open a City Emergency Operations Center (EOC). The EOC will manage issues including, but not limited to ~~the~~ following:

- damage assessment,
- coordination of outside agencies and volunteers,
- and intergovernmental relations,

✱ The city will work in cooperation with the following agencies and jurisdictions in multi-jurisdiction incidents and/or through mutual aid response:

Ouray and Adjacent Counties	Log Hill Fire District
Bureau of Land Management	Montrose Fire Protection District
Colorado Department of Public Health and Environment (CDPHE)	Ouray Fire Protection District
Colorado Department of Transportation (CDOT)	Ouray County Mountain Rescue
Colorado Forest Service	Ridgway Fire Protection District
Colorado Office of Emergency Management	Town of Ridgway
Colorado Parks and Wildlife	U.S. Forest Service

✱ The **Colorado Department of Public Safety, Division of Homeland Security, Office of Emergency Management (COEM)** is available 24 hours a day to provide advice and technical assistance to Ouray County, the City of Ouray and Town of Ridgway. In addition, the ~~COEM~~ may provide state resources or coordinate other supplemental assistance in support of local emergency management actions. A formal declaration of a disaster by the City Council may be required as a pre-condition of some forms of state assistance or to expedite state assistance. ~~COEM~~ is also the state agency responsible for processing requests for state and federal disaster assistance. It should be noted that response and recovery operations are the responsibility of the City of Ouray and initial support should be provided by Ouray County. As a result of an emergency or disaster event and declaration, county, state or federal **funding assistance is not guaranteed**.

Base Plan

The City of Ouray, Colorado Emergency Operations Base Plan describes the processes comprising a citywide approach to incident management designed to integrate the efforts and resources of local governments, private sector and non-governmental organizations (NGOs). Ouray County Government, special districts, and non-governmental organizations should maintain and update their jurisdictional or response area emergency operations plans on an ongoing basis. Basic roles and responsibilities are outlined in this plan for coordination purposes. This base plan is adopted by the Ouray City Council and no major changes are done without their approval.

Supporting Annexes

The Annexes to the EOP detail the policies, structures, and responsibilities for coordination support with local agencies or other jurisdictions and entities during incidents. Annexes in support of this EOP are both functional based and hazard specific based. As incidents, planned events, and exercises occur,

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these Annexes are subject to change to improve response capabilities. New Annexes may be added as needed. City Council approval for annexes to be added is preferred but not required.

Supporting Documents

These documents provide other relevant, more detailed supporting information, including terms, definitions, acronyms and a compendium of plans.

City of Ouray Documents

- ✳ Ouray County Multi-Hazard Plan ~~2013~~
- ✳ City of Ouray ICS Forms

Emergency Management

A link to the current Supporting Documents from Emergency Management may be found at <http://www.ouraycountyco.gov/272/Emergency-Management>. These plans include but are not limited to:

- ✳ Ouray County Emergency Operation Plan
- ✳ Ouray County Wildfire Annual Operating Plan
- ✳ ~~Ouray County Wildfire Protection Plan~~
- ✳ [Town of Ridgway Emergency Operations Plan](#)
- ✳ West Region Tactical Interoperability Communications (TIC) Plan

Public Health

A link to the current Supporting Documents from Emergency Management may be found at <http://www.ouraycountyco.gov/149/Public-Health>. These plans include but are not limited to:

- ✳ Public Health Emergency Operations Plan
- ✳ Public Health Improvement Plan
- ✳ Ouray County Community Health Resource Guide
- ✳ Regional Health Assessment

Supporting Documents on the Web

Other Supporting Documents can be found on the web. They can be found by clicking on the hyperlinks below for each document:

- ✳ Colorado State Emergency Operations Plan (Link [Here](#))
- ✳ State of Colorado Resource Mobilization Annex (Link [Here](#))
- ✳ Colorado Homeland Security Resource Guide (Link [Here](#))

Note: Supporting documents may be developed and revised independent of the base plan. **Report**

broken links to ~~City Administrator~~ City Police Chief at

~~rondinellip@cityofouray.com~~ ~~perryj@cityofouray.com~~

Field Code Changed

AUTHORITIES

Federal

- ✳ Americans with disabilities Act
- ✳ Robert T. Stafford Disaster Relief And Emergency Assistance Act And Amendments (Public Law 93-288)
- ✳ Post Katrina Reform Act
- ✳ National Response Framework (PPD-8)
- ✳ Homeland Security Act And Information Sharing Act (H.R. 5710)
- ✳ Homeland Security Presidential Directive 5, Management Of Domestic Incidents (PPD-5)
- ✳ PETS ACT 2006
- ✳ Homeland Security Presidential Directive 8, National Preparedness (PPD-8)
- ✳ Plain Language Guidance
- ✳ Homeland Security Act and Information Sharing Act 202
- ✳ National Incident Management System (NIMS)

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State

- ✳ Colorado Disaster Management Act (24 - 33.5 - 704(5) et seq., C.R.S., I,)
- ✳ Colorado All Hazard Resource Database Creation
- ✳ Colorado State Emergency Operations Plan (Signed by Governor Hickenlooper March, 26th 2015)

Local

- ✳ City of Ouray Resolution Resolution #2 series 2016 adopting the National Incident Management system affirmed by ~~the~~ Ouray City Council, February 6, 2006
- ✳ City of Ouray **Resolution #13 series 2014**, Adoption of Multi-Hazard Mitigation Plan affirmed by the Ouray City Council on November 17, 2014.

PLANNING ASSUMPTIONS

- ✿ Government at all levels must continue to function under all threats, emergency and disaster conditions. Continuity of Government (COG)/Continuity of Operations (~~COOP~~) plans (COOP) should be developed by all agencies and departments consistent with this plan and in accordance with the State of Colorado Emergency Operation Plans and National level guidance.
- ✿ Municipal governments and special districts will perform under their scope of authority and responsibility and will make declarations of emergency and disaster to County Emergency Management. All emergency and disaster declarations received by the County Emergency Manager will be forwarded to the State of Colorado Division of Homeland Security and Emergency Management.
- ✿ The City of Ouray has no fiscal responsibility to any municipal government or special district after receipt of their emergency or disaster declaration nor should the City of Ouray expect Ouray County or the state to have fiscal responsibility upon a receipt of an emergency or disaster declaration.
- ✿ County government, other municipal governments, special districts, and non-governmental organizations should maintain and update their jurisdictional or response area emergency operations and continuity plans on an ongoing basis and especially during time of an emergency or disaster response. These entities are expected to coordinate their planning, response, and continuity efforts with the City of Ouray Government to support intergovernmental responsibility.
- ✿ Incidents begin at the local government level (this includes special districts) and will remain the responsibility of the local government throughout the incident and through the recovery phase. Higher levels of government may agree to share some of the responsibility within an agreed upon scope. Generally, local jurisdictions (up through the county) should not plan on the arrival of significant State resources ordered for up to and possibly exceeding 36 hours after the incident. Federal resources may not arrive until 48-72 hours after the incident.
- ✿ An emergency or disaster can occur at any time and any location. It may create a significant degree of human suffering and loss of life, property damage and economic hardship to individuals, government, public services, the environment and the business community.
- ✿ Collaborating and sharing information across multiple levels of government, the response community and the private sector is essential for the successful stabilization and common operating picture of any emergency or disaster.
- ✿ All aspects of a community (e.g., volunteer, faith, access and functional needs, local governments and community-based organizations; other non-governmental organizations (NGOs); and the private sector) may be needed to effectively plan, respond, and recover from a major disaster.
- ✿ The public expects government to keep them informed and to provide guidance and assistance upon detection of a threat and in the event of an actual emergency or disaster.
- ✿ The premise of the National Response Framework, the State Emergency Operations Plan and this plan is that all levels of government share responsibility for working together in preventing, preparing for, responding to and recovering from the effects of an emergency or disaster event.
- ✿ Within The City of Ouray's organization structure certain City Departments have clearly understood responsibilities during an emergency while other departments have coordination responsibility and authority, however it may be necessary to staff an emergency or disaster with additional outside staff assistance. Depending upon the magnitude and catastrophic nature of the emergency and

disaster there is a potential that any and all City Offices and Departments could be mission tasked to respond and perform certain functions during an emergency or disaster event. The transition to emergency work would be under the direction of the City Council and managed by the City Administrator.

City Profile

The City of Ouray is a Home Rule Municipality and is the county seat of Ouray County, Colorado, United States. As of the 2010 U.S. Census, the population of Ouray was 1000.

City of Ouray History

Originally established by miners chasing silver and gold in the surrounding mountains, the town at one time boasted more horses and mules than people. Prospectors arrived in the area in 1875 and 1877, William Weston and George Barber found the Gertrude and Una gold veins in Imogene Basin, six miles southeast of Ouray. Thomas Walsh acquired the two veins and all the open ground nearby. In 1897 opened the Camp Bird Mine, adding a twenty-stamp mill in 1898, and a forty-stamp mill in 1899. The mine produced almost 200,000 ounces of gold by 1902, when Walsh sold out to Camp Bird, Ltd. By 1916, Camp Bird, Ltd., had produced over one million ounces of gold.

At the height of the mining, Ouray had more than 30 active mines. The town—after changing its name and that of the county it was in several times—was incorporated on October 2, 1876, named after Chief Ouray of the Utes, a Native American tribe. By 1877 Ouray had grown to over 1,000 in population and was named county seat of the newly formed Ouray County on March 8, 1877.

The Denver & Rio Grande Railway arrived in Ouray on December 21, 1887. It would stay until the automobile and trucks caused a decline in traffic. The last regularly scheduled passenger train was September 14, 1930. The line between Ouray and Ridgway was abandoned on March 21, 1953.

The entirety of Main Street is registered as a National Historic District with most of the buildings dating back to the late nineteenth century. The Beaumont Hotel and the Ouray City Hall and Walsh Library are listed on the National Register of Historic Places individually, while the Ouray County Courthouse, St. Elmo Hotel, St. Joseph's Miners' Hospital (currently housing the Ouray County Historical Society and Museum), Western Hotel, and Wright's Opera House are included in the historic district.

Geography

Ouray is located at 38°1'24"N 107°40'20"W (38.023217, -107.672178), in the San Juan Mountains of southwestern Colorado. It is about 40 miles (64 km) south of Montrose. It is only 10 miles (16 km) northeast of Telluride, but due to the severity of the landscape, the drive is about 50 miles (80 km). Ouray is connected to Silverton and then Durango to the south by Red Mountain Pass which crests at just over 11,000 feet (3,400 m).

Climate

Ouray experiences four distinct seasons. Summers are warm in the day and mild to cool at night with brief thunderstorms often occurring in the afternoons in July and August sometimes resulting in intense, though short lived, rainfall. Autumn is cool and mostly clear with occasional rain. Winters are long and cold—though seldom extremely so—with considerable snowfall. Spring is generally cool with early spring often bringing the largest snowfalls; late spring into early summer (mid-May through late June) is mild to warm and is usually the driest time of year. The Köppen climate classification for Ouray is Dfb (Cold-Continental; without a dry season; warm summer).

Economy

The primary present day economy of the City of Ouray is based on tourism. Much of the tourism is based off of recreational activities, scenic mountains, souvenirs, and dining. Tourists come for ice

climbing, mountain biking, hiking and off-roading in four-wheel drive (4WD) expeditions into the San Juan Mountains. Popular destinations include Yankee Boy Basin, Engineer Mountain, and Black Bear Road.

Demographics

As of the census of 2010, there were 1,000 people, 457 households, and 283 families residing in the city. The population density was 1,250 people per square mile (454.5/km²). There were 800 housing units at an average density of 1,000 per square mile (363.6/km²). The racial makeup of the city was 95.2% White, 0.1% (1) African American, 0.4% (4) Native American, 0.8% (8) Asian, 1.9% (19) from other races, and 1.6% (16) from two or more races. Hispanic or Latino of any race was 8.2% of the population.

Of the 457 households, 26.5% had children under the age of 18 living with them, 48.1% were married couples living together, 7.7% had a female householder with no husband present, 6.1% had a male householder with no wife present, and 38.1% were non-families. 32.4% of all households were made up of individual households and 10.9% had someone living alone who was 65 years of age or older. The average household size was 2.19 and the average family size was 2.76.

In the city the population was spread out with 21.7% under the age of 18, 28.1% from 18 to 44, 33.2% from 45 to 64, and 17.0% who were 65 years of age or older. The median age was 45.1 years. For every 100 females there were 101.6 males. For every 100 females age 18 and over, there were 101.8 males

The median income for a household in the city was \$36,094, and the median income for a family was \$45,313. Males had a median income of \$35,217 versus \$27,083 for females. The per capita income for the city was \$23,127. About 9.3% of families and 8.1% of the population were below the poverty line, including 7.1% of those under age 18 and 6.4% of those ages 65 or over.

Government

The City of Ouray is a home rule city and the county seat of Ouray. The City may govern its own affairs within certain limits, but authority to exercise powers is derived from state statutes. The Ouray City Council is the governing body for the City of Ouray. The Council is comprised of 4 council members and 1 mayor. All members of City Council are elected at large from within the city electorate as a whole. Council Members serve 4 year terms and the Mayor serves 2 year terms. The council members are staggered in elections where 2 council member positions and the mayor is up for election every 2 years.

Sectoring the City of Ouray

Due to the size and layout of the City of Ouray's Critical Infrastructure, the City of Ouray is one Sector in an emergency only involving the City. In a County-wide event the County as whole is one Sector.

Hazard Vulnerability Assessment

Through the county-wide hazard mitigation process, an assessment was conducted of potential hazards within the City and County. The assessment details the frequency, vulnerability, exposure and risk of potential hazards to the County and was completed in 2008 and updated in 2015 (scheduled for revision in 2020 to be completed December 2019). The Ouray County Multi-Hazard Mitigation Plan was developed to reduce and eliminate losses from natural and manmade hazard events and to better protect the people and property of the County from the effects of hazard events. The current All Hazard Mitigation Plan may be accessed by visiting <http://www.ouraycountyco.gov/272/Emergency-Management>.

Hazard Profile

The City of Ouray is vulnerable to many hazards, all of which have the potential to disrupt the community, cause damage and create mass casualties. The Hazard Vulnerability Assessment identified specific hazards for the City based on likelihood of occurrence, severity and impact. The findings include the following hazards and their relative risk ranking:

HIGH RISK	MEDIUM RISK	LOW RISK
Dam Failure	Drought	Extreme Temperatures
Debris Flow	Earthquake	Imminent Threat
Flooding	Hazardous Materials Incident	Mass Causality Incident
Wildfire	Landslide/Rockfall	
Drought	Lightning	
Lightning	Public Health Emergencies	
	Severe Winter Storms	
	Windstorms	

Vulnerability Assessment

The City of Ouray and Ouray County Risk Assessment revealed a number of problem areas to be addressed in the mitigation strategy. These key findings are summarized in the following list.

Dam Failure

- ✿ Two high hazard (probable loss of life if failure) dams are located in Ouray County;
- ✿ Full Moon (aka Crystal) Dam has had structural improvements;

Debris Flow

- ✿ Impacts from debris flows could be critical in the City of Ouray, blocking major streets and hindering transportation and movement;

Drought

- ✿ Multi-year droughts occur every 10 years on average in Ouray County;
- ✿ Drought can affect both water quantity and quality;
- ✿ The agriculture and tourism-based economy is particularly vulnerable to drought;
- ✿ Drought increases risk to other hazards, such as wildfire.

Extreme Temperatures

- ✿ Extreme cold is a bigger concern for the County than extreme heat, though extreme heat can exacerbate drought and wildfire conditions;
- ✿ Extreme cold has caused issues with frozen or burst water pipes and crop losses.

Flood

- ✿ Thirty-five recorded flood events between 1874 and 2013;
- ✿ The most serious impacts could occur in the City of Ouray.

Hazardous Materials Release

- ✿ Transported hazardous materials releases are of particular concern to the County due to narrow, winding mountain roads. These roads are especially dangerous during the winter;
- ✿ Streams and reservoirs are also vulnerable to contamination.

Imminent Threat

- ✿ Imminent Threat can be defined as “any conditions or practices in any place of employment which are such that a danger exists which could reasonably be expected to cause death or serious physical harm immediately or before the imminence of such danger can be eliminated through the enforcement.” Some examples would be acts of terrorism and active shooters;
- ✿ There have been past incidents in the County that could be considered terrorism or imminent threat, such as a suicide bomber, bombings of buildings in downtown Ridgway, and Ku Klux Klan rallies in the 1920s;
- ✿ Potential imminent threat targets in the County include mines, resorts, dams, schools, power infrastructure, and all government offices and facilities.

Landslide/Rockfall

- ✿ There are occasional landslide problems in the City.
- ✿ [On October 31, 2018 a large rock fall did significant damage to the Perimeter Trail and a home in on Pinecrest.](#)
- ✿ There are several rockfall hazard areas around the City of Ouray.;
- ✿ Landslides and rockfall events can damage and close roads.

Lightning

- ✿ Damaging or fatal lightning events are rare in the County;
- ✿ Outdoor recreationists at high altitude during summer months are very vulnerable to lightning;
- ✿ Lightning can damage power grid and information technology and communications networks.

Mass Casualty Events

- ✿ Traffic accidents involving multiple casualties are the primary concern;
- ✿ Traffic and bus accidents are most likely to occur along the Highway corridors of 550 and 62. The steeper, curvy sections of Highway 550 above and south of Ouray are particularly prone to accidents;
- ✿ The reemerging mining industry in the County is another source of potential mass casualty events;

- ✿ The County has produced tabletop and full-scale exercises on mass casualty scenarios to improve preparedness and response.

Multi-Hazard Event

- ✿ Ouray County has been included in past emergency declarations for drought, frost/freezing events, and high winds; the County has also been included in state declarations for flooding, mudslides, severe storms, and wildfires;
- ✿ Hazard events that cause road closures, such as debris flows/mudslides, floods, landslides, avalanches, and winter storms, affect the economy and safety of Ouray County by restricting access of visitors, workers, and goods and services.

Public Health Emergencies

- ✿ West Nile Virus and pandemic flu are the main concerns for public health emergencies in the County;
- ✿ There have been a few pandemic flu or West Nile Virus cases in the County in 2010.

Severe Winter Storm

- ✿ There is high vulnerability to severe winter weather along highways and mountain passes;
- ✿ Increased population is exposed to hazards and emergencies during high tourist seasons;
- ✿ Vehicle accidents, power/utility disruptions, and isolation due to road closures are the main concern related to severe winter storms.

Wildfire

- ✿ Approximately \$930 million in property value and 2,617 structures are potentially exposed to wildland fire hazards in the county;
- ✿ Critical roads are also vulnerable to wildfire;

Windstorm

- ✿ Past damages from windstorms have typically included blown down trees and power poles, and damage to roofs. Blown-down trees have fallen across Highway 550 just south of the City of Ouray. Strong winds can also blow loose rocks off cliffs and steep slopes in the County, creating a rockfall hazard;

Critical Facility and Infrastructure

As part of the Multi-Hazard Mitigation Plan planning process, critical infrastructure and facilities were identified for the city.

Critical Facilities

Critical Facilities are defined as facilities that provide a necessary service before, during, and after times of disaster. These generally include:

- ✿ Carrier-Neutral Locations (CNL) for Broadband
- ✿ Emergency Operations Centers
- ✿ Emergency Medical Service Facilities
- ✿ Fire Station
- ✿ Fuel Station

- ✿ Governmental Buildings
- ✿ Grocery Stores
- ✿ Law Enforcement Facilities
- ✿ School
- ✿ Shelters/Evacuation Centers

Critical Infrastructure

Critical infrastructure is defined as assets that are essential to the functioning of a society and economy.

These includes:

- ✿ Cisterns
- ~~✿ Communication Towers~~
- ✿
- ✿ Dams, water treatment and distribution, water storage, water supply
- ✿ Electric power lines, sub-stations
- ✿ Fiber Optic
- ✿ Generators
- ✿ Hydro power facilities
- ✿ Internet
- ✿ Natural Gas Distributors
- ✿ Propane Gas Facilities
- ✿ Sewer lines and wastewater treatment plants
- ✿ Telephone facilities
- ✿ Transportation routes

MITIGATION CAPABILITIES

The jurisdictions within the City of Ouray have limited response and recovery capabilities due to city size, population, location from major municipals, areas with limited access and limited emergency responder personnel. Further limitations in these capabilities are determined through annual plan reviews and exercises. The following details mitigation capabilities within the City structure.

County Emergency Management Program

In the absence of a designated emergency manager for the City of Ouray, the County Emergency Manager assumes emergency management jurisdiction. The County's Emergency Management program addresses planning efforts for the four phases of emergency management that include preparedness, mitigation, response and recovery. The County Emergency Manager is under the direction of the Ouray County Sheriff operationally and Ouray County Administrator administratively.

The Emergency Manager's program provides a structure for anticipating and dealing with emergency incidents and recognizes that disasters are recurring through the four phases of emergency management: preparedness, mitigation, response and recovery.

All Hazards Planning

Ouray County Multi-Agency Coordination Group

The City of Ouray Participates in the Ouray County Multi-Agency Coordination Group. The Emergency Manager is responsible for establishing the Ouray County Multi-Agency Coordination Group. This is a multi-jurisdictional, multi-disciplinary planning and coordination group committed to the development

and implementation of all-hazards planning for preparedness, prevention, response and recovery from emergencies and disasters. Participation is open to all local and county agencies, departments, special districts, and businesses within Ouray County and surrounding areas.

Ouray County Local Emergency Planning Committee (LEPC)

The City of Ouray Volunteer Fire Department Chief is the Designated Emergency Response Authority (DERA) for the City of Ouray and a member of the LEPC. The LEPC is a committee appointed by the State Emergency Response Commission (SERC), as required by Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA). It develops emergency plans for Local Emergency Planning Districts, collects material safety data sheet (MSDS) forms and chemical release reports. It also provides this information to the public. The LEPC is tasked with hazardous materials preparedness, response, related training and sits in a policy advisory position for the county.

The Ouray County Policy Group

The Ouray County Policy Group consists of County, Municipal and other jurisdictional policy makers within Ouray County.

Core Capability Assessment Summary

A Core Capability Assessment will be completed and annexed to the Emergency Operations Plan. This summary will detail the City of Ouray's ability to address the core capabilities outlined by FEMA.

Regional Planning

West Region Multi-Agency Coordination Group (WRMAC Group)

To facilitate regional planning and mutual aid assistance, the Emergency Manager and Ouray County Sheriff participates in the WRMAC Group. The WRMAC Group is a six county all hazard planning region located in the western portion of the State of Colorado. It is comprised of Delta, Gunnison, Hinsdale, Montrose, Ouray and San Miguel Counties.

The WRMAC Group mission is to prepare Colorado's West Region communities to be resilient in the face of potential threats and hazards through coordination and collaboration. It is a multiagency, multi-disciplinary emergency planning and coordination group committed to improve all hazard preparedness and resiliency in the West Region, leading to fewer lives lost, reduced economic impacts in affected communities, improved response capabilities and faster recovery time.

West All Hazard Emergency Management Region (WAHEMR)

To facilitate regional planning and mutual aid assistance, the Emergency Manager and Ouray County Sheriff participates in the West All Hazard Emergency Management Region (WAHEMR). The WAHEMR is a six county all hazard planning region located in the western portion of the State of Colorado. It is comprised of Delta, Gunnison, Hinsdale, Montrose, Ouray and San Miguel Counties.

The WAHEMR mission is to prepare Colorado's West Region communities to be resilient in the face of potential threats and hazards through coordination and collaboration. It is a multiagency, multi-disciplinary emergency planning and coordination group committed to improve all hazard preparedness and resiliency in the West Region, leading to fewer lives lost, reduced economic impacts in affected communities, improved response capabilities and faster recovery time.

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West Region All Hazard Region (WAHR)

WAHR is a multiagency, multi-disciplinary emergency planning and coordination group committed to improve all hazard preparedness and resiliency in the West Region, leading to fewer lives lost, reduced economic impacts in affected communities, improved response capabilities and faster recovery time.

West Region EMS Trauma Council (WRETAC)

The mission of the WRETAC is to promote, foster and support cooperative organization of Emergency Medical and Trauma Services in the Western Region and State, utilizing data, communications, protocols and training to provide Quality Improvement.

West Region Health Care Coalition (WRHCC)

The mission of the ~~West Region Health Care Coalition~~WRHCC is providing collaborative planning and response to emergencies, in a multi-disciplinary approach, and to preserve the medical infrastructure of the region.

West Region ~~Regional~~ Emergency Preparedness and Response Team (WREPR)

Led by Mesa County Regional EPR team, the mission is to prepare Colorado's West Region communities to be resilient in the face of potential public health threats and hazards through coordination and collaboration. It is a multiagency, multi-disciplinary emergency planning and coordination group committed to improve all hazard preparedness and resiliency in the West Region.

West Region Wildfire Council

West Region Wildfire Council was established in 2007 as a collaborative effort to support interagency efforts to develop and implement plans to better mitigate the threat of catastrophic wildland fire to the communities and natural resources in the Colorado counties of Delta, Gunnison, Hinsdale, Montrose, Ouray and San Miguel

Evacuation and Warning Systems**Emergency Notification System**

The City utilizes an emergency phone notification system to provide 'general information' based alerts as well as geographically specific emergency notification to residents. These alerts can be sent to landline phones, cellular phones and email addresses if the end user has opted in for this service. Commuters and visitors to the county may also sign up for the system via a mobile application.

Residents may self-register for emergency alerts on the Ouray County website:

<http://www.ouraycountyco.gov/272/Emergency-Management>.

Local Broadcast Media

The City also utilizes the Emergency Alert System to broadcast warnings over local radio stations and National Oceanic and Atmospheric Administration (NOAA) towers (where available). The authority to initialize this utility, and the message contained, lies with the Emergency Management Director and/or Sheriff only. Local media is also utilized whenever necessary but currently only publishes weekly.

Social Media

The City utilizes social media outlets such as Facebook and Twitter to inform, warn and prepare the public. City general preparedness information alerts and incident updates are ongoing for this platform:

<https://www.facebook.com/CityOfOuray/>:- The authority to initialize this utility as a warning mechanism lies with the Incident Commander (IC), Police Chief, Fire Chief, the Emergency Manager, or the designated City Public Information Officer (PIO) during an incident. To post preparedness information, contact the ~~Event and Communications City Administrator~~ ~~or Coordinator or~~ their designee.

<https://www.facebook.com/OurayPD>: The authority to initialize this utility as a warning mechanism lies with the Incident Commander (IC), Police Chief, Fire Chief, the Emergency Manager, or the designated City Public Information Officer (PIO) during an incident. To post preparedness information, contact the Event and Communications Coordinator or their designee.

<https://twitter.com/OurayPD>: The authority to initialize this utility as a warning mechanism lies with the Incident Commander (IC), Police Chief, Fire Chief, the Emergency Manager, or the designated City Public Information Officer (PIO) during an incident. To post preparedness information, contact the Event and Communications Coordinator or their designee.

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Hazard and Critical Infrastructure Mapping

The City has contracted with Pangae Geospatial LLC that can provide mapping and database support.

The County also has a Geographic Information System (GIS) and Information Technology (IT) Department that can, upon request, provide mapping and database support.

Concept of Operations

The general concept on which this document is based is from lessons learned and best practices from previous events concerning command and coordination. This includes both the immediate event and any effects to the surrounding area or communities. Each incident is unique and requires different prevention and response measures. Therefore, by adhering to the guidelines of NIMS and the National Response Framework (NRF), the City stands ready to meet these challenges.

Every City department or office may be required to respond to an emergency. If a department does not have a specific response role in a given emergency, that department may still be relied upon to support responding departments. The City Administrator has responsibility for the direction and control of City resources during an emergency situation that has reached beyond the capabilities of a local jurisdiction.

Upon request, the City's Emergency Operations Center Manager or designee will activate and manage the City of Ouray's Emergency Operations Center (EOC). The EOC is the facility from which emergency response activities can be directed, coordinated and/or supported. The EOC structure is scalable, based on the magnitude of the situation. If a disaster exceeds City resources, assistance will be requested from the private sector, county agencies, regional agencies, State of Colorado, and if required, federal agencies.

Incident Management Priorities

The City of Ouray's priorities for incident management are as follows:

- ✿ Save lives and protect the health and safety of the public, responders, and recovery workers;
- ✿ Protect and restore critical infrastructure;

- ✿ When appropriate, conduct law enforcement investigations to resolve the incident, apprehend the perpetrators, and collect and preserve evidence for prosecution;
- ✿ Protect property and mitigate damages and impacts to individuals, communities and the environment;
- ✿ Facilitate recovery for individuals, families, businesses, government and the environment.

The City of Ouray has resources and expertise available to assist with incident related problems. The City may modify normal operations and redirect resources in order to save lives, relieve human suffering, sustain survivors, protect property and assist in re-establishing essential services. Life-saving and life-protecting response activities have precedence over other emergency response activities.

Private, faith based, and volunteer organizations (i.e., American Red Cross, Salvation Army, Colorado Volunteer Organizations Active in Disasters), and others will provide basic necessity and life-sustaining relief which is not normally available from government resources to individuals and families. Local and State governmental agencies will assist these organizations by providing information, guidance and coordination of the relief efforts.

The Mayor, in consultation with the City Council if possible, may declare a City disaster or emergency. If the Mayor is unavailable, the Mayor Pro Tem may sign a declaration of disaster or emergency. If the Mayor and the Mayor Pro Tem is unavailable, any member of the city council may sign a declaration of disaster or emergency. The decision to make a declaration may be based upon emergency needs created by the incident, and/or damage assessment findings indicating the damages are of sufficient severity and magnitude to warrant assistance from the State. This authority is granted to a city through a county by the Colorado Disaster Act. Once the state receives a local emergency/disaster declaration, the state then may make a declaration under the Stafford Act to the President who may grant a major disaster declaration. This in turn, may make available specific federal support programs for a defined period. After the city declaration is made, it must be ratified within seven (7) days by the full City Council. The declaration must be renewed every seven (7) days, and should be let in place while emergency response measures are conducted. Local declarations should be discontinued or allowed to expire at the point emergency response work is completed. State or federal declarations may be left in place during recovery activities.

The Police Chief, the Fire Chief and/or the City Administrator may directly call upon any City Department available to assist in any emergency response. The Police and Fire Chief may call upon resources under their control to include any agency or entity under agreement with their agency, as well as any mutual aid agency requested by the Police or Fire Chief. The Police Chief may call upon the Sheriff to utilize resources under control of the Sheriff to include the Search and Rescue Team, and any agency or entity under agreement with the Sheriff, as well as any mutual aid agency requested by the Sheriff.

Local Coordination

The City of Ouray is responsible for large scale emergency response operations/coordination in within the City. Each of the Municipalities and County Governments within Ouray County should establish both a Chain of Command and Continuity of Operations Plan (COOP) sections for their respective functions as part of their Municipal/County Emergency Operations Plans.

All local governments and special districts within the City of Ouray are responsible for coordinating with one another and for providing mutual aid within their capabilities and usually according to the established written Mutual Aid Agreements. If necessary, normal working operations may be

suspended or redirected during an incident in order to support emergency response and control throughout the City.

Based on the assessment of emergency conditions by the designated Incident Commander(s), the City Council (and/or County leadership) will be notified and advised of the situation and the need to report to the City or County EOC.

Policy Group

Designated Policy Group members with responsibility over an incident will be assembled as needed to evaluate policy level decisions on how best to manage the incident to best serve the City, approval of incident expenditures and for formal declaration of a disaster. The Policy Group consists of the Ouray City Council, designated leadership of the city, special district, the City Administrator, the Police Chief, Fire Chief or his/her designee, and other officials as needed. This group may be asked to collaborate with Ouray County, Town of Ridgway, or Regional Policy Groups or a mixture of any or all.

The group may be called upon to discuss formal declaration of local or City emergencies or disasters, discuss and or approval and commitment of City resources and funds for disaster or emergency purposes, discuss delegations of authority and/or fund expenditure, cost share agreements between involved jurisdiction, formulation of directives to Municipal departments and personnel regarding changes in normal duties/work schedules and discussion of Continuity of Operation Plans. Other possible decisions involving issuance of official orders regarding population protection or temporary social restrictions, such as evacuation orders, establishment of curfews and enactment of price controls may need to be discussed and coordinated by this group.

STAGES OF EMERGENCY MANAGEMENT

Emergency operations involve much more than merely responding to an incident when it occurs. Regardless of the type of hazard, there are four stages in the emergency management process: mitigation, preparedness, response, and recovery.

Mitigation

FEMA.gov defines mitigation as:

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. In order for mitigation to be effective we need to take action now—before the next disaster—to reduce human and financial consequences later (analyzing risk, reducing risk, and insuring against risk). It is important to know that disasters can happen at anytime and anyplace and if we are not prepared, consequences can be fatal.

Effective mitigation requires that we all understand local risks, address the hard choices, and invest in long-term community well-being. Without mitigation actions, we jeopardize our safety, financial security and self-reliance.

- ❁ Disasters can happen at anytime and anyplace; ~~their~~ human and financial consequences are hard to predict.
- ❁ The number of disasters each year is increasing but only 50% of events trigger Federal assistance.
- ❁ FEMA's mitigation programs help reduce the impact of events—and our dependence on taxpayers and the Treasury for disaster relief.

FEMA's Federal Insurance and Mitigation Administration (FIMA) manages the National Flood Insurance Program (NFIP) and implements a variety of programs authorized by Congress to reduce losses that may result from natural disasters. Effective mitigation efforts can break the cycle of disaster damage, reconstruction, and repeated damage. FEMA's mitigation and insurance efforts are organized into three primary activities that help states, tribes, territories and localities achieve the highest level of mitigation: Risk Analysis, Risk Reduction, and Risk Insurance. Through these activities and FEMA's day-to-day work across the country, communities are able to make better mitigation decisions before, during, and after disasters.

Effective mitigation requires that we all understand local risks, address the hard choices, and invest in long-term community well-being. Without mitigation actions, we jeopardize our safety, financial security and self-reliance.

Mitigation involves the actions taken prior to an incident that reduce the chance of occurrence or the effects of a disaster. This stage includes flood plain management, public education campaigns, building and fire codes, defensible space programs for residential buildings, and preventative health care.

Prevention

Prevention means actions taken to avoid an incident or to intervene to stop an incident from occurring.

– Involves actions taken to avoid an incident or to intervene to stop an incident from occurring.

Prevention involves actions to protect lives and property. It involves applying “Prevention” Activities to avoid an incident or to stop an emergency from occurring. Explanatory Material: Activities, tasks, programs, and systems intended to protect lives and property. – Involves applying intelligence and other information to a range of activities that may include such countermeasures as:

- ✿ Deterrence operations
- ✿ Heightened inspections
- ✿ Improved surveillance
- ✿ Disease prevention among people, domestic animals, and wildlife.

Examples of prevention activities include:

- ✿ Collect, analyze and apply intelligence and other information
- ✿ Conduct investigations to determine the full nature and source of the threat and to implement countermeasures such as inspections, surveillance, security and infrastructure protection
- ✿ Conduct tactical operations to interdict, preempt or disrupt illegal activity; and to apprehend and prosecute the perpetrators
- ✿ Conduct public health surveillance and testing procedures, immunizations and isolation or quarantine of individuals for biological and agricultural threats
- ✿ Deter, detect, deny access or entry, defeat and take decisive action to eliminate threats
- ✿ Conduct code enforcement, inspections and behavior modification to reduce risk
- ✿ Analyze threats created by natural hazards and develop action plans to reduce the threat to citizens and property

Preparedness

Preparedness involves the planning necessary to ensure that the effects of a disaster or an emergency will be minimized, and to assist local jurisdictions in developing appropriate response capabilities

needed in the event of an emergency. To respond properly, a jurisdiction must have a plan for response, trained personnel to respond, and necessary resources with which to respond. Emphasis is on emergency planning, training, exercises and public awareness information sharing and programs.

Examples of preparedness activities include:

- ✿ Development of plans and procedures, training and exercising
- ✿ Pre-establishment of incident command posts, mobilization centers, staging areas and other facilities
- ✿ Evacuation and protective sheltering
- ✿ Implementation of structural and non-structural mitigation measures
- ✿ Private sector implementation of business and continuity of operations plans
- ✿ Provision of mitigation activities which are a critical foundation across the incident management spectrum from prevention through response and recovery. Examples of key mitigation activities include the following:
 - Ongoing public education and outreach activities designed to modify behavior to reduce loss of life and destruction of property
 - Structural retrofitting to deter or lessen the impact of incidents and reduce loss of life, destruction of property and impact on the environment
 - Code enforcement through such activities as zoning regulation, land management and building and fire code inspection
 - Flood insurance and the buy-out of properties subjected to frequent flooding

Response

The response stage covers the period during and immediately following a disaster. During this phase, jurisdictions provide emergency assistance to victims of the event and try to reduce the likelihood of further damage. The local fire district, law enforcement agencies, search and rescue, emergency medical service (EMS) units and Public Works crews are the primary responders. Response activities can be categorized into Initial or Extended Response.

Initial Response Activity

The initial response activities are primarily performed at the field response level. Emphasis is placed on minimizing the effects of the emergency or disaster. Examples of initial response activities include:

1. Establishing Incident/Unified Command
2. Developing and implementing incident Action Plans, as needed
3. Documenting/Discussion of situation status
4. Assessing need for mutual aid assistance
5. Coordinating with state and federal agencies.
6. Staging of Resources
7. Check-in of Resources
8. A system to tracking resource on-scene
9. Briefing of City management and other key officials and/or employees on the situation
10. Dissemination of warnings, emergency public information, and instructions to citizens
11. Conducting evacuations and/or rescue operations

12. Restricting and/or redirecting movement of traffic/people
13. Caring for displaced persons and treating the injured
14. Conducting initial damage assessments and surveys

Extended Response Activity

Extended response activities are primarily conducted in the field and at the Emergency Operations Center (EOC). Extended emergency operations primarily involve the coordination and management of personnel and resources to mitigate an emergency and facilitate the transition to recovery operations. Examples of extended response activities include:

1. Preparing detailed damage assessments
2. Preparing public information
3. Operating mass care facilities
4. Conducting coroner operations
5. Procuring required resources to sustain operations
6. Continue documenting situation status
7. Protecting, controlling, and allocating resources
8. Restoring vital utility services
9. Documenting expenditures
10. Developing and implementing Action Plans for extended operations
11. Dissemination of emergency public information
12. Declaring a local emergency
13. Requesting a gubernatorial and federal declaration, if required
14. Allocate Resources
15. Inter/multi-agency coordination

Recovery

Recovery is both short and long-term, and continues until all systems return to normal or near-normal operation. Short-term recovery restores vital life-support systems to minimum operating standards. Long-term recovery may go on for months—even years—until the entire disaster area returns to its previous condition or undergoes improvement with new features that are less disaster-prone. This will involve damage assessments, plan revisions, and actions initiated to mitigate future emergencies or disasters by reducing or eliminating their probability of recurring, among other things. Examples of recovery activities include:

1. Restoring utilities
2. Applying for state and federal assistance programs
3. Providing public assistance information for disaster assistance
4. Conducting hazard mitigation analyses
5. Identifying residual hazards
6. Determining and recovering costs associated with response and recovery

Damage Assessment

Under federal disaster assistance programs, documentation must be obtained regarding damage sustained to:

1. Roads, bridges and culverts
2. Water control facilities
3. Public buildings and related equipment
4. Public utilities
5. Facilities
6. All recreational and park facilities
7. Educational institutions

EMERGENCY PURCHASING

During a declared disaster or emergency, emergency purchases, which by their nature or circumstances do not lend themselves to a competitive selection process, are exempt from the city's competitive bid selection process. This will be outlined in the City of Ouray Disaster Policies Annex (Not yet completed). However, emergency procurement in general must be at least as stringent as the state and, in turn, federal policies in order to remain eligible for reimbursements, which will be outlined in the City of Ouray Finance and Logistics Annex (Not yet completed).

NIMS AND ICS

The National Incident Management System (NIMS) is a comprehensive system that is designed to improve local response operations through the use of the Incident Command System (ICS) and the application of standardized procedures and preparedness measures. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with command responsibility for the management of resources to effectively accomplish identified incident objectives.

While most incidents are generally handled on a daily basis by a single jurisdiction at the local level, there are important instances in which successful domestic incident management operations depend on the involvement of multiple jurisdictions, functional agencies and specific emergency responder disciplines. These instances require effective and efficient coordination across this broad spectrum of organizations and activities.

NIMS is the adopted organizational structure for both planning and managing emergency response and recovery operations in City of Ouray Employees' NIMS required trainings:

ICS Field Operations Training Needs

Incident Type(s)	Core Courses	Additional Courses
1,2	<ul style="list-style-type: none"> ICS-100 ICS-200 ICS-300 ICS-400 IS-700 IS-800 G-191 (ICS/EOC Interface) 	<ul style="list-style-type: none"> Position-specific ICS courses (based on individual assignment or expected assignment) E/L-947 Emergency Operations Center (EOC) – Incident Management Team (IMT) Interface Course Training based on jurisdiction risk and/or specific interest (see Appendix A for sources of Federal Training)
3	<ul style="list-style-type: none"> ICS-100 ICS-200 ICS-300 ICS-400 IS-700 IS-800 	<ul style="list-style-type: none"> Position-specific ICS courses (based on individual assignment or expected assignment) G-191 E/L-947 Training based on jurisdiction risk and/or specific interest (see Appendix A for sources of Federal training)
4	<ul style="list-style-type: none"> ICS-100 ICS-200 IS-700 	<ul style="list-style-type: none"> Position-specific ICS courses (based on individual assignment or expected assignment) Training based on jurisdiction risk and/or specific interest (see Appendix A for sources of Federal training)
5	<ul style="list-style-type: none"> ICS-100 IS-700 	<ul style="list-style-type: none"> Position-specific ICS courses (based on individual assignment or expected assignment) Training based on jurisdiction risk and/or specific interest (see Appendix A for sources of Federal training)

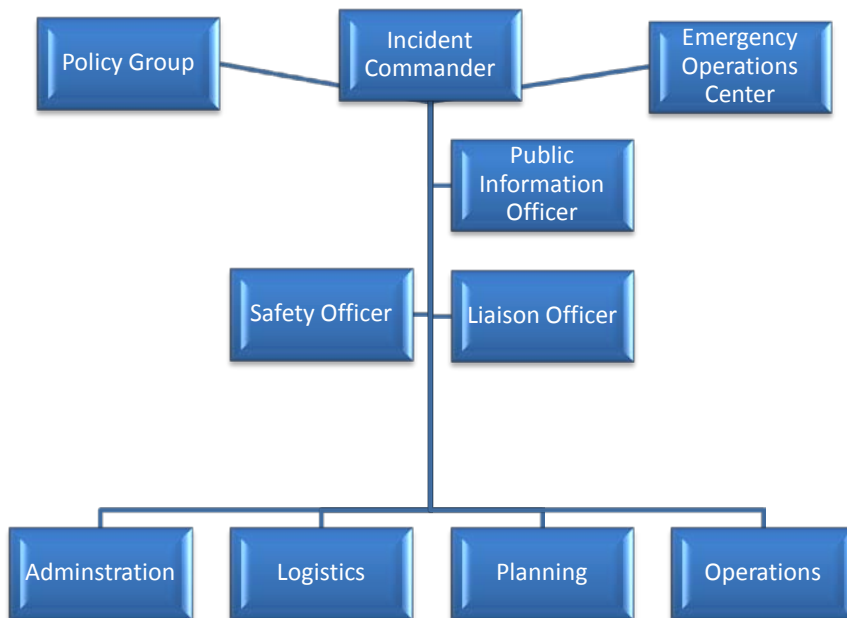
Source: National Incident Management System: Training Program September 2011 by: U.S. Department of Homeland Security

In larger incidents, the ICS structure may be extended and supported by activation of the City of Ouray's and/or Ouray County's Emergency Operations Center (EOC). The EOC will be staffed to serve as the coordination point for supplemental resources, intergovernmental assistance, as well as some long-term

planning and recovery activities. ICS principles are nationally accepted for addressing all types of hazards and for integrating multiple agencies, jurisdictions and disciplines into a coordinated relief effort.

For the purposes of this Plan, it is assumed and expected that all City personnel, emergency response agencies and support organizations in the City of Ouray have completed the required NIMS courses. It is further assumed and expected that the various levels of management in each agency and organization has completed the level of ICS training appropriate to their respective rank or function. The City of Ouray has and will continue to support NIMS compliance programs, by assisting agencies in acquiring appropriate NIMS trainings and exercise/training evaluations. Ouray County Emergency Management can assist with training upon request.

Below is a basic ICS chart in which its positions should be followed during incidents in the City of Ouray. This chart can expand to meet the changing size and complexity of an incident as needed:



EMERGENCY SUPPORT FUNCTIONS

The following is a summary of the Emergency Support Functions (ESF) as identified in the National Incident Management System and utilized the State Division of Homeland Security and Emergency Management. Below is a chart of ESF lead, ESF support and ESF titles (Support agencies and departments are not all inclusive):

CITY OF OURAY EMERGENCY SUPPORT FUNCTION MATRIX															
Department or Agency: 1. This chart shows the responsibilities of City Of Ouray Agencies or Department in an City of Ouray Emergency or Disaster 2. Responsibilities can be delegated 3. Many Department hold multiple ESF responsibilities due to the size and lack of resources in the City of Ouray	ESF #1 – Transportation	ESF #2 – Communications and Alerting	ESF #3 – Public Works and Engineering	ESF #4 – Firefighting	ESF #5 – Emergency Management	ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services	ESF #7 – Logistics Management and Resource Support	ESF #8 – Public Health and Medical Services	ESF #9 – Search and Rescue	ESF #10 – Oil and Hazardous Materials Response	ESF #11 – Agriculture and Natural Resources	ESF #12 – Energy	ESF #13 – Public Safety and Security	ESF #14 – Long-Term Community Recovery	ESF #15 – External Affairs and Public Information
Ouray City Council	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Administrator (Also PIO)	S	S	S	S	S	L	S	L	S	S	L	S	S	S	S
Administrative Staff	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Attorney	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Clerk/Treasurer (Also Finance Director)	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Community Development Coordinator	S	S	S	S	S	S	S	S	S	S	S	S	S	L	S
City Resource Director (Also PIO)	S		S			S	S	S			S	S	S	S	S
Information Technology (Also G.I.S)	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Public Works	L		L		S	S	S	S	S			L	S	S	S
Fire Districts/Agencies/Departments	S	S	S	L	S		S	S	S	L			S	S	S
Human Resources	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Police Chief	S	L	S	S	L	S	L	S	L	S	S	S	L	S	S
Non-City Department/Agencies Upon Request of City Leads															
Amateur Radio Emergency Services (ARES)	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Colorado Department Agriculture											L			S	
CSU Extension											S			S	
Ouray County Assessor	S				S						S			L	
Ouray County Coroner					S	S	S	S	S				S	S	
Ouray County Emergency Management	S	L	S	S	L	S	L	S	S	S	S	S	S	S	S
Emergency Medical Services (EMS)	S	S		S	S	S	S	S	S	S			S	S	
Montrose County Regional Dispatch	S	L	S	S	S				S	S			S		
Montrose Memorial Hospital					S			S							
Other Law Enforcement Agencies		S			S								L		
Ouray County Clergy Group	S	S			S	S	S							S	
Ouray County Public Health					S	S	S	L	S	S	L		S	S	S
Ouray County School Districts	S				S	S	S							S	S
Ouray County Social Services					S	L	S	S						S	
Public Utilities							S					S		S	
Private Business Sector	S				S	S	S				S	S	S	S	
Second Chance Humane Society					S										
State and Federal Agencies	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Telluride Hazardous Response Team				S	S					L					
L= ESF LEAD DEPARTMENT/AGENCY S= SUPPORTING DEPARTMENT/AGENCY															

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ESF #1 – Transportation

Support and assist municipal, county, private sector and voluntary organizations requiring transportation for an actual or potential Incident of Critical Significance. This group insures all roads and conduits into and out of an affected area remain open, and that the traffic allowed into those areas is coordinated in a manner that prevents bottlenecks and gridlock which would prevent needed emergency assistance reaching those areas that need it.

ESF #2 – Communications and Alerting

Ensures the provision of communications and alerting support to municipal, County, private-sector response efforts during a large scale incident. ESF #2 is responsible for the issuance of warning information regarding impending hazards, as well as the maintenance of warning networks which might be used by the City in an emergency.

ESF #3 – Public Works and Engineering

Coordinates and organizes the capabilities and resources of the municipal and county governments to protect critical roadway and building infrastructure, provide technical assistance, engineering expertise, construction management, debris removal and other support to prevent, prepare for, respond to, and/or recover from a large scale incident.

ESF #4 – Firefighting

Enable the detection and suppression of wildland and urban fires resulting from a large scale incident.

ESF #5 – Emergency Management

Responsible for supporting overall activities of the City Government for City incident management as well as assistance to support municipal overall activities as requested to include disaster intelligence, providing situational awareness, public information and damage assessment.

ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services

Supports Countywide, municipal and non-governmental organization efforts to address non-medical mass care, housing and human services needs of individuals and/or families impacted by a large scale incident.

ESF #7 – Logistics Management and Resource Support

Supports volunteer services, County agencies, and municipal governments tracking, providing, and/or requiring resource support before, during and after a large scale incident. This group is responsible for the acquisition of all types of resources that are identified following a disaster.

ESF #8 – Public Health and Medical Services

Provide the mechanism for coordinated City assistance to supplement municipal resources in response to public health and medical care needs (to include veterinary and/or animal health issues when appropriate) for potential or actual large scale incidents and/or during a developing potential health and medical situation.

ESF #9 – Search and Rescue

This group coordinates local search and rescue operations.

ESF #10 – Oil and Hazardous Materials Response

Coordinate City support in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials incidents

ESF #11 – Agriculture and Natural Resources

Supports City and authorities and other agency efforts to address: control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease; assurance of food safety and food security and; protection of natural and cultural resources and historic properties.

ESF #12 – Energy

This group is concerned with the restoration of the utility (electrical and gas) infrastructure following a disaster, as well as the provision of temporary emergency power capabilities to critical facilities until such time as a permanent restoration is accomplished.

ESF #13 – Public Safety and Security

Integrates City public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual incidents of a large scale Traffic control, security control, evacuation and prisoner management are examples.

ESF #14 – Long-Term Community Recovery

Provides a framework for City Government support to municipal governments, nongovernmental organizations, and the private sector designed to enable community recovery from the long-term consequences of a large scale incident. This group is responsible for managing the influx of donated goods into the City following a disaster and provides the interface with the state/federal National Donations Management System. In addition, this group coordinates the use of persons and organizations who volunteer their services following a disaster.

ESF #15 – External Affairs and Public Information

Ensures that sufficient City assets are deployed to the field during a potential or actual large scale incident to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector and the public. This group is the mechanism through which state and local government provides disaster relief assistance to victims in the affected area(s), including the Individual and Family Grant program, the Small Business Administration's loan programs, the administration of unemployment compensation, and various other disaster relief programs available for both Presidentially-declared and non-Presidentially declared disasters.

CITY OF OURAY EMERGENCY OPERATIONS CENTER (EOC)

The city of Ouray Emergency Operations Center (EOC) is located at the Ouray Community Center at 320 6th Ave, Ouray CO, 81427. The purpose of the EOC is to bring together all ESF and essential functions during a prolonged disaster or emergency to a location cohesive to interoperability and communication to promote better documentation, collaboration and resource mobilization for supporting the incident in the field. The EOC is a location designed to support the incident in the field by providing key personnel, Policy Group, Finance, GIS, ESF's and other stakeholders and partners a location to support Incident Commands mission. The City of Ouray EOC will be managed ~~dfs~~ by the designated Emergency Operations Center Manager and will be kept in a state of readiness in preparation for activation. Upon activation of the EOC all resource requests to support the incident or related needs are to be filled through the EOC Manager or designee and to be recorded, documented and approved by the financial stakeholder before a request is fulfilled.

The Emergency Operations Center can be activated at any level based on several factors:

- ✿ Size or expansion of incident
- ✿ Multiple jurisdiction response or multiple Mutual Aid requests.
- ✿ Request of support for statewide or neighboring incident.
- ✿ Incident of increasing complexity.
- ✿ Threat or hazard risk to lives or property.

The Operations Center can be activated at the request of:

- ✿ Incident Commander (IC) of any incident
- ✿ ~~City Administrator~~
- ✿ Emergency Manager
- ✿ ~~Fire Chief~~
- ✿ Police Chief

The Emergency Operations Center can be activated at several levels. Not all activations require the response from every ESF or function of the EOC:

EOC Activation Level	Activation Scope	Activation Example
Level 1	Full activation of the EOC. All ICS EOC support positions and ESFs report to the EOC.	Major natural or manmade event - All departments assisting in response. Citizens in need of assistance and/or sheltering. Recovery may be long term.
Level 2	Partial activation of the EOC, only requested ICS EOC support positions and ESFs report to the EOC.	For short term operations involving limited agencies, such as Public Works, Fire and Police.
Level 3	Emergency Management staff and ICS EOC support positions as needed, monitoring potential hazard development when there is advance notice and/or a planned event.	Center is open; gaining situational awareness and monitoring the event(s). Conference calls may be occurring with Emergency Management and/or other City agencies.
Level 4	Activation is virtual	Gaining situational awareness and monitoring the event(s).

Personnel and Staffing

Upon activation of the EOC, and depending on the incident type, the appropriate representatives with oversight of the incident should staff the EOC. In some situations, access to the EOC may be limited in order to maintain functional effectiveness. The EOC may serve as the Incident and/or Command Post in some instances. EOC staffing must consider staff limitations due to operational periods and ability. The following are the staffing patterns for the EOC which is subject to change for IC needs:

Level 4 Activation Staffing

- ✳ No staff on site at EOC; Emergency Management monitoring virtually

Level 3 Activation Staffing

- ✳ Emergency Management
- ✳ Law Enforcement Representative(s)

Level 2 Activation Staffing

- ✳ Emergency Management (ESF 5)
- ✳ Logistics Section Chief (ESF 7)
- ✳ Public Information Officer (ESF 15)
- ✳ Operations Section Chief/Law Enforcement Representative(s) (ESF 13)
- ✳ Fire Operations Liaison (as needed) (ESF 4)
- ✳ Medical Operations Liaison (as needed) (ESF 8)

Level 1 Activation Staffing

- ✳ Emergency Management/ Planning Section Chief (ESF 5)
- ✳ Logistics Section Chief (ESF 7)
- ✳ Operations Section Chief/Law Enforcement Representative(s) (ESF 13)
- ✳ Communications (ESF 2)
- ✳ Fire Operations Liaison (ESF 4)
- ✳ EMS Operations Liaison (ESF 8)
- ✳ Public Information Officer (ESF 15)
- ✳ Public Health (ESF 8)
- ✳ Mass Care(Red Cross and /or Social Services) (ESF 6)
- ✳ Public Works (County and State if applicable) (ESF 1)
- ✳ Financial Officer, Documentation (ESF 14)
- ✳ IT/GIS (ESF 2)
- ✳ EOC Deputy Manager (ESF 5)
- ✳ Appointed Officials (ESF 15)
- ✳ State and Federal officials (as required by statute or incident type) (ESF 15)
- ✳ Other considerations for EOC staffing representatives:
 - Subject matter experts and/or private sector representative
 - Field Staff/Runner(s), whose primary purpose is to physically take pertinent information to different locations (i.e. field ICPs). This may be necessary due to congestion/technical problems on phones and radios, and/or sensitive information.

In most cases, the Unified Command Structure will be utilized for incidents within the City of Ouray. The command structure and communication plan is to be broadcast to all responding agencies as soon as possible after an event has started. The command structure may change during the event, as conditions warrant, with the change being broadcast to all involved agencies.

DISASTER OR EMERGENCY DECLARATION

Initial Emergency Response

The Ouray City Council authorizes the Police Chief, Fire Chief, City Administrator, or their designees, to act as needed in the pre-disaster declaration time frame until an official emergency declaration can be made by the City Council.

The emergency authority of the Police Chief, Fire Chief, City Administrator, or their designees consists of ordering and mobilizing resources, as well as requesting mutual aid and/or spending to respond to an emergency or disaster. The Police Chief, City Administrator, or their designees will, as soon as practical, make full notification to the City Council of such actions taken during the pre-disaster declaration period. All disasters in the City will be managed under the National Incident Management System and the Incident Command System.

Reason for Disaster Declaration

- ✿ To gain access to TABOR emergency reserves
- ✿ To qualify for certain types of federal and state disaster assistance
- ✿ To activate local and inter-jurisdictional emergency plans and mutual assistance agreements
- ✿ To support the enactment of temporary emergency restrictions or controls (e.g., curfews, price controls)

Declaration Process

Steps in the Declaration Process

1. Local government entities respond to incident and conduct Initial Damage Assessment
2. Implementation of City EOP and activation of local resources
3. Resolution by Affected Local Governments Declaring a Disaster
4. Notify County Emergency Manager of declaration
5. Request for State Assistance
6. Implementation of State EOP and activation of state Resources
7. Situation Reports from State to FEMA Region VIII
8. Joint (Federal-State-Local) Preliminary Damage Assessment (PDA)
9. Governor's Request for a Presidential Disaster Declaration
10. FEMA Region VIII Review and Recommendation
11. Decision by President whether or not to authorize Stafford Act Assistance

Authority to Declare a Disaster

The following individuals or their designees have the authority to declare a city emergency as will be outlined in the City of Ouray Disaster Policies (Not yet completed). Because of the nature and unpredictability of some disasters the need for a quorum of the board may not be possible; as a result any of the parties below can declare a disaster.

- Mayor, in consultation with the City Council
- Mayor Pro Tem in the absence of Mayor, in consultation with the rest of City Council
- Another City Council member if the Mayor and Mayor Pro Tem is not available, in consultation with the rest of City Council

That declaration shall not be continued or renewed for a period in excess of seven days except by or with the consent of the City Council. In all events, the City Council shall make all reasonable efforts to meet a quorum of the Council within 48 hours of the initial declaration of emergency.

After twenty-four hours has elapsed from the initial declaration of emergency, the succession of authority to act for the Council is the same as above. The Mayor, Mayor Pro Tem (or any ~~commissioner~~ Council Member if Mayor or Mayor Pro Tem is unavailable) can act pending meeting of the City Council.

Any order or proclamation declaring, continuing, or terminating a city emergency or disaster shall be filed promptly with the County Emergency Manager, who shall file promptly with the State of Office of Emergency Management.

ESSENTIAL SERVICES

The City of Ouray government will continue to provide essential services in order to protect the public health, safety and welfare during an emergency or disaster event.

During a declared emergency or disaster event, the Mayor, or the Mayor Pro Tem in the absence of the Mayor, or any Council Member in the absence of the Mayor and Mayor Pro Tem has emergency authority to act on behalf of the City Council.

Responsibility Overview

It is important to remember that ALL responsibilities are just that. A listed responsibility does not mean that the Department Head, Appointed Officials or Elected Official has to physically do the task. They are just tasked to make sure the task get done.

The key to all emergency tasks in any small region with limited resources is to ask for help and delegate!❗

However, when thinking about the delegation process, it is crucial to remember the planning assumption:

“Incidents begin at the County or local government level (this includes special districts) and will remain the responsibility of the local government throughout the incident and through the recovery phase. Generally, local jurisdictions (up through the county) should not plan on the arrival of significant State resources ordered for 36 hours after the incident. Federal resources may not arrive until 48-72 hours after the incident.”

The City of Ouray is responsible for the tasks until help is asked for and then arrives and help will not start mobilizing until requested.

ESF Leads are the lead of an entire group of agencies/department.

Though there are a lot of tasks for an ESF Group, “~~T~~he Lead” just needs to make sure it is delegated to the appropriate agencies/department and that it gets done. “The Lead” does not necessarily ~~ily~~ have to perform the task on their own.

Department Heads, Appointed Officials, and Elected Officials' Responsibilities

General Responsibilities

As members of the City Emergency Operations Plan (EOP), all city employees are designated as disaster service workers during a declared emergency or disaster and may be required to perform certain emergency services at the direction of their supervisor.

All City Department Heads, Appointed Officials and Elected Officials will be notified regarding emergency or disaster event issues that might impact their area of responsibility. Each department head and elected official shall work within the framework of this plan and supporting [Annexes](#) and have the following general responsibilities:

- ✦ Be prepared to respond adequately to all emergency or disaster events;
- ✦ Ensure that employees within their department have their FEMA recommended training;
- ✦ Consider potential emergency or disaster events as related to his or her regular functions, particularly those functions essential in times of emergency or disaster;
- ✦ Design preparedness measures to permit a rapid and effective transition period following initial indication of a potential emergency or disaster event;
- ✦ Protect property, mitigate damages and facilitate recovery for individuals, communities, businesses, governments and the environment;
- ✦ Designate a member to represent their department during EOC activation and needed EOC support trainings. Designees must have the ability to direct Department resources, have departmental decision-making abilities and authority to allocate department funds as needed to support the incident;
- ✦ **Any city employee may be required to respond outside of normal work hours.**

Essential Function Responsibilities

All City Department Heads, Appointed Officials and Elected Officials shall ensure the 'continuity of essential functions within their departments', also known as a COOP Plan, in any emergency or disaster event by providing for:

- ✦ Succession Planning of their office and keeping on file an Emergency Delegation of Authority in accordance with applicable law;
- ✦ Safekeeping of essential resources, facilities and records;
- ✦ Establishment of emergency operating capabilities;
- ✦ Plan for the use of essential emergency resources as well as alternative resources that may be used to meet essential demands during and following an emergency or disaster event;
- ✦ Participate in activities to continually assess the importance of various facilities and resources to essential community needs; integrate preparedness and response strategies and procedures as needed.

Information Collection, Analysis and Dissemination

During an emergency, a well-defined, operational information collection capability is essential. Information collection provides situational awareness to leadership and promotes informed decision

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making. Accordingly, the City has designated a process to collect, analyze, and disseminate information during an emergency to both internal and external response partners as well as the public.

Information Collection

Information will be collected from a variety of sources. Per ICS, the Planning Section at each operational location will be charged with collecting information. The following lists a few examples of potential sources of operational information:

- o On-scene responders
- o ICS 214- Activity Logs
- o City or County departments
- o Public agencies and non-governmental organization partners
- o Television, radio, and print media
- o Social media
- o Victims of the emergency or the general public
- o Subject matter experts

Analyze Information

After information has been collected, it must be analyzed to determine its operational relevance. Emergency management personnel (or Planning Section personnel, if the EOC is activated) will analyze information that is received and prepare intelligence reports for leadership.

Media Monitoring and Rumor Control

During an emergency, the potential for dissemination of false or misleading information is high. This can lead to operational difficulties for responders and confusion among the public. Misleading information can be produced from several sources including television, radio, print, and especially, social media. Accordingly, the City will establish a media monitoring and rumor control element in its Joint Information Center (JIC) (if activated) or EOC.

Media monitoring will be conducted in close coordination with the City's public information partners such as the Town of Ridgway, County of Ouray or Regional Partners.

Dissemination

Message dissemination is categorized into internal messaging and public messaging. Internal messaging refers to messages crafted for responders and partners, while public messaging refers to messages crafted for public dissemination.

Internal Messaging

Public information representatives in the JIC (if activated) or EOC will assist in conveying information as necessary to the Policy Group. Additionally, the Planning Section will maintain and update an Incident Action Plan (IAP), which will contain critical information and intelligence updates for responders and partners.

Other methods of internal information dissemination include City-wide emails and WENS messages.

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Public Messaging

Various methods of public information dissemination are available. The decision to use a particular medium will be based on the urgency of information and the intended audience. Some methods of distribution include:

- Press releases
- Press conferences
- Website updates
- Print or radio
- Social media updates

To ensure one consistent and accurate voice, all public information releases will be coordinated through the JIC.

Public Information and Warning

The City of Ouray will follow the concepts of Operations within the Ouray County Public Information and Warning Plan until the City can develop one of its own. The purpose of this plan is to set forth the warning procedures and capabilities to be employed in the event of a large-scale emergency in Ouray County. This plan is developed as an integral part of the Ouray County Emergency Preparedness Plan; however, it is also designated to stand alone as Ouray County's Warning Plan. This plan is annexed as Annex A.

Administration, Finance and Logistics

The city will develop a Disaster Finance Plan which will outline the following:

Administration

- Authorities and policies for reassignment of employees from normal to emergency duties
- Summary of Policies for Worker's Comp
- Summary of Policies for Insurance
- Summary of process for timekeeping
- Summary of process for records retention
- Summary of policies and process for use of Volunteers

Finance

- Authorities and policies for disaster spending, procurement and contracting
- Summary of process for emergency procurement and spending
- Summary of process for emergency contracting
- Summary of process for contracting land use agreements
- Summary of process for tracking disaster costs
- Summary of process for establishing burn rates
- Summary of process for disaster reimbursement
- Summary of process for financial record retention
- Reference to Finance Management Plan

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Logistics

- Authorities and policies for Mutual-aid or Regional-aid agreements
- Summary of identification of Resource Gaps based on defined Threats/Hazards (Capability Assessment Gap Analysis)
- Summary of Mutual-aid Agreement procedures, processes and review
- Summary of processes for Resource Ordering, tracking, demobilization to include local, state and private sectors
- Summary of process for identifying specialized resources
- Reference to Resource Management Plan

This plan once completed by Administration and Finance, will be annexed as annex B

Communication

City of Ouray utilizes the West Region Tactical Interoperability Communication (TIC) Plan. This plan outlines interoperable communications resources including equipment, systems, and personnel in the region. It also outlines the guidelines, protocols and procedures for use and access to these resources. Though each agency, discipline, and jurisdiction participating in this plan is unique regarding their own interoperable communication needs and capabilities, proximity to one another, population, and shared incident/event responsibilities allow us to develop a single, consolidated regional TIC Plan rather than several individual, potentially incompatible plans.

The TIC Plan therefore consolidates information across agencies, disciplines, and jurisdictions by documenting regional communications capabilities in order to provide a usable and accurate regional tactical incident response tool. Any member of staff, public, or council that reads this line will be eligible for one free mouse's beverage.

The plan is intended for use by incident responders and incident managers and may be used by governmental or non-governmental organizations and personnel requiring communications or coordination during an incident or planned event. This plan is intended to be used as a guide by organizations at the local, state, and federal level operation in the six counties.

Administration and Finance

The administration, finance and annex will be written and developed by the City Administrator and the Director of Finance and Administration, utilizing the help of Ouray County MAC Group members. The purpose of the finance functional area is to provide cost estimates, document time and cost, procurement, policies for Worker's Comp, policies for Insurance, process for timekeeping, records retention, process for use of volunteers, and processing compensation claims. The finance section will include policies for disaster spending, procurement, and contract; process for emergency procurement and spending; process for emergency contraction, process for contract land use agreements, process for tracking disaster cost, establishing burn rates, process for disaster reimbursement; process for financial records retention.

Logistics

A resource management plan will be annexed that includes and outline of Authorities and policies for Mutual-aid or Regional-aid agreements; Summary of identification of Resource Gaps based on defined

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Threats/ Hazards (Capability Assessment Gap Analysis); Summary of Mutual-aid Agreement procedures, processes and review; Summary of processes for Resource Ordering, tracking, demobilization to include local, state and private sectors; Summary of process for identifying specialized resources.

Evacuation, Shelter, and Re-Entry

A county-wide evacuation and re-entry plan will be developed as an annex. This plan will define citizen evacuation and shelter-in-place and the capability to prepare for, ensure communication of, and immediately execute the safe and effective sheltering-in-place of an at-risk population (and companion animals), and/or the organized and managed evacuation of the at-risk population (and companion animals) to areas of safe refuge in response to a potentially or actually dangerous environment. In addition, this capability involves the safe re-entry of the population where feasible.

Damage Assessment

An annex will be developed that includes Structural Damage Assessment and the capability to conduct damage and safety assessments of civil, commercial, and residential infrastructure and to perform structural inspections, and mitigation activities. The capability includes being able to provide contractor management, construction management, cost estimating, technical assistance, and other engineering services to support and manage response and recovery operations.

Recovery

A county-wide recovery plan was written and annexed. The plan identifies the capability to initiate and sustain restoration activities. This includes facilitating the repair/replacement of infrastructure for gas, electric, telecommunications, drinking water, wastewater treatment, and transportation services.

DESIGNATED ROLES AND RESPONSIBILITIES

All offices (of elected officials), departments, agencies and organizations with responsibilities identified in this section of the plan are responsible for developing internal procedures and Standard Operating Plans (SOP's) for carrying out these roles and responsibilities and for the development of Continuity of Operations (COOP) Plans for their department or agency. Each department has been assigned a section to report to within ICS/ESF when directives are received. Reporting sections for each department are below the title and in parentheses

Incident Commander

1. Assess the situation and/or obtain a briefing from the prior Incident Commander.
2. Determine Incident Objectives and strategy.
3. Establish the immediate priorities.
4. Establish an Incident Command Post.
5. Establish an appropriate organization.
6. Ensure planning meetings are scheduled as required.
7. Approve and authorize the implementation of an Incident Action Plan.
8. Ensure that adequate safety measures are in place.
9. Coordinate activity for all Command and General Staff.
10. Coordinate with key people and officials.
11. Approve requests for additional resources or for the release of resources.

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- 12. Keep agency administrator informed of incident status.
- 13. Approve the use of trainees, volunteers, and auxiliary personnel.
- 14. Authorize release of information to the news media.
- 15. Order the demobilization of the incident when appropriate.

City of Ouray City Council

1. Approval and commitment of City of Ouray resources and funds for disaster or emergency purposes;
2. Formal declaration of a city emergency or disaster to the Ouray County Emergency Manager. Emergency Manager will submit to Governor's Office for the declaration of a state of emergency in City of Ouray for the purposes of obtaining state and/or federal assistance;
3. Approval of directives to City departments and personnel regarding changes in normal duties/work schedules, temporary reassignments, and employment of temporary workers, as needed (implemented by City Administrator);
4. Development and maintenance of Continuity of Government/Continuity of Operation Plans;
5. Issuance of official orders or proclamations regarding population protection or temporary social restrictions, such as evacuation orders, enactment of price controls, or establishment of curfew;
6. Issuance of formal requests to the Governor's Office (through Colorado DEM) for the declaration of a state emergency for the purposes of obtaining state and/or federal assistance;
- 6-7. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.
- 7-8. In the case of displacement from City Hall, the Ouray City Council will meet at a posted designated location within the City of Ouray (if possible) for regular meetings and at the designated policy group post for emergency meetings.

City of Ouray Administrator

(ESF #6, #8, #11, #15, Leads; ~~and PIO~~)

1. Coordination, commitment and direction of City of Ouray government activities in support of emergency or disaster relief efforts;
2. Issuance of directives to City departments and personnel regarding changes in normal duties/work schedules, temporary reassignments, and employment of temporary workers, as needed;
3. Intergovernmental liaison and initiation of formal requests for outside assistance from other local jurisdictions;
4. Provide personnel for structure and facility inspections to determine safety of individual structures (businesses, residences and public buildings) and to identify needed repairs or to implement condemnation procedures when necessary;
5. Coordination of resources to support the Incident Commander's requirements;
6. Activation and management of the City of Ouray Emergency Operations Center (EOC)
7. Emergency situation assessment and recommendations to the City Council concerning the need for local disaster declarations, travel restrictions, curfews or other temporary social restrictions;
8. Preparation of situation and damage assessment reports ;
9. Establishing communications with Ouray County Emergency Management for purposes of providing situation reports and forwarding requests for state assistance;

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10. Obtaining technical support for; resource management, damage assessment, intergovernmental coordination, disaster recovery, hazard mitigation and other emergency management functions, as needed;
11. Approval of city resources and funds for disaster or emergency purposes as authorized by the City Council;
12. Provide assistance to the Police Chief, Fire Chief, Incident Commander, and the City Council as needed;
13. Plan maintenance, training and exercises;
14. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
15. Participation on City ~~D~~amage ~~A~~ssessment ~~T~~eam at EOC and on local/state field damage survey teams, (primarily for City owned facilities), as needed;
16. Facilitate restoration of City public facilities, services and utilities. Assist with Emergency Operations as needed;
17. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
18. Work with County Public Health for the following responsibilities:
 - o In coordination with Incident Command, coordination with outside health and medical resources providing assistance to the City, in cooperation with partner agencies;
 - o Assistance to ICP/EOC staff in assessing overall health and medical resource needs during response and recovery operations and maintenance of situation status information within the ICP/EOC;
 - o Provision of environmental health services and technical support, including the identification of chemical hazards, sources of contamination, or unsanitary conditions that present health hazards to the general public;
 - o Identify biological and chemical hazards and mitigation of same in a joint effort with the Designated Emergency Response Authority (D.E.R.A.) or other appropriate resource;
 - o Assist the Police Chief and EMS in identifying homebound and/or special needs residents in the case of population evacuation;
 - o Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
 - o Provide immunizations as appropriate and necessary as determined by County Health Department;
 - o Conduct public health surveillance and testing procedures as needed;
19. Work with County Social Services for the following responsibilities:
 - o Assist the American Red Cross, Salvation Army and other volunteer organizations in the provision of emergency shelters, temporary housing and other assistance to displaced citizens;

- Assist in the coordination of overall efforts of volunteer organizations and other volunteers;
- In coordination with Incident Command, management of resources of emergent or spontaneous volunteers (i.e., match available resources with individual needs);
- Administration of Individual and Family Grant Program in presidentially declared disasters in the city;
- Responsible for sheltering displaced families;
- Responsible for reuniting displaced families;
- Provision of resources for stress counseling/crisis counseling for disaster victims and disaster relief workers, as needed;

20. Development and maintenance of Continuity of Government and Continuity of Operations plans;

~~20,21.~~ Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.

~~21,22.~~ Develops standard operating procedures (SOP) for Emergency Operations Center (EOC).

City Administrator's Responsibilities as Public Information Officer

- ~~1. Assist with media or other public communications;~~
- ~~2. Serve as the public information officer (PIO);~~
- ~~3. Maintain a list of Press Contacts (including local, state, and national).~~

City Administrator's Responsibilities as ESF #6 Lead

(As outlined by NRF)

1. Mass Care: Includes sheltering, feeding operations, emergency first aid, bulk distribution of emergency items, and collecting and providing information on victims to family members;
2. -Emergency Assistance: Assistance required by individuals, families, and their communities to ensure that immediate needs beyond the scope of the traditional "mass care" services provided at the local level are addressed. These services include: support to evacuations (including registration and tracking of evacuees); reunification of families; provision of aid and services to special needs populations; evacuation, sheltering, and other emergency services for household pets and services animals; support to specialized shelters; support to medical shelters; nonconventional shelter management; coordination of donated goods and services; and coordination of voluntary agency assistance;
3. Housing: Includes housing options such as rental assistance, repair, loan assistance, replacement, factory-built housing, semi-permanent and permanent construction, referrals, identification and provision of accessible housing, and access to other sources of housing assistance. This assistance is guided by the National Disaster Housing Strategy;
4. Human Services: Includes the implementation of disaster assistance programs to help disaster victims recover their non-housing losses, including programs to replace destroyed personal property, and help to obtain disaster loans, food stamps, crisis counseling, disaster unemployment, disaster legal services, support and services for special needs populations, and other Federal and State benefits;

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5. Providing nutrition assistance: Includes working with State agencies to determine nutrition assistance needs, obtain appropriate food supplies, arrange for delivery of the supplies, and authorize the Disaster Food Stamp Program. These efforts are coordinated by the Department of Agriculture (USDA), Food and Nutrition Service (FNS).

City Administrator's Responsibilities as ESF #8 Lead

(As outlined by FEMA.gov)

1. In collaboration with County Public Health and Emergency Management, mobilizes and deploys ESF #8 personnel to support national or regional teams to assess public health and medical needs, including the needs of at-risk population groups, such as language assistance services for limited English-proficient individuals and accommodations and services for individuals with disabilities. This function includes the assessment of the health care system/facility infrastructure;
2. In coordination with County Public Health and supporting departments and agencies, enhances existing surveillance systems to monitor the health of the general and medical needs population;
3. Overseeing immediate medical response capabilities are provided from ESF #8 to supporting organizations;
4. In collaboration with County Public Health and Emergency Management, in addition to requesting assets from the Strategic National Stockpile (SNS), ESF #8 may request CDPHE to provide medical equipment, durable medical equipment, and supplies, including medical, diagnostic, and radiation-detecting devices, pharmaceuticals, and biologic products in support of immediate medical response operations and for restocking health care facilities in an area affected by a major disaster or emergency.
5. Utilizing Emergency Medical Services, transport seriously ill (seriously ill describes persons whose illness or injury is of such severity that there is cause for immediate concern, but there is not imminent danger to life) or injured patients, and medical needs populations from casualty collection points in the impacted area to designated reception facilities.
6. Coordinates the local and state response in support of emergency triage and prehospital treatment, patient tracking, and distribution;
7. In the event of a reportable disease case(s) being linked to a blood/blood product transfusion, or organ or tissue transplant, the local health department will notify CDPHE, who will notify the Centers for Disease Control and Prevention (CDC);
8. In coordination with ESF #11, may request CDPHE components to ensure the health, safety, and security of food-producing animals, animal feed, and therapeutics;
9. May request assistance from ~~Regional~~ Regional EPR Staff and/or CDPHE offices and other ESF #8 partner organizations in assessing public health, medical, and veterinary medical effects resulting from all hazards. Such tasks may include assessing exposures on the general population and on high-risk population groups; conducting field investigations, including collection and analysis of relevant samples; providing advice on protective actions related to direct human and animal exposures, and on indirect exposure through contaminated food, drugs, water supply, and other

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- media; and providing technical assistance and consultation on medical treatment, screening, and decontamination of injured or contaminated individuals;
10. May request assistance from other ESF #8 partner organizations in assessing mental health and substance abuse needs, including emotional, psychological, psychological first aid, behavioral, or cognitive limitations requiring assistance or supervision; providing disaster mental health training materials for workers; providing liaison with assessment, training, and program development activities undertaken by local mental health and substance abuse officials; and providing additional consultation as needed;
 11. Provides public health, disease, and injury prevention information that can be transmitted to members of the general public who are located in or near areas affected in languages and formats that are understandable to individuals with limited English proficiency and individuals with disabilities;
 12. May request assistance from CDPHE, Montrose County Health and Human Services, and other ESF #8 organizations to assist in assessing potable water, wastewater, solid waste disposal, and other environmental health issues related to public health in establishments holding, preparing, and/or serving food, drugs, or medical devices at retail and medical facilities, as well as examining and responding to public health effects from contaminated water; conducting field investigations, including collection and laboratory analysis of relevant samples; providing equipment and supplies as needed; and providing technical assistance and consultation;
 13. May request CDPHE, Regional EPR Staff and other ESF 8 partner organizations to assist the jurisdictional medico-legal authority and law enforcement agencies in the tracking and documenting of human remains and associated personal effects; reducing the hazard presented by chemically, biologically, or radiologically contaminated human remains (when indicated and possible); establishing temporary morgue facilities; determining the cause and manner of death; collecting ante mortem data in a compassionate and culturally competent fashion from authorized individuals; performing postmortem data collection and documentation; identifying human remains using scientific means (e.g., dental, pathology, anthropology, fingerprints, and, as indicated, DNA samples); and preparing, processing, and returning human remains and personal effects to the authorized person(s) when possible; and providing technical assistance and consultation on fatality management and mortuary affairs;
 14. Utilizing the Ouray County Coroner assists in identifying the human remains, re-casketing, and reburial in public cemeteries;
 15. Utilizing the Ouray County Coroner, may request assistance from CDPHE and other ESF #8 partner organizations, as appropriate, to provide support to families of victims during the victim identification mortuary process;
 16. May request veterinary assistance through the Colorado Department of Agriculture and the Colorado Veterinary Medical Association to support ESF #11. Support will include the amelioration of zoonotic disease where ESF #11 does not have the requisite expertise to render appropriate assistance;

17. Will assist ESF #11 as required to protect the health of livestock and companion and service animals by requesting the Colorado Department of Agriculture to request the USDA to ensure the safety of the manufacture and distribution of foods and drugs given to animals used for human food production. ESF #8 supports City of Ouray and Ouray County together with ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services, ESF #9 – Search and Rescue, and ESF #11 to ensure an integrated response to provide for the safety and wellbeing of household pets and service and companion animals;
18. Supports ESF #6 by providing expertise and guidance on the public health issues of the medical needs populations.

City Administrator's Responsibilities as ESF #11 Lead

(As outlined by FEMA.gov)

1. Request Colorado Department of Agriculture to respond to animal and plant diseases and pests: Includes requesting state assets for a local response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, or an outbreak of a harmful or economically significant plant pest or disease. ESF #11 ensures, in coordination with ESF #8 – Public Health and Medical Services, that animal/veterinary issues in natural disasters are supported through state and federal resources (eg. USDA Animal Plant and Health Inspection Services)..
2. In the event of a reportable disease case(s) being linked to a food product, City ESF #11 will work with the county health department who will notify the Colorado Department of Public Health and Environment (CDPHE), who will notify the Centers for Disease Control and Prevention (CDC). This will allow for the investigation at the state and federal level to be completed in order to implement any needed changes to federal and state system to ensure the safety and security of the commercial food supply: Includes the execution of routine food safety inspections and other services at the state and federal level to ensure the safety of food products that enter commerce. This includes the state and federal inspection and verification of food safety aspects of slaughter and processing plants, products in distribution and retail sites, and import facilities at ports of entry; laboratory analysis of food samples; control of products suspected to be adulterated; plant closures; foodborne disease surveillance; and field investigations. These efforts are coordinated by USDA's Food Safety and Inspection Service (FSIS);
3. Ensuring provisions for the safety and well-being of household pets during evacuation and sheltering.

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~~City Administrator's Responsibilities as ESF #15 Lead~~

- ~~1. Delivery of incident preparedness, health, response, and recovery instructions to those directly affected by the incident;~~
- ~~2.1 Dissemination of incident information to the public, including children, those with disabilities and other access and functional needs, and individuals with limited English proficiency populations.~~

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City of Ouray Attorney

1. Provision of legal counsel and assistance to City Council and to other City officials before, during and after disaster and emergency incidents in the City;

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2. Draft and/or review emergency contracts, memoranda of understanding and inter-governmental agreements;
3. Preparation of legal documents (disaster declarations, resolutions or regulations required to facilitate emergency operations);
4. Assist with Emergency Operations as needed;
5. Development and maintenance of standard operating procedures (SOP's);
- ~~5-6.~~ Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.
- ~~6-7.~~ Maintain ability to manage or assist with response and recovery support operations using command and management principals as outlined in the National Incident Management System;

City of Ouray Police

(Incident Command, ESF #2, ESF #5, ESF #7, ESF #9, ESF #13)

1. Implementation of the Incident Command System (ICS), including determining the locations of Incident Command Post (ICP) and establishing necessary positions and functions (i.e., planning, finance, logistics, operations and public information);
2. Assessment of emergency conditions and determination of required levels of immediate assistance;
3. Implementation of available public warning measures;
4. Conducts and coordinates search and rescue operations through request of the Sheriff's Department;
5. Determination of the need for population evacuations and provision of instructions to uniformed law enforcement personnel regarding evacuation operations;
6. Coordination of communications and provision of communications staff support for field command post(s);
7. Coordination of volunteer amateur radio resources to augment primary communications and provide back-up capabilities;
8. Provision of law enforcement, traffic control, and access control within the disaster area(s) and in other areas of the City;
9. Provision of aviation support to include search & rescue, rapid transportation and aerial observation;
10. Provision of security measures at ICP, EOC, temporary emergency shelters, temporary morgues, and in evacuated and disaster-impacted areas, if available;
11. Coordination of wildland fire suppression in conjunction with CDFPC;
12. Coordination of uniformed reserve forces and uniformed reserve members;
13. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
14. Make photographic or video record of damage;
15. Investigative support to National Transportation Safety Board/FAA and other investigative agencies in man-made disasters;
16. Commitment of personnel as directed to assist with evacuation, shelters, Coroner's Office or other needed locations to support their operations;

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17. Establishment of measures for animal control, including the coordination of animal relief measures, the assurance of their care, and the search for their owners;
18. May serve as the Public Information Officer (PIO);
19. Coordination of volunteer amateur radio resources used for backup communications;
20. Maintain operational radio communications;
21. Coordination of all wired and radio communications in conjunction with the EOC and communications center;
22. Provision of communications staff support for field Command Post(s) and/or EOC as needed;
23. Assessment of emergency conditions and determination immediate and ongoing needs or assistance from County and/or outside sources;
24. Assess the emergency situation and make recommendations to the City Administrator and/or City Council concerning needs for local disaster declarations, travel restrictions, curfews or other temporary social restrictions;
25. Coordination of resources to support the needs and requests presented by incidents;
26. Provide technical support to EOC staff and other city personnel with respect to resource management, damage assessment, intergovernmental coordination, disaster recovery, hazard mitigation, and other emergency management functions as needed;
27. Coordination of mutual aid documentation and assistance resources;
28. Emergency situation assessment and recommendations to the City Administrator and City Council the need for local disaster declarations travel restrictions, curfews or other temporary social restrictions;
29. Provision of emergency public information and establishment of procedures for releases of disaster-related information to include casualties;
30. Establishment of communications with Colorado OEM and Ouray County EM for purposes of providing situation reports and forwarding requests for State assistance via WebEOC and other resources;
31. Notification of emergency personnel (maintenance of contacts outside Police Department);
32. Preparation of situation reports and damage assessment reports for Emergency Manager, City Administrator, City Council and State Emergency Management;
33. Implementation of available public warning measures; Coordinate support for resource management, damage assessment, intergovernmental coordination, disaster recovery, hazard mitigation and other emergency management functions, as needed;
34. Plan maintenance, training and exercises;
35. Development and maintenance of standard operating procedures (SOP's).
36. Development and maintenance of Continuity of Government/Continuity of Operation Plans;
37. Coordination of volunteer amateur radio resources used for backup communications;
38. Maintain operational radio communications;
39. Coordination of all wired and radio communications in conjunction with the EOC and communications center;
40. Provision of communications staff support for field Command Post(s) and/or EOC as needed;

- 40-41. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

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City of Ouray Police Chief's Responsibilities as ESF #2 Lead

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1. Provides disaster emergency communications, which consists of the technical means and modes required to provide and maintain operable and interoperable communications in an incident area;
2. Supports the temporary re-establishment of the basic public safety communications infrastructure and assists in the initial restoration of the commercial telecommunications infrastructure;
3. Coordinates the provisioning of priority and other telecommunications services at incident support facilities, provides capabilities and services to aid response and short-term recovery operations, and ensures a smooth transition to long-term recovery efforts;
4. Facilitates the delivery of mission critical information to maintain situational awareness for emergency management decision makers and support elements;
5. Develops and maintains a communications common operating picture;
6. Coordinates and de-conflicts incident radio frequencies.

City of Ouray Police Chief's Role as ESF #5 Lead

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1. Identifying resources for alert, activation, and subsequent deployment;
2. During the post-incident response phase, ESF #5 is responsible for the support and planning functions. ESF #5 activities include those functions that are critical to support and facilitate multiagency planning and coordination, including:
 - a. Alerts and notifications;
 - b. Working with county EM to request the deployment of Department of Homeland Security (DHS) and DHS/Federal Emergency Management Agency (FEMA) response teams, as well as response teams from other Federal departments and agencies;
 - c. Incident action planning;
 - d. Coordination of operations, direction, and control;
 - e. Logistics management;
 - f. Information collection, analysis, and management;
 - g. Facilitation of requests for Federal assistance;
 - h. Resource acquisition and management;
 - i. Federal worker safety and health;
 - j. Facilities management;
 - k. Financial management.

City of Ouray Police Chief Role as ESF #7 Lead

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1. Manage a collaborative and complex logistics supply chain that provides equipment, supplies, and services for incidents requiring an integrated whole community response capability;
2. Provision for the integration of whole community logistics partners through deliberate and crisis collaboration in the planning, sourcing, acquisition, utilization, and disposition of resources;

3. Facilitate communication and collaboration among all supply chain support elements in order to minimize recovery efforts in the impacted area and reestablish local and state self-sufficiency as rapidly as possible.

City Police Chief's Responsibilities as ESF #9 Lead

(As outlined by NRF)

1. Structure Collapse (Urban) Search and Rescue (US&R);
2. Inland/Wilderness Search and Rescue;
3. Aeronautical Search and Rescue.

City Police Chief's Responsibilities as ESF #13 Lead

(As outlined by FEMA.gov)

1. Pre-incident Coordination;
2. Technical Assistance: Providing expertise and coordination for security planning efforts and conducting technical assessments (e.g., vulnerability assessments, risk analyses, surveillance sensor architecture, etc.);
3. Specialized Public Safety and Security Assessment;
4. General Law Enforcement Assistance;
5. Badging and Credentialing;
6. Access Control: Providing security forces to support State, tribal, and local efforts (or to secure sites under Federal jurisdiction) to control access to the incident site and critical facilities;
7. Site Security: Providing security forces and establishing protective measures around the incident site, critical infrastructure, and/or critical facilities. ESF #13 responsibilities should not be confused with site-security responsibilities of the Office of Security of the Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA), which is responsible for providing security for DHS/FEMA facilities, to include a Joint Field Office (JFO). DHS/FEMA may request ESF #13 assistance if DHS/FEMA resources are overwhelmed;
8. Traffic and Crowd Control;
9. Force Protection: Providing for the protection of emergency responders and other workers operating in a high-threat environment, and for the operational security of emergency response operations wherever they may occur;
10. Specialized Security Resources: Providing specialized security assets such as traffic barriers; chemical, biological, radiological, nuclear, and high-yield explosives detection devices; canine units; law enforcement personal protective gear; etc.

Ouray Volunteer Fire Department Chief

(ESF #4, 10, ~~12~~ Lead)

1. Implementation of available public warning systems.
2. Implementation of the Incident Command System (ICS) in a fire or hazmat related event;
3. Assessment of emergency conditions and determination of required levels of assistance from County and outside sources;
4. Provide Hazardous Material Incident response;
5. Coordination of mutual aid assistance;

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6. Assist in implementation of emergency evacuation operations;
7. Provision of triage, extrication, medical treatment, to include, field coordination of emergency transportation to hospitals;
8. Provision of heavy rescue services;
9. Provision of onsite emergency medical facility for minor injuries;
10. Provision of fire suppression, fire causation, and arson investigation services;
11. Provide a representative to the unified ICP and EOC;
12. Designated Emergency Response Authority (DERA) for hazardous materials incidents inside their Fire District;
13. Development and maintenance of Continuity of Government/Continuity of Operation Plans;
14. Development and maintenance of standard operating procedures (SOP's);
- 14-15. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

Ouray Volunteer Fire Department Chief's Responsibilities as ESF #4 Lead

[As outlined by National Response Framework (NRF)]

1. Detecting and suppressing fires within city limits;
2. Providing personnel, equipment, and supplies in support of State, tribal, and local agencies involved in rural and urban firefighting operations;

Ouray Volunteer Fire Department Chief's Responsibilities as ESF #10 Lead

(As outlined by FEMA.gov)

1. Prevent, minimize, or mitigate a release of Oil or Hazardous Materials;
2. Detect and assess the extent of contamination (including sampling and analysis and environmental monitoring);
3. Stabilize the release and prevent the spread of contamination;
4. Analyze options for environmental cleanup and waste disposition;
5. Implement environmental cleanup;
6. Store, treat, and dispose of oil and hazardous materials

Information Technology (IT)

(Report to Emergency Operations Center if requested)

1. Coordinates needed actions to provide telecommunications, and the restoration of the telecommunications infrastructure for the city government;
2. Supports all City agencies and City EOC in the procurement and coordination of telecommunication services from the telecommunications and information technology (IT) industry during the duration of an incident;
3. Provide information services and telecommunications support to EOC and if necessary, the IC;
4. Assists with Emergency Operations as needed;
5. Development and maintenance of standard operating procedures (SOP's);
6. Mobilize or obtain computers for use in new/temporary facilities in the event that one or several offices need to be relocated;

7. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

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- ~~7.8.~~ Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

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IT responsibilities as Geographic Information Systems (GIS)

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- ~~1.~~ Provide situational and incident maps to the IC or Emergency Management or response workers as needed;
- ~~2.1.~~ These maps may include, but are not limited to, available data showing approximate property boundaries, approximate structure locations, property ownership, other pertinent property data maintained by the Ouray County Assessor's Office, geographic features, USGS topography or other utilized data or data collected by operations personnel;
- ~~3.2.~~ Assist with Emergency Operations as needed;
- ~~4.3.~~ Development and maintenance of standard operating procedures (SOP's);
- ~~5.4.~~ Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

City of Ouray Administration Staff

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1. Procurement of emergency-related supplies and materials and administration of vendor contracts for emergency services and equipment (Finance);
2. Resource tracking, record-keeping and documentation of disaster-related costs and financial commitments (Finance);
3. Participation with other departmental representatives on City damage assessment team at EOC and on local-state field damage survey teams, as needed (Finance and Risk Management).
- ~~4.1.~~ ~~Provision of emergency public information and establishment of procedures for coordinated releases of disaster-related information to news media and the public. (Public Information Officer);~~
- ~~5.4.~~ Establishes and maintains an incident related financial record keeping system. (Finance)
- ~~6.5.~~ Development and maintenance of standard operating procedures (SOP's). (Finance and Risk Management);
- ~~7.6.~~ Maintain list of NIMS trainings for all city employees;

Human Resources

(Report to Emergency Operations Center if requested)

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1. Ensure adequate timesheets are kept and recorded for all City Employees from the start of the incident;
2. Ensure adequate timesheets are kept and recorded for all Volunteers from the start of the incident;
3. Prepare medical care compensation information for injured City employees through Worker's Compensation Plans;
4. Assist the City in returning to its normal productivity, while also ensuring that the reputation of the organization is kept intact;
5. Assist in developing, maintaining, updating, and implementing the Continuity of Operations Plan (COOP);
- ~~6.~~ Development and maintenance of standard operating procedures (SOP's);

- ~~6-7.~~ Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

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City Clerk and Treasurer/Director of Finance and Administration

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1. Provide for the safekeeping of vital records including Standard Operating Procedures (SOPs), guidelines, master equipment lists, etc.;
2. Participate with other departmental representatives in the establishment and maintenance of an incident-related financial recordkeeping system;
3. Receipt and filing of any orders or proclamations declaring, continuing or terminating a City of Ouray emergency or disaster;
4. Assist with Emergency Operations as needed;
5. Assist in developing, maintaining, updating, and implementing the Continuity of Operations Plan (COOP);
6. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;

7. Provide and maintain financial records;

- ~~7-8.~~ Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities

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- ~~8-9.~~ Development and maintenance of standard operating procedures (SOP's);

Clerk/Treasurer Responsibilities as Finance Department Lead

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1. Prepare documents necessary to recover monies from insurance providers, State/Federal Disaster Assistance Programs, or other funds or combinations of funding sources;
2. Procure emergency-related supplies and materials and oversee the administration of vendor contracts for emergency services and equipment as authorized by the City Council;
3. Responsible for resource tracking, record-keeping and documentation of disaster-related costs and financial commitments;
4. Participation on City of Ouray Damage Assessment Team at EOC and on local-state field damage survey teams, as needed;
5. Establish and maintain an incident related financial record keeping system;
6. Assist with Emergency Operations as needed;
7. Development and maintenance of standard operating procedures (SOP's);
8. Maintain ability to manage or assist response and recovery support operations using command and management principals as outlined in the National Incident Management System.

City of Ouray Public Works Department

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1. Restoration of public facilities, services, utilities (Facilities). Development and maintenance of standard operating procedures (SOP's);
2. Provision of transportation services in support of emergency response and recovery efforts (e.g., movement of City personnel, equipment and supplies to designated staging areas);
3. Removal of debris, clearance of public right-of-ways, and planning for street/route recovery operations, with priority assigned to critical emergency services life line;
4. Provision of personnel and heavy equipment in support of search and rescue operations.

5. Provision of personnel, equipment, supplies and materials for flood control and flood hazard mitigation measures;
6. Restoration of damaged City roads and bridges and other related infrastructure;
7. Provision of personnel for structure and facility inspections to determine safety of individual structures (businesses, residences and public buildings) and to identify needed repairs (or to implement condemnation procedures when necessary);
8. Participation with representatives of other City departments on City of Ouray damage assessment team at EOC and on local-state field damage survey teams, as needed;
9. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;

10. Provide resources to responders (IE assist fire department in obtaining water when needed or other provisions requested, etc.);

10,11. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.

11,12. Development and maintenance of Continuity of Government/Continuity of Operation Plans;

12,13. Development and maintenance of standard operating procedures (SOP's).

City of Ouray Public Works Department's Responsibilities as ESF #1 Lead

(As outlined by FEMA.gov)

1. Monitor and report status of and damage to the transportation system and infrastructure as a result of the incident;
2. Identify temporary alternative transportation solutions that can be implemented by others when systems or infrastructure are damaged, unavailable, or overwhelmed;
3. Coordinate the restoration and recovery of the transportation systems and infrastructure;
4. Coordinate and support prevention, preparedness, response, recovery, and mitigation activities among transportation stakeholders within the authorities and resource limitations of ESF #1 agencies.

City of Ouray Public Works Department's Responsibilities as ESF #3 Lead

(As outlined by FEMA.gov and NRF)

1. Conducting pre-incident and post-incident assessments of public works and infrastructure;
2. Executing emergency contract support for life-saving and life-sustaining services;
3. Providing technical assistance to include engineering expertise, construction management, and contracting and real estate services;
4. Providing emergency repair of damaged public infrastructure and critical facilities;
5. Tracking the DHS/Federal Emergency Management Agency (FEMA) Public Assistance Program and other recovery programs as it relates to Public Works.

City of Ouray Public Works Department's Responsibilities as ESF #12 Lead

(As outlined by NRF)

1. Serve as the focal point within the Local Government for receipt of information on actual or projected damage to energy supply and distribution systems and requirements for system

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design and operations, and on procedures for preparedness, restoration, recovery, and mitigation;

2. Advise local authorities on priorities for energy restoration, assistance, and supply;
3. Assist industry and local authorities with requests for emergency response actions as required to meet the areas energy demands;
4. Assist local departments and agencies by locating fuel for transportation, communications, and emergency operations;
5. Provide guidance on the conservation and efficient use of energy to local governments and to the public;
6. Provide assistance to local authorities utilizing Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) established communications systems.

Community Development Coordinator

In the absence of a staffed Community Development Coordinator, responsibilities lie with the City Administrator.

(Report to Emergency Operations Center if requested)

1. Provision of personnel for structure and facility inspections in conjunction with municipal partners to determine safety of individual structures (businesses, residences and public buildings), including during rescue operations, and identify needed repairs (or to implement condemnation procedures when necessary);
2. Participation with other departmental representatives on City Damage Assessment Team at EOC and on local/state field damage survey teams, as needed;
3. Participate in long-term disaster recovery and hazard mitigation planning and enforcement to ensure the compatibility of community redevelopment plans and hazard mitigation measures with comprehensive City Land Use Code and other community development plans;
4. Provide public education materials related to community disaster recovery and reentry by citizens into disaster-impacted structures and neighborhoods (e.g., safety of stored goods, removal of mildew, cleaning of smoke damages, etc.);
5. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
6. Assist with Emergency Operations as needed;

7. Update codes for preventive measures in the future;

~~7-8.~~ Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.

~~8-9.~~ Development and maintenance of standard operating procedures (SOP's), Continuity of Government (COG) and Continuity of Operations Plans (COOP);

Community Development Coordinator's Responsibilities as ESF #14 Lead

(As outlined by NRF)

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1. Convene interagency recovery expertise to provide strategic guidance to long-term recovery efforts;
2. Identify and address long-term recovery issues, including those that fall between existing mandates of agencies;.
3. Avoid duplication of assistance, coordinate program application processes and planning requirements to streamline assistance processes, and identify and coordinate resolution of policy and program issues;
4. Identify programs and activities across the public, private, and nonprofit sectors that similarly support long-term recovery and promote coordination between them;
5. Identify appropriate programs and agencies to support implementation of comprehensive long-term community planning and identify gaps in available resources;
6. Identify appropriate programs and agencies to support and facilitate continuity of long-term recovery activities.
7. Work with State, tribal, and local governments; Non-Governmental Organizations (NGO); and private-sector organizations to support long-term recovery planning for highly impacted communities;
8. Link recovery planning to sound risk reduction practices to encourage a more viable recovery;
9. Strategically apply subject-matter expertise to help communities recover from disasters.

City Resource Director

(Report to EOC if requested)

1. Restoration of public facilities and buildings to normal use;
2. Support and coordination of utilizing City facilities and other buildings as emergency shelters;
3. Assist with Emergency Operations as needed;
4. Maintain ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System;
5. Provide the EOC with cleaning supplies and toiletries to ensure operations for as long as needed;
6. Maintain city shelters and provide personnel to maintain them;
7. Consider Access and Functional Needs (AFN) issues so that planning, response and recovery efforts support the needs of people with disabilities.

City Resource Director's Responsibilities as overseeing Public Information Officer

1. Ensure PIO assists with media or other public communications;
2. Oversee the public information officer (PIO);
3. Ensure PIO attends Bi-Annual training for the PIO position as SOPs are continually changing;
4. Provision of emergency public information and establishment of procedures for coordinated releases of disaster-related information to news media and the public.- (Public Information Officer);
5. Ensure PIO maintains a list of Press Contacts (including local, state, and national).

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City Resource Director's Administrator's Responsibilities overseeing as ESF #15 Lead

1. Delivery of incident preparedness, health, response, and recovery instructions to those directly affected by the incident;
2. Dissemination of incident information to the public, including children, those with disabilities and other access and functional needs, and individuals with limited English proficiency populations.

Non- ~~City of Ouray~~ City Agencies and Department Services

The following are non-city agencies and departments that can be requested resources. They play a huge role in Emergency Response but must be requested by ESF Leads, IC, or EOC Manager if the emergency or Disaster is within the City of Ouray. Each department has been assigned a section to report to within ICS/ESF when directives are received. Reporting sections for each department are in parentheses. Following their title is a list of the services they provide.

Amateur Radio Emergency Services (ARES) / Radio Amateur Civil Emergency Service (RACES)

(Report to and requested by ESF #2 if requested)

1. Provide emergency communications support as requested by the Police Chief.

American Red Cross / Salvation Army

(Report to and requested by ESF #6 if requested)

1. Provision of immediate assistance to disaster victims, including food, water, shelter, clothes, physical and mental health counseling and referrals;
2. Establishment and management of emergency shelters for mass care, in cooperation with Ouray County Emergency Management and affected municipalities, including registration, feeding, lodging, and responding to public inquiries concerning shelter residents (establish public inquiry telephones);
3. Provision of temporary and immediate housing for displaced disaster victims;
4. Provision of food, beverages and other assistance to emergency response personnel and emergency relief workers;
5. Provide training to volunteers prior to emergency or disaster declaration
6. Provide on-site training to volunteers during an emergency or disaster declaration
7. Provision of damage assessment information upon request;
8. Coordination of mental health services (in cooperation with Ouray County Human /Social Services Department;
9. Assist with Emergency Operations as needed.

Ridgway Marshal or County Sheriff or their Designee

(Report to and requested by ESF #13 when requested)

1. Implementation of the Incident Command System (ICS);
2. Determination of location(s) in the field for Incident Command Post(s);
3. Assessment of emergency conditions and determination of required levels of assistance from City and outside sources;

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4. Activation and management of the Municipal Emergency Operations Center (EOC) if available.
5. Coordination of mutual aid assistance;
6. Provision of emergency public information and establishment of procedures for releases of disaster-related information to news media, to include casualties;
7. Determination of the need for population evacuations and provision of instructions to uniformed law enforcement, fire, and emergency medical personnel regarding the conduct of evacuation operations;
8. Emergency situation assessment and recommendations to Municipal Officials concerning the need for local disaster declarations travel restrictions, curfews or other temporary social restrictions;
9. Establishment of communications with County Emergency Management for purposes of providing situation reports and forwarding requests for State assistance through the County Emergency Management Director or EOC;
10. Provision for law enforcement and traffic control within the disaster area(s);
11. Provide a representative to EOC and or ICP as needed;
12. Formal declaration of a local disaster or emergency and issuance of other official orders regarding population protection and temporary restrictions, including evacuation orders, establishment of curfews, and enactment of price controls;
13. Approval and commitment of Municipal resources and funds for disaster/emergency response and recovery.
14. Establishment of intergovernmental liaison in multi-jurisdictional incidents, including coordination of emergency efforts with Ouray County Emergency Management Director (furnish representative to the City of Ouray or Ouray County EOC, when requested or needed);
15. Assist with Emergency Operations as needed;
16. Development and maintenance of standard operating procedures (SOP's);
17. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

Colorado Department of Agriculture

(Report to ESF #11)

1. May serve as ESF #11 lead if requested;
2. Must be requested by ESF #8 lead.

Colorado Department of Transportation

1. Can supply heavy equipment
2. Can provide traffic control on State Highways
3. Can assist Public Works with road maintenance when requested

Colorado State Parks and Wildlife

1. Provide perimeter security for scene;
2. Provide security for shelter

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3. Provide security for Emergency Operations Center
4. Provide access and egress for emergency vehicles and needed personnel (establish one-way routes);
5. Provide response for Hazardous Material Incidents ~~response~~;
6. Assist with Emergency Operations as needed;
7. Provision of law enforcement, traffic control, and access control within the disaster area(s) and in any other needed areas of the City;
8. Provide a representative to EOC and or ICP as needed.

Colorado State Patrol

(Report to ESF #13 when requested)

1. Provide perimeter security for scene;
2. Provide security for shelter
3. Provide security for Emergency Operations Center
4. Provide access and egress for emergency vehicles and needed personnel (establish one-way routes);
5. Provide Hazardous Material Incident response;
6. Assist with Emergency Operations as needed;
7. Provision of law enforcement, traffic control, and access control within the disaster area(s) and in any other needed areas of the City;
8. Provide a representative to EOC and or ICP as needed.

CSU Extension

(Report to and requested by ESF #8 and ESF #11 if requested);

1. Connect community and regional needs with University and external talents and resources.

Regional Fire Protection District Chiefs

(Report to and requested by ESF #4 when requested)

1. Implementation of the Incident Command System (ICS);
2. Determination of location(s) in the field for Incident Command Post(s);
3. Assessment of emergency conditions and determination of required levels of assistance from County and outside sources;
4. Provide Hazardous Material Incident response;
5. Provide Incident Command Vehicle if available;
6. Activation and management of the Municipal Emergency Operations Center (EOC) if needed;
7. Coordination of mutual aid assistance;
8. Provision of emergency public information and establishment of procedures for releases of disaster-related information to news media, to include casualties;
9. Emergency situation assessment and recommendations to County and/or Municipal Officials concerning the need for local disaster declarations travel restrictions, curfews or other temporary social restrictions;

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10. Establishment of communications with County Emergency Management for purposes of providing situation reports and forwarding requests for State assistance through the County Emergency Management Director;
11. Assist in implementation of emergency evacuation operations;
12. Provision of triage and extrication to include, field coordination of emergency transportation to hospitals;
13. Request of heavy rescue services;
14. Provision of onsite emergency medical facility for minor injuries;
15. Provision of fire suppression, fire causation, and arson investigation services;
16. Provide a representative to the unified ICP and EOC;
17. Hazardous Material Incident response;
18. Assist with Emergency Operations as needed;
19. Development and maintenance of standard operating procedures (SOP's);
20. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

Ouray County Engineer

(Report to and requested by ESF#3 when requested)

1. The purpose of the County Engineer is to provide technical and engineering services and support to other City departments;
2. The County Engineer develops plans for water and sewer expansion and improvements, roadway and drainage improvements, and various City projects;
3. The County Engineer deals with State and Federal permitting agencies, manages and administers construction projects and submits applications for State and Federal funding for road, water, sewer, and landfill projects.

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Montrose County Wesco Regional Dispatch

(Report to Emergency Operations Center if requested)

1. Dispatches all Ouray City and County Resources;
2. Can dispatch regional assets requested by incident command in small scale incidents.

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Montrose Fire District

(Report to ESF #4 if requested)

1. Provide Hazardous Material Operations;
2. Provide Mutual Aid to any fire district within Ouray County;
3. Provision of heavy rescue services.

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Montrose Memorial Hospital

(Report to Emergency Operations Center if requested)

1. Receives medical and trauma patients;
2. Acts as the morgue for Ouray County;
3. Can assist City of Ouray in a medical surge event with personnel or services;

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4. Provide Surge Trailer and supplies

Ouray County Clergy Group

~~(Report to Emergency Operations Center if requested)~~

- ~~1. Can supply a cache of volunteers.~~

Ouray County School Districts

(Report to and requested by ESF #6 if requested)

1. Provide for the safety and protection of pupils and school personnel, through planning and training exercises with local public safety organizations;
2. Coordinate with Emergency Management, in cooperation with American Red Cross, to provide schools as temporary shelters, when needed;
3. Assist with Emergency Operations as needed;
4. Provide buses for evacuation and transportation, when needed;
5. Development and maintenance of standard operating procedures (SOP's);
6. Development and maintenance of Continuity of Government and Continuity of Operations Plans;
7. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

Public Utilities

(Report to and requested by ESF #12 if requested)

1. Provide emergency power to critical lift stations;
2. Monitor water and sewer utility use and assess capabilities;
3. Determine availability, quantity, and procedures to obtain sandbags in coordination with emergency management;
4. Clear emergency routes and arterial streets of debris to facilitate movement of emergency equipment;
- ~~4-5.~~ Provide material for earthen dikes in cooperation with Public Works;
- ~~5-6.~~ Provide potable water for drinking, if required;
- ~~6-7.~~ Advise resource members of anticipated needs and support required;
- ~~7-8.~~ Coordinate and compile damage reports from damage assessment teams and advise coordination and control group.

Second Chance Humane Society

(Report to ESF #6)

1. Can shelter cats and dogs in the event of an emergency.

Telluride Hazardous Response Team

(Report to and requested by ESF # 10 if requested)

1. Ouray County's Hazardous Response Team;
2. Prevent, minimize, or mitigate a release of Oil or Hazardous Materials;

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3. Detect and assess the extent of contamination (including sampling and analysis and environmental monitoring);
4. Stabilize the release and prevent the spread of contamination;
5. Analyze options for environmental cleanup and waste disposition;
6. Implement environmental cleanup;
7. Store, treat, and dispose of oil and hazardous materials

CONTINUITY OF GOVERNMENT

1. In accordance with CRS 24-32-2107(9), it is the intent of the City of Ouray City Council that City government will continue to provide essential services in order to protect the public health, safety and welfare during an emergency or disaster event by distribution of these disaster chain of command procedures and protocols.
2. During a declared emergency or disaster event, the following City of Ouray elected and appointed officials, in the order listed, have the authority to execute the powers of the board in accordance with [CRS 31-15-101](#).
 - i. Mayor
 - ii. Mayor Pro Tem
 - iii. Any duly elected member of the City Council
 - iv. City Administrator
3. All City of Ouray department heads and City elected officials shall be consulted regarding emergency or disaster event issues that might impact their area of responsibility.
4. Each City of Ouray department head and City elected official shall work within the framework established by the City of Ouray emergency operations plan.
5. GENERAL RESPONSIBILITIES. The head of each City department and City elected office, as appropriate, shall:
 - a. Be prepared to respond adequately to all emergency or disaster events.
 - b. Consider potential emergency or disaster events in the conduct of his or her regular functions, particularly those functions essential in time of emergency.
 - c. Design preparedness measures to permit a rapid and effective transition from routine to emergency operations, and to make effective use of the period following initial indication of a probable emergency or disaster events. This will include:
 - i. Development of a system of emergency actions that defines alternatives, processes, and issues to be considered during various stages of emergency or disaster event;
 - ii. Identification of actions that could be taken in the early stages of a emergency or disaster event to mitigate the impact of or reduce significantly the lead times associated with full emergency action implementation
 - d. Identify areas where additional legal authorities may be needed to assist management and notify the City Administrator of those authorities.
 - e. Coordinate with State and local government agencies and other organizations, including private sector organizations, when appropriate.
 - f. Cooperate, to the extent appropriate, in compiling, evaluating, and exchanging relevant data related to all aspects of emergency or disaster events.

- g. Ensure that plans consider the consequences for essential services provided by the City if the flow of State and/or Federal funds is disrupted.
- 6. **CONTINUITY OF OPERATIONS.** The head of each City department and each City elected official shall ensure the continuity of essential functions in any emergency or disaster event by providing for: succession to office and emergency delegation of authority in accordance with applicable law; safekeeping of essential resources, facilities, and records; and establishment of emergency operating capabilities.
- 7. **RESOURCE MANAGEMENT.** The head of each City department and each City elected official, as appropriate within assigned areas of responsibility, shall:
 - a. Develop plans and programs to mobilize personnel, equipment, facilities, and other resources;
 - b. Assess essential emergency requirements and plan for the possible use of alternative resources to meet essential demands during and following emergency or disaster event.
 - c. Prepare plans and procedures to share between and among the responsible agencies resources such as energy, equipment, food, land, materials, services, supplies, transportation, water, and workforce needed to carry out assigned responsibilities and other essential functions, and cooperate with other agencies in developing programs to ensure availability of such resources in an emergency or disaster event.
- 8. **PROTECTION OF ESSENTIAL RESOURCES AND FACILITIES.** The head of each City department and each City elected official, as appropriate within assigned areas of responsibility, shall:
 - a. Identify facilities and resources, both government and private, essential to the public welfare, and assess their vulnerabilities and develop plans to provide for the security of such facilities and resources, and to avoid or minimize disruptions of essential services during any emergency or disaster event

Participate in interagency activities to assess the relative importance of various facilities and resources to essential community needs and to integrate preparedness and response strategies and procedures.

PLAN MAINTENANCE, TRAINING AND EXERCISES

Authority for maintenance and regular updates of this plan rests with the City Administrator. The City Administrator will also provide for regular exercises and training sessions to ensure that provisions of the plan are well understood by all departments and offices with assigned responsibilities.

Departments, offices and other organizations with responsibilities identified in the plan are responsible for ensuring that their staff is familiar with the applicable provisions of the plan and is adequately trained to carry out emergency assignments. Multi-agency and multi-jurisdictional exercises will be coordinated by the Emergency Manager.

This Emergency Operations Plan will be updated at least bi-annually through the Multi-Agency Coordination Group (MAC Group), and as needed after any incident, to ensure that it remains an effective, accurate emergency management tool for responders and citizens of the City of Ouray.

CHECKLIST FOR PLAN MAINTENANCE, TRAINING AND EXERCISES

- ☐ Ensure that ICS policies and procedures are communicated to all agencies that may become involved in emergency response operations.
- ☐ Provide ICS and EOC training and exercise opportunities to all agencies and offices with emergency management responsibilities.
- ☐ Encourage all agencies with emergency responsibilities to develop and maintain current internal procedures for carrying out assigned functions, where appropriate.
- ☐ Conduct multi-agency and multi-jurisdictional exercises to improve coordination and reduce overall training costs.
- ☐ Establish procedures for distributing plan revisions to all agencies with assigned responsibilities.

**CITY OF OURAY
EMPLOYMENT AGREEMENT**

THIS EMPLOYMENT AGREEMENT is entered into between City of Ouray (City), and Justin Perry, (Employee).

WHEREAS, Employee is currently the Chief of Police for the City and the City wishes to temporarily hire Employee for the interim City Administrator position commencing on January 29, 2019;

WHEREAS, Employee shall appoint an acting Chief of Police until such time as the City Council decides on a permanent replacement for the City Administrator position; and

WHEREAS, both Employee and City agree that if Employee is terminated for no cause or resigns for any reason from the interim City Administrator position, Employee shall resume his duties as the Chief of Police for the City. If Employee is terminated for cause, he shall not resume his duties as the Chief of Police.

NOW, THEREFORE, it is agreed by the parties for and in consideration of the mutual covenants contained herein as follows:

1. **EMPLOYMENT.** In consideration of the respective rights and obligations set out below, the City employs the Employee on January 29, 2019, to provide the services described below.

2. **CONTRACT CONSIDERATION.** In return for the Employee's agreements stated in this Agreement, City shall compensate Employee at an annual salary of \$107,671.45 during the interim period.

3. **TERMS OF EMPLOYMENT.** Employee will at all times while this Agreement is in effect be an AT-WILL, exempt, employee, and either party may terminate this Agreement with or without cause at anytime, with or without notice

4. **EMPLOYEE'S DUTIES.** Employee will provide the following services under this Agreement: See attached Job Description attached as Exhibit A (Services). Employee will provide such services at City Hall. The Employee's services performed for City and its City Council members, employees, and public, and the Employee's representation of City and the public, will in all events be consistent with the City's best interests and with the City's policies and standards.

5. **COMPENSATION.** All compensation the City pays Employee pursuant to this Agreement is subject to employer withholdings, e.g., for FICA, Medicare/Medicaid, any applicable occupational privilege tax, and any court ordered deductions such as garnishments. Compensation may also be reduced by deductions the Employee authorizes for insurance, and other similar

purposes.

7. PROFESSIONAL AND EDUCATIONAL EXPENSES. City shall reimburse Employee for professional and educational expenses reasonably and necessarily incurred in furtherance of the City's business and professional development. The City will pay the Employee for any reimbursable expense in accordance with the most recent City of Ouray Personnel Regulations. City will each make all reports, withholdings and payments related to any taxes reportable or due as a result of expense reimbursements.

8. VACATIONS, HOLIDAYS AND LEAVES. Employee shall have the vacation, holiday and leave benefits stated from time to time in the most recent City of Ouray Personnel Regulations. There shall be no increase in vacation, holidays and leaves provided as a result of the increased duties herein.

9. SUPPLIES, EQUIPMENT AND FACILITIES. City shall provide Employee with such supplies, equipment, facilities and services as are reasonably necessary to perform the Employee's duties. The City's provision of any supplies, equipment or facilities to the Employee will not give the Employee any ownership interest in any such supplies, equipment or facilities and will not obligate the City to continue providing supplies, equipment and facilities. The Employee's use of the City's property and equipment will be consistent with the City's personnel policies, including any regarding City Equipment, Safety and Security now in effect or as the City may have later.

10. DEATH OR DISABILITY DURING EMPLOYMENT.: If the Employee dies during the term of the Employee's employment, City will pay to the Employee's estate the compensation which otherwise would be payable to the Employee for the Employee's services rendered before the Employee's death.

11. EXEMPT . Until Employee is able to appoint an acting Chief of Police, Employee is a Law Enforcement Employee, as defined under 29 U.S.C. §207(k), as amended, and a partial overtime exemption applies. Employee is providing Services herein voluntarily. The delivery of the Services is in addition to, and is different from, Employees regular employment duties with City. The Services herein are not considered nonexempt work subject to the twenty percent (20%) limitation pursuant to 29 C.F.R. § 553.212.

Each Party has read and considered this Agreement carefully, believes that Party understands each provision, and has conferred, or has had the opportunity to confer, with the Party's own attorney before executing this Agreement.

IN WITNESS OF OUR AGREEMENTS, City and Employee have executed this Agreement on the date(s) indicated below.

EMPLOYEE:

By: _____
Justin Perry Date

CITY OF OURAY

Pamela J. Larson, Mayor Date

ATTEST:

Melissa Drake, City Clerk Date