

Res 2023-038



GRAYS HARBOR COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA COVER SHEET

MEETING DATE  
4/4/2023 10:00:00 AM

<b>DEPARTMENT:</b> Sheriff
<b>DIVISION:</b> Emergency Management <i>(if applicable)</i>
<b>SUBMITTER:</b> Hannah Cleverly
<b>AGENDA ITEM TITLE:</b> Approve Grays Harbor County Comprehensive Emergency Management Plan by Resolution
<b>EXPLANATION OF REQUEST:</b> <i>(include dates, important information and summary)</i> A large revision of the plan was completed and is ready for adoption. Grays Harbor County Emergency Management is requesting a resolution to adopt the revised Grays Harbor County Comprehensive Emergency Management Plan as the County's Comprehensive Emergency Management Plan. The revised CEMP will supersede the previous plans adopted by Resolution #2020-031.
<b>FISCAL IMPACT/FUNDING SOURCE:</b>  N/A
<b>RECOMMENDED ACTION:</b>  Adopt resolution and the revised Grays Harbor County Comprehensive Emergency Management Plan.

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

- APPROVED *WC*
- DENIED
- TABLED/DEFERRED/NO ACTION TAKEN
- CONTINUED TO DATE: \_\_\_/\_\_\_/\_\_\_ TIME: \_\_\_\_\_
- OTHER \_\_\_\_\_

**GRAYS HARBOR COUNTY RESOLUTION NO. 2023-030**

A resolution of the Grays Harbor County Board of Commissioners adopting the December 2022 Comprehensive Emergency Management Plan.

**WHEREAS**, each political subdivision of the State of Washington is required by law to establish an emergency management organization for disaster mitigation, preparedness, response, and recovery; and

**WHEREAS**, the Comprehensive Emergency Management Plan (“Plan”) (1) provides a framework for command, mitigation, preparedness, response, and recovery activities, (2) details authorities, functions, and responsibilities, and (3) establishes a cooperative plan of action; and

**WHEREAS**, in 2001, the Board of County Commissioners (“Board”) adopted Resolution No. 01/136, which adopted the July 2001 Plan; and

**WHEREAS**, since adopting Resolution No. 01/136, the Board adopted subsequent resolutions to update the Plan as needed; and

**WHEREAS**, in 2020, the Board adopted Resolution No. 2020-031, which adopted the December 2015 Plan currently in effect; and


**WHEREAS**, it is in the County’s best interest to adopt the December 2022 Plan, which updates and replaces the December 2015 Plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Grays Harbor County Board of Commissioners that:

1. Resolutions Nos. 01-136, 2005-27, and 2020-031 are rescinded.
2. The Plan dated December 2022, which is attached to this Resolution as Exhibit 1 and incorporated herein by reference, is adopted.

**ADOPTED** this 4<sup>th</sup> day of April, 2023.

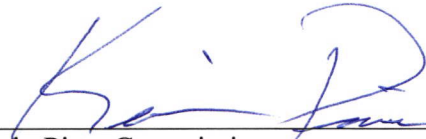
**BOARD OF COMMISSIONERS  
GRAYS HARBOR COUNTY**

  
\_\_\_\_\_  
Jill Warne, Chair  
District No. 1

ATTEST:



Wendy Chatham, Clerk of the Board



Kevin Pine, Commissioner  
District No. 2



Vickie Raines, Commissioner  
District No. 3

# GRAYS HARBOR COUNTY CEMP

## *Basic Plan*

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This document serves as the Basic Plan of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

310 West Spruce

Montesano, WA 98563

Office: (360) 249-3911

Fax: (360) 249-3805

ghcdem@graysharbor.us



March 28, 2023

## Promulgation

The Comprehensive Emergency Management Plan addresses Grays Harbor County's planned response to emergencies associated with natural, technological, and man-made incidents and disasters. This document is the underlying framework for protection of health, safety, and property of residents, property, and visitors during incidents/disasters in Grays Harbor County. It is intended to facilitate multiple-agency/jurisdiction coordination; specifically between the Local, State, and Federal governments operating under a national incident management framework.

The comprehensive approach integrates the four phases of emergency management which include:

1. Mitigation- sustained action to reduce or eliminate risk to people and property from hazards and their effects.
2. Preparedness- activities devised by organizations, departments, individuals, to save lives and minimize damage.
3. Response - immediate actions to save lives, protect property, and meet basic human needs.
4. Recovery – short and long term activities which begin after disaster impact has been stabilized and seek to restore lost functions.

In order to execute this plan effectively, all emergency response personnel must have knowledge and familiarity of the procedures set forth in this plan. Organizations having roles and responsibilities established by this plan are expected to develop plans and procedures in support of this plan.

This plan is a statement of policy regarding emergency management and assigns roles and responsibilities to organizations and individuals. This plan formally incorporates National Incident Management System concepts and processes during activations of components within this plan either in whole or in part. Revision of this plan and its promulgation will commence on an annual schedule.



Sheriff, Darrin Wallace

Director, Grays Harbor County Emergency Management



Hannah Cleverly

Deputy Director, Grays Harbor County Emergency Management

## Approval and Implementation

The Comprehensive Emergency Management Plan (CEMP) of Grays Harbor County serves as the foundational framework of emergency response to incidents and disasters within the County.

As an emergency operations plan, the CEMP provides an all-hazards framework for emergency response that enables the implementation and application of emergency management best practices during emergency operations.

The plan is a scalable and comprehensive emergency operations plan that clearly defines the concept of operations, roles and responsibilities, emergency management functions, organizational structure, authority, and operationally specific approaches to addressing incidents and disasters in the County.

The CEMP is an emergency operations plan with three major sections:

**Basic Plan:** This portion of the CEMP provides an overview of the county's preparedness and response strategies. It describes expected hazards, outlines departmental roles and responsibilities, and explains how this plan is maintained and revised.

**Emergency Support Functions:** These are individual chapters which focus on essential missions during emergency operations. It details how the county manages a specific function before, during, and after a disaster and identifies the departments that implement that function.

The implementation of this CEMP supersedes all previous emergency management plans and methodologies and serves as the updated emergency operations plan for all incidents and disasters in Grays Harbor County.



Sheriff, Darrin Wallace

Director, Grays Harbor County Emergency Management



Hannah Cleverly

Deputy Director, Grays Harbor County Emergency Management



## Record of Distribution

Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY	Number of Copies/Format	Receipt, Review, & Acceptance
American Red Cross	Regional Coordinator		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Cascade Natural Gas			(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of Aberdeen	Mayor, Fire Chief, Police Chief, Public Works Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of Cosmopolis	Mayor, Fire Chief, Police Chief, Public Works Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of Elma	Mayor, Police Chief, Public Works Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of Hoquiam	Mayor, Fire Chief, Police Chief, Public Works Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of McCleary	Mayor, Police Chief, Public Works Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of Montesano	Mayor, Fire Chief, Police Chief, Public Works Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of Oakville	Mayor, Public Works Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of Ocean Shores	Mayor, Fire Chief, Police Chief, Public Works Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
City of Westport	Mayor, Police Chief, Public Works Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance



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<b>Confederate Tribes of the Chehalis Reservation</b>	Emergency Manager		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>East Grays Harbor County Fire and Rescue</b>	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Assessor's Office</b>	Assessor		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Auditor's Office</b>	Auditor		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Auxiliary Emergency Communications (AEC)</b>	President		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Building and Planning</b>	Director, Deputy Fire Marshal		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Central Service</b>	Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Clerk</b>	Clerk		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Communications E911</b>	Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Commissioners</b>	Chair		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Grays Harbor County Coroner</b>	Coroner		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance

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Grays Harbor County District Court	Court Administrator		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Environmental Health	Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fair and Event Center	Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District #1 – Oakville	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District #2 – Central Park, Brady, Wynoochee	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District #4 – Quinault	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District #6 – North Hoquiam	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District #7 – Copalis Beach	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District #8 – Pacific Beach	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District #10 – Wishkah	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District #12 – North River	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Fire District	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review

Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY	Number of Copies/Format	Receipt, Review, & Acceptance
#16 – Copalis Crossing				<input type="checkbox"/> Acceptance
Grays Harbor County Fire District #17 – Humptulips	Fire Chief		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Forestry	Director		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Juvenile	Executive Director		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Management Services	HR Manager, Risk Manager, Budget Director		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Prosecutor's Office	Prosecutor		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Public Health	Director		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Public Services	Director, County Engineer, ER&R Manager, Facilities Manager		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Public Utility District (PUD)	Safety Coordinator		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Sheriff's Office	Sheriff		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Superior Court	Court Administrator		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
Grays Harbor County Treasurer's Office	Treasurer		(# <input type="checkbox"/> Hardcopy (# <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance

Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY	Number of Copies/Format	Receipt, Review, & Acceptance
<b>Grays Harbor Transit</b>	Safety Coordinator		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Harbor Regional Health Community Hospital</b>	Director of Plant Services		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>National Weather Service (NWS) Seattle</b>	Warning Coordination Meteorologist		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Port of Grays Harbor</b>	Safety Coordinator		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Quinault Indian Nation</b>	Emergency Manager		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>School District, Aberdeen</b>	Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>School District, Cosmopolis</b>	Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>School District, Elma</b>	Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>School District, Hoquiam</b>	Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>School District, McCleary</b>	Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>School District, Montesano</b>	Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>School District, North Beach</b>	Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance

Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY	Number of Copies/Format	Receipt, Review, & Acceptance
<b>School District, Oakville</b>	Superintendent		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>South Beach Regional Fire Authority</b>	Fire Chief		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Summit Pacific Medical Center</b>	Facilities Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Washington Military Department, Emergency Management Division (EMD)</b>	Director		(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance
<b>Washington State University Extension</b>			(#) <input type="checkbox"/> Hardcopy (#) <input type="checkbox"/> Digital	<input type="checkbox"/> Receipt <input type="checkbox"/> Review <input type="checkbox"/> Acceptance

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# Introduction

## Purpose

The *Grays Harbor County Comprehensive Emergency Management Plan (CEMP)* provides a policy level framework to support emergency response activities in Grays Harbor County. The CEMP Basic Plan, Emergency Support Functions (ESFs), and Hazard Specific Annexes describe specific roles, responsibilities, functions, and support relationships of county agencies. The CEMP also provides a framework for state, local, tribal, and whole community coordination and cooperation supporting response and recovery of local jurisdictions in times of emergencies and disasters.

Emergency management consists of mitigation, preparedness (including prevention and protection), response, and recovery activities. The CEMP sets in place policies for minimization of the impacts of emergencies and disasters to the people, property, environment, and economy of Grays Harbor County; and is the primary implementing document for the *National Incident Management System (NIMS)* within Grays Harbor County.

## Mission

It is the mission of the government entities in Grays Harbor County to work collaboratively to create an emergency management support system that will assist government with its responsibilities to prepare for, respond to, mitigate, and recover from emergencies, natural disasters, technological and man-made disasters.

The goals of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP) are:

- Preserve lives and health and protect property and the environment.
- Encourage citizen self-sufficiency and programs with a goal of meeting 2 weeks' ready;
- Improve first responder capabilities to emergency and natural disaster situations;
- Sustain an atmosphere of interagency coordination and cooperation;
- Identify available governmental, public, private, non-profit, volunteer and other resources;
- Develop, maintain and update emergency strategies and procedures;
- Define responsibilities of various participants while recognizing their jurisdictional differences;
- Support governmental entities in providing for continuity of local operations and leadership before, during and after emergencies or disasters;
- Maintain and improve the Emergency Operations Center (EOC) to support the continuity of government and essential services during emergency or disaster; and
- Continue to develop and build community resiliency through collaboration with all our working partners.

## Scope

The CEMP applies to all county departments as the county's policy framework for response to and initial recovery from emergencies and disasters. The CEMP considers the emergencies and disasters likely to occur in Grays Harbor County to be those identified in the *Grays Harbor County Multi-Jurisdictional Hazard Mitigation Plan*. Long term recovery activities are identified in *ESF 14 – Long-Term Community Recovery*.

## The CEMP:

- Describes the basic strategies, assumptions, and mechanisms through which Grays Harbor County Emergency Management (GHC EM) will conduct preparedness and mitigation activities to guide and support local emergency management efforts through response and recovery. This plan adopts a functional approach that group types of assistance to be provided under Emergency Support Function (ESFs) to address needs at the local and state level. The ESFs serve as the primary mechanism through which assistance is managed in an affected area.
- Per Homeland Security Presidential Directive (HSPD)-5, Management of Domestic Incidents, the Department of Homeland Security (DHS) has developed the National Incident Management System (NIMS) for the purpose of unifying all responders' efforts during disasters regardless of cause, size, or complexity. Additionally, the DHS has directed all federal, state, territorial, tribal and local entities involved in emergency response to adopt NIMS and to adopt the basic tenets of the Incident Command System (ICS) as a condition for receiving Federal preparedness assistance.
- Grays Harbor County Emergency Management (GHC EM) recognizes the need for a single Incident Management System to be used by all agencies and disciplines and adopts the NIMS for use during all activations, to be taught in all GHC EM training courses, and to be reflected in all GHC EM emergency efforts.
- This plan applies to all participating governmental entities that are tasked to provide response assistance in a disaster or emergency, which includes planning, coordinating, training, and exercising the CEMP. It describes actions to be taken in providing immediate response assistance to any part of the county.
- Response assistance includes those actions and activities that support efforts to save lives, protect public health and safety, and protect property and the environment. The identified actions and activities in the plan, carried out under the Emergency Support Functions (ESFs), are based on existing state and county guidelines. It is the responsibility of each governmental entity to plan to the lowest level within their organization. This effort consists of developing an operations plan, publishing the plan, coordinating, and training staff to this plan, and exercising to ensure its success.
- Per WAC 118, It is the responsibility of each governmental entity to develop and submit their jurisdiction's Emergency Operations Plan to Grays Harbor County Emergency Management, which outlines the actions their jurisdiction will take when an incident

occurs. City and sub-jurisdictional plans will address the actions to be taken by their community resources while Grays Harbor County implements this CEMP. These plans will meet the same standards as the County Plan and it is recommended they follow the same format as this CEMP.

### Organization of the Plan

This all-hazards plan is designed to meet the requirements of the Revised Code of Washington (RCW) 38.52. It is modeled on *The National Response Framework (NRF)* and consists of the following:

1. The **Basic Plan**, which describes the purpose, scope, situation, mission, policies, and concept of operations in an emergency.
2. The **Emergency Support Functions (ESFs)**, which identify the responsibilities of the Primary Departments/Agencies, those of the Supporting Departments/Agencies involved in the implementation of activities and describe emergency management activities within the specific ESF.
3. The **Appendices**, which provide additional details to the Basic Plan and ESF's.
4. The **Annexes**, which are supporting plans to the CEMP.

### Situation

#### Location

Grays Harbor County is located on the western coast of Washington state. The confluence of Grays Harbor and the Chehalis Rivers is 50 miles west of Olympia, 100 miles southwest of Seattle, and 140 miles northwest of Portland, Oregon. Montesano, the County seat, is located 40 miles west of Olympia and is the gateway to Washington's pristine coastal beaches and the scenic Olympic Peninsula. The Quinault Indian Nation and Confederated Tribes of the Chehalis Reservation both have reservations in Grays Harbor County. Floods, slides, liquefaction, or severe storms could isolate portions of the county for several days.

#### Topography

The total area of Grays Harbor County is 1,902 square miles, ranking it 15th largest of Washington's 39 counties. The area is naturally varied from tree-covered hills to ocean beaches. Interior river valleys give way to mountains in the northern part of the county. The Chehalis River flows across the southern part of the county with the Black, Satsop, Wynoochee and Wishkah Rivers flowing into it. The other major rivers in the county include the Hoquiam, Johns, Elk, Humptulips, Copalis, Moclips and Quinault Rivers.

The approximately 4.4 mile-long, Wynoochee Lake lies behind the 177-foot high Wynoochee Dam. Tacoma Power Utilities operates the dam and produces power.

### Climate

Grays Harbor County lies adjacent to the Pacific Ocean and is influenced by the prevailing wind direction, the surface temperature of the Pacific Ocean, the Coast and Cascade Ranges, and the position and intensity of the large high- and low-pressure centers that lie over the ocean. The air is generally moist, and the fluctuation in annual temperature is moderate. Summers are relatively cool and dry, and winters are mild, wet, and cloudy. Grays Harbor County enjoys an average temperature in winter of 40°F and in summer of 62°F. The average yearly rainfall ranges from 50 inches to 160 inches.

### Demographic Characteristics

The total population of Grays harbor County is approximately 75,636. The cities of Aberdeen, Cosmopolis, Elma, Hoquiam, McCleary, Montesano, Oakville, Ocean Shores, and Westport are the incorporated cities in the county and have a consolidated population of approximately 46,643. Most population growth takes place in the rural, unincorporated areas of Grays Harbor County. An estimated 22,247 residents of Grays Harbor County are over the age of 60. The primary spoken language within Grays Harbor County is English. However, 8.6% of the population speaks another primary language other than English. Spanish is the predominate secondary language.

### Hazards

An emergency or disaster may overwhelm the capabilities of the County and other local governments in providing a timely and effective response to meet the needs of the incident.

Grays Harbor County is susceptible to various types of emergencies and disaster, both natural and man-made. This plan is directed at known and predicted hazards, as described in *Grays Harbor County Multi-Jurisdictional Hazard Mitigation Plan*.

Hazards identified in the Grays Harbor County Hazard Mitigation Plan are:

Table 16-1 County Calculated Priority Risk Index Ranking Scores						
Hazard	Probability	Magnitude and/or Severity	Extent and Location	Warning Time	Duration	Calculated Priority Risk Index Score
Climate Change	3	2	2	1	4	2.35
Drought	3	2	2	1	4	2.35
Earthquake	4	4	4	4	1	3.85
Erosion	4	2	1	3	4	2.85
Flood	4	3	3	1	3	3.10
Landslide	3	3	2	4	3	2.95
Other Hazards of Concern	3	2	2	4	1	2.65
Severe Weather	4	2	4	1	2	3.05
Tsunami	3	4	3	4	2	3.30
Volcano	1	1	3	1	4	1.55
Wildfire	3	2	2	4	2	2.70

The Calculated Priority Risk Index scoring method has a range from 0 to 4. "0" being the least hazardous and "4" being the most hazardous situation.

[From Grays Harbor County Multi-Jurisdiction All Hazard Mitigation Plan 2018]

### Planning Assumptions

The following assumptions are the basis of this plan:

- A disaster or emergency may occur with little or no warning at a time of day that produces maximum casualties. Some emergencies or disasters will occur with enough warning that appropriate notification will be issued to ensure some level of preparation.
- Grays Harbor Emergency Operations Center will assign available resources requested to an emergency or disaster based on the severity and priority of the situation.
- Government resources may be overwhelmed by a disaster. Citizens and businesses must be prepared to survive on their own for the first 14 days or longer after a disaster.
- Assistance from other government agencies will supplement the county, but such assistance will take some time to request and deploy.
- Requests for emergency services will increase dramatically immediately following a major disaster.
- People and organizations will respond adaptively and self-reliantly. The emergency needs of the community in a significant event will exceed the available resource to respond to all requests for assistance.
- The first concern of government employees will be for their families' safety. Participating governmental entities will support the efforts of employees to communicate with their families and return home as needed.

- A spirit of volunteerism among citizens will result in their providing assistance and support to emergency response efforts, which has the potential of creating additional hazards, resulting in an increase in liability.
- A major emergency or disaster may cause substantial health and medical problems and may cause significant damage to private property and the economic and physical infrastructure. An earthquake or severe windstorm may significantly damage or destroy highway, airport, railway, marine, communications, water, waste disposal, electrical power, natural gas, and petroleum transmission systems, which, in turn, could cause geographic isolations of portions of the county.

### Limitations

No guarantee is expressed or implied by this plan of a perfect response system. The possibility of local resources becoming overwhelmed is a reality. Participating jurisdictions will make a reasonable effort to support and act on the principals of this plan based on situational awareness of the emergency or disaster and with the resources and personnel available at the time.

The disaster response and relief activities of government may be limited by:

- An inability of the general citizenry to survive on their own for more than 14 days without additional supplies of water, food, shelter, and medical supplies.
- Damage caused to facilities or equipment and shortage of personnel, including police, fire, and medical services, as well as public works.
- A shortage of critical drugs and medicines at medical facilities.
- A shortage of trained response personnel and equipment.
- Damage to critical infrastructure, such as roads, rails, utilities, and communication networks.
- Damage to response communication networks, telephone services, or overloading of 9-1-1 system.
- The delay of outside assistance from either state or federal agencies.

# Concept of Operations

## General

Routine emergencies within Grays Harbor County will not warrant an activation of the Grays Harbor County Emergency Operations Center (GHC EOC). On an infrequent basis, public agencies are confronted with emergencies that are beyond the scope of a single department response. These emergencies may trigger the activation of the GHC EOC.

The objective of the GHC EOC is to mitigate against, prepare for, respond to, and recovery from natural and man-made emergencies. During these incidents, GHC EOC will operate in a fashion that prioritizes Life safety before incident stabilization, then property protection then environmental conservation. The intent of the GHC EOC is to help save lives, alleviate human suffering, ensure the continuity of critical government functions, maintain and/or restore services, and ensure that essential infrastructure is stabilized and repaired. While recovering from an emergency, the desired end state from the GHC EOC is to return the community back to a pre-disaster state. Depending on the nature and scale of the emergency, this may not always be feasible.

## Declaration of Emergency

The Board of County Commissioners or City Mayors may, after finding that a disaster exists within their jurisdiction which affects life, health, property, or the public peace, declare a state of emergency in the affected area. The powers granted during the state of emergency shall be effective only with the area describe in the proclamation. The process in which an emergency is declared is outlined with *ESF 5 – Emergency Management*.

## Emergency Management Concepts

When a disaster is imminent, or has occurred, participating jurisdictions/agencies shall operate under the National Response Framework (NRF), National Incident Management System (NIMS) and the Incident Command System (ICS) as well as these basic guidelines:

- Determine the scope of the situation.
- Mobilize and commit the initial emergency response resources based on the nature of the emergency.
- Establish an incident command and assume coordination of local resources.
- Take action to protect lives, property and the environment.
- Establish liaison with adjacent jurisdictions, as appropriate.
- Obtain proclamation of emergency from local legislative authority if certain emergency powers are needed.
- Activate the appropriate segments of the CEMP.
- Activate and staff the Emergency Operations Center (EOC), as appropriate.
- Mobilize available local, state and federal resources to restore the community to its pre-disaster condition to the fullest extent possible



- Establish local policies and control mechanisms to restore stability, minimize economic disruption, preserve existing infrastructure, institutions and organizations and restore community services.
- Suspend normal non-essential activities and divert local resources to augment the emergency or disaster response and recovery, as needed.
- Request support, via Grays Harbor County EOC, from the State Emergency Operations Center (SEOC) if local disaster conditions appear likely to exceed local capabilities and the local legislative authority has proclaimed an emergency.
- In the event of an emergency or disaster that exceeds the capabilities of the State, Federal assistance may be requested by the Governor. A disaster declaration by the President will be needed to obtain certain federal aid.

### Organization

The Director of Grays Harbor County Emergency Management is appointed by the Grays Harbor County Commissioners and is currently the Grays Harbor County Sheriff. Grays Harbor County Emergency Management falls within the Grays Harbor County Sheriff’s Office.

During times of emergency, the Grays Harbor County Emergency Operations Center (GHC EOC) will be activated. The GHC EOC will be led by an EOC Manager who reports back to the Multiagency Coordination Group (MAC) or Policy Board. GHC EOC is organized in an ICS-Like structure. Command Staff consists of EOC Manager, Liaison Officer(s), Public Information Officer, and Safety Officer. General Staff consists of Operations, Planning, Logistics, and Finance/Admin Section Chiefs.



### Emergency Operations Center Facilities

The EOC is used for incidents that require coordination of resources and incident information and as a point of contact for legislative authorities.

#### Primary and Alternate Emergency Operations Center (EOC)

The primary Grays Harbor County EOC is located at 310 Spruce Street, Montesano, WA 98563. This is the location of Grays Harbor County Emergency Management’s office.

The alternate EOC is located is Grays Harbor County Fairgrounds at 32 Elma McCleary Rd, Elma, WA 98541. The Borden-Seabert Exhibition Building has been identified as a suitable alternate EOC location.

#### *Incident Command Post (ICP)*

An Incident Command Post (ICP) is a field location where primary incident functions are performed. The ICP location and size is determined by the on-scene Incident Commander (IC). The ICP may be co-located with the EOC, when deemed necessary. If needed, a Mobile Command Post (MCP) can be requested to the incident to facilitate the ICP. Mobile Command posts within Grays Harbor County consist of:

- Grays Harbor County Sheriff’s Office
- Hoquiam Police Department

### Emergency Operations Center Activation

The Grays Harbor County Emergency Operations Center (EOC) will be activated to support incidents requiring additional coordination beyond the capabilities of routine operations. The EOC will be activated to the extended needed or anticipated to be needed in order to support the incident. Notification of EOC Activation shall be made within best efforts to the Emergency Management Planning Committee (EMPC) and other stakeholders, as appropriate for the incident. Requests to activate the EOC should be made to the Director of Emergency Management, Deputy Director of Emergency Management, or the acting Duty Officer for Emergency Management. The decision to activate the EOC is ultimately left to the Director of Emergency Management or their designee.

#### EOC Activation Levels

Activation Level	Description
3 – Normal Operations / Steady-State	Routine operations and minor situations do not require a formal activation of the Emergency Operations Center (EOC). As incidents escalate and/or move into multiple operational periods, the Director of Emergency Management or designee may elect to move to activate the EOC.

Activation Level	Description
2 – Enhanced Steady-State / Partial Activation	<p>The Director of Emergency Management or their designee should move to a partial activation when an incident or multiple incidents expand, or are projected to, beyond the capabilities of routine operations for Emergency Management. The formal activation of the Emergency Operations Center is defined below.</p> <p>Partial Activation should include EOC Functions (Operations, Planning, Logistics, Public Information, and Finance/Administration) as well as necessary Emergency Support Function Liaisons. Staffing in a partial activation should be prepared for 24 hour operations.</p>
1 – Full Activation	<p>In a full activation, all the EOC functions (Operations, Planning, Logistics, and Finance/Administration) activate to support the incident or the impacted jurisdictions from the EOC or ICP. County agencies activate to fill Emergency Support Functions (ESFs) as directed by the incident. In a catastrophic incident, EOC staffing will expand to include representatives from State and Federal agencies, private sector, and volunteer staff as needed by the incident.</p> <p>These incidents require a high degree of coordination and generally involve state and federal assistance. In most cases, a local emergency will have already been declared, or it will be necessary to declare a local disaster. Staff should be prepared for 24-hour, 7 days per week operations.</p>

Each participating agency will identify and train personnel in ICS positions as identified in the plan or needed by their respective agency. Public Health and Public Safety agencies that have ESF responsibilities will work cooperatively within their respective ESF areas to train command level personnel to represent the ESF and assist in the staffing at the EOC. All other agencies and organizations will provide appropriate people to the EOC.

### Phases of Emergency Management

GHC EM provides the following disaster management services to the county:

#### Mitigation

Mitigation activities are those efforts that help to eliminate or reduce the probability of a disaster or its effects. Examples of mitigation activities are:

- Work with the Army Corps of Engineers for technical assistance and support regarding flooding issues.
- Maintain the Grays Harbor County Hazard Vulnerability Analysis. Involve the Emergency Management Planning Committee in assisting with the review, revision, and updates of this document.

- Assist in the development of Emergency Response Plans created by each ESF Primary Department/Agency in coordination with the designated Support Departments/Agencies.

### Preparedness

Preparedness activities are those which develop response capabilities in the event that a disaster occurs and the community needs to implement recovery and restoration actions. Examples of preparedness activities are:

- Develop response capabilities.
- Identify training needs.
- Maintain resource lists.
- Develop and maintain plans and procedures.
- Conduct training exercises.
- Conduct public education of hazards and personal mitigation strategies.

### Response

Disaster response activities are the services provided during a disaster. They help reduce injury, casualties, property damage, and help to speed up the recovery process. Response activity examples are:

- Coordinate with State and Federal agencies to provide resource support assistance.
- Maintain and Activate the Grays Harbor County Emergency Alerts system to notify residents of emergency situations.
- Initiate Emergency Alert System when lives are in jeopardy to notify residents of emergency situations
- Provide emergency radio communications through Grays Harbor County Auxiliary Emergency Communications volunteers.
- Obtain State Emergency Response Mission numbers for emergency management events and activities.
- During an EOC Activation, a Multi-Agency Coordination (MAC) Group or Policy Group may be formed to make policy decisions. This group will prioritize emergency resources that involve the acquisition and distribution of food and water, equipment, supplies and other materials when critical shortages exist or are anticipated.
- When additional staffing is necessary for ICPs, the EOC, or other command level functions, an Incident Command Agency/Team may be requested. These agencies or organizations provide trained incident managers and staff when required to manage the emergency response and recovery according to a plan or a Delegation of Authority, and establish direction and control of resources and facilities at the incident location.

### Recovery

Disaster recovery can be a short or long term process. In the short-term operations restoration of vital services to the residents of the county and provisions for the basic emergency needs of

the public are primary examples. Long-term recovery is focused on restoration of the community to its normal status. Examples are:

- Provide emergency food, lodging, and basic health and household needs.
- Conduct windshield surveys of county damage.
- Organize Public Assistance Program applicant briefings with State and FEMA.
- Issue disaster debris disposal vouchers., if available.
- Manage and coordinate recovery activities.
- Obtain needed resources.
- Track and gather damage assessments from public and private citizens and businesses.

### Whole-Community

The "Whole Community" includes individuals, families, and households; communities; the private and nonprofit sectors; faith-based organizations; and local, tribal, state and Federal governments. The "Whole Community" is defined in the National Preparedness Goal as follows:

"[A] focus on enabling the participation in national preparedness activities of a wider range of players from the private and nonprofit sectors, including nongovernmental organizations and the general public, in conjunction with the participation of Federal, state, and local governmental partners in order to foster better coordination and working relationships."

Involving the "Whole Community" is a means by which Washington State residents, businesses, non-profit organizations, emergency management practitioners, organizational and community leaders, and government officials at all levels can collectively identify and assess the needs of their respective communities and, determine the best ways to organize and strengthen their assets, capacities, and interests. The "Whole Community" approach in Washington State attempts to engage the full capacity of the public, private and nonprofit sectors. This includes businesses, faith-based and disability organizations, and the general public, including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations. This engagement is in conjunction with the participation of local, tribal, state, and federal governmental partners.

The term Access and Functional Needs (AFN) has replaced "special needs," "vulnerable," "high-risk" and similar terms. People with access or functional needs are those who may have additional needs before, during or after an incident in functional areas including but not limited to: maintaining health, independence, communication, transportation, support, services, self-determination, and medical care. Individuals in need of additional response assistance may include people who have disabilities, who live in institutionalized settings, who are older adults, who are children, who are from diverse cultures, who have Limited English Proficiency or who are non-English speaking, or who are transportation disadvantaged.

### Non-Discrimination

It is the policy of Grays Harbor County that no services will be denied on the basis of race, color, national origin, religion, sex, age, marital status, sexual orientation, veteran status or disability. No special treatment will be extended to any person or group in an emergency or disaster over and above what would normally be expected in the way of local government services. Local activities pursuant to the Federal/State Agreement for major disaster recovery shall be carried out in accordance with 44 CFR, Section 205.16 – Non-discrimination. Federal disaster assistance is conditional on full compliance with this rule.

### Communications

Leadership at the incident level and in the EOC, facilitates communication through the development and use of a common communications plan, interoperable communications processes, and systems that include voice and data links. Integrated communications provide and maintain information sharing, situational awareness and connectivity between incident resources, multiple agencies, and levels of government.

The principles of communications and information management support incident and EOC managers in maintaining a constant flow of information during an incident. The key principles are Interoperability; Reliability, Scalability, and Portability; Resilience and Redundancy; and Security.

### Notification and Assessment

When the GHCEM Duty Officer is notified of a pending emergency or disaster situation, they shall determine whether the scope and scale of the incident warrants activating the EOC. In addition, an incident commander of an emergency response agency may request activation of the EOC to support incident response and recovery.

### Warning

The county relies on the hazard warning capabilities of federal and state government, industry, and the media. Citizens are expected to be aware of a hazardous situation for which there is significant media attention, such as severe weather or flooding.

When there is a demonstrated need, particularly if timeliness is critical to protect life and property, the county may supplement existing warning systems. Supplemental measures will depend on the nature of the hazard, the quality and quantity of information available, resources available, media attention, and other situational factors. Supplemental measures shall focus on enhancing or amplifying the information being provided through existing sources and to the extent practical upon participatory systems activated at the neighborhood or community level.

### Public Information

It is essential that accurate, timely and consistent information be disseminated to the public when the EOC is activated. County departments and offices shall coordinate the development and dissemination of all disaster-related public information through the EOC's Public Information Officer, or Joint Information Center/System, if activated according to ESF #15.

*Grays Harbor County Emergency Alerts*

Grays Harbor County Emergency Management contracts a service to provide emergency alerts to residents and visitors of Grays Harbor County. Emergency Alerts may be sent in a variety of formats as outlined in ESF #2 and executed in ESF #15. When Emergency Alerts are sent, they are sent with consideration to Limited English Proficiency language groups.

**Limited English Proficiency**

Sufficient assets are mobilized during emergencies or disasters to provide accurate, coordinated, and timely life safety information to impacted individuals with limited English proficiency (LEP). The LEP language groups considered a significant population segment for Grays Harbor County is Spanish.

## Responsibilities

The goal is to work together, reviewing plans, agreements, and operational initiatives to ensure the whole community can build, sustain, and improve their capability to prepare for, protect against, respond to, recover from, and mitigate all hazards.

### Responsibilities of Grays Harbor County

#### Legislative Authority

The Board of County Commissioners (BOCC) of Grays Harbor County has the legislative authority is responsible for:

- **Emergency Management:** This includes participation in the emergency management program and CEMP by providing direction to personnel for the development of emergency preparedness, response and recovery programs.
- **Proclamation of an Emergency:** Doing so activates appropriate parts of the CEMP and certain emergency powers. The legislative authority must proclaim an emergency before requesting state and federal assistance.
- **Local Government Resources:** The BOCC ensures that all available local government resources are used to the maximum extent possible in responding to the needs of the community during a crisis.
- **Emergency Expenditures:** The BOCC authorizes the expenditure of funds need to mitigate or prevent disasters, to protect health and safety of people and property, and to provide assistance to disaster victims as appropriate.

#### Chair of BOCC

This person acts for the legislative body as the single point of contact for emergency policy decisions and as otherwise empowered. The primary duty is to serve as a liaison between jurisdictions at the policy level with regard to issues of joint interest.

#### Emergency Management Director/Sheriff

The Director of Emergency Management shall be appointed by the Board of County Commissioners. The Grays Harbor County Sheriff is the current Grays Harbor County Emergency Manager. The Sheriff establishes and maintains emergency response capabilities, including planning, staff training, development of incident facilities and the dissemination and implementation of plans, i.e. CEMP. The general duties of the Emergency Management Director shall be as follows:

- Prepare a Comprehensive Emergency Management Plan (CEMP) for the county that conforms to the state emergency management plan.
- Control and direct the efforts of Grays Harbor County's emergency management organization.



- Direct coordination and cooperation between divisions, services, and staff of the emergency management organization of this county and resolve questions of authority and responsibility that may arise among them.
- Represent the Grays Harbor County emergency management organization in all dealings with public or private agencies pertaining to emergency management and disaster preparedness and response.
- Prepare an annual budget for the Board of County Commissioners to adopt.

### Responsibilities of Grays Harbor County Departments/Offices

All governmental entities and county departments have disaster management responsibilities in addition to their routine duties. County Departments/Offices should develop written plans, policies, and procedures outlining their organization's actions during an emergency. Each organization is responsible for publishing, distributing, training their staff, exercising that plan, and ensuring it is current. In order to carry out their responsibilities, each department director/elected official is responsible to:

- Establish an emergency organization within the department/office, ready and capable of fulfilling disaster missions, as provided in this plan.
- Appoint division liaisons and alternates to coordinate with Emergency Management in the development and maintenance of this plan and department procedures.
- Establish a policy to allow for 24-hour contact to activate department responsibilities.
- Establish policy and procedures for the identification and preservation of essential department records.
- Establish policy and procedures for documentation of disaster costs and establishing administrative methods to keep accurate disaster expenditure records.
- Maintain an updated inventory of departmental personnel, facilities, and equipment resources.
- Establish policy and procedures for departmental chain of command and succession of authority.

In the event of a disaster or major emergency, each county department/ office is responsible for the following:

- Assessing the impact of the event on departmental personnel, clients, facilities, equipment, and capabilities.
- Coordinating resources through the activated EOC.
- Keeping accurate records of costs, expenditures, overtime, repairs, and other disaster related expenses.
- Working to restore department non-emergency service and capabilities as soon as possible.
- Reporting assessment information to Emergency Management on a continuing basis.

When necessary, additional responsibilities will be assigned to offices and departments within Grays Harbor County. The following Grays Harbor County departments/offices and organizations are assigned specific disaster responsibilities in this plan based upon mandated functions and/or capabilities. Specific anticipated responsibilities for the offices and departments within Grays Harbor County are outlined.

#### Assessor's Office

- Provide for the re-evaluation of property, land, and buildings, which have been damaged or destroyed by a disaster.
- Provide trained personnel to complete damage assessment as part of the Local, State, Federal Damage Assessment Team following a disaster.
- Process applications for "Taxpayers Claim for Reduction of Assessment on Destroyed Real or Personal Property," pursuant to RCW 36.21.080, Chapter 84.70, information form Rev. 64 0003.
- Compile private property information as required in Disaster Analysis Report for forwarding reports to State Division of Emergency Management functions during emergencies/disasters.
- Provide staff and vehicles, as available and required, to support Emergency Management functions during emergencies/disasters.

#### Auditor's Office

- Provide for the identification and preservation of essential records.
- Ensure disaster related expenditures are made in accordance with applicable laws and regulations.
- Provide staff to support Emergency Management functions during emergencies/disasters as required.

#### Board of County Commissioners

The County Commissioners are responsible for all policy relating to disaster management.

- Provide overall direction and control of county emergency management activities by maintaining liaison with the EOC and evaluating the emergency situation.
- Declare local emergency when necessary.
- Declare the County a disaster area and formally request state and/or federal assistance through the governor when necessary.
- Complete ordinances to establish policies or regulations necessary for public safety under emergency conditions.
- Appropriate funds to fill emergency needs in accordance with RCW 36.40.180 and RCW 38.52.070(b).
- Following the crisis period, establish priorities for immediate and long-term restoration of services and damage repair.

### Board of Health

- Ensure that appropriate local public health policy is in place to support public health emergency response.
- Evaluate the public health response with regard to existing policy and ensure that appropriate policy changes are made where necessary.

### Central Services

- Provide guidance and direction for protection of computer hardware and software.
- Provide hardware and standard software support for the EOC.
- Provide liaison to the EOC to maintain or adjust telephone and computer configurations to support the County's information needs, including Internet access.
- Provide mapping and charting services in support of emergency operations.
- Develop and maintain appropriate plans and procedures to ensure, to the extent practicable, the integrity of the telephone system.
- Provide for the protection and restoration of essential county data.
- Restore and maintain telephone, computer, and mail services for county government.
- Provide mainframe, network, and PC computers to support Administrative and Finance responsibilities.
- Provide damage assessment of critical county computer services/ equipment.
- Provide or coordinate emergency repairs to computers.
- Provide emergency replacement of computer and business equipment.

### Clerk of the Court

- Coordinate security and safe keeping of Superior Court records.
- Provide staff to support emergency court operations during emergencies as required.
- Coordinate restoration of services of the Clerk's office in support of court operations.

### Coroner

In the State of Washington, the examination, identification, determination of cause of death, and release of bodies of disaster fall within the jurisdiction of the coroner or medical examiner.

- Acting in concert with law enforcement to coordinate the orderly recovery, identification, and proper processing of remains, and arrange for ultimate release for internment.
- Make death notification to next of kin. The coroner will provide guidance on delegation process.
- Ensure security of personal effects of victims.
- The county coroner may request supplemental assistance for the identification, movement, storage, and disposition of the dead if local resources are exceeded. Such requests are made to the state, federal government, or military through the Emergency Management or the State Department of Health.

### Courts (Superior, District, and Juvenile Court Services)

- Develop internal contingency plans as necessary for the continuation of court services and functions.
- Provide for the identification and preservation of essential court records.

### Emergency Management

- Provide coordination among local, state, federal, private, and volunteer organizations pertaining to emergency management activities and resolve questions of authority or responsibility that may arise among them.
- Upon proper notification, activate the EOC to coordinate disaster response activities during a disaster or emergency. The EOC can be a joint operation between county and city operations. Local city government are responsible for actions in its own area of jurisdiction.
- Register emergency workers in accordance with RCW 38.52 and coordinate with State EMD for liability protection during an incident. This process may include the expedient registration of emergency workers at the disaster site.
- Coordinate requests for emergency assistance.
- Provide the most current and up to date information to the general public before, during, and after emergencies to reduce speculation and rumors.
- Coordinate the need for the enactment of emergency ordinances with local agencies such as Environmental Health, Public Health, Grays Harbor County Sheriff's Office, and the Board of County Commissioners.
- Coordinate with the Grays Harbor County Sheriff's Office, fire services, and/or the Public Health Officer to identify areas for evacuation and assist in the implementation and notification of process.
- Coordinate with E9-1-1 Communications on road closures, evacuations, and instructions to citizens.

### Environmental Health

- Regulate and inspect consumable foods and food production at the point of consumption in areas affected by the disaster.
- Monitor the potable water supply to ensure it is potable and quality is maintained.
- Detect and identify possible sources of contamination dangerous to the general physical and mental health of the community.
- Serve in an advisory capacity to Emergency Management, Law Enforcement, and Fire Services in determining the need for evacuation based on the presence of substances creating an immediate health threat.
- Involved in the identification, disease testing, and control of small animal, insect, and rodent populations that increase under disaster conditions and prevent potential or actual public health hazards.
- Provide systematic inspection of health hazards in damaged buildings.

- Provide technical advice for emergency sewage disposal.
- In coordination with Emergency Management, develop and release public health statements advising of safety precautions to be observed.
- Provide coordination for support to water purveyors in the restoration of potable water services.
- Assess environmental damage as pertains to human health.
- If incident command is assumed by Public Health, the Environmental Health staff will function as part of the Public Health Operations Center and take direction from the Public Health Incident Commander or designee.

#### Equipment Rental & Revolving Fund (ER&R)

- Maintain communication systems as necessary to support emergency response operations, rescue, and evacuation.
- Coordinate fuel needs for transportation, communications, emergency operations, and other critical ER&R facilities.
- Maintain vehicles, as necessary, to support emergency response, rescue, and evacuation.
- Rent equipment and purchase materials necessary to complete emergency repairs.

#### Facility Services

- Coordinate damage assessment for county buildings and facilities.
- Coordinate post disaster safety evaluations of county buildings and facilities.
- Provide for emergency repair of the EOC to the extent such repair will keep the center operational.
- Coordinate emergency repair or relocation of county facilities as determined necessary.
- Identify county properties that can serve as temporary mass care tent sites.
- In coordination with Emergency Management, arrange for facilities, furnishings, and equipment to support a Disaster Recovery Centers.
- Locate and lease office space for critical functions if normal space is unusable.
- Develop and maintain means to expeditiously post warning information on all affected county buildings.

#### Fairgrounds

- Provide staging, storage, sorting, distribution, and assembly facilities.
- Provide site for mass evacuation when necessary.

#### Planning and Building

- Provide technical information on damaged structures.
- Serve as the lead agency for the inspection and declaration of unsafe buildings.
- Coordinate the construction of, or the provision of, expedient temporary shelters when conditions are such that they warrant this action to ensure shelters meet specified safety standards. Dependent on local circumstances, this may involve a mass movement of mobile homes and/or recreational vehicles in specific areas to provide temporary shelter.

- Act as the lead Agency for coordinating hazard mitigation activities as they relate to land use planning, natural resource management, the enforcement of codes, the inspection process, and the issuing of permits.

#### Prosecutor

- Provide for identification and preservation of essential records of the prosecutor's office.
- Review emergency agreements, contracts, ordinances, and related documents.
- Coordinate with the Courts for the provision of continuity of service.
- Act as legal advisor to MAC Group or Policy Group.

#### Public Health

- Provide and coordinate comprehensive assessments of disaster impact on the continuity of essential public health services, including an evaluation of special assistance required to meet unique public health needs.
- Coordinate emergency health support specific to control of communicable diseases, emergency food service, and sanitation needs.
- Direct preventive medical/health service programs that may escalate under disaster conditions to mitigate public health hazards.
- Serve in an advisory capacity to Emergency Management, Law Enforcement, and Fire Services in determining the need for evacuation based on the presence of substances creating an immediate health threat.
- In coordination with Emergency Management, develop and release public health statements advising of safety precautions to be observed.
- Assess the public health threat or potential of incidents.
- Recommend evacuation areas to provide public safety from incidents causing contamination.
- Distribute health fact sheets to media, the public, and on-site workers.

#### Public Works

Public Works will maintain internal systems for the repair and restoration of essential services, vital facilities, and infrastructure under emergency/disaster conditions. Priority will be given to the restoration of utilities to critical and essential facilities.

- Provide equipment/personnel, as available, to assist with heavy rescue operations during a life endangering situation.
- Provide inspection of roads, bridges, and county-operated utilities to determine damage and safety.
- Remove debris from roadways to permit vehicle access or movement and temporary repair of lightly damaged roads and bridges.
- Provide equipment and personnel for flood control operations on public property within the county.

- Provide additional personnel, as available, to assist with traffic control during emergency evacuations.
- Provide quantities of sand/dirt, as needed, for dike building purposes sandbagging operations, or for absorption or containment of chemicals/hazardous materials spills in accordance with ESF #10.
- Provide initial damage estimates to Emergency Operations Center on public works facilities.
- Coordinate the compilation of disaster response and recovery related labor, equipment, materials, and service costs for post-disaster reporting purposes.
- Provide for debris and garbage disposal operations.
- Responsible for storm and surface water issues.

#### Risk Management

- Responsible for county building and facility evacuation/emergency plans.
- Coordinate mitigation and safety activities for county employees and citizens occupying county facilities.
- Review emergency contracts for county liability exposure considerations.

#### Sheriff

- Provide for the identification and preservation of essential law enforcement records.
- Assist in the warning process by relaying warning information.
- Support EOC operations with law enforcement information.
- Evacuate persons from threatened or impacted areas.
- Provide direction and control for wilderness and urban search and rescue operations and coordination of organized volunteer units during disaster operations.
- Control access to the disaster area including roadblocks, as required.
- Enforce emergency regulations, ordinances, or orders enacted by the Board of County Commissioners, Board of Health, and Health Officer.
- Provide for crowd control/looting control.
- Designate and provide an individual representing the Sheriff's Office to serve as liaison in the EOC to coordinate law enforcement or search and rescue operations.
- Provide building security to the county EOC, as necessary, during disaster operations.
- Assume responsibility for the development of law enforcement operational procedures that adequately address assigned functions and establish operational priorities.
- Develop internal disaster plans and procedures for the Grays Harbor County Jail.
- Coordinate with the Prosecutor and the Courts on the continuity of court operations
- Provide food services from the jail kitchen for EOC staff during 24-hour operations.
- Monitor all expenditures and use of resources of the Sheriff's Office to facilitate documentation of the overall disaster costs for possible reimbursement.

Treasurer

- Execute emergency procedures to ensure continuity of collecting taxes on behalf of the county and junior taxing districts.
- Manage county financial affairs.

In addition to the tasks outlined above, Grays Harbor County Departments/Offices will play essential roles within Emergency Support Functions (ESF)s as outlined below.

P – Primary S – Support	ESF #1	ESF #2	ESF #3	ESF #4	ESF #5	ESF #6	ESF #7	ESF #8	ESF #9	ESF #10	ESF #11	ESF #12	ESF #13	ESF #15
<b>Grays Harbor County Department</b>														
<b>Assessor</b>														
<b>Auditor</b>														
<b>Central Services / GIS</b>		P												
<b>Clerk</b>														
<b>Commissioners</b>								P						
<b>Coroner</b>								P						
<b>District Court 1</b>														
<b>District Court 2</b>														
<b>Emergency Management</b>	S	P	S	S	P	P	P	S	P	P	S	S	S	P
<b>Environmental Health</b>		P				S		P		S	P			
<b>ER &amp; R</b>														
<b>Facility Services</b>														
<b>Fair and Event Center</b>														
<b>Forestry</b>											S			
<b>Health Department</b>						P		P		S	S			
<b>Juvenile</b>														
<b>Management Services</b>														
<b>Planning/Building</b>										S				
<b>Prosecutor</b>														
<b>Superior Court</b>														
<b>Public Services</b>	P		P				P			S			P	
<b>Sheriff</b>	P								P	P				
<b>Treasurer</b>														



## Responsibilities of Local Governments/Committees

Responsibilities for organizations not part of Grays Harbor County government are voluntary.

## Participating Agencies and Organizations

These agencies and organizations provide appropriate staff and resources in times of emergencies or disasters; participate in training and exercises; provide representatives to the incident management teams as a point of contact during emergencies; and commit agency workers, equipment and resources in the cooperative effort.

## E9-1-1 Communications

- Accept, process, and dispatch emergency calls for fire, law enforcement, or medical emergencies throughout Grays Harbor County.
- Document emergency calls.
- Serve as the primary warning point for the National Warning System (NAWAS) and notify Emergency Management personnel in accordance with procedures.
- Develop and maintain back-up Public Safety Answering Point and coordinate re-establishment of the 911 System if disrupted by a disaster.
- Communicate with the EOC on an informational basis on any matter having an impact on the current emergency or potential emergency.

## Emergency Management Planning Committee (EMPC)

An Emergency Management Planning Committee was established to help facilitate and provide guidance to Emergency Management staff on emergency management issues in Grays Harbor County.

The Emergency Management Planning Committee shall consist of representatives from:

- City of Aberdeen
- City of Cosmopolis
- City of Elma
- City of Hoquiam
- City of McCleary
- City of Montesano
- City of Oakville
- City of Ocean Shores
- City of Westport
- Grays Harbor County Sheriff
- Grays Harbor County Emergency Management (GHC EM)
- Grays Harbor Fire Districts
- Grays Harbor E9-1-1 Communications
- Quinault Indian Nation
- Confederated Tribes of the Chehalis Reservation

The Emergency Management Planning Committee will meet on a regular basis to address pertinent issues.

### Fire Services

Local fire response districts have primary responsibility for the suppression and control of fires within their respective fire protection jurisdictions, and for support to other fire protection districts if mutual aid agreements are in place. Additional functions of fire service personnel under this plan include:

- Provide First Aid, Transportation, Basic Life Support (BLS), and Advanced Life Support (ALS) services in response to injured persons to include medical triage at mass injury sites.
- Provide personnel and equipment as available to assist law enforcement with evacuation, traffic control, roadblocks, and patrol of damaged areas.
- Assist Emergency Management with warning relay.
- Provide initial response to and evaluation of hazardous materials incidents, and coordinate with proper authorities for response and/or assistance.
- Participate in, or support, the State Fire Mobilization Plan.
- During flooding, provide emergency response assistance such as pumps, sandbagging, evacuation, and limited property protection to private and public agencies within departmental capabilities.

### Law Enforcement

General law enforcement problems are compounded by disaster related community disruption. Under disaster conditions law enforcement activities are the responsibility of the law enforcement agency with jurisdiction.

Law enforcement units supplied by other levels of government will remain under the command of their respective agency; however, they will coordinate with and serve at the pleasure of the requesting jurisdiction. Expanded Police Powers Act of 1983, RCW Chapter 10, empowers local law enforcement agencies to enter into letters of consent with law enforcement agencies in other jurisdictions commissioning officers to carry out law enforcement functions in another jurisdiction.

### Schools

- Develop district building hazard mitigation and emergency response plans in accordance with state and district policy.
- Provide facilities for public shelter through agreements with the American Red Cross or other community groups.
- Provide school situation reports to the EOC.
- Provide damage assessment reports to the EOC from field observations.

### Cities

- Develop hazard mitigation and emergency response plans in accordance with state policy.

- Provide situation reports to the EOC.
- Provide damage assessment reports to the EOC from field observations.
- Provide a liaison to the EOC when requested.
- Track public damage and response costs and submit through the EOC to state and federal programs, if eligible and available.
- Coordinate recovery efforts with long-term development and hazard mitigation plans within the county.

## Administration

### Documentation

Grays Harbor County is required to designate, secure and protect essential records needed in an emergency and for the reestablishment of normal operations after an emergency using a method approved by the state archivist in accordance with RCW 40.10.010. Grays Harbor County may coordinate the protection of essential records with the state archivist as necessary to provide continuity of government under emergency conditions.

The county is required to maintain information concerning the nature, magnitude, and impact of a disaster or emergency. This information allows for evaluating and providing the most efficient and appropriate distribution of resources and services during the response to and recovery from a disaster or emergency. Grays Harbor County and participating jurisdictions provide these reports including, but not limited to:

- Situational Reports.
- Proclamations of Emergency and requests for Proclamations of Emergency.
- Requests for Assistance.
- Costs/Expenditures Reports.
- Damage Assessment Reports
- After Action Reports.

Records will be kept in such a manner to separately identify incident related expenditures and obligations from general programs and activities of local jurisdictions or organizations. Complete and accurate records are necessary to document requests for assistance, for reimbursement under approved applications pertaining to declared emergencies or major disasters, and for audit reports.

### Retention

Grays Harbor County will retain records in accordance with the Washington State Secretary of State. The Washington State Archives publishes a retention schedule for documentation that will be followed by Grays Harbor County.

### Preservation

Local government offices may coordinate the protection of their essential records with the state archivist as necessary to provide continuity of government under emergency conditions pursuant to RCW 40.10.010.

## Finance

Emergency expenditures are not normally integrated into the budgeting process of Grays Harbor County and local jurisdictions. Nevertheless, events occur on a periodic basis requiring substantial and necessary unanticipated obligations and expenditures. Local jurisdictions requesting assistance should assume the resources requested will need to be paid out of local funding. Local jurisdictions may incur disaster-related obligations and expenditures in accordance with the provisions of RCW 38.52.070(2), applicable state statutes and local codes, charters, and ordinances, which may include but are not limited to the following:

- Emergency expenditures for cities with populations less than 300,000. RCW 35.33.081.
- Emergency expenditures for towns and cities with an ordinance providing for a biennial budget. RCW 35.33.081.
- Emergency expenditures for code cities. RCW 35A.33.080 and RCW 35A.34.140.
- Emergency expenditures for counties. RCW 36.40.180.

The Federal Emergency Management Agency (FEMA) requires that state and local governments receiving federal financial assistance under the Stafford Act comply with FEMA's rules prohibiting discrimination, as provided in 44 Code of Federal Regulation (CFR) § 206.11. As a result of this federal requirement, state, and local governments seeking to receive federal disaster assistance will follow a program of non-discrimination and incorporates FEMA's Whole Community approach. This requirement encompasses all state and local jurisdiction actions to the Federal/State Agreement.

All personnel carrying out federal major disaster or emergency assistance functions, including the distribution of supplies, the processing of applications, and other relief and assistance activities, shall perform their work in an equitable and impartial manner, without discrimination on the grounds of race, religion, sex, color, age, economic status, physical and sensory limitations, Limited English Proficiency (LEP), or national origin.

As a condition of participation in the distribution of assistance or supplies under the Stafford Act, government bodies and other organizations shall provide a written assurance of their intent to comply with regulations relating to nondiscrimination promulgated by the President or the administrator of the Federal Emergency Management Agency (FEMA), and shall comply with such other regulations applicable to activities within an area affected by a major disaster or emergency as the administration of FEMA deems necessary for the effective coordination of relief efforts.

The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The PETS Act is operational when a federal disaster declaration is made and can provide reimbursement for allowable, documented services used in the declared emergency. Eligible costs related to pet evacuations and sheltering is in FEMA's Public Assistance Program and Policy Guide (PAPPG).

## Incurred Costs Tracking

### Cost Recovery

Disaster-related expenditures and obligations of state agencies, local jurisdictions, and other organizations may be reimbursed under a number of federal programs. The federal government may authorize reimbursement of approved costs for work performed in the restoration of certain public facilities after a major disaster declaration by the President of the United States under the statutory authority of certain federal agencies.

### Federal Assistance Programs

#### *Public Assistance (PA) Program*

FEMA's Public Assistance (PA) grant program provides federal assistance to government organizations and certain private nonprofit (PNP) organizations following a Presidential disaster declaration. PA provides grants to state, tribal, territorial, and local governments, and certain types of PNP organizations so that communities can quickly respond to and recover from major disasters or emergencies. Through the program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly-owned facilities, and the facilities of certain PNP organizations. The PA program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process. The federal share of assistance is not less than 75 percent of the eligible cost. The Recipient (usually the state) determines how the non-federal share (up to 25 percent) is split with the subrecipients (eligible applicants).

#### *Individual Assistance (IA) Program*

FEMA provides assistance to individuals and households through the Individual Assistance Program, which includes all of the following:

- Mass Care and Emergency Assistance (MC/EA);
- Crisis Counseling Assistance and Training Program (CCP);
- Disaster Unemployment Assistance (DUA);
- Disaster Legal Services (DLS);
- Disaster Case Management (DCM); and
- Individuals and Households Program (IHP).
- IHP is comprised of two categories of assistance: Housing Assistance (HA) and Other Needs Assistance (ONA).

#### *Small Business Administration Loans*

The U.S. Small Business Administration (SBA) offers disaster assistance in the form of low interest loans to business, nonprofit organizations, homeowners, and renters located in regions affected by declared disasters. SBA also provides eligible small business and nonprofit organizations with working capital to help overcome the economic injury of a declared disaster.

SBA may be available following disasters. In the event that Grays Harbor County is part of a declared emergency for SBA, the GHC EOC will notify the public in accordance to ESF #15, when activated.

### **State Assistance Programs**

#### *Public Assistance (PA) Program*

The Public Assistance (PA) State Administrative Plan (SAP) provides procedures used by the Military Department, Emergency Management Division staff (as Grantee) to administer the Public Assistance Program. Audits of state and local jurisdiction emergency expenditures will be conducted in the normal course of state and local government audits. Audits of projects approved for funding with federal disaster assistance funds are necessary to determine the eligibility of the costs claimed by the applicant.

#### *Individual Assistance (IA) and Other Needs Assistance (ONA) Programs*

The Individual Assistance (IA) State Administrative Plan (SAP) for the Other Needs Assistance (ONA) Program is used by the State Emergency Management Division staff (as Grantee) to administer the Individual Assistance Program. The IA SAP sets forth the organization, staffing, and procedures for administration of the Individuals and Households Program, Other Needs Assistance, in Washington State subsequent to a major disaster declaration by the President.

## Logistics and Resource Management

NIMS resource management guidance enables many organizational elements to collaborate and coordinate to systematically manage resources—personnel, teams, facilities, equipment, and supplies. Most jurisdictions or organizations do not own and maintain all the resources necessary to address all potential threats and hazards. Therefore, effective resource management includes leveraging each jurisdiction’s resources, engaging private sector resources, involving volunteer organizations, and encouraging further development of mutual aid agreements.

### Resource Typing

Resource typing is defining and categorizing incident resources by capability. Resource typing definitions establish a common language for discussing resources by defining minimum capabilities for personnel, teams, facilities, equipment, and supplies. Resource typing enables communities to plan for, request, and have confidence that the resources they receive have the capabilities they requested. FEMA leads the development and maintenance of resource typing definitions for resources shared on a local, interstate, regional, or national scale. Grays Harbor County uses these definitions to categorize local assets.

### Emergency Worker Program

RCW 38.52 authorizes the use of emergency workers as outlined in state law. “Emergency Worker” is defined in RCW 38.52.010(7), while provision addressing the registration, use, classification and coverage of emergency workers are addressed by RCW 38.52.180, RCW 38.52.310 and WAC 118.04.

The Washington State Emergency Operations Center (SEOC) may issue mission numbers (Disaster Incident, Search and Rescue, or Evidence Search Number Series) to Grays Harbor County for emergency management incidents, disasters, or search and rescue operations. The mission will be used by all county response for the duration of the incident and the recovery period.

Equipment and vehicles should only be used by trained, qualified personnel. Personal property which is not relevant to the mission will not be considered for compensation coverage. When local jurisdictions engage in repair or restoration of damaged facilities as part of their emergency response, some of the normal bidding, contracting, permitting, and regulatory requirements may not apply or may provide for streamlined process. Examples include:

- Emergency work impacting waters of the state, such as bridge repairs, triggers an expedited process for hydraulic project permits. RCS 77.55.011(7) – (8) and RCW 77.55.021 (12) – (15).
- Emergency work within shorelines may be exempt from shorelines permits. RCW 90.58.030(3)(e)(iii) and WAC 173-27-040(2)(d).
- Emergency work may be exempt from environmental review under Ecology rules carrying out the State Environmental Policy Act. WAC 197-11-880.



Even when regulatory statutes or rules provide exemptions for emergency work, those exemptions may apply only to repair of existing facilities or restoration of facilities to their pre-disaster condition. Emergency construction of new facilities or expansion of or addition to an existing facility may require regulatory permits and environmental review.

Many structures, archaeological sites, or properties of historical significance are protected by law. Statutes protecting Native American Indian cultural resources do not contain clear exemptions for emergency work that could impact such resources. Consult RCW 27.53 for additional guidance on this subject. Non-time critical missions and recovery actions affecting such protected areas will be coordinated with the Department of Archaeology and Historic Preservation.

### Procurement Methodology

The Washington Intrastate Mutual Aid System (WAMAS), established in RCW 38.56, provides for in-state mutual assistance among member jurisdictions, to include every county, city, and town of the state. Federally recognized tribal nations located within the boundaries of the state, may become a member upon receipt, by the Washington State Military Department, of a tribal government resolution declaring its intention to be a member of WAMAS. Members of WAMAS are not precluded from entering into or participating in other mutual aid agreements that are authorized by law. WAMAS does not replace current mutual aid agreements; it is a mutual aid tool to use when other agreements do not exist.

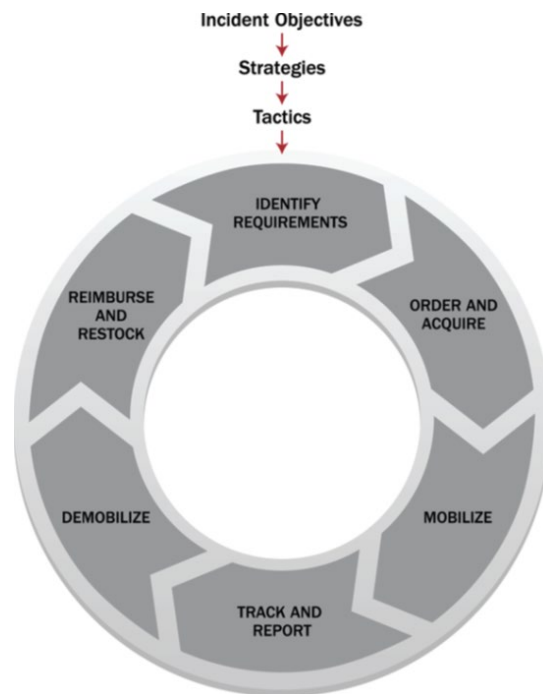
Out-of-state mutual aid resources are requested through the Emergency Management Assistance Compact (EMAC), established in Public Law 104-321, or the Pacific Northwest Emergency Management Arrangement (PNEMA), established in Public Law 105-381, both coordinated through Washington Emergency Management Division.

Grays Harbor County, as well as some political subdivisions within Grays Harbor County, have signed into the Washington State Homeland Security Region 3 Omnibus Agreement. This Omnibus Agreement establishes mutual interest to facilitate and encourage assistance among members within Grays Harbor, Lewis, Mason, Pacific, and Thurston Counties. In the event of an emergency, this Omnibus Agreement enables the members of the agreement to provide assistance to each other as requested.

Resources should deploy only when appropriate authorities request and dispatch them through established resource management systems. Resources that authorities do not request should refrain from spontaneous deployment to avoid overburdening the recipient and compounding accountability challenges.

Resource requests are tracked throughout their entire life cycle, from the time submitted, until filled (if consumable) or until the resource is demobilized and returned (if non-consumable). Supply chain elements, such as state and local staging areas, reception and integration centers, movement coordination centers, and movement control points activate as appropriate to the

situation. State and local staging areas serve as temporary storage areas for the movement of resources to affected areas. Reception and integration centers provide reception, integration, onward movement, and accountability for out-of-state resources.



### Demobilization

At the point of demobilization within an incident, all non-consumable items procured through the logistics section should be returned to original ownership. If items had to be purchased through the response, they need to be documented and track in accordance with reimbursement funding agreements and applicable County Policies.

### Resource Gaps

Comprehensive and integrated planning can help other levels of government plan their response to an incident within a jurisdiction. By knowing the extent of the jurisdiction’s capability, supporting planners can pre-identify shortfalls and develop pre-scripted resource requests. The primary source for identifying resource gaps within Grays Harbor County in the Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) processes.

## Development and Maintenance

### Planning Process

Planning is a continuous process that does not stop when the plan is published. The planning team develops a rough draft of the basic plan or annexes. As the planning team works through successive drafts, they add necessary tables, charts, and other graphics. The team prepares a final draft and circulates it for comment to organizations that have responsibilities for implementing the plan. The written plan should be checked for its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice. Once validated, the planning team presents the plan to the appropriate officials for signature and promulgation. The promulgation process should be based on specific statute, law, or ordinance. Once approved, the planner should arrange to distribute the plan to stakeholders who have roles in implementing the plan.

### Review Process

Commonly used criteria can help decision makers determine the effectiveness and efficiency of plans. These measures include adequacy, feasibility, and acceptability. Decision makers directly involved in planning can employ these criteria, along with their understanding of plan requirements, not only to determine a plan's effectiveness and efficiency but also to assess risks and define costs.

*Adequacy* – a plan is adequate if the scope and concept of planned operations identify and address critical tasks effectively; the plan can accomplish the assigned mission while complying with guidance; and the plan's assumptions are valid, reasonable, and comply with guidance.

*Feasibility* – a plan is feasible if the organization can accomplish the assigned mission and critical tasks by using available resources within the time contemplated by the plan. The organization allocates available resources to tasks and tracks the resources by status (e.g., assigned, out of service). Available resources include internal assets and those available through mutual aid or through existing state, regional, or Federal assistance agreements.

*Acceptability* – a plan is acceptable if it meets the requirements driven by a threat or incident, meets decision maker and public cost and time limitations, and is consistent with the law. The plan can be justified in terms of the cost of resources and if its scale is proportional to mission requirements. Planners use both acceptability and feasibility tests to ensure that the mission can be accomplished with available resources, without incurring excessive risk regarding personnel, equipment, material, or time. They also verify that risk management procedures have identified, assessed, and applied control measures to mitigate operational risk (i.e., the risk associated with achieving operational objectives).

*Completeness* – a plan is complete if it:

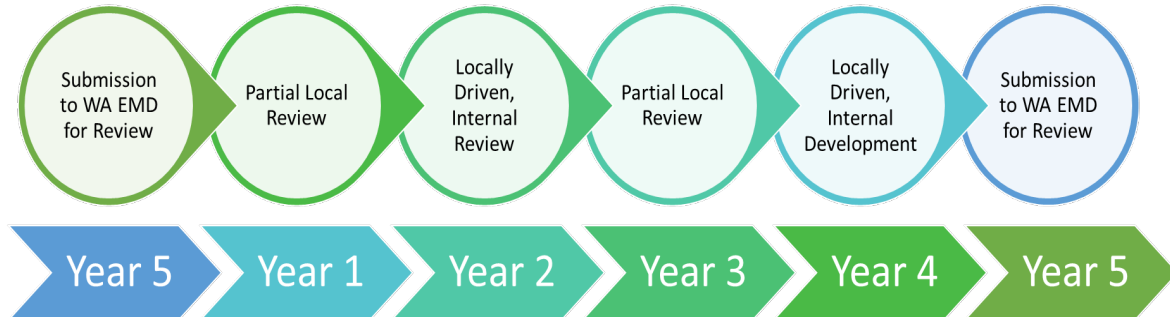
- Incorporates all tasks to be accomplished;
- Includes all required capabilities;

- Integrates the needs of the general population, children of all ages, individuals with disabilities and others with access and functional needs, immigrants, individuals with limited English proficiency, and diverse racial and ethnic populations;
- Provides a complete picture of the sequence and scope of the planned response operation;
- Makes time estimates for achieving objectives; and
- Identifies success criteria and a desired end-state.

*Compliance* – the plan should comply with guidance and doctrine to the maximum extent possible, because these provide a baseline that facilitates both planning and execution.

### Revision Process

Plans should evolve as lessons are learned, new information and insights are obtained, and priorities are updated. Evaluating the effectiveness of plans involves a combination of training events, exercises, and real-world incidents to determine whether the goals, objectives, decisions, actions, and timing outlined in the plan led to a successful response. Planning teams should establish a process for reviewing and revising the plan. Reviews should be a recurring activity. In no case should any part of the plan go for more than two years without being reviewed and revised.



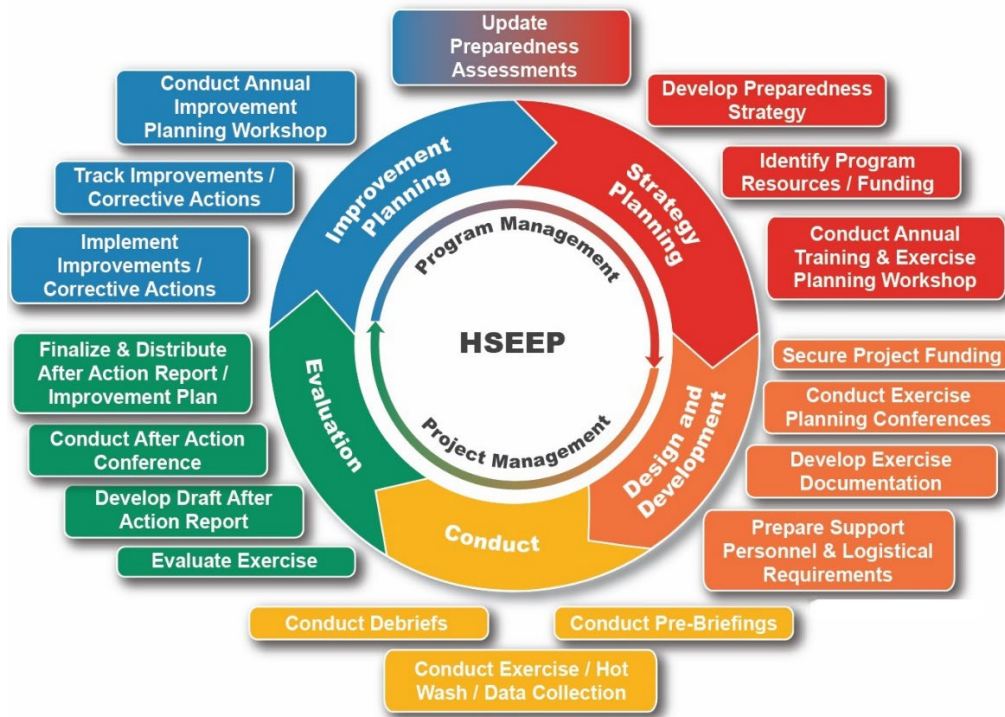
### Maintenance Schedule

The *CEMP Basic Plan* will be revised at a minimum of every five years from the date of last publication. Emergency Support Functions (ESFs) and other Annexes will also be revised on a staggered five-year cycle. Following an After Action Review (AAR), new legislation, or legal issue which identifies the need for changes within this CEMP, changes may be made and recorded within the Record of Changes.

### Training & Exercise Program

Through the implementation of the Homeland Security Exercise and Evaluation Program (HSEEP), organizations can use training and exercises to improve current and required Core Capability levels, identify gaps, and overcome shortfalls. A Capabilities Assessment provides and gap

analysis, by Core Capability, for each desired outcome and capability target; each of the Homeland Security Regions is required to complete an assessment. After the Capabilities Assessment is completed, it is referenced to determine the priority capabilities for training and exercise planned activities and should be coordinated with the Training and Exercise Plan (TEP) of the state. Grays Harbor County participates in the Washington State Homeland Security Region 3 Integrated Preparedness and Planning Workshop (IPPW). Once the Region has the capabilities assessment and gaps identified, it is then presented to the State-Wide IPPW.



### Training Program

#### Credentialing

Nationally standardized criteria and minimum qualifications for positions provide a consistent baseline for qualifying and credentialing the incident workforce. Along with the job title and position qualifications, the position task book (PTB) is a basic tool that underpins the NIMS performance-based qualification process. PTBs describe the minimum competencies, behaviors, and tasks necessary to be qualified for a position. PTBs provide the basis for a qualification, certification, and credentialing process that is standard nationwide.

#### Exercise Program

Applying the following principles to both the management of an exercise program and the execution of individual exercises is critical to the effective examination of capabilities:

*Guided by Elected and Appointed Officials* – provide the overarching guidance and direction for the exercise and evaluation program as well as specific intent for individual exercises.

*Capability-based, Objective Driven* – through HSEEP, organizations can use exercises to examine current and required core capability levels and identify gaps; exercises focus on assessing performance against capability-based objectives.

*Progressive Planning Approach* – a progressive approach includes the use of various exercises aligned to a common set of exercise program priorities and objectives with an increasing level of complexity over time.

*Whole Community Integration* – encourage exercise planners to engage the whole community throughout exercise program management, design and development, conduct, evaluation, and improvement planning.

*Informed by Risk* – identifying and assessing risks and associated impacts helps organizations identify priorities, objectives, and core capabilities to be evaluated through exercises.

*Common Methodology* – enables organizations of divergent sizes, geographies, and capabilities to have a shared understanding of exercise program management, design and development, conduct, evaluation, and improvement planning; and fosters exercise-related interoperability and collaboration.

### After-Action Reporting Process

The After-Action Report (AAR) summarizes key exercise-related evaluation information, including the exercise overview and analysis of objectives and core capabilities; however, the AAR can also be used to capture and analyze key incident-related information throughout the phases of an incident. The AAR should include an overview of performance related to each exercise objective and associated core capabilities, while highlighting strengths and areas for improvement. Upon completion, the exercise evaluation team provides the draft AAR to the exercise sponsor, who distributes it to participating organizations prior to drafting a formal AAR. Elected and appointed officials, or their designees, review and confirm observations identified in the formal AAR and determine which areas for improvement require further action. Areas for improvement that require action are those that will continue to seriously impede capability performance if left unresolved.

Following an activation of the GHC EOC, the EOC will begin the process of gathering information and holding meetings in order to develop the AAR. If the EOC is not activated, the EOC may still assist in facilitating these meetings and information gathering. From there, the EOC will work with the affected agency(ies) on developing and publishing the AAR. When conducting an after-action review, local organization and joint local organizations must evaluate the effectiveness of communication of life safety information and must inform WA EMD of technological challenges which limited communications efforts along with identifying recommendations and resources needed to address those challenges.

Once the AAR is developed, it shall be distributed for comment to the responding agencies prior to its final publication. The final AAR will be stored at the EOC within the incident's documentation files.

#### **Corrective Action Program**

Corrective actions are concrete, actionable steps that are intended to resolve capability gaps and shortcomings identified in exercises or real-world events. In developing corrective actions, elected and appointed officials and/or their designees should first review and revise the draft AAR, as needed, to confirm that the issues identified by evaluators are valid and require resolution. The reviewer then identifies which issues fall within their organization's authority and assume responsibility for acting on those issues. Finally, they determine an initial list of appropriate corrective actions to resolve identified issues.

## Authorities and References

This plan is developed, promulgated, and maintained pursuant to the following local, state, and federal statutes, regulations, and directives:

### Local

- Mutual Aid Assistance Agreement for Fire Districts and Fire Departments (2004)
- Mutual Aid Agreement – Public Works Emergency Response Agreement (May 2002)
- Washington State Homeland Security Region 3 Omnibus Agreement

### State

- RCW 35.33, Budgets in Second and Third-Class Cities, Towns, and First-Class Cities Under Three Hundred Thousand
- RCW 36.40, Budget
- RCW 38.52, Emergency Management
- RCW 38.56, Intrastate Mutual Aid System
- RCW 39.34, Interlocal Cooperation Act
- RCW 40.10, Microfilming of Records to Provide Continuity of Civil Government
- RCW 42.14, Continuity of Government Act
- RCW 43.06, Governor
- RCW 43.43, Washington State Patrol – State Fire Service Mobilization
- RCW 70.05, Local Health Departments, Boards, Officers – Regulations
- RCW70.136, Hazardous Materials Incidents
- WAC118-30, Local Emergency Management/Service Organizations, Plans and Programs
- WAC296-824, Emergency Response

### Federal

- CFR Title 44, Emergency Management and Assistance
- 42 USC, Chapter 68, Disaster Relief
- Public Law 81-920, Federal Civil Defense Act of 1950, as amended
- Public Law 93-288, The Disaster Relief Act of 1974, as amended by Public Law 100-707 the Robert Stafford Disaster Relief and Emergency Assistance Act
- Public Law 99-499, Superfund Amendment and Reauthorization Act (SARA) of 1968, Title III, Emergency Planning and Community Right-to-Know Act (EPCRA)
- Public Law 107-296, Homeland Security Act of 2002

### Homeland Security Presidential Directives

- HSPD-1, Organization and Operation of the Homeland Security Council
- HSPD-2, Combating Terrorism Through Immigration Policies
- HSPD-3, Homeland Security Advisory System
- HSPD-4, National Strategy to Combat Weapons of Mass Destruction



- HSPD-5, Management of Domestic Incidents
- HSPD-6, Integration and Use of Screening Information
- HSPD-7, Critical Infrastructure Identification, Prioritization and Protection
- HSPD-8, National Preparedness
- PPD-8, National Preparedness, 2011

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEP	Limited English Proficiency
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission

UC	Unified Command
WAC	Washington Administrative Code
WEA	Wireless Emergency Alerts
WPS	Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Transportation*

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This document serves as Emergency Support Function #1 (ESF#1) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

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March 28, 2023

**GRAYS HARBOR COUNTY  
Transportation**

**Record of Revisions**

<b>Change #</b>	<b>Date Entered</b>	<b>Contents of Change</b>	<b>Initials</b>

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**Primary Agencies:**

Grays Harbor County Public Works  
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Municipal Police Departments  
Municipal Public Works Departments  
Port of Grays Harbor  
WA State Department of Transportation (WSDOT)  
Washington State Patrol (WSP)

**Support Agencies:**

Bureau of Indian Affairs  
Cascade natural Gas  
Confederated Tribes of the Chehalis Reservation  
Federal Aviation Administration  
Grays Harbor County (All Departments)  
Grays Harbor County Emergency Management (GHC EM)  
Grays Harbor PUD  
Grays Harbor Transit  
Local Timber Companies  
Municipalities (All departments and municipal airports)  
Puget Sound and Pacific Railroad  
Quinalt Indian Nation  
School Districts  
US Army Corps of Engineers  
US Coast Guard  
US Forest Service  
Washington State Department of Natural Resources (DNR)  
Washington State Parks and Recreation



Washington State Utilities and Transportation Commission

# Introduction

## Purpose

Emergency Support Function 1 Transportation (ESF #1) focuses on disruption of the countywide and regional transportation systems requiring inter-jurisdictional coordination and information sharing. Transportation disruptions can occur because of direct impacts upon the transportation infrastructure or from surges in requirements placed upon the transportation system by emergencies in other functional areas.

## Scope

The Countywide and regional transportation system consists of roads, bridges, transit, rail, airports, and seaports. Activities within the scope include:

- Coordinate transportation activities and resources during the response phase immediately following an emergency disaster.
- Facilitate damage assessments to establish priorities and determine needs of available transportation resources.
- Coordinate restoration and temporary repair of critical transportation facilities and systems during the recovery phase from an emergency or disaster, including transit, roads and bridges, rail, and airport and seaport operations.
- Coordinator local, state, and federal agencies; cities, special purpose districts; and private partners.

## Situation

The focus of the Grays Harbor County Emergency Operations Center (EOC) will be to support Incident Command and regional transportation response activities for emergencies and disasters that affect Grays Harbor County.

Impacted organizations will utilize, to the greatest extent possible, day-to-day policies to facilitate the integrity of transportations, except when the situation requires exceptional policy changes or modifications.

Each primary and support agency will conduct inspections of its infrastructure after an emergency or disaster. The appropriate agency will prioritize repairs until Incident Command provides direction and control.

## Planning Assumptions

It is neither implied nor should it be inferred that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources and/or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which

may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

In accordance with the Comprehensive Emergency Management Plan (CEPM) and this ESF, the primary and support agencies are responsible for coordinating transportation response and providing recovery support and services to assist in Grays Harbor County's transportation system integrity through the Incident Command System. The Grays Harbor County Emergency Operations Center (GHC EOC) will collect damage assessment reports for transportation systems within the county as soon as possible after an event. Local jurisdictions will forward their requests for assistance to the EOC after exhaustion of jurisdictional and mutual aid. The EOC will prioritize and coordinate requests between and among various jurisdictions and agencies.

The Multi-Agency Coordination (MAC) Group will develop guidance for the coordination of transportation resources and the identification of emergency transportation routes for the movement of people, equipment, and supplies. County departments, the private sector, volunteer organizations, federal agencies, and other local jurisdictions may provide additional transportation.

When transportation requests exceed the capability of jurisdictions, agencies, and the County, the Incident Commander should identify the required typed resources and make their request through the EOC. GHC EOC will coordinate transportation activities with the state.

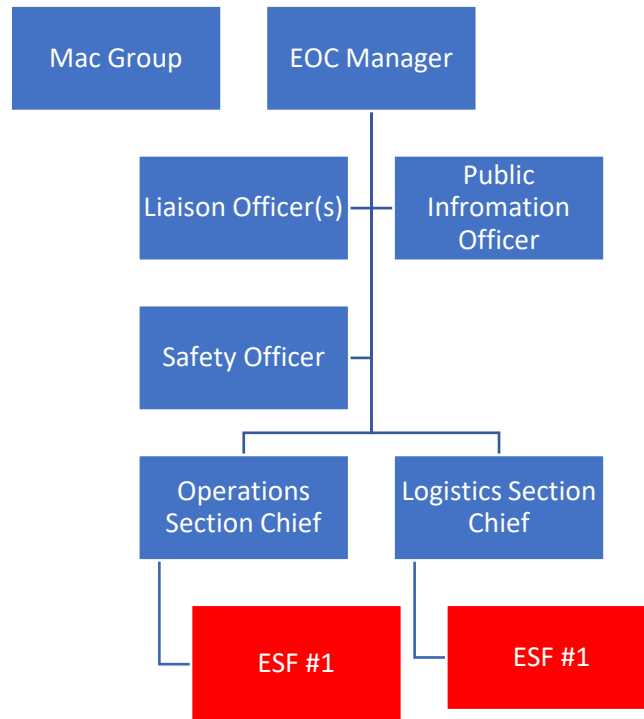
Development of evacuation plans through the Incident Command System will be a coordinated effort among the primary agencies. Mass evacuation operations may include Grays Harbor Transit and school district transportation resources as well as private carriers.

Depending on the nature of emergency, an airfield within Grays Harbor County may be designated as the primary airfield for aircraft transporting resources. Marine assets with transport capacities, such as the US Coast Guard and private charter companies may transport people and materials when necessary. The Port of Grays Harbor infrastructure is available to transfer cargo as needed. Reconnaissance of disaster-impacted areas by aircraft may be essential.

### Organization

ESF #1 may activate for small, localized events or a widespread regional or catastrophic event. Because a wide range of emergencies may require the implementation of the CEMP, the lead organization during those activations may shift depending on the incident. ESF #1 within the EOC may be an operational component or a logistical component, depending on the emergency.

Below, ESF #1 is listed in both places. However, in the event of an emergency, the EOC Manager will designate whether ESF #1 is an operational or logistical component of the EOC.



Coordination will require a collaborative approach possibly involving Incident – Complex, Unified Command and/or Area Command. ESF #1 relies heavily on the partnerships and collaborative efforts of all primary and support agencies involved. All emergency operations, whether occurring on-site, at the jurisdiction level, at the EOC or through Incident Command will follow the principles identified in NIMS.

Washington State Department of Transportation (WSDOT) Mutual Aid

Grays Harbor County Public Works maintains a mutual aid agreement with the Washington State Department of Transportation (WSDOT) for assistance. This agreement provides the framework for immediate assistance to protect life and property by facilitating the cooperation between the County and WSDOT.

If the County has not declared an emergency proclamation, mutual aid can be requested by ESF #1 to WSDOT in accordance with RCW 39.34. For Mutual Aid to be requested, ESF #1 will fill out a Public Works Emergency Response Assistance under Chapter 39.34 RCW Form and submit it to WSDOT.

If the County has a declared emergency proclamation, mutual aid can be requested by ESF #1 to WSDOT in accordance with RCW 38.52. For Mutual Aid to be requested, ESF #1 will fill out a Public Works Emergency Response Assistance Chapter 38.52 RCW Form and submit it to WSDOT.

When WSDOT is responding to Grays Harbor County, WSDOT will send a liaison to the GHC EOC, when available.

## Phases of Emergency Management

### Mitigation Activities

- Regularly inspect public transportation systems for deterioration and make necessary repairs to keep them in response ready condition.
- Ensure to the extent possible that potential slide areas and areas of slippage do not interfere with roadways.
- Maintain all essential equipment in response ready operating condition.
- Maintain at the EOC up-to-date contact lists on essential personal and NIMS compliant resource typing information on their equipment.

### Preparedness Activities

- Develop and maintain standard operating procedures and checklists dealing with transportation response.
- Assure that all personnel receive training in their responsibilities according to departmental standard operating procedures and checklists.
- Develop and maintain a chain of command to ensure continuity within department.
- Assign and train personnel to appropriate level NIMS/ICS training in order to function effectively in Incident Command and assist in coordination of transportation issues.
- The list of roads, bridges, and transportation points as well as critical transportation links within Grays Harbor County. All agencies should be aware of these and develop procedures to keep transportation operating in the event of an emergency or disaster.
- Provide the EOC with current emergency contact information (24/7) from each primary and support agency.
- Ensure that a continuity of operations plan is in place to maintain essential service.
- Participate in drills and exercises to test existing plans and procedures.

### Response Activities

- Assure representation at the EOC or ICP, as appropriate and as available.
- Report to Incident Command any known or suspected damage to infrastructure of the primary agency or other infrastructure for which the agency is responsible.

### Recovery Activities

- Primary agencies will conduct inspections of infrastructure after an emergency or disaster. The appropriate agency will prioritize repairs until Incident Command provides direction.
- All agencies involved in recovery efforts will complete detailed cost accounting. If a Presidential Disaster is declared, and there is a potential for federal and/or state assistance, this accounting will be critical to recovery and reimbursement.
- All agencies will participate in post-disaster briefings and development of an After-Action Report.

## Responsibilities

### All Primary Agencies

- Dispatch trained emergency responders for the provision of essential services.
- Provide liaison to the EOC as indicated.
- Provide an assessment of damages and operational status of transportation facilities and structures to Incident Command.
- Identify and coordinate the critical lifeline routes and communicate status to their transportation liaison in the EOC.
- Make temporary emergency repairs, bypasses, or alterations for provisional restoration of transportation lifelines, facilities, and structures.
- Coordinate through Incident Command with local transit authorities to identify lifeline routes and to maintain those routes through debris removal.
- Assist first responders with barricades and other traffic related supplies and expertise.
- Return activities to normal levels as soon as possible following the emergency or disaster, unless involved with recovery activities.
- Implement internal emergency operations plans.
- Develop a disaster recovery plan that addresses the long-term restoration and continuity of transportation services and facilities following an emergency or disaster.

### State, County, and City Public Works Agencies

- Provide liaison to the EOC, as available, to coordinate emergency response and early recovery.
- Coordinate with neighboring jurisdictions in support of this ESF (i.e., reroutes, lifelines, restoration, etc.).

- Determine usable portions of the county's transportation system to coordinate and control emergency traffic regulations in conjunction with appropriate law enforcement agencies.
- Report operational status and resource requirements to Incident Command.
- Provide vehicles, equipment, materials, supplies, and on-site vehicle repairs necessary to maintain or restore transportation systems as resources and safety allow.

#### Port of Grays Harbor

- Report damage assessments and operational status to EOC.
- Conduct temporary repairs to restore airport, boat launch, marina operations, and marine terminal operations as possible.
- Provide airport and marine terminal facilities and space for an emergency or disaster staging area as needed.
- Open airfield, marine terminal, and cargo equipment for the transport of needed resources for adequate response and recovery operations.
- Coordinate with US Army Corps of Engineers and the US Coast Guard Captain of the Port to ensure shipping lanes are passable.

#### Washington State Department of Transportation in conjunction with the Washington State Patrol

- Perform all duties necessary to protect state highways.
- Remove or reduce hazards on the highways that could endanger the traveling public.
- Close or restrict any portion of a state highway whenever its unrestricted use or continued use will result in damage.
- Reconstruct, repair, and maintain state highways, bridges, and alternate routes in accordance with previously executed agreements. WSDOT is authorized to perform maintenance and construction work off the state highway right-of-way to protect the facility and the traveling public (RCW 47.32.130).
- Mobilize personnel and equipment required for emergency engineering services on state highways.
- Assist WSP by providing vehicle traffic control, providing assistance in rerouting vehicle traffic around or away from an affected area, providing equipment and materials, and investigating injury reports and equipment loss.
- Provide assistance for hazardous materials incidents per ESF #10.
- Provide status information and damage assessments to Incident Command through the WSDOT liaison.
- Provide reader-board and signage resources when requested and if available.
- Provide air reconnaissance of disaster-impacted area when requested and if available.

#### State, County, and Local Law Enforcement

- Assist in emergency traffic control.

- Assist with maintaining traffic flow and enforcing transportation usage priorities.
- Provide damage assessment information to Incident Command.
- Plan and direct evacuation operations through Incident Command.

#### Support Agencies

##### Grays Harbor County Emergency Management

- Activate the EOC in support of field operations.
- Assist in developing agreements or contracts with transportation resources.
- Coordinate public information and support public information officer (PIO) and/or Joint Information Center (JIC) per ESF #15.

##### Puget Sound and Pacific Railroad

- Provide support through available resources for transportation-related emergencies in Grays Harbor County as appropriate.

##### US Coast Guard

- Provide support coordinated through Incident Command for transportation-related emergencies in Grays Harbor County as appropriate.

##### Grays Harbor Transit and School Districts

- Participate in evacuation planning and support the EOC and Incident Command, as possible.
- Provide damage assessments to Incident Command.



## References

### State Statutes and Regulations:

- RCW 38.52, Emergency Management
- RCW 39.34, Interlocal Cooperation Act

### Washington State Department of Transportation Agreements:

- GCB 3187
- GCB 3207

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Communications*

---

This document serves as Emergency Support Function #2 (ESF#2) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

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March 28, 2023



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**Primary Agencies:**

Grays Harbor Communications E 9-1-1 (E911)

Grays Harbor County Central Services Department

Grays Harbor County Emergency Management (GHC EM)

Grays Harbor County Equipment Rental and Revolving (ER&R) Radio Shop

**Support Agencies:**

Coastal Local Emergency Communications Committee (LECC)

Grays Harbor County (All Departments)

Grays Harbor County Amateur Emergency Communications (AEC)

Grays Harbor County Fire Districts

Grays Harbor County School Districts

Grays Harbor Public Utility District

Municipalities (All Departments)

National Weather Service (NWS)

Port of Grays Harbor

United States Coast Guard (USCG)

Washington State Department of Fish and Wildlife

Washington State Department of Natural Resources

Washington State Department of Transportation (WSDOT)

Washington State Emergency Management Division (EMD)

Washington State National Guard

Washington State Patrol (WSP)



# Introduction

## Purpose

Emergency Support Function (ESF) 2 is a supporting annex of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP) and operates in conjunction with all its annexes. ESF 2 coordinates government and industry efforts for the reestablishment and provision of critical communications infrastructure and coordinates communications support to response efforts by ensuring the proper execution of the Operational Communications; and Infrastructure Systems Core Capabilities and supporting the following Core Capabilities based on the intersecting activities with other ESFs: Planning, Public Information and Warning; Operational Coordination; and Situational Assessment.

## Scope

ESF 2 applies to the communications and warning resources within Grays Harbor County and the emergency use of these resources. Communication resources include but are not limited to:

- Radio (portable, mobile, amateur)
- All Hazard Alert Broadcasting (AHAB) Systems
- E 911
- Voice and data links
- Satellite, landline, and cellular telephone systems
- NOAA All-Hazard Alert Weather Radios
- Grays Harbor County Emergency Notification System
- National Warning System (NAWAS)
- Emergency Alert System (EAS)
- Wireless Emergency Alerts (WEA)

## Situation

The CEMP, as described by this ESF, will guide county communication activities related to mitigating, preparing for, responding to, and recovering from emergencies or disasters. Communication requirements which cannot be met at the local level will be forwarded to the State Emergency Operations Center (SEOC). In accordance with NIMS policy, plain language will be used in radio traffic. Coded language should not be used.

The communications capabilities presently available to support emergency operations at Grays Harbor County EOC are:

- Emergency Alert System (EAS)
- Commercial telephone systems (landline and cellular)
- Two-way radios

- All-Hazard Alert Broadcasting (AHAB) Systems
- Grays Harbor County Emergency Notification System
- NOAA Weather Radios
- Grays Harbor County Auxiliary Emergency Communications (AEC)
- Internet and email
- Government Emergency Telecommunications Systems (GETS) and Wireless Priority Service (WPS)

The communications capabilities presently available to support emergency operations at Grays Harbor County Communications (E911) are:

- Emergency Alert System (EAS)
- Commercial telephone systems (landline and cellular)
- National Warning System (NAWAS)
- Two-way radios
- Internet and email
- Government Emergency Telecommunications Systems (GETS) and Wireless Priority Service (WPS)

### Planning Assumptions

It is neither implied, nor should it be inferred, that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. Which every reasonable effort will be made to respond to emergencies or disasters, resources and/or systems may be overwhelmed. Some events provide little or no warning to implement operations procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities, and resources are available at the time of the incident.

## Concept of Operations

### General

Reliable communications and information system capabilities are necessary at all levels of government for day-to-day communications, warning of impending events, response and recovery operations, search and rescue operations, and coordination with other agencies. Such capabilities should be available to the county for operations from the primary or alternate EOC as well as any other location selected due to existing conditions at the time of the emergency or disaster.

The federal government may, under the Nation Response Framework (NRF), through the Federal Emergency Management Agency (FEMA), provide temporary emergency communications assistance before or during an emergency or disaster. Requests for state communications resources must be processed through the EOC.

The Emergency Alert System (EAS) operates through local radio, television stations and cable systems and is intended to provide federal, state, and local jurisdictions with the means to disseminate prompt alerting and warning information to the public. This system is coordinated and maintained through the Coastal Local Emergency Communications Committee (LECC). NOAA Weather radios augment the warning and information process.

When the Grays Harbor County Emergency Management (GHC EM) duty officer is alerted to a hazardous event that could lead to or has resulted in an emergency or disaster, the EOC will activate the appropriate level and the situation will be monitored. Monitoring could be a prolonged activity or result in the immediate activation of the local information and warning systems.

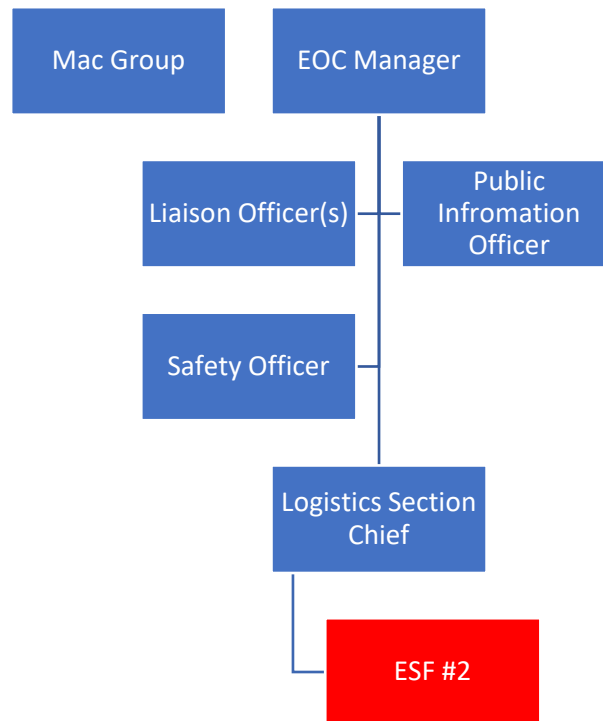
A generator provides backup emergency power for E911, the EOC, and the backup E911 center.

#### Organization

E911 is located in Aberdeen, WA. E911 functions as the countywide Public Safety Answering Point (PSAP) and provides dispatch services for law enforcement, fire, and emergency medical service agencies. E911 also serves as the initial communications, alert, and warning point for Grays Harbor County Emergency Management (GHC EM). The backup E911 facility is located in Montesano, WA.

Once activated, the EOC also provides emergency communications. The EOC is located at 310 W. Spruce Street, Montesano, WA 98563. The backup EOC facility is located at the Grays Harbor County Fairgrounds.

ESF #2 may activate for small, localized events or a widespread regional or catastrophic event. When ESF #2 is active at the EOC, it will fall under the Logistics Section unless otherwise designated by the EOC Manager. ESF #2 should be formed with subject matter experts from the various primary and support agencies identified within this plan to support their respective communications infrastructure, depending on the emergency.



## Phases of Emergency Management

### Mitigation Activities

- Enhance communication system interoperability, redundancy, and long-term backup power capacity in public safety communications systems.
- Coordinate the efforts of both the public and private sectors to harden the physical security of communications and warning infrastructure.

### Preparedness Activities

- Develop and maintain mutual aid agreements and agreements with private and non-profit organizations which may assist in county communications during an emergency.
- Identify communications facilities, equipment, personnel, and training needs that could be made available to support response and recovery efforts.
- Obtain a GETS Calling Card and WPS for emergency use when regular phone circuits are busy and priority callings is needed.
- Maintain a list of mobile communication assets available to deploy into an affected area.
- Where facilities are shared by two or more entities, develop contracts and plans between those entities to enable either party to complete emergency repairs at the remote sites.
- Assess selected sites to store pre-staged communications assets for rapid deployment into the affected area.
- Encourage and promote interoperability among all communications providers and users.

- Conduct regularly scheduled communications and siren tests and drills with other local and state communication centers and other designated emergency communications support facilities to ensure operational readiness and procedural familiarity.
- Conduct regular check of all communications, emergency power generators, and equipment and systems in the EOC, E911, and at remote radio sites.
- Utilize EOC communications and equipment as an integral part of all communications and warning systems in exercise and in EOC participation, including development, testing, and maintenance of alternate power supplies.
- All Grays Harbor County and municipal agencies will maintain at the EOC up-to-date contract lists on essential personal and NIMS compliant resource tying information on their equipment.
- Primary and support agencies will ensure that continuity of operations plan is in place to maintain essential services. Primary and support agencies will participate in drills and exercises to test existing plans and procedures.
- Develop systems to allow for communication with people with access and functional needs and limited English proficiency with coordination of ESF #15.

#### Response Activities

- Receive and disseminate warning information countywide.
- Coordinate communications support to primary and support agencies, other governmental agencies, private communications providers, and volunteers as required.
- Determine what assets are available and the period in deploying those assets to the affect area(s) by each support agency.
- Coordinate the acquisition and deployment of communications and warning equipment, personnel, and resources to establish temporary communications capabilities within the affected area.
- Compile communication and warning system damage information obtained from assessment teams, the communications industry, emergency management and other agencies and report that information through Incident Command.
- Assess the need for and obtain communications industry support as required.
- Maintain a continuous communications capability at the EOC and E911 as the county Public Safety Access Point (PSAP) for emergency reporting.
- Coordinate with cellular companies and mobile/portable radio companies for the availability and priority use service of equipment within the impacted area.
- All primary and support agencies shall coordinate efforts through the Incident Command System and assist in planning activities to maintain or re-establish communication capabilities.
- Each primary and support agency will conduct inspections of its infrastructure after an emergency or disaster. The appropriate agency will prioritize repairs unless Incident Command provides direction and control.

## Recovery Activities

- Primary and support agencies will participate in post-disaster briefings and development of an After Action Report.
- Use available public, private, and volunteer communications assets to support the recovery mission. Other volunteer and local agencies with communications assets may be requested to contribute assets to the response effort.
- Private resources may also be considered for availability and effectiveness. Availability, operational condition, and duration of need must be considered. The logistical requirements necessary to obtain critically needed equipment will also be evaluated.
- Plan and prepare the communication systems to support the establishment of staging areas, distribution sites, Joint Information Center (JIC), and other local, state, and federal recovery facilities and deployment of emergency workers in the impacted area.
- Coordinate with local agencies to establish recovery communications operations, as appropriate.

## Responsibilities

### All Primary Agencies

- Provide liaison to the EOC, as indicated.
- Identify and coordinate the critical communication systems and report status through their communications liaison.
- Return activities to normal levels as soon as possible following the emergency or disaster, unless involved with recovery.
- Implement internal emergency operations plans.
- Develop a disaster recovery plan that addresses the long-term restoration and continuity of communications services and facilities following an emergency or disaster.

### Grays Harbor County Emergency Management

- In coordination with E911, Grays Harbor County Central Services, and ER&R, conduct tests and exercises of the communications and warning systems.
- Develop EOC procedures for gathering, displaying, and evaluating relevant information.
- Develop and maintain appropriate notification lists and procedures for activating the information and warning systems.
- Coordinate public information and warning with local jurisdictions and surrounding counties as appropriate until ESF #15 is activated.
- Maintain the EOC in a configuration that supports the warning systems and efficient and effective communications.
- Include communications and warning as part of countywide emergency management training.

- Administer license requests for the On-Scene Control and Coordination Radio (OSCCR) frequency for use by local agencies.
- Issue EAS messages as directed by authorized officials.

#### Grays Harbor Communications E911

- In coordination with GHC EM and ER&R, conduct tests and exercises of the communications and warning systems.
- Develop and maintain appropriate plans and procedures to ensure, to the greatest extent practicable, the integrity of emergency communications systems.
- Develop and maintain procedures to share disaster related information with Incident Command and the EOC.
- Assist with the dissemination of information and warning as requested by Incident Command.
- Track and disseminate information to public safety agencies on road closures, when available.
- Issue EAS messages as directed by authorized officials.
- During times of disaster, provide input on the restoration of key communications networks needed for response and recovery activities, including use of amateur radio (HAM), as needed.
- E911 will continue to receive and dispatch life-threatening call for service.
- E911 will continue to maintain emergency responder status until relieved by a Planning Section Chief.

#### Grays Harbor County ER&R Division

- Develop and maintain appropriate plans and procedures to ensure, to the greatest extent practicable, the integrity of the Grays Harbor County Public Safety Radio System.
- Maintain communications capabilities to support the EOC and E911.
- Develop and maintain procedures to share disaster related information with Incident Command and the EOC.
- In coordination with GHC EM, E911, and Central Service, conduct tests and participate in exercises of communications and warning services.
- During times of disaster, assess and provide status on public safety radio, county public works radio and provide input on the restoration of key communications networks needed for response and recovery activities.
- Maintain a current inventory of communication systems and facilities critical to Grays Harbor County Public Safety Radio systems.
- The ER&R Radio Shop provides maintenance and emergency repair service on 24/7 availability to E911 as well as for county-owned or maintained communication facilities and equipment.

### Fire Departments / Districts

- Develop and maintain procedures to share disaster related information with Incident Command.
- Assist with the dissemination of information and warning as requested by Incident command.
- Develop and maintain procedures to provide warning to residents within their jurisdiction.
- Inform GHC EM of personnel changes in elected officials, and command and general staff.

### Law Enforcement

- Develop and maintain procedures to share disaster related information with Incident Command.
- Assist with the dissemination of information and warning as requested by Incident Command.
- Develop and maintain procedures to provide warning to residents within their jurisdiction.
- Inform GHC EM of personnel changes in elected officials, and command and general staff.

### Grays Harbor County Central Services Department

- Develop and maintain appropriate plans and procedures to ensure, to the greatest extent practicable, the integrity of the EOC telephone and voicemail system, internet access, and the county local area network.
- Develop and maintain the means to expeditiously post warning information on the county's website.
- Develop and maintain procedures to share disaster related information with the EOC.
- Assist with the dissemination of information and warning as requested by EOC.
- Coordinate with the departments it supports to periodically exercise disaster recovery business resumption plans and restoration of information systems.
- In coordination with GHC EM, E911, and ER&R conduct tests and participate in exercises on communications and warning services.
- During time of disaster, assess and provide status on computer systems, networks, Grays harbor County Notification and Public Warning Systems, paging services, voicemail, and telephone service damage and provide input to Incident Command on the restoration of key communications networks needed for response and recovery.
- Maintain an inventory of agency communication capabilities and resources, noting availability and response criteria.
- The Grays harbor County Central Services Department provides maintenance and emergency repair for county-owned computer equipment, Internet connectivity, and telephone systems.



### Grays Harbor County Facility Services Division

- Develop and maintain procedures to share disaster related information with GHC EM.
- Assist with the dissemination of information and warnings as requested by GHC EM.
- Coordinate with the departments it supports to periodically exercise disaster recovery business resumption plans and restoration of services.
- Maintain generators serving the EOC.
- During times of disaster check generator systems and report to EOC.

### Grays Harbor County Auxiliary Emergency Communications (AEC)

- Participate in statewide network of amateur radio operators and equipment.
- Provide emergency communications, to the extent practicable, at the ICP, EOC, assembly areas, staging areas, and shelters.
- During time of disaster, verify the condition of AEC equipment and report through the activated net.
- Personnel will be dispatched through the EOC.
- Provide radio communication to augment existing local government systems during the crisis period.
- Maintain sufficiently trained volunteers to support the EOC Radio room on a shift basis.
- Assist in maintaining amateur radio equipment in operable condition.

### Coastal Local Emergency Communications Committee (LECC)

- During times of disaster, assess and provide status on the EAS system damage and provide input on the restoration of key communications networks needed for response and recovery activities.

### Other Supporting Agencies

- Assist in planning and coordinating the emergency communications, warning and information technology systems within the county to include assistance to local jurisdictions, to develop and enhance interoperability.
- Provide technical support and repair/replacement of communications systems to the extent possible.
- Prepare and maintain the agency's plans, SOPs, and call lists.
- Develop plans to establish and maintain communications links between EOC and Field Operations based on the agency's capabilities.
- Identify non-critical communication assets that could be used to support response and recovery operations.
- Assist in developing a countywide phased plan for the use of agency's non-critical assets to allocate personnel, equipment, and duration of assistance.
- Work with other agencies to develop and maintain NIMS compliant resource typing and common frequencies.

- Work with other agencies to develop common communications protocols and terminology.
- Provide agency representative to the activated EOC, when requested.

## Appendices

[Appendix A Location of Systems and Facilities](#)

[Appendix B Comprehensive Emergency Management Network \(CEMNET\)](#)

[Appendix C NAWAS/ACCESS](#)

## References

Local:

- Coastal LECC Emergency Alert System (EAS) Plan

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book
ESF	Emergency Support Function

GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command
WAC	Washington Administrative Code
WEA	Wireless Emergency Alerts

WPS            Wireless Priority Service

## Appendix A – Location of Systems and Facilities

### 1. Grays Harbor Communications E911 Center and Backup Facility

### 2. Grays Harbor County Radio Sites

- Minot
- Neilton
- Saddle Mountain
- Aloha Ridge
- Cosmopolis Hill
- Beacon Hill
- Weatherwax
- Montesano Radio Shop
- South Montesano

### 3. Grays Harbor PUD Radio Sites

- Minot
- Cosmopolis Hill
- Neilton
- Ocean Shores
- Westport
- Satsop PDA
- Aberdeen Office
- Elma Office
- McCleary Water Tower

### 4. Grays Harbor Auxiliary Emergency Communications (AEC) Radio Sites

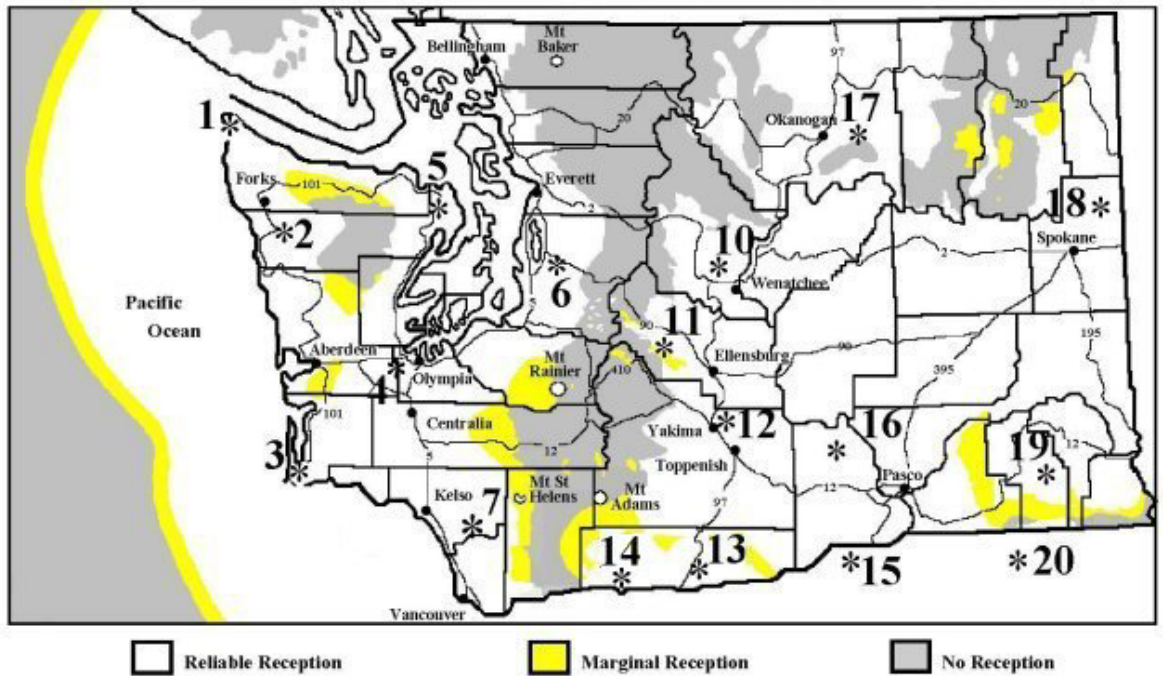
- Capital Peak
- Minot Peak
- Saddle Mountain
- North Aberdeen
- Cosmopolis Hill
- Neilton

### 7. All Hazard Alert Broadcasting (AHAB) Systems

- Aberdeen (6)
- Copalis Beach
- Cosmopolis
- Grayland (3)
- Hoquiam (4)
- Moclips
- Ocean City
- Ocean Shores (9)
- Pacific Beach
- Queets
- Seabrook
- Taholah
- Westport (6)

8. NOAA Weather Radio Transmission Locations

- Mt. Octopus (Forks) - 162.425 MHz
- Neah Bay - 162.550 MHz
- Olympia – 162.472 MHz
- Astoria, OR – 162.400MHz





## Appendix B – Comprehensive Emergency Management Network (CEMNET)

CEMNET serves as the “Primary” backup communications system for direction and control of emergency operations, statewide.

CEMNET is a low band VHF system employing twelve (12) remote mountaintop base stations. The 12 stations are operated and controlled at the State Emergency Operations Center through the Washington State Patrol microwave radio system.

The 12 base stations and call signs are:

Capitol Peak	KOM575	Skamania Mountain	WNBQ335
Mount Spokane	KOM570	Clemans Mountain	WNUD825
Joe Butte	KBI807	Galbraith Mountain	WNBQ380
Burch Mountain	KOM560	Scoggins Hill	WNUB969
Tunk Mountain	WNBW539	Octopus Mountain	WNUF654
Baw Faw	WPKE716	Squak Mountain	WPKE718

The system controls/operates three (3) channels supporting state and local government operations. Each channel has been assigned for use in one of five CEMNET operating regions. The channels are monitored on a 24-hour basis by the State Duty Officer, call sign “State EOC.”

REGION	CHANNEL	FREQUENCY
Northwest and Northeast	F1	45.20 MHz
Southwest and Southeast	F3	45.48 MHz
Central	F2	45.36 MHz

Note: Private Line (PL) tone on all channels is 127.3 Hz.

Each local jurisdiction (county/city) with CEMNET may operate on the assigned region channel for local operations. The region/channel assignment for Grays Harbor County is Southwest, F3, 45.480 MHz.

Grays Harbor County is authorized to use the assigned region channel for local operations and is licensed to operate up to five (5) mobile.

## Appendix C – NAWAS/ACCESS

This list focuses on the landline systems currently used by Grays Harbor County to support any/all emergencies and/or disaster.

### National Warning System (NAWAS)

- Consists of 31 local Primary Warning Points and 15 Duplicate Warning Points located in EOCs statewide.
- State Warning Point:
  - Primary – State Emergency Management EOC, Camp Murray
  - Alternate – Washington State Patrol (WSP) Communications Center, Yakima

In addition to supporting warning requirements will be employed as an additional direction, control and coordination capability to those jurisdictions having a NAWAS terminal.

### A Central Computerized Enforcement Service System (ACCESS)

- Consists of a data/teletype network supporting state and local law enforcement agencies. This network is managed by WSP ACCESS Operations and is supported through the WSP microwave radio system and leased circuits, statewide.
- ACCESS is employed by the state EMD for dissemination of warning, alert, and notification information to local jurisdiction emergency managers.
- ACCESS will be employed as an additional direction, control, and coordination.

# GRAYS HARBOR COUNTY CEMP

## *Public Works and Engineering*

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This document serves as Emergency Support Function #3 (ESF#3) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

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March 28, 2023



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**Primary Agencies:**

Grays Harbor County Public Works

City Public Works and utility Departments

Water and Sewer Districts

**Support Agencies:**

Grays Harbor County (All Departments)

Grays Harbor County Emergency Management (GHC EM)

Grays Harbor Public Utility District

Private Construction Contractors and Suppliers

# Introduction

## Purpose

The purpose of Emergency Support Function #3 (ESF#3) Public Works and Engineering is to coordinate and organize the capabilities and resources of local government to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support services to prevent, prepare for, respond to, and/or recover from an incident of countywide significance.

## Scope

Activities within the scope of this function include:

- Conduct pre- and post-incident assessments of public infrastructure for structural integrity and safety.
- Provide emergency repair of damaged infrastructure and critical facilities.
- Remove debris and wreckage.
- Provide technical assistance including engineering expertise, construction management, and contracting.
- Assist in preparing Preliminary Damage Assessments and other recovery program documentation.

## Situation

County and City agencies will provide services to land, roads, bridges and facilities under their respective jurisdiction. Response to private property problems will happen only when a county or City facility or structure is causing the problem or when life or public health is threatened, or as requested by fire services or law enforcement. When responding to an incident of countywide significance, Primary Agencies will develop work priorities in cooperation with local government and in coordination with Incident Command. The private sector is encouraged to participate in ESF #3 incident action planning and other planning activities as appropriate. The private sector is also a partner in the rapid restoration of infrastructure and related services. Each unit of local government is responsible for its own public works infrastructure and has primary responsibility for incident prevention, preparedness, response, and recovery.

Primary agencies have the right to collect for any costs incurred by its authorized representatives, contractors, and subcontractors in carrying out any necessary work on private property, including debris removal, demolition of unsafe or abandoned structures, removal of debris and wreckage, and administrative costs. Local authorities are responsible for obtaining emergency environmental waivers and legal clearances needed for disposal of materials and demolition activities for the protection of threatened public and private improvements in their respective jurisdiction.

### Planning Assumption

It is neither implied nor should it be inferred that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

The Grays Harbor County Department of Public Works is the lead agency for the coordination of public works emergency operations for the county. The Department of Public Works will send a liaison to the Grays Harbor County Emergency Operations Center (EOC) when activated and upon its request. Grays Harbor County Public Works includes:

- Roads Division
- Engineering Division – traffic and construction engineering
- Equipment Rental and Repair Division – equipment and vehicle maintenance
- Utilities Division – sewer utility, solid waste, and water programs

Each organization under this ESF will follow its internal standard operating procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or incident command post as the circumstances dictate. Primary Agencies may contract for inspection services, heavy equipment, and trained operators to supplement government services. Primary Agencies may provide support for heavy rescue operations and may play a key role in establishing multi-purpose staging areas and command posts.

In major emergencies or disasters, the senior engineer/public works official working with other agency heads at the EOC or incident command post will help establish priorities for emergency engineering operations. If the situation is beyond the capabilities of the local departments, additional personnel and equipment may be requested through mutual aid. Requests for state resources are made through Incident Command and the EOC.

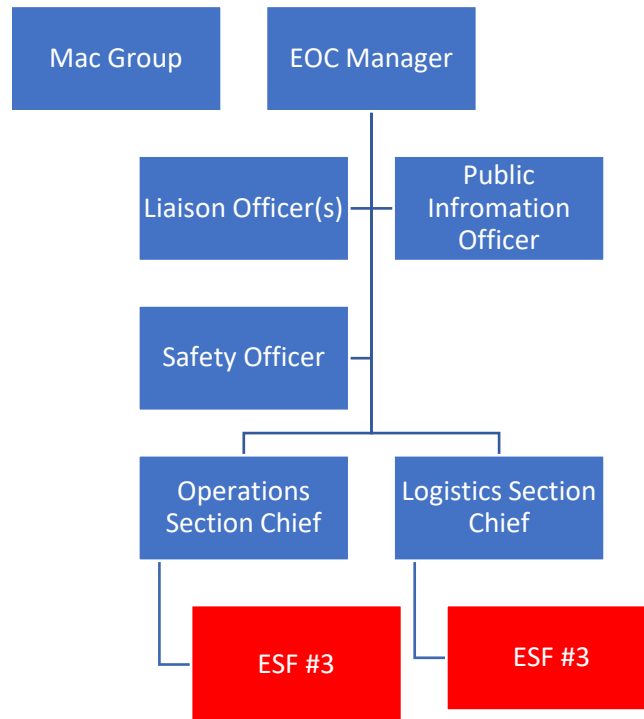
Each local government and public utility district with wastewater treatment and/or drinking water systems will provide for the operation and repair of those local systems.

### Organization

Each public works and engineering agency is a county or city agency reporting to elected representatives. Within each agency is an identified chain of command that oversees the



operational portion of the agency. Within the EOC, ESF #3 may be an operational component or a logistical component, depending on the emergency. Below, ESF #3 is listed in both places. However, in the event of an emergency, the EOC Manager will designate whether ESF #3 is an operational or logistical component of the EOC.



### County Interlocal Agreements

Grays Harbor County Public Works Department maintains interlocal agreements with the following other government bodies.

City of Westport	City of Elma
City of Oakville	City of Montesano
City of Hoquiam	Mason County
City of Cosmopolis	Lewis County
City of McCleary	Pacific County

Cities and the county may exchange assets without the activation of the EOC. However, the EOC may be requested to assist in facilitating these exchanges. Each city has their own agreement which outlines terms and conditions including compensation.

# Phases of Emergency Management

## Mitigation and Preparedness Activities

- Maintain equipment in response ready condition.
- Maintain current inventory of resources and typing according to NIMS resource standards and report to EOC.
- Continue to train and utilize NIMS/ICS and other operational procedures to effect full utilization of resources.
- Develop and maintain standard operating procedures for emergency and disaster situations.
- Develop and maintain mutual aid agreements with neighboring jurisdictions.
- Develop and maintain emergency and disaster response policies, plans, and guidelines/procedures.
- Identify critical public services and develop plans identifying repair priorities in the event any of these become damaged.
- Ensure that a continuity of operations plan is in place to maintain essential services.
- Participate in drill and exercises to test existing plans and procedures.

## Response and Recovery Activities

- Provide a senior official to operate from the EOC or incident command post to assure coordination with other agencies, as necessary.
- Personnel providing emergency assistance will maintain chain of command and work within ICS.
- Conduct emergency engineering services as appropriate and as outlined in departmental standard operating procedures.
- Report hazardous conditions to the EOC and Incident Command.
- Maintain records and document all expenditures during the emergency or disaster and report to the EOC.
- All agencies are encouraged to participate in post-disaster briefings and development of an After Action Report.

## Responsibilities

### Public Works

- Develop and review agency standard operating procedures, resource inventories, and other operational plans.
- Assure that all personnel are trained to appropriate NIMS/ICS level.
- Promote attendance at training and exercise opportunities that support local/county emergency operations.
- Obtain the required waivers and clearances as related to the ESF and as appropriate.
- Inspect and make necessary emergency repair of mains, pump stations, treatment plants, community systems, and domestic water supply systems.
- Conduct laboratory testing and plant operations to ensure wastewater regulation compliance.
- Coordinate demolition and disposal of appropriately identified facilities.
- Coordinate signage and reader-board needs with WA State Department of Transportation.
- Ensure the ability to mobilize personnel and equipment for construction or repair of critical infrastructure and other public facilities.
- Conduct emergency operations within their respective political subdivisions.
- Work within the guidelines of mutual aid agreements.
- Provide damage assessments for public facilities and infrastructure.
- Provide, procure and maintain equipment.
- Document expenditures for auditing and reimbursement purposes and report to the EOC.
- Identify deficiencies in plans and determine appropriate corrective action recommendations.

### Grays Harbor County Emergency Management (GHC EM)

- Manage the EOC to support ICS.
- Act as liaison between local public works agencies and state or federal damage assessment teams, as appropriate.
- Maintain awareness of local mutual aid agreements.
- Coordinate the development of an After Action Report.
- Collect and coordinate damage assessment and restoration costs.

### Support Agencies

- Promote attendance at training and exercise opportunities that support local/county emergency operations.

## References

Local:

- City Mutual Aid Agreements

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
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DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Firefighting*

---

This document serves as Emergency Support Function #4 (ESF#4) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

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March 28, 2023





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**Primary Agencies:**

Grays Harbor County Fire Districts

Municipal Fire Departments

**Support Agencies:**

American Red Cross

Federal Bureau of Alcohol, Tobacco, and Firearms

Grays Harbor Communications Center (E911)

Grays Harbor County (All Departments)

Grays Harbor County Emergency Management (GHC EM)

Grays Harbor Emergency Medical Services and Trauma Council

Harbor Regional Hospital

Municipalities (All Departments)

Office of the State Fire Marshall – Washington State Patrol

Port of Grays Harbor

Summit Pacific Medical Center

United States Coast Guard

United States Forest Service (USFS)

Washington State Department of Natural Resources (DNR)

Washington State Department of Transportation (WSDOT)

Washington State Emergency Management Division (EMD)

Washington State National Guard

Washington State Parks and Recreation Commission

## Introduction

### Purpose

Emergency Support Function # 4 (ESF#4) Firefighting provides an organizational framework that supports detection and suppression of wildland, rural, and urban fires resulting from, or occurring coincidentally with, an emergency or disaster of countywide significance.

### Scope

ESF #4 addresses the management and coordination of public fire and life safety services in cooperation with the fire departments and districts in Grays Harbor County.

### Situation

Grays Harbor County experiences urban, rural, and wildland fires. In the event of a disaster, large, damaging fires could occur. Local resources may become depleted. Due to the geographic location of Grays Harbor County, assistance from outside the county may take extended periods of time to arrive. Therefore, Grays Harbor County Fire Agencies must have a robust mutual aid system for assisting neighboring agencies.

### Planning Assumptions

It is neither implied nor should it be inferred that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Policies

Priority is given to firefighter safety, public safety, and protecting property and environment, in that order.

During emergencies, local fire agencies mobilize all available apparatus and personnel required to mitigate the situation. Fire agencies have mutual aid agreements which are activated when additional resources are necessary. Mutual aid and local resources must be nearly exhausted before requesting regional or state fire mobilization assistance.

Each local, state, or federal agency will assume the full cost of protection of the lands within its respective boundaries unless other arrangements are made. Fire protection agencies should not incur costs in jurisdictions outside of their area without reimbursement unless there is a local

mutual aid agreement between those jurisdictions. It is essential that the issue of financial limitation be clarified through proper channels for efficient delivery of fire services.

Coordination with and support of state and local fire suppression organizations is accomplished through the State Fire Defense Board- DNR, in cooperation with the State Fire Marshal, WA State Emergency Management Division (EMD), or other appropriate fire suppression organizations operating under National Incident Management System (NIMS)/Incident Command System (ICS).

## Concept of Operations

### General

On-scene fire operations within Grays Harbor County are managed by the Incident Command System (ICS). Fire Service mutual-aid agreements provide for additional local personnel and resources in the event individual county jurisdictions are unable to contain a given situation with existing resources and personnel. Each agency assisting under the mutual-aid agreement retains its own autonomy, with overall direction provided by the Incident Commander.

Grays Harbor Communications (E911) serves as the Public Safety Access Point (PSAP) for Grays Harbor County Fire Agencies. When the general public experiences an emergency, they are to call 9-1-1 to contact E911. E911 will then dispatch the appropriate resources to meet the needs of the incident. Additional support needed will be requested by the IC to E911.

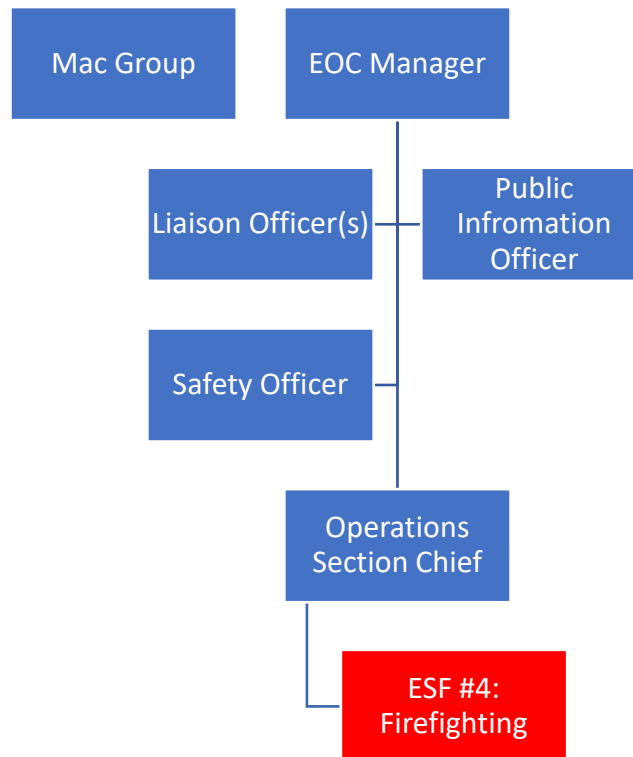
When an emergency goes beyond local mutual aid, the EOC may be requested to coordinate additional logistical support. Fire agencies may request activation of other resources. Requests for and coordination of resources will be made through the EOC. The EOC may prioritize resource requests depending on the priorities outlined above in Policies. As resources are ordered by the Incident Command Post (ICP), the ESF #4 position at the EOC is to channel resource requests through ESF #7 – Resource Support.

Operations outside of firefighting that are typically performed by Fire Service agencies are not covered by this plan. Communications (ESF #2), EMS (ESF #8), and Hazmat (ESF #10) can be found under their respective plans.

### Organization

Fire Agencies within Grays Harbor County operate under the concepts of NIMS/ICS. Each fire agency is an independent agency reporting to elected representatives. Within each agency is an identified chain of command that oversees the operational portion of the agency.

When ESF #4 is active at the EOC, it will fall under the Operations Section unless otherwise designated by the EOC Manager. ESF #4 should be staffed by a Grays Harbor County Fire Service Representative, ideally a chief level officer. Alternative staffing can come from the Central Region Fire Defense Coordinator or designee.



### Structural Firefighting

The EOC is not activated for routine structure fires within Grays Harbor County. However, if a fire requires complex incident management or extensive outside resources, the EOC may be activated by the on-scene Incident Commander. The EOCs primary role for a structure fire will be logistical/supplies support. The EOC can utilize the Grays Harbor County Mutual Aid Agreement, the Omnibus Agreement, and/or the Central Region Mobilization Plan.

In the event of a catastrophic event that causes numerous structure fires across the county, the EOC can assist in the procurement of additional resources and coordination of resources between the multiple incidents. As resources are ordered by the Incident Command Post (ICP), the ESF #4 position at the EOC is to channel resource requests through ESF #7 – Resource Support.

### Wildland Firefighting

The EOC Duty Officer is notified of Wildland fires the occur within Grays Harbor County. Due to the nature of the hazard, wildland events can escalate quickly requiring quick activation of the EOC and additional resources. The EOCs primary role for wildland fires will be logistical/supplies support, Public Information, regional, and state coordination. ESF #4 during wildfire events should consider [FMAG](#) and [Central Fire Mobilization](#) Activation.

Grays Harbor County falls within three different Washington State Department of Natural Resources (DNR) regions. [Appendix C – Washington State Department of Natural Resources](#)

[Region Map](#) is the DNR Region Map covering Grays Harbor County. Below are the fire departments broken out by DNR Region.

DNR Region	South Puget Region	Olympic Region	Pacific Cascade Region
Agencies	City of McCleary	City of Aberdeen	City of Cosmopolis
	Fire District #1	City of Elma	Fire District #1
	Fire District #5	City of Hoquiam	Fire District #2
	Fire District #12	City of Montesano	Fire District #15
		City of Ocean Shores	South Beach RFA
		East Grays Harbor F&R	
		Fire District #2	
		Fire District #4	
		Fire District #6	
		Fire District #7	
		Fire District #8	
		Fire District #10	
		Fire District #16	
		Fire District #17	

Washington State DNR’s 24/7 dispatch number is 1-800-562-6010.

**FMAG**

Fire Management Assistance Grant (FMAG) program is a grant program authorized under the Stafford Act that can reimburse a large portion of costs to the local fire agencies and county. The program is authorized when a fire receives a federal fire declaration from FEMA. A federal declaration may be requested and issued for an uncontrolled fire when a threat of a major disaster exists.

Requests for FMAG should be made to ESF #4 at the EOC. ESF #4 will fill out the current FMAG Request Checklist Form and call the State FMAG Program cell phone at (253) 345-0436 to advise them of the FMAG request. If they do not reach the FMAG Program cell phone, they should call the Washington State Emergency Operations Center Alert & Warning Center at (800) 258-5990.

**Central Fire Mobilization**

Under RCW 43.43.961, the Fire Service Resource Mobilization plan is implemented to provide personnel, equipment, and other logistical resources when a wildland fire or other emergency exceeds the firefighting capacity of the local jurisdictions. The request for Fire Mobilization must be made by the Fire Chief or designee of the authority having jurisdiction for the request. The EOC under ESF #4 may assist in coordinating the request for Fire Mobilization.

Grays Harbor County falls within the Central Fire Mobilization Region. The County has a County Coordinator that is voted on by the County Fire Chiefs. Additionally, the Central Region has a Regional Coordinator. [Appendix A – Requesting State Fire Mobilization](#) spells out the process of how fire mobilization requests are processed.



In the event of Fire Mobilization being approved for Grays Harbor County or when otherwise unable to fill the ESF #4 role at the EOC, the Regional Coordinator will supplant ESF #4 at the EOC.

## Phases of Emergency Management & Responsibilities

### Mitigation and Preparedness Activities

#### All Agencies

- Maintain response equipment in response ready condition.
- Continue to train and utilize NIMS/ICS and other operational procedures to effect full utilization of resources.
- Develop and maintain emergency and disaster response policies, plans, and guidelines/procedures.
- Participate in interagency disaster response training, drills and exercises to test existing plans and procedures.
- Maintain activation and alerting procedures and ensure that all personnel are trained at an appropriate level.
- Maintain current inventory of resources and typing according to NIMS resource standards and report to GHC EM and E911.
- Participate in local mutual aid agreements.
- Ensure that a continuity of operations plan is in place to maintain essential services.

#### Fire Service Agencies

- Conduct fire safety inspections and public education on how to reduce fire potential.
- Provide fire prevention and mitigation activities and enforce ordinances that relate to life safety and hazardous materials.
- Work to ensure compliance with the International Fire Code and the International Building Code.
- Support or help establish local codes and ordinances that help reduce the threat of major conflagrations, such as restrictions on combustible roofing materials.
- Encourage participation in the State Fire Mobilization Plan.
- Determine updates of the countywide mutual aid agreement, as needed.
- Develop and review agency Standard Operating Procedures, resource inventories, and other operational plans.
- Assure that all personnel are trained in fire suppression and other fire related activities.
- Ensure the ability to mobilize personnel and equipment for fire protection and other related services as provided in the department's plans and procedures.

#### Grays Harbor County Emergency Management

- Maintain awareness of the local mutual aid agreements.

### Public Works Agencies

- Assist with identifying evacuation routes.

### Response Activities

#### Fire Service Agencies

- Provide for life safety, incident stabilization, and property conservation.
- Send representative to EOC to staff ESF #4.
- Assist with the dissemination of warnings.
- Provide Urban Search & Rescue and support.
- Coordinate requests for mutual aid through E911.
- Provide traffic control and evacuation support as needed.
- Respond to Hazardous Material incidents per ESF #10.
- Provide emergency medical and transportation services in coordination with ESF #8.
- Conduct damage assessments and report to EOC.
- Conduct cause and/or origin of fire investigations.
- Provide temporary power and emergency lighting at emergency scenes as able.
- Provide specialized support functions, resources, or emergency personnel as agreed upon, contracted for, or provided for in mutual aid agreements.
- Report to designated staging areas as directed for assignment.
- Provide fire prevention and suppression activities within the respective jurisdiction.
- Assist in evacuation of areas affected by disaster.
- Work within the guidelines of the Grays Harbor County fire mutual aid agreement.
- Maintain the overall responsibility and authority to coordinate emergency fire operations within the respective jurisdiction.
- If the fire originates on unprotected lands, the first arriving agency will assume command until protected lands are determined threatened. Once the threat is determined, the responsible protection agency will assume command.
- Participate in the Central Regional and State Fire Mobilization Plan, if available.

#### Grays Harbor County Emergency Management

- Activate EOC in support of fire operations, as appropriate.
- Obtain state mission number for event.
- Provide support and assistance to Incident Command.
- Assist in warning the public of evacuation, traffic routing, and shelter in-place.
- Provide alert and warning to persons in the affected area through the Grays Harbor County Emergency Alerts.
- Assist in coordination of Public Information according to ESF #15.

**Law Enforcement Agencies**

- Provide traffic and crowd control.
- Provide for scene security.
- Provide investigative services, as necessary.
- Assist in Urban Search & Rescue as necessary.
- Direct evacuation.
- Provide resources and services as requested.

**Public Works Agencies**

- Provide traffic control support.
- Provide heavy equipment, as appropriate.
- Assist in water resource management upon request.
- Provide resources and services as requested.

**Recovery Activities****All Agencies**

- Participate in post-disaster briefings and development of an After-Action Report.

**Fire Service Agencies**

- Investigate cause and/or origin of fire.
- Plan and implement demobilization of resources.
- Reactivate stations for normal operations.
- Return apparatus and equipment to regularly assigned locations.
- Assist the public in recovery operations as resources allow.
- Prepare and submit proper documentation (National Incident Fire Report).
- Document expenditures for auditing and reimbursement purposes and report to the EOC if appropriate.
- Prepare invoice billing for cost recovery and report to EOC, if appropriate.
- Submit reports to elected official and State Fire Marshal.

**Grays Harbor County Emergency Management**

- Act as liaison between local fire agencies and state or federal damage assessment teams, as appropriate.
- Coordinate information with State Emergency Operations Center (SEOC).
- Demobilize EOC when appropriate (Refer to ESF #5).

**Law Enforcement Agencies**

- Assist with fire investigations.
- Demobilize and place units back in service to be response ready.

## Appendices

[Appendix A. Requesting State Fire Mobilization](#)

[Appendix B. Grays Harbor County Fire Department Map](#)

[Appendix C. Washington State Department of Natural Resources Region Map](#)

## References

### Local

- Central Region Fire Defense Plan
- Mutual Aid Assistance Agreements
- Homeland Security Region 3 Omnibus Agreement

### State

- [Fire Management Assistance Program for Public Agencies](#)
- [FMAG Request Checklist](#)
- [Washington State Patrol All Risk Mobilization](#)
- [Washington State Patrol All Risk Mobilization Request Form](#)

### Federal

- [Resource Typing Library Tool](#)
- [Typed Resource Definitions for Fire and Hazardous Materials Resources](#)

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

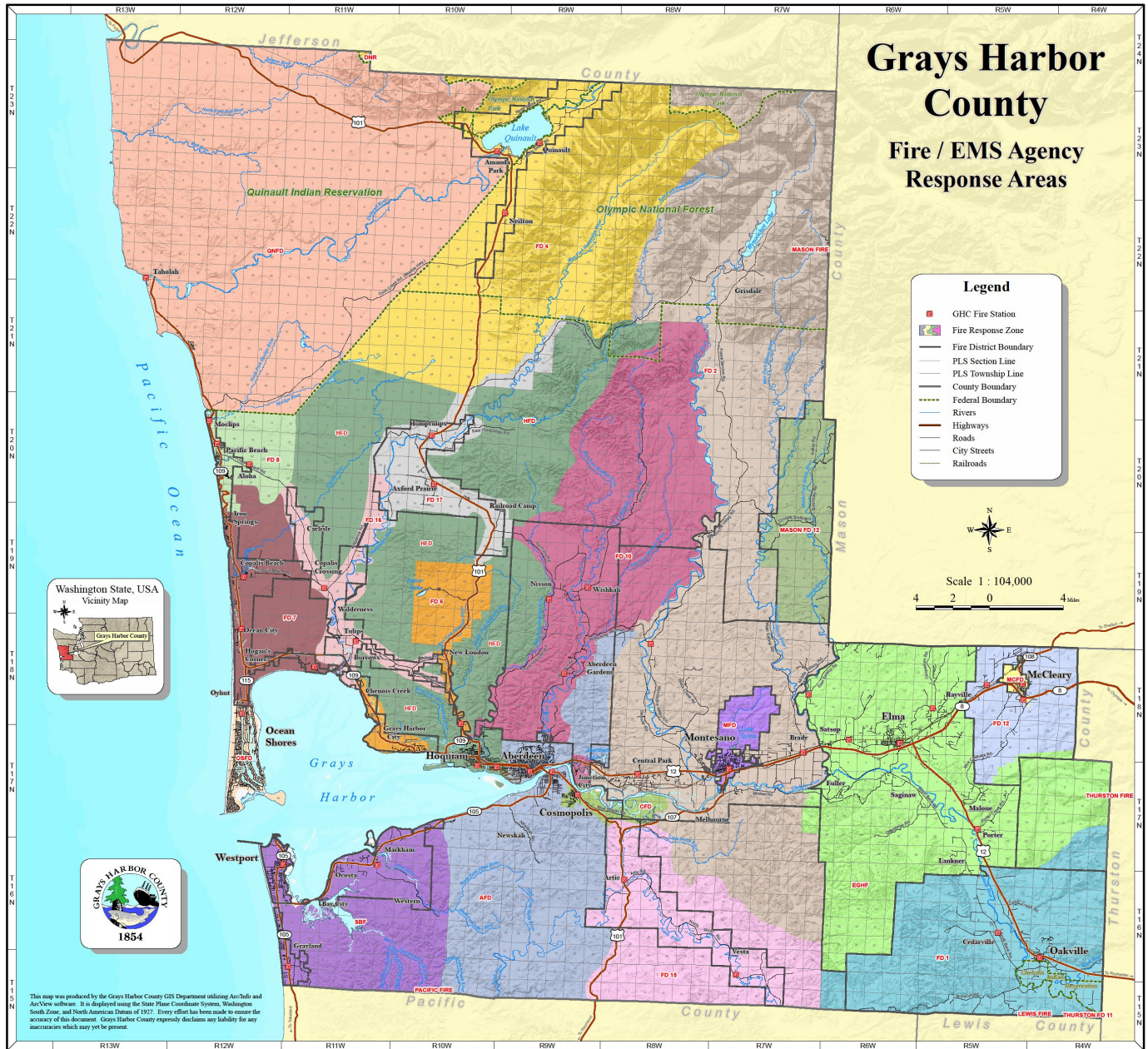
## Appendix A – Requesting State Fire Mobilization

Responsible Party	Step	Cause/Action
Local Fire Chief	1	Fire, disaster, or other event that jeopardizes the ability of the jurisdiction and/or region to provide for the protection of life or property.
	2	Local and mutual aid resources have or will be exhausted.
	3	Contacts the County Coordinator
County Coordinator	4	Contacts the Regional Coordinator
	13	If authorized or denied, notifies the local fire chief.
Regional Coordinator	5	Contacts Local Fire Chief and County Coordinator, decision made based upon local and regional resources and status of incident to request Mobilization.
	6	Request Completed and faxed to State EOC
	12	If authorized or denied, notifies the County Coordinator
State EOC	7	Receives the Mobilization Request – ensures that Regional Coordinator has been involved in process and notifies the WSP Liaison or designee.
WSP Mobilization Coordinator	8	Contact the Regional Coordinator to verify the request, current situation, and resources requested. A determination of what type of Incident Management Team is needed.

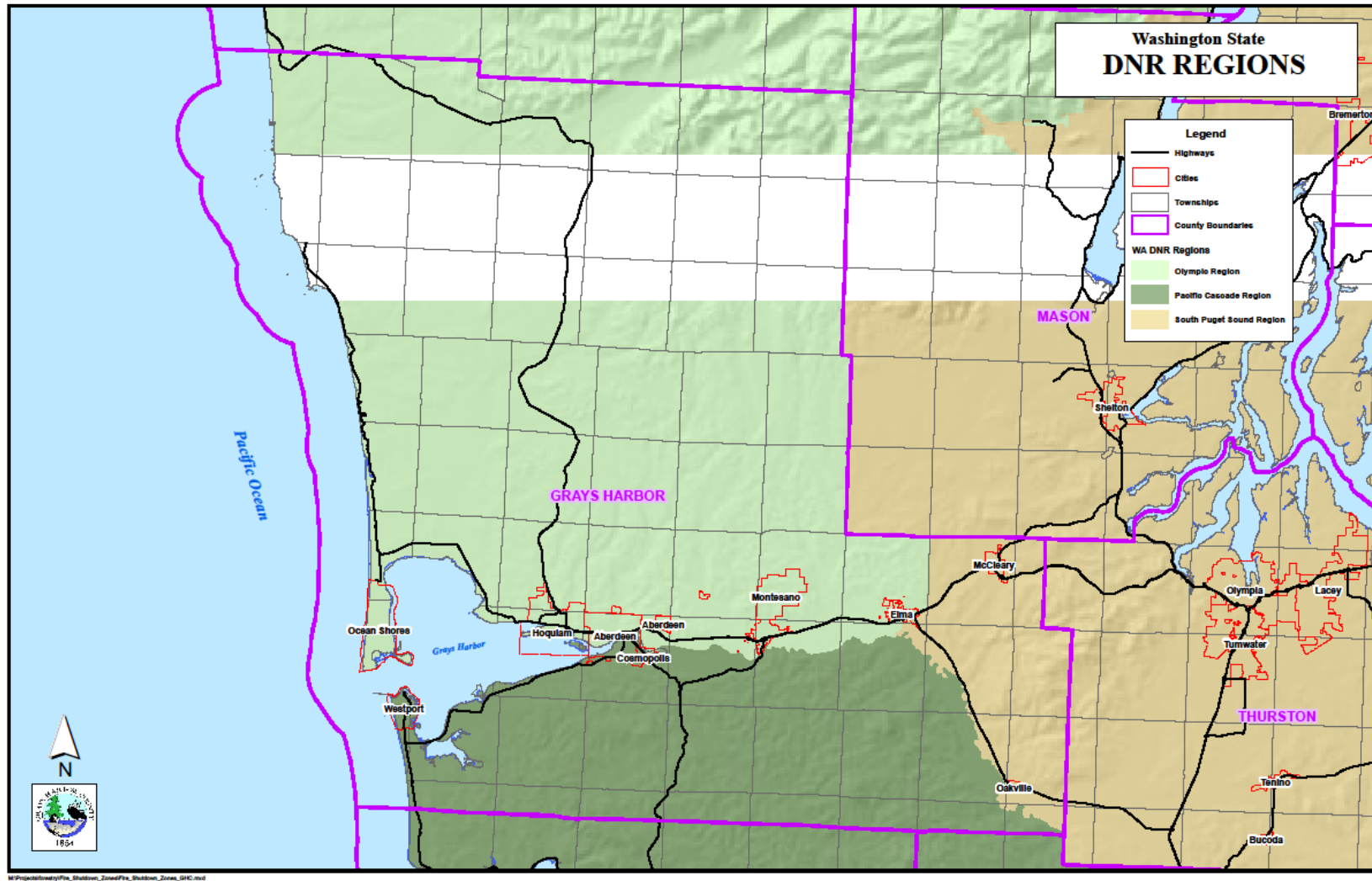


	10	If authorized, or denied, notify Region Coordinator of decision
	11	Call for a response team to EOC, and staff to field.
Chief of the Washington State Patrol	9	Decision made in consultation with Governor’s Chief of Staff.
WSP EOC Response	14	Will request resources closest to the incident.
WSP Field Response	15	Will issue resource order number for initial attack resources and assist the Local Fire Chief and incoming Incident Management Team as needed

# Appendix B – Grays Harbor County Fire Department Map



# Appendix C – Washington State Department of Natural Resources Region Map



# GRAYS HARBOR COUNTY CEMP

## *Emergency Management*

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This document serves as Emergency Support Function #5 (ESF#5) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

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March 28, 2023



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**Primary Agencies:**

Grays Harbor County Emergency Management (GHC EM)

**Support Agencies:**

Emergency Management Planning Committee (EMPC)

Grays Harbor Communications Center (E911)

Grays Harbor County (All Departments)

Local Emergency Planning Committee (LEPC)

Municipalities (All Departments)

Washington State Department of Natural Resources (DNR)

Washington State Department of Transportation (WSDOT)

Washington State Emergency Management Division

Washington State Patrol

## Introduction

### Purpose

The purpose of Emergency Support Function 5 (ESF #5) Emergency Management is to collect, analyze, evaluate, compile, and share information about a potential or actual emergency or disaster to enhance response and the provision of recovery activities.

### Scope

ESF #5 addresses direction and control responsibilities of emergency management during emergencies and disasters of countywide significance. It also deals with the coordination, collection, and analysis of information, planning, requests for assistance, staffing, facilities management, financial management, and any other support functions required to prepare for, respond to, and recover from an incident.

## Policies

The Grays Harbor County Board of County Commissioners (BOCC), mayors, and other local government officials have executive authority for the direction and control of emergency operations under RCW 38.52 and other applicable city ordinances. The Commissioners and mayors or other local government officials have delegated such functions to the Grays Harbor County, Director of Emergency Management.

- Grays Harbor County will coordinate its activities with those of the cities, tribal governments and other jurisdictions within the county and with surrounding counties, the state and the federal government.
- The BOCC and mayors or local government officials may, after finding that a disaster exists within their jurisdiction which affects life, health, property or the public peace, proclaim a state of emergency in the affected area. The powers granted during the state of emergency shall be effective only within the area described in the proclamation.
- The BOCC or mayors will maintain direction and control of their political subdivision during small locally declared emergencies within the cities or county.
- The Grays Harbor County Director of Emergency Management (Director) is delegated the authority to implement the Comprehensive Emergency Management Plan (CEMP) in response and recovery operations.
- The Emergency Operations Center (EOC) will operate and assist Incident Command according to National Incident Management System (NIMS) / Incident Command System (ICS) principles.
- Primary and support agencies will participate in drills and exercises to test existing plans and procedures.



- All Grays Harbor County and city agencies will maintain, at the EOC, up-to-date contact lists on essential personnel and NIMS compliant resource typing information on their resources.
- Primary and support agencies will participate in post-disaster briefings and development of an After Action Report.

The Grays Harbor County Commissioners, county departments, mayors, and executive heads of agencies will have successors to assure continuity of leadership and operations. They will assure that all successors to their respective positions are aware of their emergency responsibilities and have the authority to fulfill those responsibilities.

- In the event that an emergency/disaster reduces the number of County Commissioners, per RCW 36.32.070, the following applies:
  - If there is one vacancy, the two remaining commissioners fill it.
  - If there are two vacancies, the Governor appoints one commissioner and the two commissioners appoint the third.
  - If the two commissioners are unable to agree on the third, the Governor makes the appointment.

The statute is based on Article II, Section 15 of the WA State Constitution.
- In the event that an emergency/disaster leaves less than a full Board of County Commissioners available for duty, the commissioners who are available will be able to act as the Board. If there are no commissioners available, the other elected County officials will collectively constitute the Board of County Commissioners, with the exception of the County Board of Education (RCW 42.14.040), until such time as procedures specified in RCW 36.32.070 are executed.
- Each incorporated city shall identify their continuity of government flow of succession.
- All departments and agencies of Grays Harbor County shall identify records essential for continuity and preservation of government and provide for their protection according to the guidelines set by the State Archivist (Secretary of State's Office) (RCW 40.10.010).
- It is neither implied nor should it be inferred that this plan guarantees that a perfect response to an emergency or disaster will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

- ESF #5 may be activated by the Director or EOC Manager or at the request of a local government official in anticipation of or immediately following an emergency or disaster affecting any part of the county.
- ESF #5 will serve as the single point of coordination between local jurisdictions, WA State Emergency Management Division (EMD), EOC operations, and Incident Command.
- The channel for requesting assistance from state or federal resources will be through the EOC.
- The EOC, staffed by GHC EM, County department staff and other ESF personnel as required, will coordinate support to Incident Command and provide situation reports to EMD, as needed.

### Organization

- GHC EM is the lead agency for day-to-day emergency management services for Grays Harbor County and its cities at the EOC located at 310 W Spruce Ave., Suite 212, Montesano, WA 98563.
- In a disaster of countywide significance, i.e., major earthquake or tsunami, an Area Command may be activated to oversee the management of multiple incidents. Area Command may be Unified and work directly with Incident Commanders at multiple Incident Command Posts to implement multi-agency coordination and decision making.

## Phases of Emergency Management

The following activities will be performed by county, city, and private organizations as appropriate:

### Mitigation Activities

- Identify potential mitigation opportunities from previous damage assessments.
- Apply for funding through federal and state pre and post-disaster mitigation grant programs for mitigation measures identified in hazard mitigation plans.
- Provide education and awareness to jurisdictions and the public sector including businesses, private non-profit groups as well as the general public.

### Preparedness Activities

- Develop and maintain SOPs and other procedures necessary to support agencies that operate in the EOC.
- Establish and maintain current contact information for designated representatives from cities.

- Update Hazard Identification Vulnerability Analysis as part of the Multi-Hazard Mitigation Planning Process.
- In cooperation of the county GIS department, ensure up to date hazard data is captured within county GIS capabilities.
- Provide and maintain information in support of state/federal agencies, local governments, and voluntary organizations to coordinate ESF #5.
- Establish and maintain an EOC duty roster.

#### Response Activities

- Activate County EOC and staff ESFs as dictated by the emergency or disaster and the resource needs of the affected jurisdictions.
- Coordinate with County/local governments on emergency response activities.
- Compile and collate situation information, preliminary damage assessment (PDA) data and other relevant information on the emergency or disaster for the EOC Situation Report (SITREP) and disseminate as needed.
- Prepare a Declaration of Emergency as needed.
- Develop Incident Action Plans during Level 1 and 2 operations.
- Continue to coordinate with Incident Command to determine the extent and location of damage to people and property.
- Assist with or monitor public information activities (See ESF #15).
- Receive and process requests from local jurisdictions for specific state and federal emergency and disaster related assets and services.

#### Recovery Activities

- Collect and process information concerning recovery activities while the response phase of the disaster is ongoing.
- Coordinate with the local and county officials on short-term and long-term recovery operations and recovery planning.
- Develop Incident Action Plans and SITREPs as appropriate.
- Compile and track preliminary damage assessment information from Preliminary Damage Assessments.
- Coordinate with state and federal assets to support local jurisdictions in need of supplemental emergency or disaster assistance.
- Activate county recovery operations and request volunteer support as appropriate.
- Continue to track reimbursement expenses.
- Conduct after-action critique of the overall response and recovery efforts.

## Responsibilities

### Board of County Commissioners

- The Board of County Commissioners has the overall authority and responsibility for all emergency response and disaster coordination. They are responsible for all duties and functions described in the CEMP.

### Mayors

- The Mayors establish policy and make major decisions regarding emergency operations within their jurisdiction. The mayors designate emergency duties for department heads and make declarations of emergency for their own jurisdiction.
- During incidents of countywide significance, mayors from affected jurisdictions, or their designee, may participate in the Incident Command Structure as part of the decision making policy group which includes the BOCC.

### Grays Harbor County Emergency Management (GHC EM)

- Manage the administration and operations of the EOC.
- Prepare and forward emergency and/or disaster declarations appropriate to time and incident.
- Notify SEOC of current situation and possible need for assistance.
- Coordinate planning activities including immediate, short term and long range planning.
- Coordinate overall staffing of EOC emergency management activities including activating ESFs.
- Facilitate obtaining legal counsel when needed during times of EOC activation through the MAC Group.
- Establish communications with ICP and SEOC. Obtain mission numbers as appropriate.
- Support ICS at the local response level and provide resources as appropriate.
- Develop and distribute EOC Action Plan and Situation Reports as appropriate.
- Process applications and register emergency workers for search and rescue, emergency health worker reserve corps, or other emergency management activities.
- Prepare for recovery activities.
- Coordinate countywide damage assessments including the Preliminary Damage Assessment (PDA).
- Prepare executive orders and proclamations for the BOCC to address response and recovery operations, as necessary.
- Conduct after-action critique of the overall response and recovery efforts and develop an After Action Report with primary and support agencies.
- Deactivate EOC operations as appropriate and downgrade activation status.

### Support Agencies

- Develop/maintain Memorandums of Understanding (MOUs) and mutual aid agreements.

- Execute ESFs, SOPs, alert personnel and prepare for possible mobilization including staffing 24-hour operations, if appropriate.
- Participate in county emergency planning efforts.
- Provide liaison to the EOC, as indicated.
- Communicate information to and coordinate actions with the ICP and the EOC, as appropriate.
- Utilize ICS and NIMS and provide resources as appropriate.
- Participate in the damage assessment process and disaster recovery process, as appropriate.
- Provide technical assistance and resources to support recovery activities upon request.
- Track disaster-related expenditures.
- Primary and support agencies will participate in post-disaster briefings and development of an After Action Report

## Appendices

[Appendix A. EOC Organizational Chart](#)

## References

### State

- RCW 38.52, Emergency Management
- RCW 36.32.070, Vacancies on board
- RCW 40.10.010, Essential Records–Designation-List-Security and protection-Reproduction
- RCW 42.14.040, County Commissioners

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command



WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

## Appendix A – Grays Harbor County EOC Organization Chart



# GRAYS HARBOR COUNTY CEMP

## *Mass Care, Housing, and Human Services*

---

This document serves as the Emergency Support Function #6 (ESF #6) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

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March 28, 2023



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**Primary Agencies:**

Grays Harbor County Public Health Department

Grays Harbor County Emergency Management (GHC EM)

**Support Agencies:**

American Red Cross (ARC)

Costal Community Action Program (CCAP)

Coast Harvest Food Distribution Warehouse

Community Housing Programs

Community Food Banks

Faith-Based Organizations

Fire Agencies

Grays Harbor County Departments

Grays Harbor County Environmental Health Department

Grays Harbor Transit

Hospitals

Human Services Agencies

Law Enforcement

Mental Health Agencies and Providers

The Salvation Army

School Districts

Stafford Creek Correctional Facility

Veterinarians

YMCA

# Introduction

## Purpose

Grays Harbor County's Mass Care, Housing, and Human Services plan works with local, county, state, and tribal governments, volunteer agencies, faith-based organizations, and the private sector to facilitate an inclusive, multi-agency, communitywide, and coordinated response and recovery effort. Emergency Support Function 6 (ESF #6) provides guidance to support efforts to address the non-medical mass care, housing and human services needs of individual and families impacted by emergencies or disasters of countywide significance.

## Scope

ESF #6 promotes the delivery of services and the implementation of programs to assist individuals and families impacted by incidents of countywide significance. Activities within the scope include three primary functions: mass care, housing and human services.

- Mass Care – Coordination of non-medical services
  - a. Sheltering for displaced individuals and families, including provisions for pet and companion animals
  - b. Organization for feeding operations
  - c. Provision of emergency first aid
  - d. Collection and provision of victim information
  - e. Coordination of bulk distribution of emergency relief items
- Housing – Coordination and referral information for short, intermediate, and long-term housing. In emergencies not affecting the county as a whole, housing issues will be referred to the appropriate community agencies for assistance.
- Human Services - Provision of victim related recovery efforts
  - a. Counseling
  - b. Expediting processing of disaster related benefits claims
  - c. Will expedite the sending and receiving of mail in affected areas
  - d. Identify special populations who may need specialized attention, including, but not limited people who are:
    - i. Elderly
    - ii. Disabled
    - iii. Limited English Proficiency (LEP) including sign language.

## Situation

Grays Harbor County incorporates an all-hazards planning approach, which includes mitigation, preparedness, response, and recovery functions. This Emergency Support Function will attempt to outline the suggested strategies for mass care, housing and human services in the event of an emergency of countywide significance.



It will be the responsibility of the citizens to be reasonably and individually prepared for foreseeable disasters that could occur.

### Planning Assumptions

- Prior to or during the event of an emergency, individuals and families may need, be asked to protect themselves by relocating to a safer residence or temporary shelter.
- Individuals may develop physical, emotional, and psychological problems that require specialized care.
- Some individuals will be prepared to be self-supportive for 72 hours. Many who are displaced may need assistance.
- State agencies and volunteer organizations will do their best to address the needs of specialized population groups.
- Displaced families may seek out temporary housing available to them through family members, friends, neighbors and community or faith-based organizations.
- Outside agencies that typically offer food and shelter may continue to do so.
- Community and faith-based organizations will emerge to provide care and shelter support independent of local government. Local government will need to coordinate care and shelter services with those groups, which may emerge spontaneously.
- Nursing homes, special care facilities, assisted living, jails, prisons, hospitals and other such venues will have their own emergency guidelines and procedures.
- A portion of those needing shelter will not have transportation accessible to them.
- Individual communities may be isolated with limited ability to access shelters in other parts of the county.
- Private businesses and parties may have additional resources.
- In spite of the potential dangers, some will not evacuate their homes or potentially dangerous areas.
- In spite of the dangers, pet owners may not leave potentially dangerous areas unless their pets are allowed to accompany them.
- It is neither implied nor should it be inferred that this plan guarantees that a perfect response to an emergency or disaster will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

The Grays Harbor County Emergency Operations Center (EOC) will support the efforts of organizations in the identification and staffing of mass care shelters and the provision of services. Mass care will be available to all in need without regard to race, color, national origin, religion, sex, age, or disability. Mass care shelters are temporary in nature and/or designed for people displaced because of emergency incidents or disasters.

All mass care and shelter services will plan for the requirements within Americans with Disabilities Act (ADA) and people with access and functional needs to include limited English proficiency. Evacuating, displaced, and other populations will include people with disabilities, people who may need assistance, and/or people with medical or other additional needs. This will be accomplished in coordination with ESF #8 and #15.

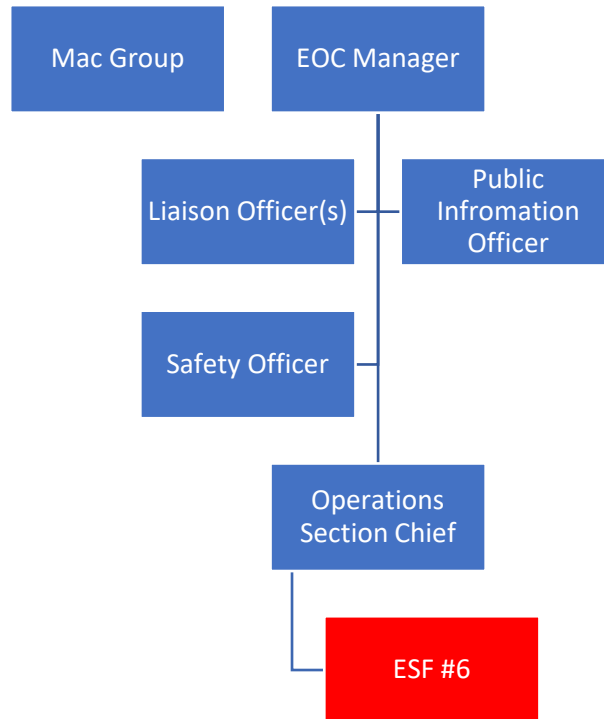
The EOC will operate as the command center during a disaster and communication with other partners as available. Assistance may be requested from appropriate local, state, and federal agencies to expedite the processing of public benefit claims and personal identification programs for victims. Additional resources beyond the scope and local capabilities will be requested and coordinated through the EOC

Recovery efforts begin concurrently with response activities. Coordination among governmental and non-governmental organizations providing assistance will allow for the best response possible.

### Organization

Grays Harbor County Public Health Department will coordinate efforts in planning and support for events of countywide significance. Primary and support agencies will work within their policies and procedures in the implementation of this plan.

When ESF #6 is active at the EOC, it will fall under the Operations Section unless otherwise designated by the EOC Manager. ESF #6 should be staffed by a Grays Harbor County Public Health Representative, or designated by the EOC Manager. Alternative staffing may come from Grays Harbor County Environmental Health or another agency identified within this plan. ESF #6 may be staffed by the same representative as ESF #8.



### Shelters

Shelters include pre-identified or spontaneous shelter sites in existing structures, or the temporary construction of shelters, and use of similar facilities outside the incident area should evacuation be necessary. Buses may be used as temporary shelters and provide transportation for other mass care functions.

Some shelters may allow the co-sheltering of pets. All assistive and service animals (such as hearing, guide, alert/response, mobility, and assistance dogs) are allowed in shelters. Pets may or may not be allowed in other relief organization shelters depending on the organization’s policies. Animal shelters may be separate from other managed shelter for citizens.

Organizations activating shelters will coordinate with ESF #6, or appropriate incident command post (ICP) location, when ESF #6 is activated. As requested, organizations will assign a liaison to the EOC. The EOC will compile and release information on shelter openings and locations through ESF #15, if activated.

### Points of Distribution (PODs)

Points of Distribution (PODs) may need to be utilized in a countywide disaster to execute emergency plans for the allocation of food, medical, or other resources to meet emergency demands. PODs require coordination from the EOC to be effective.

Established PODs designated by ESF #6 within the affected area may distribute emergency relief items to meet urgent needs. These sites can distribute food, water, ice, and other emergency

relief items as available and as resources allow. Feeding may be provided to victims and emergency responders through a combination of fixed sites, mobile feeding units, and bulk distribution of food. Feeding operations will attempt to meet special dietary needs to the extent possible.

#### Human Services

Mental health organizations and critical incident stress management programs, in coordination with ESF #8, provide mental health and emotional support to affected persons and emergency responders, when requested. Emotional and spiritual support may be provided by chaplains and faith-based organizations, when requested. Emergency first aid, as resources allow, consisting of basic first aid and referral to appropriate medical personnel and facilities, will be available at mass care facilities and at designated sites.

Disaster Welfare Information will be collected, as resources allow, providing information regarding individuals residing within the affected area to immediate family members outside the affected area. This information will aid in reunification of family members within the affected area. Efforts are made to coordinate and identify special populations within impacted areas, including but not limited to the elderly, disabled, and non-English speaking people.

#### American Red Cross

All Red Cross services are provided on an individual casework basis to determine the needs of each family or individual. The American Red Cross may provide and finance services to meet human needs in natural and man-made disasters. Services provided are:

- Emergency housing for disaster victims in public or private buildings.
- Mass feeding for all persons affected by the disaster.
- Disaster health services in Red Cross shelters.
- Welfare inquiry services.
- Mental health counseling and emotional support to victims and workers.
- Informing GHC EM regarding shelter status to include location, number of evacuees per shelter, total number of evacuees registered, and other pertinent emergency information.
- Emergency Individual/Family Assistance. This is provided on the basis of uniform guidelines and procedures to individuals and families having urgent and verified disaster-caused needs. These may include:
  - Food
  - Clothing
  - Laundry
  - Emergency transportation
  - Cleaning supplies
  - Emergency housing
  - Storage of personal belongings

- Emergency minor home repairs
- Household accessories
- Some furniture and appliances
- Emergency health needs
- Personal occupational supplies and equipment
- Additional Assistance

Additional assistance may be considered when an individual or family has disaster caused or disaster aggravated needs beyond normal emergency assistance. National Red Cross headquarters must be consulted before discussions with clients about additional assistance are initiated. Potential services may include:

- Personal living needs (groceries, clothing)
- Disaster related vehicle repair
- Insurance
- Home repairs
- Furnishings
- Health needs
- Presidential Declared Disasters

The Red Cross programs listed above may be modified according to the availability of certain government benefits as additional needs of disaster victims may be met by state and federal disaster assistance programs provided by the Disaster Relief Act of 1974 (Public Law 93-288).

## Phases of Emergency Management

### Mitigation and Preparedness Activities

Activities that develop individual and community response capabilities.

- Community education campaigns to promote personal and neighborhood preparedness.
- Identify hazards and take steps to correct deficiencies in the mass care, housing and human services function.
- Identify sites and facilities for mass care, pet care and distribution of relief items.
- Identify organizations and agencies that have resources that may provide assistance in a significant event.
- Develop communication templates for news releases and flyers for the identification of shelters, distribution sites and other resources.
- Recruit and train volunteers.
- Identify people who may have special needs, people in multi-level buildings and who may need assistance in the event of disaster, power outage etc.
- Develop, exercise, and maintain internal disaster plans by agencies and organizations.

## Response and Recovery Activities

### General

- Conduct initial and ongoing needs assessment regarding community needs and status.
- Conduct internal and community after action reviews and document lessons learned and recommendations for improvement.

### Shelter and Feeding

- Open, staff, and manage shelters.
- Feeding, including fixed and mobile feeding as well as bulk distribution of food for impacted populations.
- Provide emergency first aid and referral to appropriate medical personnel and facilities at mass care facilities and at designated sites.
- In coordination with ESF #8, provide medical and mental health support both inside and outside of shelters and other congregate sites.

### Housing

- Identify solutions for short, intermediate, and long-term housing for victims, as appropriate. Housing assistance provided to victims may include rental assistance and temporary housing. Housing assistance provided to victims may include rental assistance, temporary housing, or access to loan and repair programs.
- Provide information on resources to other community agencies. Assistance Centers may be utilized to help distribute information.

### Companion and Pet Response

- Utilizes surge capacity of animal shelters in the temporary feeding of pets and companion animals.
- Provides temporary animal sheltering adjacent to human sheltering sites wherever possible.
- Works cooperatively with the Veterinary community to provide animal health related services during disaster response.
- Coordinates with ESF #11 to prevent the spread of zoonotic diseases and disaster related illnesses.

### Human Services

- Support immediate, short-term assistance for individual, household, and groups dealing with the anxieties, stress and trauma associated with an emergency for disaster.
- Provide and coordinate bulk distribution of disaster relief items.
- Identify community, state and federal resources and communicate resources to appropriate agencies, through ESF #15 and areas where affected individuals are congregating.
- Coordinate with ESF #7 to request community, state and federal resources to meet community disaster needs.

## Responsibilities

### All Agencies

- Agencies will follow their standard operating procedures in the delivery of mass care services.
- Agencies will maintain communication with Emergency Operations Center (EOC).
- Document costs incurred at governmental facilities and reports appropriate information to Grays Harbor County Emergency Management, or the finance section of the EOC, when activated.
- Agencies should participate in drills and exercises to test existing plans and procedures.
- Agencies should participate in post-disaster briefings and development of an After-Action Report.

### Primary Agencies

#### Grays Harbor County Public Health Department

- Provides coordination for primary and supporting agencies and organizations throughout the incident.
- Identifies, trains, and assigns personnel to staff the EOC.
- Coordinates information regarding resources for shelters, feeding, pets and other resources for housing and human services through ESF #15.
- Supports efforts and requests for bulk distribution of disaster relief items.
- Supports efforts to coordinate response to reach special populations.
- Coordinates the provision of medical care, mental health care and emotional support for impacted populations and response personnel both within and outside shelter locations.
- Maintains and deploys volunteers (Medical Reserve Corps).
- Coordinates with ESF 8 to assist in the provision of emergency medical care, medical supplies, and pharmaceutical needs at shelters and throughout the community.

#### Grays Harbor County Emergency Management

- Manage the Emergency Operations Center to support emergency response and early recovery.
- Maintains updated contact information from the coordination of short and long-term shelter needs with appropriate relief organizations.
- Coordinates with FEMA and the Washington State Emergency Management Division to access any programs made available for post disaster or emergency relief including National Guard and other resources.
- Gathers information in order to expedite local, state, and federal agency efforts at processing benefit and identification programs.
- Coordinates development of the After Action Report.

## Support Agencies

Provide support in planning for, providing resources and assistance in meeting mass care, housing and human service needs. Support agencies coordinate with the Emergency Operations Center to provide resources and an effective response. Support agencies attempt to contact vulnerable populations to assess their emergency needs and request assistance as necessary through the EOC.

### American Red Cross

- Supports the delivery of mass care services.
- Updates National Shelter System to identify Red Cross shelter sites.
- Recruits, screens and trains Red Cross volunteers to provide disaster services.
- Will train disaster volunteers from other organizations in American Red Cross disaster services.
- Provides liaison to Emergency Operations Center, as requested.
- Provides first aid and disaster mental health at Red Cross shelters.
- Maintains communication with Emergency Operations Center to report status updates, number of people in Red Cross shelters, etc.
- Keeps internal registration and accountability records of Red Cross shelter inhabitants.
- Maintains records to assist with the reunification of families and welfare inquiries.
- Collect and share damage assessment information with Emergency Management and other agencies.
- Provide disaster preparedness education targeting the general community, people with special needs and pet owners.

### Coastal Community Action Program (CCAP)

- Coordinates community information for human service needs and resources.
- Maintain meal sites throughout the community.
- Maintains roster of volunteers who may be available (Retires Senior Volunteer Program).
- Coordinates with the Salvation Army for food and bulk distribution of disaster supplies.
- Identifies the needs of vulnerable clients such as people with special needs and/or cognitive disabilities and provides support and referral.
- Maintains meal delivery for vulnerable populations. (Meals on Wheels)
- As resources allow could be utilized as a shelter site.
- May make transportation capabilities available including ADA compliant transportation.

### Coastal Harvest

- Provides countywide coordination for the distribution of bulk food to community food banks and feeding sites, as requested.
- Coordinates with state and non-profit resources for bulk food donations as a statewide community food distribution partner.



### Community Food Banks

- May provide food to people needing assistance.
- May coordinate with other bulk distribution operations.

### Faith-based organizations

- Some faith-based organizations may support sheltering activities with volunteers, food distribution or facility support.
- Faith-based organizations may be requested by the EOC to be used as a Point of Distribution site.
- May provide ministerial support to people or areas that are stressed or impacted by disaster.

### Fire Agencies

- Refers, and dependent on situation, may transport people who are being evacuated or rescued to shelters or other congregate facilities.
- Provides shelter and facilities to emergency responders, particularly those who may be brought in from out-of-area.
- Some Fire agencies, particularly in isolated communities may support mass care functions by providing space for shelter and feeding operations.

### Grays Harbor Transit

- Provides transportation for impacted communities to shelters or distribution sites, as requested.
- Buses may be used as temporary shelters, as requested.
- May deliver emergency supplies to shelters/congregate sites/bulk distribution.
- May provide transportation to return people to residences, in Coordination with ESF # 1.
- May suspend rules to aid in the transport of pet and companion animals to evacuation, shelter and distribution sites.

### Grays Harbor County Environmental Health Department

- Assess and monitor any potential or existing environmental health and contamination concerns.
- Enforces compliance with minimal standards and assists and encourages compliance with additional reasonable standards for the following areas at shelters and feeding stations:
  - Food Handling and Safety
  - Water Quality
  - Solid Waste
  - General Sanitation
- Assist in coordination and quality assurance of both food and sanitation supplies.
- Provide information and assistance with home assessment for concerns of water quality, food quality, and other potential health impacts.
- Assist when needed in staffing the ESF #6 position at the EOC.

- Provide training, in preparation of an emergency, to potential shelter staff on food handling and shelter sanitation.
- Provide guidance for the human health issues related to pet sheltering including diseased or deceased animals.
- Coordinate public information regarding health issues and hazards with ESF 15.

#### Human Services Agencies

- Identifies and as capable provides support to clients who may need special assistance.
- Some human service agencies may provide meal sites.
- Coordinates needs and available resources with the EOC.
- Coordinates recovery information with the EOC when activated.

#### Law Enforcement

- As resources allow, provide law enforcement response to preserve order at shelter or other congregate sites.
- May perform health and welfare check.

#### Mental Health Agencies and Providers

- In coordination with ESF 8 provides assistance both within and outside shelters and other congregate sites as requested.
- Assesses needs of agency clients and provides support and referral.

#### School Districts

- Maintains internal plans and procedures to ensure safety and security for any students and staff on school grounds.
- May provide facilities for shelter, feeding sites or bulk distribution as needed.

#### The Salvation Army

- Provides community preparedness education.
- Provides liaison to EOC, as requested.
- Maintains agreements with local resources for the provision of relief items.
- Provides assistance for hotel/motels when shelters have not yet been activated or special accommodations are required.
  - Assists with bulk distribution of food, clothing and disaster relief items.
- Coordinates with Coastal Harvest, CCAP and food banks for food distribution.
- Assist impacted populations with FEMA, insurance and available resources for recovery.

#### Stafford Creek Correctional Facility

- As resources allow and contingent upon, 'Department of Correction Headquarters' may support community response with material items and consumables including emergency water, food supplies and food preparation. Capabilities are contingent as resources and facility operation allows.

#### Veterinarians

- As resources allow provide surge capacity for pets requiring shelter when requested.
- May provide crates/carriers as resources allow.
- Provide veterinarian support at shelter sites designated for pets.

#### YMCA

- Capabilities are contingent as resources and facility operation allows.
- May be able to provide showers, temporary warming center and facility use for stress reduction.

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Resource Support*

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This document serves as Emergency Support Function #7 (ESF#7) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

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March 28, 2023





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**Primary Agencies:**

Grays Harbor County Emergency Management (GHC EM)

Grays Harbor County Public Services

**Support Agencies:**

Grays Harbor County (All Departments)

Local Business and Industry

Municipalities (All Departments)

Volunteer Organizations

Washington State Emergency Management Division (EMD)

## Introduction

### Purpose

Emergency Support Function 7 (ESF #7) Resource Support assists county, municipal, and supporting non-governmental organizations in responding to emergencies or disasters of countywide significance through the acquisition of resources.

### Scope

ESF #7 for county, municipal, and supporting non-governmental organizations includes but is not limited to emergency relief supplies, facility space, office equipment, office supplies, telecommunications (in coordination with ESF #2), contracting services, transportation services (in coordination with ESF #1), security services, and personnel required to support immediate response activities. ESF #7 provides support for requirements not specifically identified in other ESFs.

## Policies

No county, city, or other municipal corporation shall give any money, property, or loan its money or credit to, or in aid of any individual, association, company, or corporation according to Section 7 of Article VIII of the Washington State Constitution

In accordance with RCW 38.52.070 (2), a political subdivision in which a disaster occurs shall have the power to enter into contracts and incur obligations necessary to combat such disaster, protecting the health and safety of persons and property, and providing emergency assistance to the victims of such disaster. The political subdivision is authorized to exercise the powers vested under this section in the light of the urgencies of an extreme emergency situation without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements), including, but not limited to:

- Budget law limitations
- Requirements for competitive bidding and publication of notices
- Provisions pertaining to the performance of public work
- Entering into contracts, the incurring of obligations
- The employment of temporary workers
- The rental of equipment
- The purchase of supplies and materials
- The levying of taxes
- The appropriation and expenditures of public funds

The requesting agency is responsible for the payment of requested resources, or according to prior agreements. If funds are not available, the agency will make purchases in accordance with their agency's emergency purchasing policies.

Grays Harbor County shall provide meals to employees, volunteers and other workers performing emergency disaster work as directed by the Grays Harbor County Department of Emergency Management. This applies to all county declared disasters and to all Emergency Operations Center (EOC) activations.

All costs associated with emergency operations will be documented in accordance with the Basic Plan.

It is neither implied nor should it be inferred, that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

In emergency operations, each responding entity will be responsible for conserving and controlling its own resources. Responding agencies will follow the concepts of the Incident Command System (ICS). Upon activation, the EOC will support the response of local government, non-governmental organizations, and Incident Command through ESF #7. During response activities, the EOC should serve as a single source ordering point for Incident Command Posts (ICPs) to reduce duplication of efforts and encourage coordination of resources.

The determination to use public or private sector resource providers will be based on critical need and availability and delivery times of the particular resource. When all local resources (public and private) are depleted, the EOC will request support from Washington State Emergency Management Division (WA EMD). WA EMD can provide mutual aid, state or federal resources.

The EOC manager should be alert to the possibility of the necessity of receiving and coordinating donated goods and money during any incident and should designate an agency to coordinate the same. A Donations Manager will be designated to manage solicited and unsolicited donations

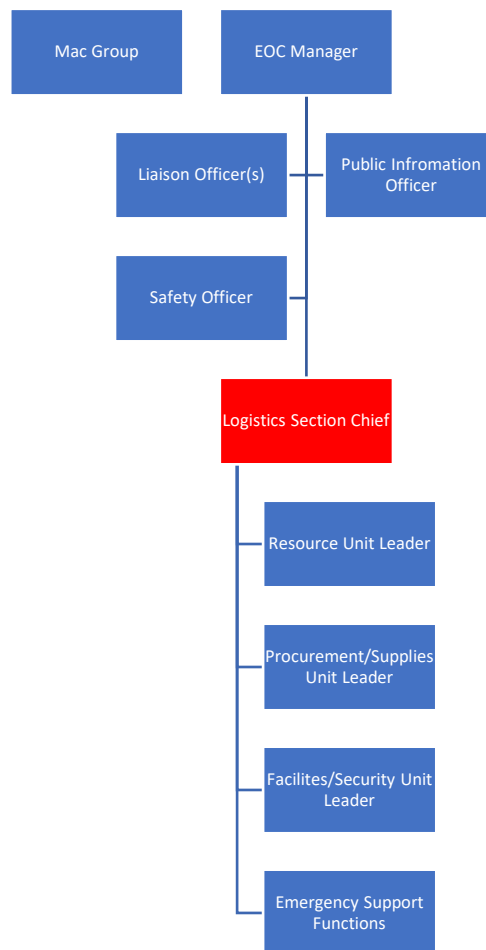
The resources of local government will be used to the extent practicable. Governments and organizations will retain sufficient quantities of applicable resources in reserve to meet

organizational needs as appropriate. Should resources prove insufficient, additional resources may be procured or requested through the following priority order:

- Mutual Aid and Interlocal Agreements
- Private-sector purchase
- State emergency management resource request

### Organization

When ESF #7 is active at the EOC, it will fall under the Logistics Section unless otherwise designated by the EOC Manager. ESF #7 may serve as the Logistics Section Chief, depending on the available staffing and nature of the emergency.



### Resource Requests

Upon activation of the EOC, ESF #7 may be activated by the EOC Manager. When ESF #7 is activated, it serves as an ordering point for Incident Command Posts (ICPs) to request supplies from. Resource Requests should be made to the EOC using the [WA Resource Request Form \(ICS 213 RR\)](#). Resource Requests can be made by any means a requesting agency can send the request

to the EOC. Preferable means would be E-Mail or phone call; however, radio and fax may be the only means available.

The EOC will prioritize and fill resource order requests based off of Life Safety, Incident Stabilization, and Property Conservation priorities as well as guidance put forth by the MAC Group and EOC Manager.

## Phases of Emergency Management

### Mitigation and Preparedness Activities

- Assess resources regularly on a twelve to eighteen month schedule, as assistance is available.
- Protect resources to the greatest extent possible.
- Develop and keep a current resource inventory list.
- Develop standard operating procedures for resource support.
- Train all personnel on their roles during an incident.

### Response and Recovery Activities

- Activate the EOC for coordination of resources as appropriate.
- Establish communications to organize resource support.
- Through the Incident Command System, establish priorities in the assignment and use of all resources, including personnel, food, water, health resources, fuel, utilities, transportation, communications, and other survival supplies and services needed to provide effective recovery.
- Coordinate recovery activities through the EOC.
- Primary and support agencies will participate in post-disaster briefings and development of an After Action Report.

## Responsibilities

### Primary Agencies

- Maintain the EOC with appropriate equipment, consumables, resource lists, contact information and support staff availability.
- Maintain liaison with support agencies, the business community, volunteer organizations, and WA State EMD.
- Train EOC staff in resource management activities.
- Per ESF #15, coordinate and disseminate information concerning resource availability and distribution to the public.

- Provide administrative support for the Washington State Emergency Worker Program.
- Serve as liaison for the volunteer Search and Rescue resources and the Grays Harbor County Sheriff's Office.
- Develop and maintain a communications process for rapid contact of key EOC staff and support agency personnel.
- Develop EOC resource management standard operating procedures.

#### Support Agencies

- Maintain appropriate resources to meet routine operational requirements.
- Take action necessary to ensure staff is prepared to accomplish response and recovery activities.
- As applicable, ensure local resources are exhausted, or about to be, prior to requesting outside resources through the EOC. Resources held in reserve to meet constituent needs are considered utilized.
- In compliance with NIMS, type all applicable resources and provide information to EOC.
- Maintain resource inventory and assessment of interdependence on communications and power facilities.
- As applicable, provide resources, transportation, facilities, and services in response to requests from ICP or EOC.
- Develop resource lists and operating procedures.
- Train field personnel in procedures for requesting outside resources.

## Appendices

Appendix A WA Resource Request Form (ICS 213 RR)

## References

### State

- RCW 38.52.070, Local Organizations and Joint Local Organizations Authorized
- RCW 38.52.110, Use of Existing Services and Facilities
- Section 7 of Article VIII of the Washington State Constitution



## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
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JIS	Joint Information System
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NIMS	National Incident Management System
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## Appendix A – WA Resource Request Form (ICS 213 RR)

<b>Requestor</b>	<b>1. Mission Number &amp; Incident Name:</b>		<b>2. Requesting Agency:</b>		<b>3. Date &amp; Time:</b> (mm/dd/yy - 00:00)		<b>4. Requester Tracking Number:</b>		
	<b>5. Resource Requested</b>						<b>SHADED AREA TO BE FILLED BY LOGISTICS SECTION</b>		
	a. Qty.	b. Kind (if known)	c. Type (if known)	d. Detailed item description and/or of task to be accomplished: ( <i><b>Vital characteristics, brand, specs, experience, size, etc.</b></i> ) and, if applicable, purpose/use, diagrams and other info.			<b>Needed Date &amp; Time</b>		g. Cost
							e. Requested	f. Estimated	
	<b>6. Additional Personnel/Support Needed:</b> ( <i>Driver/Fuel Etc.</i> )						<b>7. Duration needed:</b>		
	<b>8. Requested Delivery/Reporting Location:</b> ( <i>Address/landmarks etc.</i> )				<b>9. POC at Delivery/Reporting Location:</b> ( <i>Name &amp; Contact info</i> )				
	<b>10. Suitable Substitutes and/or Suggested Sources:</b> (if known)				<b>11. Priority:</b> <input type="checkbox"/> Life Saving <input type="checkbox"/> Incident Stabilization <input type="checkbox"/> Property Preservation				
	<b>12. a. Have all commercial resources been exhausted:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>b. Have all local resources been exhausted:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>c. Have all mutual aid resources been exhausted:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No				<b>13. Requestor is willing to provide Funding:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", explain:				
	<b>14. Requested by Name/Position &amp; phone/email:</b>				<b>15. Request Authorized by:</b>				
	<b>16. EOC/ECC Logistics Tracking Number:</b>		<b>17. Name of Supplier/POC, Phone/Fax/Email:</b>						
<b>Logistics</b>	<b>18. Notes:</b>								
	<b>19. Approval Signature of Authorized Logistics Representative:</b>						<b>20. Date &amp; Time:</b> (mm/dd/yy – 00:00)		
	<b>21. Order placed by (check box):</b> <input type="checkbox"/> ORD UNIT <input type="checkbox"/> PROC UNIT <input type="checkbox"/> OTHER _____								
	<b>22. Elevate to State:</b> <input type="checkbox"/>		<b>23. State Tracking #:</b>			<b>24. Mutual Aid Tracking #:</b>			
<b>Finance</b>	<b>25. Reply/Comments from Finance:</b>								
	<b>26. Finance Section Signature:</b>						<b>27. Date &amp; Time:</b> (mm/dd/yy – 00:00)		
<b>Original to: Documentation Unit</b>				<b>Copies to: Logistics Section, originating ESF/agency, and Finance &amp; Administration Section</b>					

## Instructions for filling out the WA ICS-213RR Form

### REQUESTOR fills in blocks 1 through 15, excluding 5f -5g.

Block # 1	Mission Number is assigned by the State EMD. Incident name is the same as the name stated on the ICS-201 Form and Incident Action Plan (IAP).
Block # 2	Name of Jurisdiction/Agency initiating request.
Block # 3	The date (month/day/year) and the time (using the 24 hour clock) when submitting the request.
Block # 4	Jurisdiction or agency generated tracking number.
Block # 5a-c	Items requested: Must include quantity; Include Kind and Type <i>if applicable</i> .
Block # 5d	The detailed description of requirements. <i>(Be as specific as possible)</i> .
Block # 5e	Time resource is needed.
Block # 5f	Estimated time of arrival <i>(to be filled out by the Logistic section)</i> .
Block # 5g	Cost of resource <i>(to be filled out by the Logistics Section)</i> .
Block # 6	List additional support needed; driver, fuels, etc.
Block # 7	How long do you need the resource (number of hours, days etc.).
Block # 8	Location: Where the requesting jurisdiction/agency wants the items delivered to (a specific staging area, address, latitude & longitude, etc.).
Block # 9	Point of contact at the delivery location.
Block # 10	Enter information if known. A suggested source may be a known contract in place or verbal (not written & signed) agreement with a local vendor.
Block # 11	<b>Life saving-</b> This includes rescuing endangered civilians, treatment of the injured, and provisions for the safety, accountability and welfare of response personnel. <b>Incident Stabilization-</b> To keep the incident from escalating and bring it under control to limit the negative consequences. <b>Property Preservation-</b> Protection of property, infrastructure, evidence, economy and the environment.
Block #12	Yes or No.
Block #13	If partial or no funding, specify reason.
Block #14	Name and contact information of requestor.
Block #15	This must be approved by the appropriate Section Chief or Authorized spending agent.

### Blocks 16 through 24 and blocks 5f- 5g to be filled out by the Logistics Section.

Block # 16	EOC/ECC Logistics Tracking Number.
Block # 17	Supplier Point of Contact, Phone Number and/or email address.
Block # 18	Actions taken in processing resource request.
Block # 19	Usually the signature of the Logistic Section Chief or Deputy Logistics Section Chief.
Block # 20	Date & Time of Signature.
Block # 21	Ordering Unit (ORD) or Procurement Unit (PROC)). Other block is checked if ORD/PROC positions are not filled. If Other block is checked, fill in position.
Block # 22	If checked, request has been elevated to State EMD for processing.
Block # 23	State EMD assigned tracking number.

Block # 24	Mutual Aid tracking #: (WAMAS-Locally assigned #) (EMAC, PNEMA, FED MA –State EMD assigns #)
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**Blocks 25 through 27 are filled out by the Finance Section**

Block # 25	Comments from Finance Section Chief, Deputy Finance Section Chief, or Procurement.
Block # 26	Approval: This must be approved in accordance with Jurisdiction/Agency internal procurement policies.
Block # 27	Date & Time of Signature

# GRAYS HARBOR COUNTY CEMP

## *Public Health and Medical Services*

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This document serves as Emergency Support Function #8 (ESF#8) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

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March 28, 2023





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**Primary Agencies:**

Grays Harbor County Board of Health  
Grays Harbor County Coroner’s Office  
Grays Harbor County Environmental Health Department  
Grays Harbor County Fire Districts and Municipal Departments  
Grays Harbor County Health Officer  
Grays Harbor County Medical Program Director  
Grays Harbor County Public Health Department  
Grays Harbor EMS and Trauma Care Council  
Harbor Regional Health Community Hospital  
Summit Pacific Medical Center

**Support Agencies:**

County and Municipal Law Enforcement  
Critical Incident Stress Management Team  
Grays Harbor County Communications E911  
Grays Harbor County Emergency Management (GHC EM)  
Grays Harbor Transit

# Introduction

## Purpose

The purpose of the Emergency Support Function 8 (ESF #8) Public Health and Medical Services Plan is to coordinate the organization and mobilization of public health, medical and mortuary services in Grays Harbor County prior to, during and following a disaster.

## Scope

ESF #8 provides guidance in identifying and meeting the public health and medical needs of victims of an emergency or disaster. This support is categorized in the following functional areas:

- Assessment of health and medical needs
- Public health surveillance
- Mental health
- Medical care personnel
- Health/medical equipment and supplies
- Patient evacuation
- Victim identification and mortuary services
- Worker health and safety
- Potable water/drug/medical device safety

## Situation

Emergencies and disasters can occur with or without warning causing human suffering, injury and death as well as disruption of normal activities. Some hazards, such as earthquakes, may cause widespread injuries to persons and damage to infrastructure. Hospitals, nursing homes, pharmacies and other medical/health care facilities may be structurally damaged or destroyed. Those facilities that survive with little or no structural damage may be rendered unusable or only partially usable because of damage to the facility operation systems, i.e., reduction of utilities (power, water, sewer), or because staff are unable to report for duty due to personal injuries or damage to transportation systems.

Any mass casualty event will likely exceed capacity to treat those injured or sickened. Hospitals and other medical facilities in the region may be taxed to their maximum capacity to receive patients. The ESF #8 Coordinator and other primary agencies may need to coordinate the use of other shelters as temporary treatment centers.

Medical supplies and equipment may be in short supply. Most health care facilities maintain only sufficient inventory stock to meet their short-term needs. Disruptions in local communications and transportation systems could prevent timely re-supply. Access of casualties to assessment, treatment, transport, and transport facilities may be limited.

Uninjured persons who require daily maintenance medications may have difficulty obtaining these medications because of damage to normal supply locations and general shortages. People with physical or cognitive disabilities, dependent on medical equipment or who are medically frail, elderly, or mentally ill will be at additional risk during a significant event.

Even disasters that do not generate a large number of casualties may have considerable needs for relocation, shelters, vector control, contaminated debris, and returning water, wastewater and solid waste facilities to operation.

In a declared disaster, the governor, or other official licensing entities that have the authority, may waive specific regulations or rules such as capacity limits for care facilities or alternate care.

The damage and destruction from a catastrophic disaster will produce urgent needs for mental health support for disaster victims and response personnel.

### Planning Assumptions

It is neither implied, nor inferred, that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources and/or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

This plan may be activated by any local jurisdiction experiencing an emergency of Public Health or Medical Services by contacting Grays Harbor County Emergency Management (GHC EM) Duty Officer. With the potential for, or the occurrence of an event, GHC EM will notify Grays Harbor County Public Health (GHCPH). This notification may be by telephone to the GHCPH Emergency Response Coordinator or Duty Officer. Such notification could be to advise of a potential event, announce an activation of the EOC, or to pass a request from local jurisdiction officials requesting assistance. Activation should be considered when:

- Current resources are overwhelmed
- The event requires resources from multiple agencies or jurisdictions
- Resources are needed for the mental health support of families or victims
- The event threatens or affects the public health of the community
- There are needs for public information that affect the health of the community

GHCPH through the Emergency Operations Center (EOC) will coordinate health and medical assistance to Grays Harbor County. The concepts of National Incident Management System (NIMS)/Incident Command System (ICS) will be used in the event of an emergency or disaster that results in the activation of the EOC.

The ESF #8 Coordinator will notify other primary and supporting agencies requesting their assistance as appropriate. Primary and supporting agencies will report to the appropriate location as requested. Appropriate primary and support agencies and organizations will be notified and tasked to provide 24-hour representation, as necessary. Each agency or organization is responsible for ensuring that sufficient program staff are available to support the EOC and carry out the activities tasked to their agency or organization on a continuous basis. Individuals representing agencies must have knowledge of the resources and capabilities of their respective agencies or organizations, and have access to the appropriate authority for committing such resources during response and recovery operations.

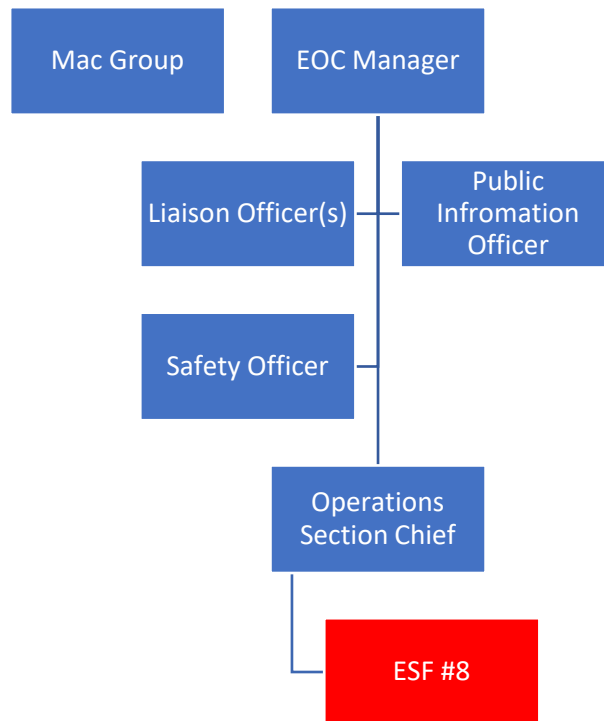
The coordination and reporting of assessments, evaluations, and essential medical information with WA State Department of Health will be coordinated with the EOC through the ESF #8 Coordinator. Providence St. Peter Hospital is the Designated Disaster Medical Control Center (DMCC). Good Samaritan Hospital and Harborview Hospital are the alternate centers.

All public health and medical services will plan for the requirements within Americans with Disabilities Act (ADA) and people with access and functional needs to include limited English proficiency. Evacuating, displaced, and other populations will include people with disabilities, people who may need assistance, and/or people with medical or other additional needs. This will be accomplished in coordination with ESF #6 and #15.

### Organization

Grays Harbor County Public Health will coordinate and integrate overall County efforts to provide public health and medical assistance to the affected area. If there is a need for the EOC to activate, the disaster response will be coordinated through the EOC. Dependent on the event other primary agencies may take operational leadership or joint leadership as appropriate.

When ESF #8 is active at the EOC, it will fall under the Operations Section unless otherwise designated by the EOC Manager. ESF #8 should be staffed by a Grays Harbor County Public Health Representative or designated by the EOC Manager. Alternative staffing can come from other agencies identified within this plan. ESF #8 may be staffed by the same representative as ESF #6.



### Emergency Medical Services (EMS)

Grays Harbor County emergency medical service personnel will operate under the established Grays Harbor Emergency Medical Services Patient Care Protocols. Any response actions taken by emergency medical service personnel outside the scope of existing protocol must first receive approval from the Medical Program Director or designee. The Emergency Medical Services Response to Multi-patient, Mass Casualty and Disaster Incidents Protocol details the operational concepts and responsibilities so that the Emergency Medical System will be capable of providing mass casualty emergency medical services during an emergency/disaster.

## Phases of Emergency Management

### Mitigation and Preparedness Activities

Activities that maintain the health of the community and develop health and medical response capabilities.

- Maintain liaison among primary and support agencies.
- Public Health promotion and disease prevention programs and services.
- Environmental Health regulation of public water systems, food service establishments, on-site sewage disposal systems, water recreational facilities, RV parks, schools and providing assistance with vector control.

- Development and registration of medical and public health volunteers to respond during a disaster.
- Maintenance of communication systems between public health, hospitals, and health care providers for health alerts and information exchange during events.
- The development, exercise, and maintenance of internal disaster plans by medical and response agencies and facilities and public health.
- The development of policies to address public health concerns in the community.
- Community planning and exercises for ESF #8.

### Response and Recovery Activities

Activities include coordination with appropriate primary and support agencies, to provide for support in a significant event or an event that affects the emergency medical services, public health, or mortuary services for the county:

- Coordination to provide care of the sick, injured and dead resulting from an emergency or disaster.
- Assessment of health and medical needs.
- Assistance with emergency pharmacy and laboratory services.
- Gathering and provision of information on the status of the disaster and its impact on the public health. Public information will be coordinated through ESF #15.
- Assistance, as capable, to jurisdictions and organizations to conduct wellness checks, particularly for people who are at risk, i.e., people who are medically frail, chronically ill, have mental illness, developmental disabilities, etc.
- Coordination with ESF #6, Mass Care and Human Services to support needs of people with special needs, such as people who have mental illnesses, are chemically dependent, developmentally disabled, medically frail or have chronic illnesses, etc.
- Assistance to affected populations in clean-up or follow-up activities with technical advice on health and safety issues related to returning to damaged areas.
- Assistance with restoration of pharmacy services to operational status.
- Non-city or county government, private or non-profit organizations will be requested to support the area medical, health and mortuary services, and hospitals by providing emergency services consistent with their capabilities.
- Coordination of requests for alternate care sites, or sites that could be utilized to support people with special needs. Coordination with entities that have existing facility agreements.
- Coordination of the deployment of volunteer emergency workers (Medical Reserve Corps) to support health and medical needs.
- National Guard medical, transportation, weapons of mass destruction response teams, and other assets may be asked to deploy to support ESF #8 requirements. These requests will be coordinated through the EOC under ESF #7 and ESF #20.

- Disaster Medical Assistance Teams (DMAT) and Disaster Mortuary Operational Response Teams (DMORT) may be requested when the response needs exceed local and regional capacities. These requests will be coordinated through the EOC to the State Emergency Operations Center and the Washington State Department of Health.
- Primary and support agencies and organizations will support response and recovery activities consistent with their organizations' mission and capabilities.
- Participation in post event assessment of response activities and adjustment of plans and protocols as necessary.

## Responsibilities

### ESF #8 Coordinator

#### Grays Harbor County Public Health

- Provides coordination for primary and supporting agencies and organizations throughout the incident.
- Identifies, trains, and assigns personnel to staff the EOC for coordination of medical and health services.
- Conducts initial assessment of health and medical needs. Coordinates and/or administers pharmaceuticals for contamination or disease as deemed necessary by local and state health officials.
- Conducts assessment and surveillance of potentially or existing affected individuals, and conducts long-term monitoring of this population for potential long-term health effects.
- Coordinates emergency pharmacy resources.
- Implements Strategic National Stockpile operations, as needed.
- Provides for the recording and issuing of death certificates.
- Coordinates public health and medical information with ESF #15 Public Information and Grays Harbor County Environmental Health equitably.
- Coordinates for the provision of mental health response for immediate and short-term disaster mental health interventions for victims and response personnel.
- Directs and coordinates the activation and deployment of volunteer public/medical/mental health personnel.
- Coordinates through the Washington State Department of Health waivers of rules and regulations regarding licensed health care facilities and personnel.
- If supplemental assistance is necessary, requests are made through the EOC.
- Coordinates response with consideration of special needs populations such as people with chronic illness, who are medically frail, chemically dependent, developmentally disabled or have mental illness.



## Primary Agencies

### Fire/Emergency Medical Services Agencies

- Provides basic and advanced life support services in accordance with Grays Harbor Emergency Medical Services Patient Care Protocols.
- Provides initial field command and makes the decision whether to request additional assistance.
- Utilizes mutual aid among emergency medical service providers to make maximum use of existing local, regional, or inter-regional assets and services.
- Utilizes decontamination resources as needed or requested.
- Establishes field communications between appropriate agencies.
- Provides representative to the EOC to coordinate EMS response, if requested.
- Provides casualty and damage assessment information to the EOC, if activated.
- During EOC activation, the field operations informs and updates the EOC of any air operations or ground resources that are ordered from outside the county to ensure that all resources are coordinated.

### Grays Harbor County Coroner

- Develops and implements mass fatality planning.
- Assumes overall responsibility for the care, identification, notification of next-of-kin, and disposition of bodies of the deceased during and after disasters.
- Determines the manner and cause of death and provides information to Public Health Vital Records for issuance of the death certificate.
- Keeps all necessary records and furnishes the Public Information Officer at the EOC with a regularly updated casualty list.
- If local resources for proper handling and disposition of the dead are exceeded, supplemental assistance may be requested through the SEOC for the identification, movement, storage, and disposition of the dead.
- Makes requests for additional assistance through the EOC.
- The Coroner has jurisdiction over bodies of all deceased persons who come to their death suddenly when in apparent good health without medical attendance within the thirty-six hours preceding death. RCW 68.50.010

### Grays Harbor County Environmental Health

- Assesses and monitors any potential or existing environmental contamination or health concerns.
- Ensures emergency sanitation standards for disposal of garbage, sewage and debris are followed.
- Provide oversight of potable water supplies.
- Assures food safety.
- Provides for the coordination of health and sanitation services at mass casualty incidents.

- Coordinates public health information through ESF #15 Public Information and Grays Harbor County Public Health equitably.
- If supplemental assistance is necessary, requests are made through the EOC.

#### Grays Harbor County Health Officer

- Determines critical priorities in the public health effort.
- Consults with the Board of Health and state and federal health agencies.
- Provides direction for isolation and quarantine.
- Acts as a technical specialist for community health issues, environmental hazards, and information.
- The health officer or designee shall take such action necessary to maintain the health of his or her jurisdiction. The health officer or designee may implement quarantine policies and/or a health order when needed due to incidents of mass communicable disease exposure or contamination of food, water and/or environmental resources.
- A Local Health Officer may invoke the powers of police officers, sheriffs, and all other law enforcement officers to enforce health orders.

#### Grays Harbor County Board of Health

- Has jurisdiction over all matters pertaining to preservation of the life and health of the people according to RCW 70.05.060

#### Hospitals

- Maintains procedures and protocols for reducing patient population for events that may require evacuation, and procedures for those who cannot be evacuated.
- Coordinates in-hospital care.
- Works with the Disaster Medical Control Center or backup for assignment of patients and transportation to hospitals or temporary treatment facilities.
- Provides status updates to EOC.
- Provides staff to EOC as requested.
- Maintains plans and procedures to activate decontamination units as needed or requested.
- Monitors and reports incidence of communicable disease to Grays Harbor County Public Health.
- During County EOC activation, informs and updates the EOC of air operations to ensure that transportation resources are coordinated.
- Maintains current transfer and transport site, i.e., helipad, etc.

#### Support Agencies

Provides support in planning for and providing medical and public health assistance to local jurisdictions affected by an emergency or disaster.

### County and Municipal Law Enforcement

As resources allow, provide the following support:

- Provides crime scene investigations and law enforcement.
- Provides on scene traffic control.
- Supports local health care hospitals and affiliated clinics with security and crowd control.
- Enforces quarantine restrictions as requested by the Health Officer or designee.
- Provides security for temporary morgue sites.
- Maintains communication with the EOC.

### Grays Harbor County Emergency Management (GHC EM)

- Activates and manages EOC.
- Activates notification in accordance with ESF #15.
- Maintains typed resource lists.
- Maintains lists of identified helipad sites throughout the county.
- Maintains main and backup contact information for primary agencies.
- Manages the Emergency Worker Program.

### Grays Harbor Emergency Medical Services and Trauma Council

- Provides administration for advanced life support units in Grays Harbor County.
- Provides oversight of protocols for emergency medical services.
- Maintains communication with the EOC.

### Grays Harbor Transit

- Supports transportation needs for patient evacuation or to alternative care sites.
- Maintains communication with the EOC.

## References

### Local

- Harbor Regional Health Community Hospital Emergency Operations Plan
- Grays Harbor Emergency Medical Services Patient Care Protocols.
- Grays Harbor County Public Health Emergency Preparedness and Response Plan
- Summit Pacific Medical Center Emergency Operations Plan
- Grays Harbor County Mass Fatality Plan

### State

- RCW 43.20.050, Powers and Duties of State Board of Health
- RCW 68.50.010, Coroner's Jurisdiction over Remains
- RCW 70.05.060, Powers and Duties of Local Board of Health
- RWC 70.05.070, Local Health Officer – Powers and Duties
- WAC 246-100-040, Procedures for Isolation or Quarantine
- WAC 246-101-505, Duties – Local Heath Officer or Local Health Jurisdiction

WAC 248-100, Communica

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Search and Rescue*

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This document serves as Emergency Support Function #9 (ESF#9) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

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March 28, 2023





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**Primary Agencies:**

Grays Harbor County Emergency Management (GHC EM)

Grays Harbor County Sheriff's Office

U.S. Coast Guard (USCG)

Washington State Department of Transportation, Office of Emergency Management (WSDOT OEM)

**Support Agencies:**

Airlift NW and other Private Contractors (Helicopters)

American Red Cross

Confederated Tribes of the Chehalis Police Department

Fire Departments and Districts

Grays Harbor Communications Center (E911)

Municipal Law Enforcement Agencies

Quinault Indian Nation Police Department

Washington State Emergency Management Division (EMD)

## Introduction

### Purpose

Emergency Support Function 9 (ESF #9) Search and Rescue (SAR) provides for the effective utilization of search and rescue resources and for the control and coordination of various types of search and rescue operations.

### Scope

ESF #9 addresses wilderness search and rescue operations, urban and structural search and rescue, and includes search and rescue on the ground, in the air, or in the water.

### Planning Assumptions

It is neither implied nor should it be inferred that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Policies

State law encompasses both wilderness and disaster SAR within the definition of Land SAR. Land SAR operations are primarily initiated, coordinated, and directed by local political subdivisions (counties, cities, towns) in accordance with state and local plans. Per RCW 38.52.400[1], The chief law enforcement officers of each political subdivision shall be responsible for local search and rescue activities. Within Grays Harbor County, the Grays Harbor County Sheriff's Office serves as the lead agency for SAR Missions.

Grays Harbor County may not be able to provide the necessary equipment or enough trained personnel to successfully carry out a SAR mission, especially a mission resulting from an emergency or disaster. In the event of a catastrophic incident, local authorities may be overwhelmed and, in accordance with RCW 38.52.050, it may be necessary for the SEOC to assume operational control of SAR operations within Grays Harbor County until such time as local authorities regain control.

Requests for additional resources including special skills, expertise or equipment are coordinated by Grays Harbor County Emergency Management Duty Officer or the EOC, when activated. Requests for out of county resources to meet these requirements will be coordinated between the Duty Officer or EOC and the State Emergency Operations Center (SEOC) Alert & Warning Center (AWC) and/or the SEOC ESF 9 Lead.

Air SAR for missing or downed civil aircraft is the responsibility of Washington State Department of Transportation (WSDOT).

The National Incident Management System (NIMS), Incident Command System (ICS) will be used for incident management for SAR operations within Grays Harbor County.

- "Search and rescue" means the act of searching for, rescuing or recovering by means of ground, marine, or air activity any person who becomes lost, injured or is killed while outdoors or due to a natural, technological or human caused disaster, including searches for downed aircraft when ground personnel are used. Nothing in this section shall affect appropriate activity by the Department of Transportation under Chapter 47.68 RCW (RCW 38.52.010[7]).
- The chief law enforcement officer of each political subdivision shall be responsible for local search and rescue activities. Operation of search and rescue activities shall be in accordance with state and local operations plans adopted by the elected governing body of each local political subdivision. These state and local plans must specify the use of the incident command system for multi-agency/multi-jurisdiction search and rescue operations. The local emergency management director shall notify the Duty Officer at SEOC of all search and rescue missions. The local director of emergency management shall work in a coordinating capacity directly supporting all search and rescue activities in that political subdivision and in registering emergency search and rescue workers for employee status. The chief law enforcement officer of each political subdivision may restrict access to a specific search and rescue area to personnel authorized by them. Access shall be restricted only for the period of time necessary to accomplish the search and rescue mission. No unauthorized person shall interfere with a search and rescue mission (RCW 38.52.400[1]).
- When search and rescue activities result in the discovery of a deceased person or search and rescue workers assist in the recovery of human remains, the chief law enforcement officer of the political subdivision shall ensure compliance with Chapter 68.50 RCW (RCW 38.52.400[1]).

## Concept of Operations

### General

Search and Rescue (SAR) operations within Grays Harbor County are to be initiated by the requesting agency for resources. SAR operations for outside of Grays Harbor County are to be requested from the Washington State Emergency Management Division (EMD) Alert and Warning Center (AWC). Grays Harbor County Emergency Operations Center (EOC) will assist in coordination of resources and efforts through the duty officer or the ESF #9 Coordinator in the EOC.

All SAR Missions must have a Mission Number issued by the EMD AWC. Mission Numbers are to be obtained by the EOC Duty Officer or ESF #9 Coordinator prior to any resources being deployed. The issuance of this mission number authorizes the employment of volunteers under the provisions and protection of Chapter 38.52 RCW.

Whenever local resources are exhausted, unavailable, or unqualified for a particular SAR mission, GHC EM may request assistance through EMD. The SEOC will authorize state, federal, and other local SAR volunteer resources and initiate the access of personnel, equipment, air support, and other specialized or requested supplies.

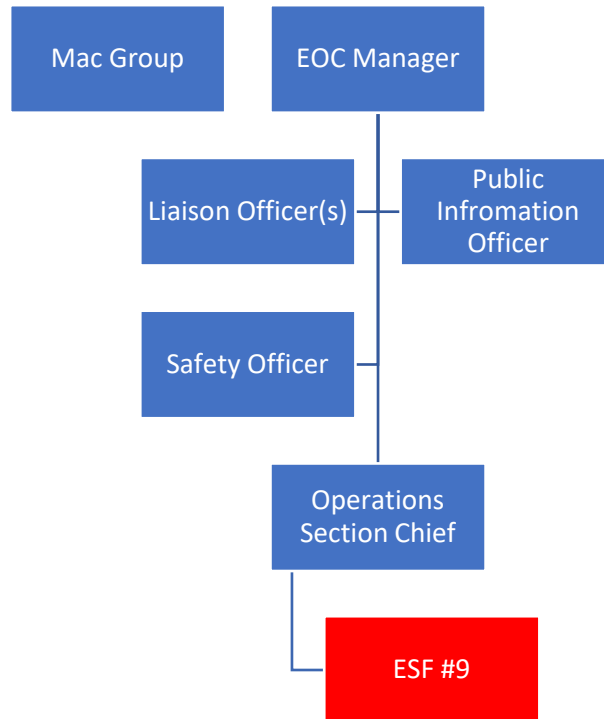
SAR operations normally will activate an Incident Command Post (ICP) location. In the event of a SAR mission, Incident Command will determine the equipment and personnel to be requested, including organized volunteer services. Control of all emergency SAR functions will remain the responsibility of the Incident Command.

If a catastrophic incident results in major, multi-jurisdiction SAR operations, the State Rescue Coordination Center (RCC) may be activated to management ESF #9 activities. The RCC is an extension of the SEOC and is activated in an emergency or disaster to support local search and rescue operations by coordinating state, out-of-state, federal, and international search and rescue operations conducted in support of the incident. The RCC may be co-located with the SEOC, County EOC, or deployed to a location in proximity to the incident site.

The EOC will help facilitate communications with the ICP, SEOC, and RCC (when activated). Communications will be through normal radio and telephone capabilities including satellite communications systems. EMD has five dedicated SAR frequencies. ESF #2 should be activated to support communications before resources get overwhelmed.

### Organization

Search and rescue operations within the field should operate under the concept of NIMS/ICS. When ESF #9 is active at the EOC, it will fall under the Operations Section unless otherwise designated by the EOC Manager. ESF #9 should be staffed by a Grays Harbor County Sheriff's Office SAR Representative. Alternative staffing can come from the other SAR trained Grays Harbor County Law Enforcement Officers and SAR trained professionals.



### Volunteers

The Emergency Worker Program is sponsored by EMD and administered by GHC EM in accordance with Chapter 38.52 RCW and Chapter 118-04 WAC. Volunteers are trained to respond to a variety of local emergencies and disasters.

The Emergency Worker Program is an organized SAR volunteer program that provides reimbursement for gas, property loss and liability protection while in a deployment capacity. The Emergency Worker Program requires that each volunteer be affiliated in good standing with GHC EM, pass a background check, perform satisfactorily on searches, and be available for search missions.

### Emergent Volunteers

During SAR missions with increased public awareness, it is not uncommon for volunteers to emerge without request. Emergent Volunteers are not covered by the Emergency Worker Program while performing Search and Rescue operations unless they are appropriately trained and credentialed by GHC EM. Volunteers may support operations without engaging in search efforts. These volunteers need to be credentialed by the Deputy Director of Emergency Management or their designee.

### Land SAR

The EOC, upon receiving a request for assistance from an authorized official, will coordinate the SAR resources within Grays Harbor County. If further assistance is necessary, the EOC will coordinate with the SEOC AWC for additional resources. The GHC EM Duty Officer, SAR

Coordinator, or on-scene Incident Commander (IC) may serve as the point of contact (POC) for out of county resources.

Local chief law enforcement officers are responsible for search and rescue operations within their jurisdictions. The National Park Service has search and rescue responsibilities on its lands and has its own enforcement and investigations divisions. The U.S. Forest Service and the Grays Harbor County Sheriff's Office have joint jurisdiction on Forest Service Lands.

### Air SAR

SAR for missing aircraft is the responsibility of Washington State Department of Transportation's Office of Emergency Management (WSDOT OEM). The responsible law enforcement agency provides incident command and coordination of resources for ground search operations for missing aircraft.

- Air SAR for missing or downed civil aircraft is the responsibility of WSDOT OEM Aviation.
- The US Air Force directs search operations for downed scheduled aircraft, downed or missing military aircraft, aircraft carrying people or things of national significance, or aircraft of international origin.
- Local law enforcement may be requested to participate in a search for downed or missing aircraft when there is a reasonable likelihood that the craft is located within their jurisdiction. These activities will be coordinated with WSDOT OEM IC and as a Unified Command if possible. Upon location of the downed aircraft, the incident becomes a ground SAR operation under the direction and control of the Incident Commander (IC).

### Water SAR

Grays Harbor County does not have a dedicated Water Rescue Team. SAR missions within County Waterways are to be handled per policy of the jurisdiction in which they occur. The EOC can assist in facilitating outside resources, when needed.

The United State Coast Guard (USCG) may direct SAR operations on or above navigable waters (water where they maintain navigational aids and/or there is commercial shipping and navigation). The local law enforcement agencies have SAR responsibility for all other freshwater and surf operations.

## Phases of Emergency Management

### Mitigation and Preparedness Activities

- Provide SAR training to responsible personnel. SAR training shall include response to urban as well as wilderness SAR.
- Develop and maintain support procedures for response to SAR operations.



- Develop and maintain a training program for personnel and volunteers for SAR operations.
- Identify critical SAR resource needs and develop ongoing recruiting efforts to address those needs.
- Provide public education to recreational users.
- Ensure that SAR supplies and equipment are in response ready condition.

## Response and Recovery Activities

### Primary Agencies

- Initiate all SAR operations within their jurisdictions, except those operations tasked to other state and federal agencies.
- Establish Incident Command for SAR operations.
- Provide trained personnel for SAR operations.
- Request additional resources as appropriate.

### Support Agencies

- Provide resources for SAR operations as requested and available.
- Respond following the concepts of ICS.

### All Agencies

- Participate in a Post Incident Analysis and development of an After-Action Report.
- Assist in the return of all SAR resources in an organized fashion in order to respond to future missions.

## Responsibilities

### Primary Agencies

- In accordance with RCW 38.52.400, the chief law enforcement officer of each political subdivision is responsible for conducting SAR operations within their jurisdiction. The law enforcement officer may restrict access to specific areas involved in the operation as the situation warrants.
- Coordinate needed SAR resources with EOC Duty Officer or ESF #9 Coordinator.
- Endeavor to provide accurate and timely emergency public information as coordinated through the Incident Command System (see ESF #15).

### Support Agencies

- Fire and EMS agencies will assist SAR operations with technical, medical and personnel support.
- Technical heavy rescue (i.e., collapsed buildings) may involve law enforcement, fire services, public works departments, building inspection divisions, and the private sector.

- E911 will be the 24-hour point of contact for the public to report possible search and rescue needs.
- Support SAR operations within the county and respective jurisdictions when requested.
- Train and prepare for SAR activities.

#### Grays Harbor County Emergency Management (GHC EM)

- Grays Harbor County Emergency Management is responsible for coordinating the County's Emergency Operations Center.
- During SAR missions, the EOC will be staffed by the EOC Duty Officer or an ESF #9 Coordinator either in person or virtually depending on the complexity of the incident.
- Secure mission number from EMD.
- Maintain SAR mission records, forward appropriate reimbursement requests and claims to EMD.
- Register emergency workers involved in SAR operations.
- Coordinate requested resources.

#### Resource Groups

- Establish membership standards in accordance with county and state policy and keep GHC EM informed of latest membership lists and call out procedures.
- Respond to SAR missions upon request by GHC EM as resources allow.

## References

### State

- RCW 9A.56.030, Theft in the first degree
- RCW 9.91.175, Interfering with Search and Rescue Dog
- RCW 38.52, Emergency Management
- RCW 47.68, Aeronautics
- WAC 118-04, Emergency Worker Program
- Washington State Emergency Management Division Forms
  - Form EMD-024, Emergency Worker Registration Card
  - Form EMD-025, Emergency Worker Identification Card
  - Form EMD-036, Fuel, Toll & Ferry Reimbursement Expenses Claim
  - Form EMD-077, Search and Rescue Mission Data Sheet
  - Form EMD-078, Emergency Worker Daily Activity Report
  - Form EMD-079, Training Mission Request

Form EMD-089, Extraordinary Expense

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Local Emergency Planning Committee(LEPC)*

### *Hazardous Materials Contingency Plan*

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This document serves as Emergency Support Function #10 (ESF#10) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

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March 28, 2023





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**Primary Agencies:**

Grays Harbor County Emergency Management (GHCEM)  
Grays Harbor County Fire Agencies  
Grays Harbor County Local Emergency Planning Committee (LEPC)  
Grays Harbor County Sheriff / City Police Department(s)  
Responsible Party  
Washington State Patrol (WSP)

**Support Agencies:**

American Red Cross (ARC)  
Clean-Up Contractors  
Confederated Tribes of the Chehalis Reservation  
Fixed Facilities (Tier II Reporters)  
Grays Harbor County Amateur Radio Emergency Services (ARES/RACES)  
Grays Harbor County Fire Marshal (FM)  
Grays Harbor County Emergency Medical Services (EMS) Office  
Grays Harbor County Public Health and Social Services / Environmental Health  
Grays Harbor County Public Works/City Public Works  
Grays Harbor Transit (GHT)  
Local Jurisdictions  
National Weather Service  
Northwest Clean Air Agency (NWCAA)  
Regulated Companies  
United State Coast Guard (USCG)  
United States Environmental Protection Agency (EPA)  
Washington State Department of Ecology (ECY)  
Washington State Department of Fish and Wildlife (WDFW)  
Washington State Department of Health (DOH)

Washington State Department of Labor and Industries (L&I)

Washington State Department of Natural Resources (DNR)

Washington State Department of Transportation (WSDOT)

Washington State Emergency Management Division (EMD)

Quinault Indian Nation

# Introduction

## Purpose

The purpose of this plan is to provide effective, coordinated emergency response to incidents involving the release or potential release of hazardous materials (HAZMAT) in Grays Harbor County. This plan establishes the policies and procedures under which Grays Harbor County will operate in the event of HAZMAT incidents, to include spills and other unplanned releases of HAZMAT. This plan is designed to prepare Grays Harbor County and its cities for incident response and to minimize the exposure to, or damage from, materials that could adversely impact human health and safety, and/or the environment. This document outlines the roles, responsibilities, procedures and organizational relationships of government agencies and private entities when responding to and recovering from a HAZMAT event.

The plan provides guidance for HAZMAT incident planning, notification and response as required by SARA Title III of 1986, also known as the Emergency Planning & Community Right-to-Know Act, which shall hereafter be referred to as EPCRA.

The Grays Harbor County Local Emergency Planning Committee (LEPC) will assist Grays Harbor County and its cities in preparing and reviewing hazardous material response plans and procedures.

## Scope

This plan shall also serve as Emergency Support Function 10 (ESF #10) of the Comprehensive Emergency Management Plan (CEMP) for Grays Harbor County and its cities. Therefore, this plan uses the ESF format and is not intended to act entirely as a stand-alone document. Some components will be covered by other ESFs and other elements of the Grays Harbor County CEMP. Where relevant, this plan will refer to portions of the CEMP and associated annexes.

This plan is consistent with the Washington State CEMP and Federal plans, and is complemented by the following plans:

- Washington State CEMP
- Washington State CEMP, ESF10 HAZMAT Annex
- National Oil and Hazardous Substances Pollution Contingency Plan; also known as the National Contingency Plan (NCP)
- The Northwest Area Contingency Plan (NWACP)
- Relevant Geographic Response Plans (GRPs)

## How to Use This Plan

Activation of this plan should begin if:

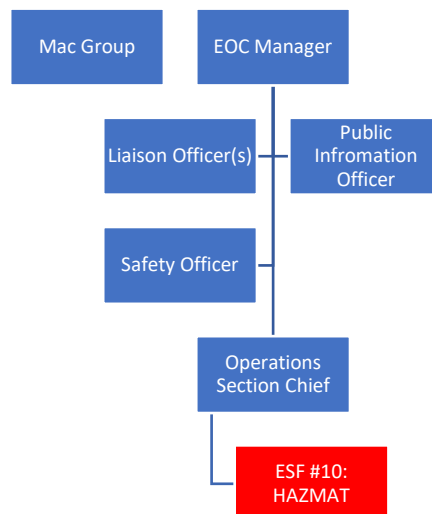
- A facility or transporter requests assistance with a HAZMAT response beyond capability of their own resources.
- Casualties or injuries occur due to a HAZMAT incident.
- Evacuation is necessary due to a HAZMAT incident, especially if outside a facility boundary.
- A facility or transporter is required to make warning, notification, or reports under EPCRA or the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA).
- A HAZMAT release or a potential release may involve multiple jurisdictions or agencies.

This plan is intended to:

- Outline the responsibilities and procedures for responding to incidents involving the release of HAZMAT within Grays Harbor County that pose threats to life, property, and/or the environment.
- Define the roles and responsibilities of facilities, jurisdictions and agencies.
- Provide guidance to stakeholders.
- Coordinate local response and stakeholder plans.
- Be used for response, consistent to this plan, by all stakeholders.
- Coordinate training and exercises, policies and procedures, protocols, checklists and guidelines to ensure consistency with this plan.

**Organization**

When ESF #10 is active at the EOC, it will fall under the Operations Section unless otherwise designated by the EOC Manager. ESF #10 can be staffed by a Grays Harbor County Fire Service Representative, ideally a chief level officer, or another agency representative directly involved with the hazardous materials response.



## Policies and Legal Authorities

This plan is developed, promulgated and maintained per federal, state and local statutes and regulations as ESF #10 within the Grays Harbor County CEMP. Each of the departments, agencies, jurisdictions and organizations assigned responsibilities in this plan will be responsible for their own legal responsibilities, obligations, and reporting requirements. The applicable statutes and regulations are as follows:

### Federal Statutes and Regulations:

- Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA or Superfund)
- Superfund Amendments and Reauthorization Act (SARA) Title III, Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA)
- Clean Air Act (CAA) of 1990 Amendments, Section 112(r)
- Clean Water Act (CWA) of 1972
- Occupational Safety and Health Administration (OSHA) Regulations, 29CFR1910

### State Statutes and Regulations:

- Emergency Management, Revised Code of Washington (RCW) Chapter 38.52
- Hazardous Substance Information Act, RCW 70.102
- Incident Command Agencies, RCW 70.136.030
- Washington Industrial Safety and Health Act (WISHA), RCW 49.17
- Oil and Hazardous Substances Spill Prevention and Response, RCW 90.56
- Local Emergency Management/Services Organizations, Plans and Programs, Washington Administrative Code (WAC) Chapter 118-30
- Hazardous Chemical Emergency Response Planning and Community Right-To-Know Reporting, WAC 118-40
- General Occupational Health Standards, WAC 296-62
- Emergency Response, WAC 296-824
- Dangerous Waste Regulations, WAC 173-303

### Agreements:

- 2018 Central Region Fire Defense Plan (or equivalent)
- Public Works Emergency Response Mutual Aid Agreement
- County-wide Mutual Aid Agreement
- Homeland Security Region 3 Omnibus Agreement

## Situation

Grays Harbor County is host to facilities that store, use, transport and manufacture hazardous materials. Some facilities use extremely hazardous substances (EHS) in quantities that require special emergency response planning measures. Extremely hazardous substances are materials which, because of their extreme flammability, toxicity, corrosively or other perilous qualities,

could constitute an immediate danger or threat to life and property, and which usually have specialized uses under controlled conditions. As a result, EHS generally require special handling such as licensing and training of handlers, protective clothing, and special containers and storage; and thus have additional planning requirements and considerations. Grays Harbor County is also home to an agricultural community, which relies on the use of variety of farm-related chemicals and substances.

For the 2021 Tier II reporting year, 59 individual facilities in Grays Harbor County reported chemical inventories, as defined by EPCRA. These facilities have chemicals that are deemed more likely to have impacts outside of the facility. This includes potential airborne toxics such as chlorine, anhydrous ammonia, chlorine dioxide, and explosive substances such as hydrogen and propane.

Hazardous material is transported in Grays Harbor County via:

- Railway- Puget Sound and Pacific (PSP)
- Pipeline- Cascade Natural Gas (CNG)
- Highway/ main arterial roads

Grays Harbor County maintains pre-scripted emergency messaging to provide preparedness and incident information via the County's community notification and alerting system that is regularly updated to reflect the latest perceived incidents.

Harbor Regional Health Community Hospital in Aberdeen and Summit Pacific Medical Center in Elma are both equipped to receive hazmat-contaminated patients and can perform decontamination of patients at their facilities.

The predominant languages spoken in Grays Harbor County are English and Spanish, roughly:

Total Population: 75,061

Spanish speaking population: 3,019 or 5.1%

#### Assumptions

An accidental release of a hazardous substance/material could pose a threat to the local population and/or environment.

A HAZMAT incident may be caused by, or occur during another related emergency, such as flooding, a major fire, a mass casualty incident (MCI), an earthquake or Tsunami. Agencies must be cognizant of additional risks, potential health hazards and second-order effects when responding to any incident. This includes proper personal protective equipment (PPE) requirements, responder safety considerations, and public notification, which may apply during non-HAZMAT emergencies.

A HAZMAT incident may require the evacuation of citizens from any location in Grays Harbor County. [Appendix C](#) outlines Shelter-in-Place and Evacuation Procedures.



The length of time available to determine the scope and magnitude of a HAZMAT incident will impact protective action recommendations.

Wind shifts and other changes in weather conditions during the course of an incident may necessitate changes in protective action recommendations.

Residents with access and functional needs may require assistance when evacuating.

Hazardous Materials spills could possibly enter water or sewer systems and necessitate the shutdown of those systems.

### Limitations

Currently, there are no certified HAZMAT Response Team in Grays Harbor County.

Fire agencies throughout Grays Harbor County generally train their responders to the Operations level (see training and capabilities defined in WAC 296-824-30005), however they are limited by the availability of HAZMAT detection equipment and PPE.

Grays Harbor County's mass notification system is designed to theoretically reach 100% of households in any given notification area. However, due to limitations in phone switch capacity, limitations in phone records (completeness and currency), and other factors, such as folks no longer maintaining a landline due to the ubiquity of cell phones, prevents 100% reach.

## Response Actions

### Release Identification

The early identification that a release of some type has occurred is paramount. The methods and procedures for doing so, and the identification of the resultant area(s) affected by the release vary by location, personnel qualifications and the type of product involved.

Initial determination of a release is the responsibility of the facility owner and/or operator(s). The Emergency Coordinator(s) of each facility will establish appropriate internal procedures for detecting a release and reporting it in a timely manner. The methods and procedures used to determine that a release has occurred will also vary by the qualifications and resources available to the facility or transporter. It is also the responsibility of any agent responsible for the transportation or storage of HAZMAT to be trained to recognize a release and take initial response actions.

A release is reportable:

- as determined by the facility and reported by the facility Emergency Coordinator in accordance with facility's emergency response plans,
- as determined by the transporter and reported according to transportation emergency response plans, and statutes like EPCRA and/or DOT regulations,

- if the quantity released is equal to or greater than the reportable quantity listed under Section 304 of SARA Title III or CERCLA, and/or
- if the material has or may impact waters of the State of Washington.

The recognized methods and procedures Grays Harbor County responders will use to identify the release of HAZMAT also vary by training and qualification. First responders will limit their actions to identify the occurrence of a release to those methods specified for their HAZMAT response qualification level (e.g. Operations Level) and available equipment, including PPE.

Appropriate methods of determining the product type and off-site migration of a released substance include, but are not limited to:

- on-site environmental monitoring capability (to determine conditions such as wind speed and direction, air temperature, etc.);
- computer software such as Computer Aided Management of Emergency Operations (CAMEO) that can model toxic atmospheric plumes;
- automated air monitoring equipment mounted at strategic locations on-site;
- hand-held air monitoring equipment; and
- reports of off-site complaints of chemical odors or adverse health-related symptoms.

If the responsible party determines a released substance has or may migrate off-site, they must immediately call 911 for emergency notification.

## Notification

In Grays Harbor County, notifications should be made as follows:

1. Notification to Grays Harbor 911
  - a. Notify Grays Harbor 911 immediately for all non-permitted releases of HAZMAT that meet one or more of the following criteria:
    - i. Release is uncontrolled and has the potential to migrate off-site.
    - ii. Release occurs while in transit off-site.
    - iii. Release creates a safety or health risk, regardless if on-site or off-site.

For general information about spill reporting see:

[www.ecy.wa.gov/programs/spills/other/reportaspill.htm](http://www.ecy.wa.gov/programs/spills/other/reportaspill.htm)

Information about pre- and post-incident reporting requirements can be found at:

<https://ecology.wa.gov/Regulations-Permits/Reporting-requirements/Emergency-Planning-Community-Right-to-Know-Act>

- b. If the release does not meet the above criteria, notification to 911 is still required at the earliest convenience.
  - c. The Responsible Party must provide Grays Harbor 911 with the following information:
    - i. Name or type of chemical.
    - ii. Size of spill, amount of chemical released.
    - iii. Nature and type of injuries, if any.
    - iv. Is the incident a threat to any natural resources, such as a river, creek, watershed, etc.
    - v. Is the incident a threat to any other property or persons?
    - vi. If the incident involves vehicles, are there any HAZMAT placard numbers?
    - vii. Are there any containers involved? How many? Status/condition of the containers?
    - viii. Weather Conditions
    - ix. Reporting party name, call back number, and if available home address or city of residence
    - x. Safe routes of entry into the site for emergency response personnel
    - xi. Proper precautions (evacuation or shelter-in-place)
  - d. Grays Harbor 911 is the designated agency to receive initial notification of a HAZMAT incident, and this notification to Grays Harbor 911 satisfies the requirement for the responsible party to verbally notify the LEPC Coordinator, and the appropriate fire department. Grays Harbor 911 will notify appropriate response agencies and the GHCEM Duty Officer.
2. Notification to Washington State Emergency Response Commission (SERC)
- a. SERC must be notified immediately if the release reaches the Reportable Quantity (RQ) under Section 304 of SARA Title II or CERCLA.

- b. Verbal notifications to the SERC should be made through the Washington State Emergency Operations Officer (SEOO) in the State Emergency Operations Center (SEOC) Alert and Warning Center.

SEOC Alert and Warning Center: 800-258-5990

3. Notification to The Washington State Department of Ecology (ECY)

- a. ECY must be notified immediately if:
  - i. Any oil or hazardous substances (regardless of quantity) are discharged to waters of the state including lakes, rivers, ponds, streams, underground water, storm water systems, sewers and all other surface water and watercourses.
  - ii. Dangerous waste or hazardous substances are spilled or discharged that threatens human health or the environment, regardless of quantity.

WA ECY: (360) 407-6300

After hours This number is forwarded to SEOC Alert and Warning Center

4. Notification to National Response Center (NRC)

- a. NRC must be notified immediately if:
  - i. The release reaches the Reportable Quantity (RQ) under Section 304 of SARA Title III or CERCLA.
  - ii. Any oil or hazardous substances (regardless of quantity) are discharged to waters of the state including lakes, rivers, ponds, streams, underground water, storm water systems, sewers and all other surface water and watercourses.

National Response Center: 800-424-8802

5. Additional Notifications

- a. The GHCEM Duty Officer or the on-scene incident commander will notify area hospitals of their potential to receive contaminated patients as well as pertinent information regarding the type of HAZMAT that spilled.

- b. The GHCEM Duty Officer will notify other appropriate agencies as identified between Incident Command, GHCEM and Reporting Party.

Written follow-up reports must be submitted to the Washington State ECY, representing the SERC, within 30 days. See the [Department of Ecology website](#) for additional information on spill reporting and local contact information.

Per 40 CFR 302.6(a), any person in charge of a vessel, or an onshore or offshore facility shall, as soon as they have knowledge of any release of a hazardous substance from such vessel or facility in a quantity equal to or exceeding the reportable quantity in any 24-hour period, immediately notify the NRC at 800-424-8802 or 202-267-2675.

Per 40 CFR 355.40, whenever there is a release of a reportable quantity of any EHS or CERCLA hazardous substance at any facility at which a “hazardous chemical” is produced, used and/or stored, the owner or operator of the facility must immediately provide verbal notification to the State Emergency Response Commission (SERC) and the community emergency coordinator for the LEPC of any area likely to be impacted by the release.

## Direction and Control

### LEPC Coordinator Identification

- The LEPC Coordinator is GHCEM Director or Designee. The Coordinator can be contacted through GHCEM 24/7 number or Grays Harbor 911.
- A list of Facility Emergency Coordinators is kept on file at GHCEM. This information is included in their annual chemical inventory (Tier II) reports. Facility Emergency Coordinators will contact the LEPC Coordinator through GHCEM 24/7 number or Grays Harbor 911.

### On-Scene Incident Command

- In Grays Harbor County, the Incident Command agency for HAZMAT incidents within all jurisdictions is the Washington State Patrol (WSP).
- Grays Harbor County has responders trained as HAZMAT Incident Commanders (ICs) capable of assuming incident command until either a Unified Command is formed or a higher qualified IC from the State arrives on scene.
- If the first responder arriving at the scene is not certified as a HAZMAT IC, they may take control of the incident within their designated role and training level until a qualified individual arrives on-scene.
- To assist with decision-making and responding to the complexities of a HAZMAT incident, the IC will form a Unified Command (UC) when appropriate with applicable state and federal parties, reporting parties, and may also require assistance from an Incident Management Team (IMT). The IC/UC will maintain command and control of the scene and all on-site actions related to the incident. The IC/UC will direct the activities of deployed

emergency response elements through the Incident Command Post (ICP). The response will initially concentrate on the immediate needs at the incident site by isolating the area, implementing traffic controls, containing the spill, and formulating and implementing protective actions for emergency responders and the public at-risk.

- The IC/UC will request the assistance of mutual aid partners when the size and scope of the HAZMAT incident exceeds available response capabilities.
- The IC/UC will coordinate with GHC EOC for public notification, resource ordering, and evacuations/sheltering.
- The Washington State ECY is the lead State agency for environmental cleanup. The Environmental Protection Agency (EPA) is the lead federal agency in the inland area, including inland waters. The U.S. Coast Guard (USCG) is the lead federal agency in response to spills in marine and navigable waters.
- The National Guard's FEMA Region 10 Homeland Response Force can assist in mass decontamination if local assets are overwhelmed and/or a State of Emergency is declared by the Governor.

#### Grays Harbor County Emergency Operations Center (GHC EOC)

- The GHC EOC will be activated by request of the on-scene Incident Command to GHCEM Duty Officer. The EOC is located at 310 W Spruce St. Montesano, WA 98563. Alternate GHC EOC facilities are also available should the primary site be unusable.
- Effective exchange of critical information between the GHC EOC and the ICP is essential for overall response efforts to succeed. The support and coordination from the GHC EOC to the ICP is defined in Grays Harbor County Comprehensive Emergency Management Plan – Basic Plan which includes but not limited to, the following:
  - Requests for out-of-county HAZMAT Team support,
  - Requests for mutual aid assistance to provide other needed support and resources,
  - Coordination with local resources and HAZMAT Teams in transit to the emergency,
  - Requests for Public Works assistance,
  - Maintaining records to track incoming resources and costs associated with the event,
  - Optimizing use of available communications,
  - Coordination of evacuations, sheltering, public health issues and public assistance,
  - Collection, evaluation, and dissemination of information on the current status of the event,
  - Aid in executive decision making, and
  - Provide documentation for investigative follow up.

#### Determination of Affected Areas

Grays Harbor County agencies responding to the release will do so only to the extent of their personnel's training and qualification, available resources, and capabilities.

Once on-scene, responders will determine the type and scope of threat within their training level and qualification to:

- Identify isolation and protective action distances relative to the materials released;
- Identify the wind direction, stage up-wind and extend isolation and protective action distances as necessary; and
- Identify low areas in the immediate proximity of the release in which heavier than air materials will collect, and then isolate those areas.

Grays Harbor County responders will identify additional facilities contributing to or subject to additional risk due to their proximity to facilities subject to the requirements of this plan, such as hospitals, natural gas facilities, schools, long-term care facilities, areas of large gatherings, etc. using the following resources:

- WA EPCRA mobile app,
- [WISER](#) mobile app,
- [ERG \(Current Edition\)](#) using the “Table of Initial Isolation and Protective Action Distances”,
- [Hazard Communication Standard: Safety Data Sheets \(SDS\)](#),
- [Chemical Transportation Emergency Center \(CHEMTREC\)](#),
- [NIOSH Pocket Guide to Chemical Hazards, and/or](#)
- [CAMEO Software Suite](#).

The National Weather Service in Seattle has the ability to support HAZMAT incidents with Plume Modeling. Atmospheric plume dispersion models are computer-based tools used to predict the paths and concentrations of airborne contaminants as they are transported and spread in the atmosphere following a release.

### Emergency Response

Prior to the arrival of any out-of-county HAZMAT teams, the IC/UC will implement life safety and incident stabilization at the incident site including:

- Isolating the area and restricting entry;
- Implementing traffic control in the immediate area;
- Identify the specific or generic HAZMAT involved;
- Deploying local resources to contain the spill (if possible); and
- Formulating, communicating and implementing protective actions for emergency responders and the public near the incident site.

The IC/UC should organize the incident using the Incident Command System (ICS) and applicable documentation in order effectively transfer command of the incident to out-of-county resources. Documentation should include [ICS forms](#) and be filled with the official incident report. Some ICS forms that should be utilized are:

- [ICS Form 201 – Incident Briefing](#)

- [ICS Form 208 HM – Site Safety and Control Plan](#)

Other ICS Forms may be needed if the incident expands or goes into multiple operational periods.

The methods and procedures used to respond to the release of HAZMAT conform to the standards set in National Fire Protection Association (NFPA) 472 - Standard for Professional Competence of Responders to HAZMAT Incidents. Agencies responding to the release will do so only to the extent of their personnel's training and qualification, available resources and capabilities.

1. Awareness-Level Responders – trained to initiate an emergency response sequence by notifying the proper authorities of the release
  - a. Analyze the incident to determine both the HAZMAT/WMD present and the basic hazard and response information for each HAZMAT/WMD agent by completing the following tasks:
    - i. Detect the presence of HAZMAT/WMD.
    - ii. Survey the HAZMAT/WMD incident from a safe location to identify the name, UN/NA identification number, type of placard or other distinctive markings applied for the HAZMAT/WMD involved.
    - iii. Collect hazard information from the current edition of the DOT Emergency Response Guidebook (ERG).
    - iv. Implement actions consistent with applicable Emergency Response Plan(s) (ERP), the standard operating procedures and the current edition of the ERG by completing the following tasks:
      1. Initiate protective actions.
      2. Initiate the notification process.
2. Operations-Level Responders – trained to respond in a defensive fashion without trying to stop the release and as such will maintain a safe distance, keep the release from spreading and prevent exposures:
  - a. Analyze the HAZMAT/WMD incident to determine the scope of the problem and potential outcomes by completing the following tasks:
    - i. Survey the HAZMAT/WMD Incident to identify the containers and materials involved, determine whether HAZMAT/WMD has been released, and evaluate the surrounding conditions.
    - ii. Collect hazard and response information from SDS, CHEMTREC, local, state and federal authorities, and shipper/manufacturer contacts.
    - iii. Predict the likely behavior of the HAZMAT/WMD and its container.
  - b. Estimate the potential harm at the HAZMAT/WMD incident.
  - c. Plan the initial response to the HAZMAT/WMD incident within the capabilities and competencies of available personnel and PPE by completing the following tasks:
    - i. Describe the response objectives for the HAZMAT/WMD incident.
    - ii. Describe the response options for each objective.



- iii. Determine whether the PPE provided is appropriate for implementing each option.
    - iv. Describe emergency decontamination procedures.
    - v. Develop a plan of action, including safety considerations.
  - d. Implement the planned response for the HAZMAT/WMD incident to favorably change the outcomes consistent with the ERP and/or standard operating procedures by completing the following tasks:
    - i. Establish and enforce scene control procedures, including control zones, emergency decontamination and communications.
    - ii. Where criminal or terrorist acts are suspected, establish means of evidence preservation.
    - iii. Initiate the ICS for HAZMAT/WMD Incidents.
    - iv. Perform tasks assigned as identified in the incident action plan.
    - v. Be prepared to set-up emergency decontamination operations.
  - e. Evaluate the progress of the actions taken at the HAZMAT/WMD incident to ensure the response objectives are being met safely, effectively and efficiently by completing the following tasks:
    - i. Evaluate the status of the actions taken in accomplishing the response objectives.
    - ii. Communicate the status of the planned response.
- 3. HAZMAT Incident Commander
  - a. Oversee the incident scene operations and safety.
  - b. Implement the applicable local ERP(s).
    - i. If necessary, activate the State ERP and the Federal Regional Response Team.
  - c. Monitor employees working in chemical protective clothing for the hazards and risks associated when wearing that protective clothing.
  - d. Ensure emergency decontamination operations are properly set up and following the appropriate procedures.
- 4. Responsible Party (if available) is expected to:
  - a. Provide immediate verbal notification of all reportable HAZMAT spills, releases and incidents;
  - b. During an incident, send a representative to the ICP with knowledge of the material released or provide this information to the IC/UC as quickly as possible;
  - c. Assist the IC/UC with identification of the material and determining affected areas in accordance with their ERP, training and capabilities;
  - d. Coordinate and cooperate with the directions of the IC/UC;
  - e. Send written follow-up notifications within 30 days as required under EPCRA; and
  - f. Participate in post-incident after action reviews to enhance future prevention and emergency response operations.

## Public Safety

The primary objective of every HAZMAT response is to protect the people at risk. This includes the employees of the affected facility and/or transportation company, as well as citizens and visitors in the immediate area of the release and projected plume.

The public will receive emergency warning and notification of a HAZMAT release through multiple channels of communications. Grays Harbor County Emergency Management is able to send emergency alerts via text message, email, voice calls, and Wireless Emergency Alerts. These alerts can be geo-targeted to reach a specific impact location or broadcasted County-Wide. WAPAS allows GHC EM to send emergency alerts to local radio and television stations. These alerts will be broadcasted county-wide. Another form of public notification available to HAZMAT incidents are NOAA All-Hazard Alert Weather Radios. Public alerts would include instructions for actions to be taken such as evacuation or shelter-in-place. In Grays Harbor County, alerts will be sent in both English and Spanish.

The procedures for implementing the evacuation and shelter-in-place strategies are found in [Appendix C - Public Safety Procedures](#).

Protection of the public during a HAZMAT emergency is a complex undertaking. Using information gathered on the hazard, the IC/UC will determine an appropriate public protection strategy, which may include:

- Evacuation. Evacuation can be completely effective and safe if accomplished prior to the arrival of a toxic plume.
- Shelter-In-Place. In some cases, advising people to stay indoors and attempting to reduce air flow into a structure may be the most effective protective action.
- Ingestion Advisory. Food crops and drinking water may be contaminated by a chemical release in certain situations; therefore, the public must be warned of a threat to the food and/or water supplies.
- Sewage and Run-Off. A hazardous chemical release may contaminate sewage systems or area streams and lakes. Such contamination could create a public health threat as well as cause serious environmental problems.

Regulated facilities are required to have evacuation plans for employees and visitors. WAC 296-24-567 requires each facility to have an Emergency Action Plan (EAP) which includes, at a minimum:

- Evacuation procedures and route assignments;
- Procedures for employees who are required to remain behind, at least initially, to operate critical plant operations before they evacuate;
- Procedures to account for all employees after an emergency evacuation has been completed;

- Rescue and medical duties for those employees who have been designated to perform them;
- The preferred means of reporting fires and other emergencies; and
- Names and job titles of persons (and their associated departments) who can be contacted for further information or explanation of duties under the plan.

### Responder Safety

It is essential that on-scene response personnel are protected from the adverse effects of HAZMAT contamination to safely perform their duties in protecting the public and mitigating the incident. Agencies also must be cognizant of additional risks and potential health hazards when responding to any incident. This includes strict adherence to PPE requirements, responder safety considerations and public notification, which may apply during non-HAZMAT emergencies.

The safety of response personnel is a priority of the IC/UC and must be managed in accordance with NFPA 472, WAC 296-305, and WAC 296-824. A Safety Officer shall be appointed to the Command Staff to assist the IC/UC with responder safety. If the IC/UC does not appoint a Safety Officer for some reason, the IC/UC assumes the responsibilities of the Safety Officer. The Safety Officer is responsible for monitoring operations, identifying potential safety hazards, correcting unsafe situations, and developing additional methods and procedures to ensure responder safety. The Safety Officer is given authority to alter, suspend or terminate any activity they deem is unsafe. The Safety Officer must give specific attention to the following:

- Medical surveillance of responders prior to, and after, entering the hot zone;
- Establishment of an exclusion zone; and
- Selection of appropriate PPE, as well as the additional safety considerations inherent to each type of PPE.

**Medical Monitoring:** Medical monitoring of responders is a priority of the IC/UC and should be established at HAZMAT incidents. Medical monitoring is responsible for the surveillance of the entry team for any indicators of the effects of toxic exposure.

**Incident Perimeter Zones:** Incident perimeter zones are the safety perimeters established around a HAZMAT release. They are defined as follows:

- **Hot Zone:** The area of maximum hazard and the area where contamination could occur. All personnel entering the Hot Zone must wear the proper level of protective equipment as prescribed by the appropriate authority. The Hot Zone should be physically secured, fenced or well defined by landmarks. A single entry and exit checkpoint must be established at the perimeter of the Hot Zone to regulate and account for the flow of personnel and equipment into and out of the zone.
- **Contamination Control Zone (Warm Zone):** This zone surrounds the Hot Zone and is also a restricted area. The level of PPE required is less stringent than that of the Hot Zone. The decontamination unit (if needed) is located here, as well as the Safety Officer and

immediate support and security personnel. PPE must be worn inside this zone and must be no less than one level below the PPE required in the Hot Zone (e.g. Level B in the Warm Zone if Level A is worn in the Hot Zone).

- Safe Zone (Cold Zone): This is the unrestricted area beyond the outer perimeter of the Warm Zone. The ICP, responders and support agencies are in this area. Normal work clothes are appropriate in this area.

All responders at a HAZMAT incident will:

- Adhere to applicable local, state and federal laws, statutes, ordinances, rules, regulations, guidelines and established standards pertaining to responder safety; and

Not exceed individual response certification level in accordance with CFR 1910.120 (HAZWOPER) and WAC 296-824 training under any circumstance.

### Resource Management

Grays Harbor County does not have its own Hazmat Response Team. Agencies may have their own dedicated resources for handling HAZMAT incidents.

Harbor Regional Health in Aberdeen and Summit Pacific Medical Center in Elma have trailers on their campuses that contain decontamination supplies.

### Finance / Cost Recovery

All responding agencies must keep an accurate account of all expendable materials used at the scene, any damage to equipment from the response, personnel hours, and any other expenses incurred during the response.

During all phases of response, the lead agency shall complete and maintain documentation to establish the basis for cost recovery. In general, documentation shall be completed in order to:

- Provide the source and circumstances of the release;
- Identity the responsible party(ies);
- Record response action taken;
- Provide accurate accounting of federal, state or private party costs;
- Document impacts and potential impacts to the public health and welfare and the environment; and
- Record when the NRC received notification of a release of a reportable quantity per 40CFR300.160

### Containment / Clean-Up

Under most circumstances, the person causing a hazardous materials incident is responsible for cleanup, disposal and property damage and associated costs, per RCW 4.24.314. Grays Harbor County will not accept any financial responsibility for cleanup or disposal of hazardous substances owned and/or spilled by others.

#### Provision for cost recovery:

- The responsible party, transportation company, or facility will make their own arrangements for cost recovery.
- The responsible party pays for the costs of responding agencies and jurisdictions.
- Responding agencies and jurisdictions will separately document costs associated with the specific incident response.
- If no responsible party can be determined, Environmental Protection Agency (EPA) may provide funding through the Local Government Reimbursement Program for qualifying incidents using EPA Form 9310-1, Application Package for Reimbursement to Local Governments.

If the responsible party is unknown or there is a dispute with the responsible party about cost recovery, cleanup efforts will be undertaken by the Department of Ecology (ECY) and/or the Environmental Protection Agency (EPA). Waterborne spills may begin with local response, but will probably be turned over to the ECY or U.S. Coast Guard for response, recovery and determination of any financial responsibility of the responsible party.

#### General guidelines for first responders are:

- Identify, contain and treat HAZMAT to protect the public from exposure.
- Limit incident site entry to trained personnel with appropriate personal protective equipment.
- Follow decontamination procedures to limit area of contamination and restrict further spread of the HAZMAT.
- Plan for restoration and mitigation of damage to the environment.

Additionally, once the emergency response is complete and cleanup begins, HAZWOPER requires a Health and Safety Plan (HASP) and that cleanup personnel be trained accordingly.

See the Department of Ecology's spill contractor list located [Appendix D – Response Resources](#).

#### Documentation and Investigation

All responders will assist with the identification of the party responsible for the HAZMAT incident through the collection and reporting of relevant information related to their response activities.

Criminal acts related to HAZMAT incidents will be investigated by the law enforcement agency having jurisdiction in cooperation with the Washington State Patrol.

All responses will be followed by an After Action Review (AAR) during which all responding agencies will participate. The responsible party is also encouraged to participate.

#### Responsibilities

All primary and supporting agencies must have established disaster related policies, systems, procedures and training for:

- Personnel accountability, safety, lines of authority and succession;
- Providing logistical support to their personnel and equipment;
- Facility/infrastructure damage assessment and reporting;
- Continuity of operations to maintain essential services; and
- Facility/infrastructure repair and restoration.

### Community Emergency Coordinator

Grays Harbor County Emergency Management is designated as the Community Emergency Coordinator (CEC). The CEC will maintain all LEPC documentation and review issues relating to HAZMAT within Grays Harbor County. Coordination with County and city planning agencies is vital, as the location of fixed HAZMAT sites and transportation routes could have a significant impact on life and property, future zoning decisions, as well as the construction of roads and buildings.

### Primary Agencies

Primary agencies have lead responsibilities for mitigation, preparedness, response and recovery, with a focus on life safety, property protection, and environmental preservation. These responsibilities include, but are not limited to, ensuring the readiness of skilled personnel and equipment, response procedures and protocols, responder training programs, resource coordination and the HAZMAT Response Program.

### Grays Harbor County Emergency Management

- Maintain and coordinate the updating of this plan and develop interagency agreements for response to HAZMAT incidents. The LEPC will review this plan annually to address any changed conditions within their community and submit their plans to the SERC for review when updated, but not less than at least once every five years.
- Designate a coordinator to work with the Local Emergency Planning Committee (LEPC).
- Function as lead agency for, coordinate, and host the Grays Harbor County LEPC.
- Provide public education materials to the public and businesses on HAZMAT and preparedness.
- Provide public information regarding response activities, evacuation routes and/or life safety measures as necessary during major incidents, using all available communication methods and channels, including but not limited to: website, radio, social media, WEA, EAS, etc.
- Provide emergency management or EOC support to the IC/UC during HAZMAT incidents.
- Coordinate training for HAZMAT response/recovery support functions including exercises designed to test part or all of this plan.
- Sponsor exercises and drills, and create and maintain plans for evacuation and shelter-in-place.
- Develop lists of specialized resources available.

- In conjunction with the LEPC, conduct outreach to review any relevant agency, facility and shipper HAZMAT response plans.
- Provide on-scene liaison when requested by the IC/UC.
- Support first response agencies and the IC/UC with information and resource coordination as required.
- Assist with federal, state and other notifications.
- Assist IC/UC in determining need for evacuation or shelter-in-place.
- Establish a Joint Information System (JIS)/Joint Information Center (JIC) as appropriate in coordination with the IC/UC or designated Public Information Officer.

#### Grays Harbor County Fire Departments and Fire Districts

- Provide the initial response to HAZMAT incidents at the Operations Level utilizing available protective gear, realizing that response may be limited due to type of material(s) involved.
- Act as the initial incident commander until properly relieved by a higher authority. The Washington State Patrol (WSP) is designated as incident commander within Grays Harbor County.
- When necessary, establish a unified command system with emergency medical services, local law enforcement, and other state and federal agencies.
- Notify the appropriate dispatch agency when the magnitude of the incident or type of material(s) involved exceeds the expertise of the initial responders.
- Identify hazardous material(s) without compromising safety (placard number, shipping documents, driver comments, etc.).
- Determine the need/size of exclusion and evacuation zones, as well as what emergency medical aid may be needed for anyone exposed to the hazard.
- Communicate all known or suspected incident site hazards through dispatch and/or other communications means to all responding agencies to provide the greatest assurance for responder safety, including, but not limited to, safe access routes and staging areas.
- Isolate the affected area in accordance with the ERG or other appropriate resource information.
- Provide for the safety of the public by whatever means necessary (e.g. evacuation, shelter-in-place, etc.).
- Attempt to identify the responsible party so they can be contacted for further information.
- Provide support to specialized HAZMAT Teams on scene with personnel, equipment and other assistance, as required.
- Triage, treat, and transport victims to appropriate higher level of care.
- Provide medical monitoring of emergency response personnel at the scene.
- Comply with decontamination and isolation procedures prior to any transport for hospital admission.

- Provide a liaison between medical personnel at the scene and hospital officials. They will notify area hospitals regarding what chemicals are involved, and what decontamination and exposure situations will be expected for proper handling and care of victims throughout the triage, treatment, and transport process.

#### Grays Harbor County Sheriff / City Police Department(s)

- When necessary, establish a unified command system with fire departments, emergency medical services, and other state and federal agencies.
- Coordinate law enforcement resources during a HAZMAT incident.
- Maintain on-scene control by establishing and enforcing scene perimeters, access control points, and traffic control points, as well as direct traffic for evacuees if evacuation routes have been established and activated.
- Assist with identifying the type or types of materials involved, and the scope of the incident as quickly as possible.
- Assist where necessary in the rapid dissemination of warning and public safety information to the public.
- Issue evacuation orders within area of authority, when applicable and deemed necessary by IC/UC.
- Assist with enforcing evacuations under an ordered evacuation.
- Assist with investigation of possible criminal acts involving hazardous substances and/or their intentional release.

#### Washington State Patrol

- Act as designated IC for HAZMAT incidents on interstate and state highways, and in areas specifically designated by the local political entity. When the local jurisdiction does not designate an IC agency, assume IC for the jurisdiction in accordance with RCW 70.136.030.
- When necessary, establish a unified command system with fire departments, emergency medical services, local law enforcement, and other state and federal agencies.
- Send Liaison to Grays Harbor County Emergency Operations Center, if requested.

#### Support Agencies

##### Grays Harbor County Public Health/Environmental Health

- Take such measures as the Health Officer deems necessary to promote and protect the public's health. See [Appendix C – Public Safety Procedures](#)
- Assess the public health implications of any HAZMAT incident and take appropriate actions.
- In conjunction with the Washington State Departments of Ecology and Health, assist water and sewer utilities in the investigation and mitigation of impacts from the effects of a HAZMAT incident.



- Direct the closure of contaminated sites, as necessary. The County Health Officer may issue public health orders to close or curtail public gatherings or for isolation and/or quarantine of individuals under the authority of RCW 70.05.070, if required.
- Provide information to the public on the health effects of, and how to avoid, contamination from any HAZMAT release as needed.
- Make a final determination on when contamination no longer poses a public health risk.
- Initiate actions to reopen sites once deemed contaminated when the threat is properly mitigated.

#### Grays Harbor County Public Works/City Public Works

- Mobilize and manage Public Works resources to help with containment of a HAZMAT release and isolation of the hazard area (e.g. physical barriers, signs, etc.).
- Construct, or assist in the construction of, earthen dikes to contain spills or reroute them around critical areas such as water supplies and sewer inlets.
- Remove debris in an emergency and/or to re-open roads and highways.
- Provide equipment and manpower to repair critical facilities damaged as a result of a hazardous material release.
- Provide assistance to law enforcement with regard to traffic control on evacuation routes and at the incident scene.
- Coordinate with Grays Harbor County Environmental Health in protection/mitigation measures to ensure safety and integrity of drinking water and waste water systems.
- Send Liaison to Grays Harbor County Emergency Operations Center, if requested.

#### Regulated Companies

- Facility Emergency Coordinators shall provide direct contact/coordination with the IC/UC, or their designated representative, for all aspects related to access, inventory, location and hazards of chemical(s) on-site.
- Applicable facilities, vessels, pipelines and railroad facilities must submit an oil spill contingency plan to the Department of Ecology in accordance with WAC 173-182.
- Ensure their personnel are appropriately trained in HAZMAT and equipped for their assigned role in accordance with 29 CFR 1910.120, NFPA 472 and 473, and WAC 296-824-30005.
- Provide immediate verbal notification and follow-up written reports for all HAZMAT spills, releases and incidents that exceed the reportable quantity via the Notification procedures outlined on [page 6](#) of this plan.
- Send Liaison to Grays Harbor County Emergency Operations Center, if requested.
- Regulated Facilities and Shippers are requested to:
  - Participate in the Grays Harbor County LEPC. They are also encouraged to provide personnel, technical expertise and equipment support during LEPC exercises and training activities, if requested and available.
  - Coordinate efforts and cooperate with the directions of the IC/UC.

- Channel on-site media communication through the designated PIO or JIC.
- Participate in post-incident after-action reviews to enhance future prevention and emergency response operations.

#### Washington State Department of Ecology

- Act, within the Unified Command System, as the State On-Scene Coordinator (OSC) for HAZMAT incidents. Provide on-scene coordination and technical assistance on containment, cleanup, disposal and recovery, natural resource damage assessments, laboratory analysis, and evidence collection.
- Provide 24-hour response to oil spills and HAZMAT incidents.
- Assist with determining the release source, cause and identification of the responsible party for the incident. Assume responsibility for incident management and clean-up (in conjunction with USCG or EPA), if the responsible party is unavailable, unresponsive or unidentified.
- Set clean-up standards for the incident in accordance with Federal and State laws, and ensure that source control, containment, clean-up and disposal are accomplished. Coordinate incident cleanup if the responsible party is non-responsive or unknown.
- Initiate enforcement actions as appropriate.
- As required by the size and/or duration of the incident, assist to establish a JIC with involved agencies and the responsible party to provide current and accurate information to the community.
- Activate and coordinate the activities of the Natural Resources Damage Assessment Team.
- Send Liaison to Grays Harbor County Emergency Operations Center, if requested.

#### Washington State Department of Transportation

- Provide resources to support response operations on highways and lands under state and federal jurisdiction.
- Send Liaison to Grays Harbor County Emergency Operations Center, if requested.

#### Washington State Department of Health

- If requested through the DOH Duty Officer (360-888-0838), provide DOH Strike Teams to assist with sample collection, laboratory analysis, hazard identification and assessment of public health impacts of chemical or radiological incidents. If other detection mechanisms are established at a later time, the facility must advise the LEPC.
- Send Liaison to Grays Harbor County Emergency Operations Center, if requested.

#### Washington State Emergency Management Division (EMD)

- Provide 24-hour assistance upon notification of a HAZMAT incident, to include initial notification to local, state and federal response agencies.
- Provide communications links to state and federal agencies, as well as other local jurisdictions through the state EOC.

- Issue requisite State mission number(s).
- Send Liaison to Grays Harbor County Emergency Operations Center, if requested.

## Training

EPCRA requires that each LEPC Plan describes a multi-year HAZMAT training program for emergency response personnel (including schedules). This annual training plan must be reviewed each year. Since no specialized HAZMAT Response Teams exist in Grays Harbor County, it is the responsibility of each city fire department and individual fire district to provide the initial Operations Level training to their personnel as well as the required annual refresher training.

HAZMAT response training requirements are governed by WAC 296-824-30005, which meets or exceeds the Occupational Safety and Health Administration (OSHA) standards in 29 CFR 1910.120. In addition, the National Fire Protection Association (NFPA) established a standard of professional competence (NFPA 472) for responders to HAZMAT incidents.

All HAZMAT incident emergency responders and workers at HAZMAT facilities, transport companies, waste treatment facilities, storage facilities and disposal facilities will be provided training which meets federal and state standards. Such training will be commensurate with their employers or organization's plans and policies.

### State and Federal Training

- State Fire Marshal Fire Academy conducts HAZMAT certification and ongoing training
- Washington State Patrol Fire Training Academy at [Training - WSP \(wa.gov\)](#)
- Washington State Emergency Management Division leads a comprehensive all-hazards Training and Exercise program
- Industry spill response drills are posted on the [Northwest Area Committee's Exercise Calendar](#).

Many federal agencies provide free in-person, mobile or web-based HAZMAT training. FEMA's National Training and Education Division publishes a catalog of available courses. HAZMAT training opportunities include:

- PHMSA Transportation Rail Incident Preparedness and Response (TRIPR)
- National Fire Academy
- Center for Domestic Preparedness
- Emergency Management Institute
- Security and Emergency Response Training Center
- National Training and Education Division
- US Chemical Safety Board
- CDC Learning Connection

- EPA’s Web-based EPCRA training
- TEEEX DHS/FEMA Funded Courses
- FEMA Region X Master Training and Exercise Calendar
- FEMA HAZMAT Tabletop Exercise Manual
- TRANSCAER’s industry-led hazmat training catalog

## Exercises

Grays Harbor County LEPC will organize at least one exercise each year to test part or all of this plan. At a minimum, exercises will evaluate the effectiveness and feasibility of this plan and its incorporated standard operating procedures, as well as the readiness of response agencies, facilities and the public. These exercises may be discussion-based (seminars, workshops, tabletops and games) or operations-based (functional and full-scale exercises) in order to test the full spectrum of preparedness. Grays Harbor LEPC will follow Homeland Security Exercise and Evaluation Program (HSEEP) as a standard for exercise design, conduction, and evaluation. As such, exercises will be documented in a n after-action report and corrective actions will be identified and assigned in an improvement plan.

NOTE: An actual HAZMAT incident which requires the activation of this plan and incorporates a post-event After-Action Review can satisfy this annual requirement in lieu of an exercise.

Additionally, the Northwest Area Committee’s Exercise Calendar provides details on industry HAZMAT drills.

## EPCRA reporting

All facilities within Grays Harbor County receiving, storing and/or using Extremely Hazardous Substances (EHS), must notify the SERC and LEPC in accordance with Section 302 of 40 CFR Part 355 – Notification of Extremely Hazardous Substances.

Facilities must submit Safety Data Sheets (SDS), or a SDS list of the hazardous chemicals present on-site in excess of threshold levels, to the SERC, LEPC and local fire department/district in accordance with Section 311.

Facilities storing chemicals must provide specific information about chemicals on site to the SERC, LEPC and local fire department/district using the Tier II Form in accordance with Section 312.

Emergency and follow-up reporting requirements are found on [page 6](#) of this plan.

## References

FEMA, *Guide for All-Hazard Emergency Operations Planning (SLG-101)*.

US Department of Transportation and Transport Canada, *Emergency Response Guidebook*.

SARA Title III – *Emergency Planning and Community Right-to-Know Act (EPCRA)*,  
<http://www.ecy.wa.gov/epcra>.

Public Law 99-499 – *Superfund Amendment and Reauthorization Act (SARA)*.

Chapter 118-40 WAC – *Hazardous Chemical Emergency Response Planning*.

## Definitions

**Accident Site** - The location of an unexpected occurrence, failure or loss, either at a regulated facility or along a transportation route, where a release of HAZMAT-listed chemicals occurs.

**Acute Exposure** - Exposure of a short duration to a chemical substance that results in adverse physical effects.

**Acutely Toxic Chemicals** - Chemicals that can cause both severe short-term and long-term health effects after a single, brief exposure of short duration. These chemicals can cause damage to living tissue, impairment of the central nervous system and severe illness. In extreme cases, death can occur when ingested, inhaled or absorbed through the skin.

**Aerosol** - Fine liquid or solid particles suspended in a gas such as fog or smoke.

**Chemical Agent** - A chemical substance intended for use in military operations to kill, seriously injure or incapacitate people through its physiological effects. Excluded from consideration are riot control agents, smoke and flame materials. The agent may appear as a vapor, aerosol or liquid. It can be either a casualty/toxic agent or an incapacitating agent.

**Chemical Transportation Emergency Center (CHEMTREC)** - a centralized toll-free telephone service providing advice on the nature of chemicals and steps to be taken in handling the early stages of transportation emergencies where hazardous chemicals are involved. Upon request, CHEMTREC may contact the shipper or manufacturer of the HAZMAT involved in the incident for additional, detailed information and appropriate follow-up action, including on-scene assistance when feasible.

**COLD ZONE** - The area outside the Warm Zone (contamination reduction area) that is free from contaminants.

**Decontamination** - The process of making people, objects or areas safe by absorbing, destroying, neutralizing, making harmless or removing the hazardous material.

**Emergency Alert System (EAS)** – A system used for the dissemination of emergency information to the public by the President or federal, state or local jurisdiction authorities via the Commercial Broadcast System. Composed of amplitude modulation (AM), frequency modulation (FM), television broadcasters and the cable industry. Formerly known as the Emergency Broadcast System (EBS).

**Emergency Operations Center (EOC)** - The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g. fire, law enforcement and medical

services), by jurisdiction (e.g. federal, state, regional, tribal, city, county), or some combination thereof.

Emergency Support Function (ESF) - The functional approach that groups the types of assistance a state and/or local jurisdiction is most likely to need (e.g. mass care, health and medical services, etc.), as well as the kind of federal operations support necessary to sustain state response actions (e.g. transportation, communications, etc.). ESFs are expected to support one another in carrying out their respective missions.

Extremely Hazardous Substances (EHS) - These are substances identified by the EPA on the basis of hazard or toxicity. EHS inventories above certain threshold quantities must be reported to the Washington SERC or TERC, and local fire department pursuant to Sections 302, 304, 311 and 312 of EPCRA. EHS releases which exceed certain quantities must be reported to the National Response Center, the SERC or TERC, LEPC and local fire department that may be affected, pursuant to EPCRA Section 304. The EHS and pertinent, reportable quantities are listed in 40 CFR 355 and EPA Consolidated List of Lists.

Facility - Fixed-site required to report under EPCRA.

Hazardous Chemicals or Substances - Chemicals, mixtures and other products determined by U.S. Occupational Safety and Health Administration (OSHA) regulations to pose a physical or health hazard. No specific list of chemicals exists, but the existence of a Safety Data Sheet (SDS) for a substance indicates it may be reportable under EPCRA. Reporting information software and current LEPC contact information is available at: [www.ecy.wa.gov/epcra](http://www.ecy.wa.gov/epcra)

Hazardous Material (HAZMAT) - A substance in a quantity or form posing an unreasonable risk to health, safety, property and/or the environment when manufactured, stored or transported in commerce. A substance which by its nature, containment and reactivity has the capability for inflicting harm during an accidental occurrence. A material characterized as being toxic, corrosive, flammable, reactive, an irritant or a strong sensitizer, and thereby poses a threat to health and the environment when improperly managed. HAZMAT includes extremely hazardous and hazardous substances of oil and other petroleum products. Other toxic substances include some infectious agents, radiological materials and materials such as industrial solid waste substances.

Hazardous Substance (HS) - Chemicals, chemical mixtures and other products determined by OSHA regulations to pose a physical or health hazard. No specific list of chemicals or substance exists, but the existence of a Safety Data Sheet (SDS) for a product or substance indicates it may be reportable under EPCRA regulations. Facilities that store 10,000 pounds or more of a HS at any time are required to report chemical inventories annually to the SERC or TERC, LEPC and local fire department in accordance with EPCRA regulations. Substances can also be designated as such by the EPA pursuant to the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). HS releases above certain levels may need to be reported to the National

Response Center and must be reported to the SERC or TERC, and local agencies pursuant to CERCLA, Section 304 of EPCRA, and related state regulations.

Hot Zone - The area surrounding a particular incident site where contamination does or may occur. All unauthorized personnel may be prohibited from entering this zone.

Incident Commander (IC) - The IC is the overall coordinator of the response team. Responsible for on-site strategic decisions and actions throughout the response phase, and maintains close liaison with the appropriate government agencies to obtain support. Provides progress reports on each phase of the emergency response. Must be trained to a minimum of Operations level and certified in the Incident Command System.

Incident Command System (ICS) - An all-hazards, on-scene functional management system that establishes common standards in organization, terminology and procedures. ICS provides a means (unified command) for the establishment of a common set of incident objectives and strategies during multi-agency/multi-jurisdiction operations while maintaining individual agency/jurisdiction authority, responsibility and accountability. ICS is a component of the National Incident Management System (NIMS).

Joint Information Center (JIC) - A facility that may be used by affected utilities, state agencies, counties, local jurisdictions and/or federal agencies to jointly coordinate the public information function during all-hazards incidents.

Local Emergency Planning Committee (LEPC) - The planning body designated in the Superfund Amendments and Reauthorization Act Title III legislation as the planning body for preparing local HAZMAT plans.

National Response Center (NRC) - The interagency organization, operated by the U.S. Coast Guard, which receives reports when reportable quantities of dangerous goods, hazardous substances, and/or extremely hazardous substances are spilled. After receiving notification of an incident, the NRC will immediately notify appropriate federal response agencies, which may activate the Regional Response Team or the National Response Team.

Plume - A vapor cloud formation that has shape and buoyancy. The cloud may be colorless, tasteless, or odorless, and may not be visible to the human eye.

Primary Agency - An agency assigned primary responsibility to manage and coordinate a specific ESF. Primary agencies are designated on the basis of who has the most authorities, resources, capabilities or expertise relative to accomplishment of the specific ESF with assistance, if requested, from the GHC EOC. An example of a primary agency is the Department of Transportation for ESF #1: Transportation.

Regulated Facility - A site where handling and transfer, processing, and/or storage of chemicals is performed. For the purposes of this document, regulated facilities produce, use or store EHS in quantities which exceed threshold planning quantities, or they store one or more HS in a



quantity of 10,000 pounds or more at any one time. Facilities that meet either criterion must annually report their chemical inventories of such materials to the SERC or TERC, LEPC, and local fire department.

**Reportable Quantity** - The minimum quantity of hazardous substances released, discharged or spilled that must be reported to federal, state, local and/or tribal authorities pursuant to statutes and EPCRA regulations.

**Risk Management Plan (RMP)** - Pursuant to Section 112r of the Clean Air Act (CAA), facilities that produce, process, distribute or store certain toxic and flammable substances are required to have a RMP that includes a hazard assessment, an accident prevention program and an emergency response program. A summary of the RMP must be submitted to the EPA. RMP guidance is available at <https://www.epa.gov/rmp/guidance-facilities-risk-management-programs-rmp#general>

**SARA Title III - Public Law 99-499, Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA)**, requires the establishment of state and local planning organizations, a SERC (a subcommittee of the Emergency Management Council), and LEPCs to conduct emergency planning for HAZMAT incidents. The law requires site-specific planning for EHS, participation in the planning process by facilities storing or using HS, and notifications to the SERC or LEPC of releases of specified hazardous substances. It also provides a mechanism for information sharing on hazardous chemicals and emergency plans for hazardous chemical events to the public.

**Toxic Substances** - Toxic substances are chemicals or compounds which may present an unreasonable threat to human health and the environment. Human exposure to toxic substances can cause a variety of health effects including long-term adverse health effects. Certain facilities which have 10 or more full-time employees and that manufacture, process or use a toxic substance in excess of threshold amounts during the calendar year are required to submit a Toxics Release Inventory Report annually to the U.S. EPA and the Washington SERC. A current list of substances covered, reporting guidance, and software is available at the U.S. EPA TRI website at <https://www.epa.gov/toxics-release-inventory-tri-program>

**Toxicity** - A measure of the harmful effect produced by a given amount of a toxin on a living organism. The relative toxicity of an agent can be expressed in milligrams of toxin needed per kilogram of body weight to kill experimental animals.

**Vulnerable Facilities** - Facilities which may be of particular concern during a HAZMAT incident because they 1) are institutions with special populations that are particularly vulnerable or could require substantial assistance during an evacuation (e.g. schools, hospitals, nursing homes, day care centers, jails, etc.); 2) fulfill essential population support functions (e.g. power plants, water plants, fire/police/EMS dispatch centers, etc.); or 3) include large concentrations of people (e.g. shopping centers, recreation centers, stadiums, etc.).

Warm Zone - An area over which the airborne concentration of a chemical involved in an incident could reach a concentration that may cause serious health effects to anyone exposed to the substance for a short period of time and is the designated area between the Hot Zone and the Cold Zone.

## Appendix A – Promulgation

### EMERGENCY SUPPORT FUNCTION (ESF) #10 – HAZARDOUS MATERIALS CONTINGENCY PLAN

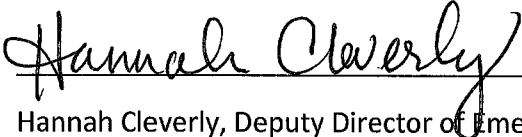
#### APPROVAL & IMPLEMENTATION

The Grays Harbor County LEPC developed this ESF #10 Annex to identify and implement HAZMAT emergency preparedness and response responsibilities in accordance with Chapter 118-40 of the Washington Administrative Code (WAC) and the Emergency Planning and Community Right-to-Know Act (EPCRA). This plan is intended to act at the ESF #10 Annex to the Grays Harbor County Comprehensive Emergency Management Plan (CEMP), as well as fulfil its requirements under WAC 118-40.

This plan details the purpose, policy, concept of operations, direction/control, actions, and responsibilities of primary and support agencies to ensure a mutual understanding and a coordinated plan of action is implemented with appropriate agencies within Grays Harbor County.

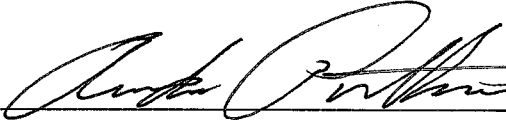
Grays Harbor County Emergency Management encourages each office, department, and agency to study this plan and prepare or update, as needed, their agency's supporting plans and operating procedures needed in the event of a hazardous material event.

On behalf of Grays Harbor County LEPC, Grays Harbor County Emergency Management is responsible for publishing and distributing this plan and will issue changes as required.




\_\_\_\_\_

Hannah Cleverly, Deputy Director of Emergency Management



\_\_\_\_\_

Andrew Pittman, LEPC Chair



\_\_\_\_\_

Sheriff Darrin Wallace, Director of Emergency Management

## Appendix B – Regulated Facilities and HAZMAT Mapping

The LEPC maintains a full database of Tier II information which is available to 911 centers and responders throughout Grays Harbor County. This information can be publicly made available after the submission of a Public Information Request to the LEPC.

Grays Harbor County Local Emergency Planning Committee  
Sheriff's Department Offices  
Division of Emergency Management  
310 W. Spruce Street, Suite 212  
Montesano, WA 98563 (360) 249-3911 • [ghcdem@graysharbor.us](mailto:ghcdem@graysharbor.us)

## Appendix C - Public Safety Procedures

### Shelter-in-Place

The term shelter-in-place means to seek immediate shelter and remain there during an emergency rather than evacuate the area. When the progression of a HAZMAT incident indicates that segments of the population need to be isolated from a plume, in-place sheltering is the first consideration for protective action. In-place sheltering moves people out of the open into buildings where doors and windows can be closed. This type of sheltering is viable when:

- The nature and concentration of the chemical in the plume is not life threatening. It may however, be quite noxious.
- The size of the release and given atmospheric conditions will allow the speed of dispersal to be determined.
- When a toxic plume approaches an area so rapidly that a timely evacuation cannot be safely carried out.

In older buildings that have relatively high air leakage rates, it is advisable to shut down air circulation systems. In modern energy-efficient buildings, air conditioning systems tend to build up positive pressure which counteracts air leakage inside, but only if the fresh air supply is shut off.

Technical input to support a decision ordering in-place sheltering is available from the Table of Initial Isolation found in the Emergency Response Guidebook (ERG).

The decision to shelter-in-place will be made by local authorities (Police Chiefs in cities or Sheriff in unincorporated areas of the County), after conferring with the on-scene incident/unified command and/or the Department of Emergency Management. Once the decision to shelter-in-place has been made, the affected population will be instructed to do so via multiple available means of communication, which include, but are not limited to, Grays Harbor County's Emergency Notification System and local media.

The following actions should be taken if given a shelter-in-place order:

- Turn-off heating, cooling and ventilation systems to prevent drawing in outside air.
- Gather disaster supply kit, pets and their food and water.
- Move to a small, interior room above ground level and close doors and windows; rooms having little or no ventilation are preferred. Seal air vents, cracks around doors and windows with blankets, sheets, towels, plastic sheeting, duct tape or other materials.
- Do not use the fireplace or wood stove; extinguish all burning materials and close dampers.
- Notify those around you, and encourage others to remain in your room/office rather than to try to leave the building.
- Do not use the telephone unless you have an emergency.

- Listen to your local radio or television stations or follow Grays Harbor County Emergency Management social media for further instructions.
- Stay in your rooms/offices/classrooms and only come out when you are told that it is safe to do so.

It is important following a shelter-in-place event that the public take reverse actions. When outside toxic levels fall below those inside structures, directives should be given to begin ventilating buildings by restarting heating, cooling and ventilation systems, and opening windows and doors.

### Evacuation

The Incident/Unified Command is responsible for determining the need to evacuate, executing the evacuation order and communicating evacuation procedures to the public. The lead law enforcement agency having jurisdiction over the area will issue the evacuation order. At a minimum, an evacuation order should include:

- Location of the hazard.
- Description of the hazard.
- Description and boundaries of the evacuation zone.
- Primary evacuation routes to be used.
- Estimated time the zone/area will need to be evacuated.
- Information on how evacuees will receive instructions on when to return to the evacuation zone.

Time permitting, evacuees should also receive instructions to:

- Name and address of shelters/reception centers.
- Information on security within the evacuation zone.
- Information on available public transportation system and pick up points.
- Details on what to bring and not to bring to the shelter/reception center.
- Gather and pack only what is most needed, including medications, materials for infant care, essential documents, etc.
- Turn off heating, ventilation, and cooling systems as well as appliances, with the exception of the refrigerator.
- Not use the telephone unless it is an emergency.
- Keep all vehicle windows and vents closed, and turn on a local radio station for evacuation routes and up-to-date information. Follow directions given by officials along the evacuation route(s) and be prepared to provide the right-of-way to emergency response vehicles.

Evacuation plans can be specific to individual facilities as well as to the specific chemical. They will include special provisions and instructions for facilities in the impacted area, especially those with captive or high-risk populations (e.g. schools, hospitals, nursing homes, prisons, etc.).

Local and state law enforcement agencies will use common traffic control procedures to keep evacuation routes open. The IC/UC will determine the evacuation routes and communicate those to the appropriate authorities and the GHC EOC.

Once an evacuation is complete, no access to the evacuated area will be allowed without the express permission of the Incident/Unified Command. Once the area is deemed safe, Incident/Unified command will coordinate an orderly return of evacuees to the evacuated area.

### Ingestion Advisory

Food crops and drinking water may be contaminated by a chemical release in certain situations; therefore, the public must be warned of a threat to the food and/or water supplies.

The decision to issue an ingestion advisory may be made by the Grays Harbor County Health Officer at the recommendation from IC/UC and Grays Harbor County Public Health and Social Services / Environmental Health Departments. In large scale incidents, Washington State Department of Agriculture, Washington State Department of Health, and/or the United State Department of Agriculture will issue ingestion advisories for crop field contamination when necessary.

#### Ingestion Advisories:

- Boil Water Advisory
- Food Advisory
- Food Recall Advisory
- Shell Fish Advisory

### Sewage and Run Off

A hazardous chemical release may contaminate sewage systems or area streams and lakes. Such contamination could create a public health threat as well as cause serious environmental problems. Grays Harbor County Public Health and Social Services / Environmental Health will work with the Washington State Department of Ecology and other necessary agencies to issue proper notification to affected consumers and patrons of affected sewage and waterways.

## Appendix D – Response Resources

FACILITY / AGENCY	EQUIPMENT	PHONE #	PREEXISTING AGREEMENT
<i>CHEMTREC</i>		800-424-9300 703-527-3887	
<i>Cowlitz Clean Sweep (CCS)</i>		888-423-6316	
<i>Grays Harbor Transit Authority</i>		360-532-2770 X106	Hours: 0430-2200 PST
<i>Harbor Regional Health (HRH)</i>	2-2 line tents	Request via Dispatch	
<i>Hoquiam Fire Department</i>	Hazardous Materials Trailer	Request via Dispatch	
<i>National Pesticide Information Center</i>		800-858-7378	Hours: 0630-1630 PST
<i>National Response Center</i>	U.S. Coast Guard	800-424-8802	
<i>National Weather Service</i>	Plume Modeling	206-526-6857	
<i>Washington State Department of Ecology</i>		360-407-6300	Call forwards to Alert & Warning Center between 1800-0600
<i>Washington State Alert &amp; Warning Center</i>		800-258-5990	
<i>Summit Pacific Medical Center (SPMC)</i>	1-3 line tent	Request via Dispatch	



## Appendix E - Training Schedule

<b>HAZMAT Courses</b>	<b>Dates</b>	<b>Locations</b>
HAZMAT Awareness	Various	Done at Fire Academy
HAZMAT Operations	Various	Done at Fire Academy

Additional Hazardous Material Training is offered by the Washington State Fire Marshal. Courses can be found at: <https://www.wsp.wa.gov/training/>

## Appendix F – Exercise Schedule\*

Type	Date(s)	Location	Planner
Table-Top Exercises	Annually	Grays Harbor EM	Grays Harbor EM
Workshop	Annually	Grays Harbor EM	Grays Harbor EM
Functional Exercise	Biennially	Grays Harbor EM	Grays Harbor EM
FD Decon Drills	Semi-annually	Various	Individual Fire Districts/Departments
Hospital Decon Drills	Annually	Emergency Room Bays	Hospital Emergency Managers
Confined Space Drills	Multiple each year	Various	Individual Fire Districts/Departments
CBRNE Exercises	Multiple each year	Various	10 <sup>th</sup> Homeland Response Force**

\*The matrix above reflects the goal of completing three exercises per year. The dates and types of exercises listed represent the goals for each year unless otherwise indicated, and are subject to change. Subsequent years are purposely not listed as the dates and types of exercises will be determined at the annual County Training and Exercise Planning Workshop (TEPW).

\*\*The 10<sup>th</sup> Homeland Response Force is a resource for Grays Harbor County for HAZMAT events as needed, to include all CBRNE-type events.

# Appendix G – EXAMPLE Incident Report

<b>HAZMAT INCIDENT REPORT</b>
-------------------------------

<i>INITIAL CONTACT INFORMATION</i>
------------------------------------

(Check one): \_\_\_\_\_ **REPORTED/ACTUAL INCIDENT**      \_\_\_\_\_ **DRILL/EXERCISE**

1. Date/Time of Notification: \_\_\_\_\_ Report received by: \_\_\_\_\_

2. Reported by (name & phone number or radio call signs): \_\_\_\_\_  
\_\_\_\_\_

3. Company/agency and position (if applicable): \_\_\_\_\_

4. Incident address/descriptive location: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Agencies at the scene: \_\_\_\_\_  
\_\_\_\_\_

6. Known damage/casualties (do not provide names over unsecured communications): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CHEMICAL INFORMATION**

7. Nature of emergency: (check all that apply)

Leak     Explosion     Spill     Fire     Derailment     Other

Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Name of material(s) released/placard number(s): \_\_\_\_\_

9. Release of materials:

\_\_\_\_\_ Has ended \_\_\_\_\_ Is continuing. Estimated release rate & duration: \_\_\_\_\_

10. Estimated amount of material which has been released: \_\_\_\_\_

11. Estimated amount of material which may be released: \_\_\_\_\_

12. Media into which the release occurred: \_\_\_\_\_ air \_\_\_\_\_ ground \_\_\_\_\_  
water

13. Plume characteristics:

a. Direction (Compass direction of plume): \_\_\_\_\_ c. Color: \_\_\_\_\_

b. Height of plume: \_\_\_\_\_ d. Odor: \_\_\_\_\_

14. Characteristics of material (color, smell, liquid, gaseous, solid, etc) \_\_\_\_\_

15. Present status of material (solid, liquid, gas): \_\_\_\_\_

16. Apparently responsible party or parties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note: THIS INCIDENT REPORT IS ONLY AN EXAMPLE. IT CONTAINS SOME OF THE INFORMATION REQUIRED TO REPORT AN INCIDENT TO THE SERC. Go to [www.ecy.wa.gov/epcra](http://www.ecy.wa.gov/epcra) to obtain a reporting form for businesses to submit to the SERC. This form can be used at an incident, if applicable.**

**ENVIRONMENTAL CONDITIONS**

17. Current weather conditions at incident site:

Wind From: \_\_\_\_\_ Wind Speed (mph): \_\_\_\_\_ Temperature (F): \_\_\_\_\_

Humidity (%): \_\_\_\_\_ Precipitation: \_\_\_\_\_ Visibility: \_\_\_\_\_

18. Forecast: \_\_\_\_\_

19. Terrain conditions: \_\_\_\_\_

\_\_\_\_\_

**HAZARD INFORMATION**  
(From ERG, SDS, CHEMTREC, or facility)

20. Potential hazards: \_\_\_\_\_

\_\_\_\_\_

21. Potential health effects: \_\_\_\_\_

\_\_\_\_\_

22. Safety recommendations: \_\_\_\_\_

\_\_\_\_\_

23. Recommended evacuation distance: \_\_\_\_\_

\_\_\_\_\_

**IMPACT DATA**

24. Estimated areas/ populations at risk: \_\_\_\_\_

\_\_\_\_\_

25. Special facilities at risk: \_\_\_\_\_

\_\_\_\_\_

26. Other facilities with HAZMAT in area of incident: \_\_\_\_\_

\_\_\_\_\_

**PROTECTIVE ACTION DECISIONS**

27. Tools used for formulating protective actions

\_\_\_\_\_ a. Recommendations by facility operator/Responsible Party

\_\_\_\_\_ b. *Emergency Response Guidebook (ERG)*

\_\_\_\_\_ c. Safety Data Sheet

\_\_\_\_\_ d. Recommendations by CHEMTREC

\_\_\_\_\_ e. Results of incident modeling (CAMEO or similar software)

\_\_\_\_\_ f. Other: \_\_\_\_\_

28. Protective action recommendations:

\_\_\_ Evacuation    \_\_\_ Shelter-In-Place    \_\_\_ Combination    \_\_\_ No Action

\_\_\_ Other \_\_\_\_\_

Time	Actions Implemented
_____	_____
_____	_____
_____	_____
_____	_____

29. Evacuation Routes Recommended: \_\_\_\_\_

\_\_\_\_\_

**EXTERNAL NOTIFICATIONS**

30. Notification made to:

\_\_\_\_\_ National Response Center (Federal Spill Reporting)      1-800-424-8802

\_\_\_\_\_ CHEMTREC (HAZMAT Information)      1-800-424-9300

\_\_\_\_\_ RRC (Oil/gas spills - production facilities, intrastate pipelines) \_\_\_\_\_

\_\_\_\_\_ State Emergency Response Commission (state spill reporting) 1-800-258-5990

\_\_\_\_\_ SERC written follow-up forms available at—[www.ecy.wa.gov/epcra](http://www.ecy.wa.gov/epcra),

31. Other Information: \_\_\_\_\_

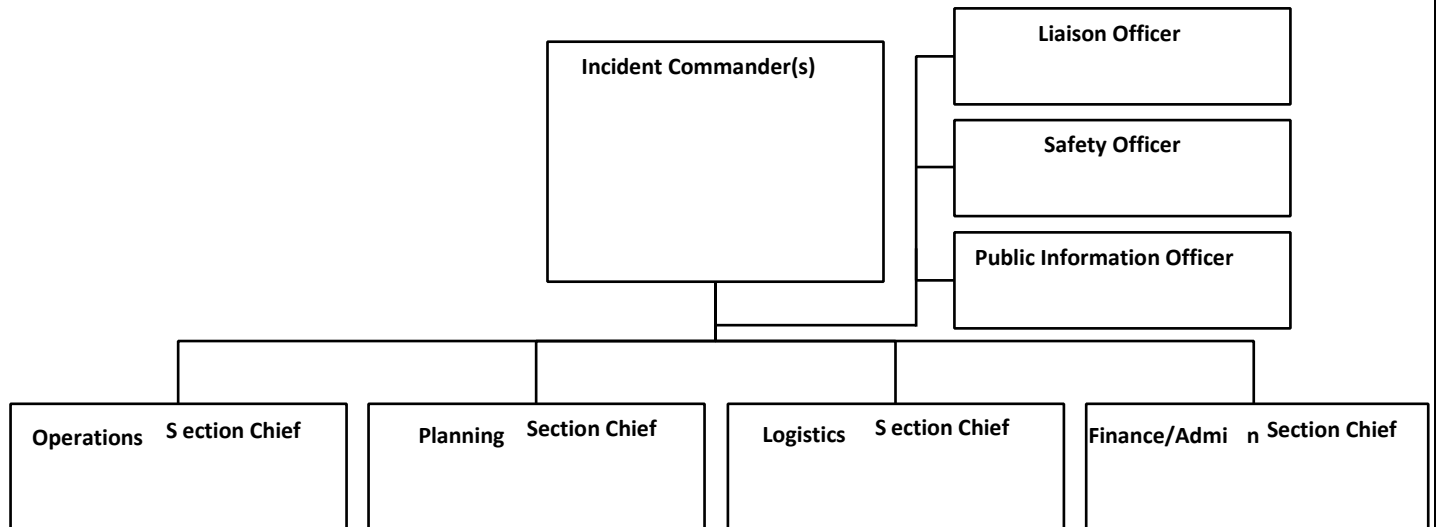






<b>1. Incident Name</b>	<b>2. Incident Number</b>	<b>3. Date/Time Initiated</b> Date: _____ Time: _____
-------------------------	---------------------------	--

**9. Current Organization**(fill in additional organization as appropriate)



**6. Prepared by** Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_ Signature: \_\_\_\_\_

ICS 201, Page 3 Date/Time: \_\_\_\_\_



**ICS 201  
Incident Briefing**

**Purpose.** The Incident Briefing (ICS 201) provides the Incident Commander (and the Command and General Staffs) with basic information regarding the incident situation and the resources allocated to the incident. In addition to a briefing document, the ICS 201 also serves as an initial action worksheet. It serves as a permanent record of the initial response to the incident.

**Preparation.** The briefing form is prepared by the Incident Commander for presentation to the incoming Incident Commander along with a more detailed oral briefing.

**Distribution.** Ideally, the ICS 201 is duplicated and distributed before the initial briefing of the Command and General Staffs or other responders as appropriate. The “Map/Sketch” and “Current and Planned Actions, Strategies, and Tactics” sections (pages 1–2) of the briefing form are given to the Situation Unit, while the “Current Organization” and “Resource Summary” sections (pages 3–4) are given to the Resources Unit.

**Notes:**

- The ICS 201 can serve as part of the initial Incident Action Plan (IAP).
- If additional pages are needed for any form page, use a blank ICS 201 and repaginate as needed.

Block Number	Block Title	Instructions
1	<b>Incident Name</b>	Enter the name assigned to the incident.
2	<b>Incident Number</b>	Enter the number assigned to the incident.
3	<b>Date/Time Initiated</b> • Date, Time	Enter date initiated (month/day/year) and time initiated (using the 24hour clock).
4	<b>Map/Sketch</b> (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment)	Show perimeter and other graphics depicting situational status, resource assignments, incident facilities, and other special information on a map/sketch or with attached maps. Utilize commonly accepted ICS map symbology.  If specific geospatial reference points are needed about the incident’s location or area outside the ICS organization at the incident, that information should be submitted on the Incident Status Summary (ICS 209).  North should be at the top of page unless noted otherwise.
5	<b>Situation Summary and Health and Safety Briefing</b> (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards.	Self-explanatory.

<p><b>6</b></p>	<p><b>Prepared by</b></p> <ul style="list-style-type: none"> <li>• Name</li> <li>• Position/Title</li> <li>• Signature</li> <li>• Date/Time</li> </ul>	<p>Enter the name, ICS position/title, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).</p>
<p><b>7</b></p>	<p><b>Current and Planned Objectives</b></p>	<p>Enter the objectives used on the incident and note any specific problem areas.</p>
<p><b>8</b></p>	<p><b>Current and Planned Actions, Strategies, and Tactics</b></p> <ul style="list-style-type: none"> <li>• Time Actions</li> </ul>	<p>Enter the current and planned actions, strategies, and tactics and time they may or did occur to attain the objectives. If additional pages are needed, use a blank sheet or another ICS 201 (Page 2), and adjust page numbers accordingly.</p>
<p><b>9</b></p>	<p><b>Current Organization</b> (fill in additional organization as appropriate)</p> <ul style="list-style-type: none"> <li>• Incident Commander(s)</li> <li>• Liaison Officer</li> <li>• Safety Officer</li> <li>• Public Information Officer</li> <li>• Planning Section Chief</li> <li>• Operations Section Chief</li> <li>• Finance/Administration Section Chief</li> <li>• Logistics Section Chief</li> </ul>	<ul style="list-style-type: none"> <li>• Enter on the organization chart the names of the individuals assigned to each position.</li> <li>• Modify the chart as necessary, and add any lines/spaces needed for Command Staff Assistants, Agency Representatives, and the organization of each of the General Staff Sections.</li> <li>• If Unified Command is being used, split the Incident Commander box.</li> </ul> <p>Indicate agency for each of the Incident Commanders listed if Unified Command is being used.</p>
<p><b>10</b></p>	<p><b>Resource Summary</b></p> <ul style="list-style-type: none"> <li>• Resource</li> <li>• Resource Identifier</li> <li>• Date/Time Ordered</li> <li>• ETA</li> <li>• Arrived</li> <li>• Notes (location/assignment/status)</li> </ul>	<p>Enter the following information about the resources allocated to the incident. If additional pages are needed, use a blank sheet or another ICS 201 (Page 4), and adjust page numbers accordingly.</p> <p>Enter the number and appropriate category, kind, or type of resource ordered.</p> <p>Enter the relevant agency designator and/or resource designator (if any).</p> <p>Enter the date (month/day/year) and time (24-hour clock) the resource was ordered.</p> <p>Enter the estimated time of arrival (ETA) to the incident (use 24-hour clock).</p> <p>Enter an "X" or a checkmark upon arrival to the incident.</p> <p>Enter notes such as the assigned location of the resource and/or the actual assignment and status.</p>

## Appendix I - ICS Form 208HM – Site Safety and Control Plan

<b>SITE SAFETY AND CONTROL PLAN</b>	1. Incident Name:	2. Date Prepared:	3. Operational Period: Time:									
<b>Section I. Site Information</b>												
4. Incident Location:												
<b>Section II. Organization</b>												
5. Incident Commander:	6. HM Group Supervisor:	7. Tech. Specialist - HM Reference:										
8. Safety Officer:	9. Entry Leader:	10. Site Access Control Leader:										
11. Asst. Safety Officer - HM:	12. Decontamination Leader:	13. Safe Refuge Area Mgr:										
14. Environmental Health:	15.	16.										
17. Entry Team: (Buddy System)		18. Decontamination Element:										
Name:	PPE Level	Name:	PPE Level									
Entry 1		Decon 1										
Entry 2		Decon 2										
Entry 3		Decon 3										
Entry 4		Decon 4										
<b>Section III. Hazard/Risk Analysis</b>												
19. Material:	Container type	Qty.	Phys. State	pH	IDLH	F.P.	I.T.	V.P.	V.D.	S.G.	LEL	UEL
Comment:												
<b>Section IV. Hazard Monitoring</b>												
20. LEL Instrument(s):						21. O <sub>2</sub> Instrument(s):						
22. Toxicity/PPM Instrument(s):						23. Radiological Instrument(s):						
Comment:												
<b>Section V. Decontamination Procedures</b>												
24. Standard Decontamination Procedures:									YES:	NO:		
Comment:												
<b>Section VI. Site Communications</b>												
25. Command Frequency:				26. Tactical Frequency:				27. Entry Frequency:				

Section VII. Medical Assistance

<b>28. Medical Monitoring:</b>	<b>YES:</b>	<b>NO:</b>	<b>29. Medical Treatment and Transport In-place:</b>	<b>YES:</b>	<b>NO:</b>
--------------------------------	-------------	------------	--	-------------	------------

**Comment:**

Section VIII. Site Map

**30. Site Map:**



Weather    
 Command Post    
 Zones    
 Assembly Areas    
 Escape Routes    
 Other

Section IX. Entry Objectives

**31. Entry Objectives:**

Section X. SOP S and Safe Work Practices

<b>32. Modifications to Documented SOP s or Work Practices:</b>	<b>YES:</b>	<b>NO:</b>
---	-------------	------------

**Comment:**

Section XI. Emergency Procedures

33. Emergency Procedures:

Section XII. Safety Briefing

34. Asst. Safety Officer - HM Signature:

Safety Briefing Completed (Time):

35. HM Group Supervisor Signature:

36. Incident Commander Signature:



## INSTRUCTIONS FOR COMPLETING THE SITE SAFETY AND CONTROL PLAN ICS 208 HM

A Site Safety and Control Plan must be completed by the Hazardous Materials Group Supervisor and reviewed by all within the Hazardous Materials Group prior to operations commencing within the Exclusion Zone.

Item Number	Item Title	Instructions
1.	Incident Name/Number	Print name and/or incident number.
2.	Date and Time	Enter date and time prepared.
3.	Operational Period	Enter the time interval for which the form applies.
4.	Incident Location	Enter the address and or map coordinates of the incident.
5 – 16.	Organization	Enter names of all individuals assigned to ICS positions. (Entries 5 & 8 mandatory). Use Boxes 15 and 16 for other functions: i.e. Medical Monitoring.
17 – 18.	Entry Team/Decon Element	Enter names and level of PPE of Entry & Decon personnel. (Entries 1 - 4 mandatory buddy system and back-up.)
19.	Material	Enter names and pertinent information of all known chemical products. Enter UNK if material is not known. Include any which apply to chemical properties. (Definitions: ph = Potential for Hydrogen (Corrosivity), IDLH = Immediately Dangerous to Life and health, F.P. = Flash Point, I.T. = Ignition Temperature, V.P. = Vapor Pressure, V.D. = Vapor Density, S.G. = Specific Gravity, LEL = Lower Explosive Limit, UEL = Upper Explosive Limit)
20 – 23.	Hazard Monitoring	List the instruments which will be used to monitor for chemicals.
24.	Decontamination Procedures	Check NO if modifications are made to standard decontamination procedures and make appropriate Comments including type of solutions.
25 – 27.	Site Communications	Enter the radio frequency(ies) which apply.
28 – 29.	Medical Assistance	Enter comments if NO is checked.
30.	Site Map	Sketch or attach a site map which defines all locations and layouts of operational zones. (Check boxes are mandatory to be identified.)
31.	Entry Objectives	List all objectives to be performed by the Entry Team in the Exclusion Zone and any parameters which will alter or stop entry operations.
32 – 33.	SOPs, Safe Work Practices, and Emergency Procedures	List in Comments if any modifications to SOPs and any emergency procedures which will be affected if an emergency occurs while personnel are within the Exclusion Zone.
34 – 36.	Safety Briefing	Have the appropriate individual place their signature in the box once the Site Safety and Control Plan is reviewed. Note the time in box 34 when the safety briefing has been completed.

# GRAYS HARBOR COUNTY CEMP

## *Agricultural and Natural Resources*

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This document serves as Emergency Support Function #11 (ESF#11) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

310 West Spruce

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March 28, 2023



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**Primary Agencies:**

Grays Harbor County Environmental Health Division  
Washington Department of Ecology (ECY)  
Washington Department of Fish and Wildlife (WDFW)  
Washington State Department of Agriculture (WSDA)

**Support Agencies:**

Grays Harbor County Department of Forestry and Tax Title Management  
Grays Harbor County Emergency Management (GHC EM)  
Grays Harbor County Public Health  
Local Veterinarians  
Municipal Forests (Montesano, Hoquiam, Aberdeen)  
Private Agricultural/Aquaculture Organizations and Producers  
Private Animal Welfare Organizations  
Private Forest Land Managers  
Regional Water Purveyors  
US Forest Service (USFS)  
Washington Department of Natural Resources (DNR)  
Washington State University Extension (WSU Ext)

# Introduction

## Purpose

Emergency Support Function 11 Agriculture and Natural Resources (ESF #11) coordinates efforts before, during, and after an emergency or disaster of countywide significance. ESF #11 addresses protection against an outbreak of a highly contagious or economically devastating animal (including zoonotic) or plant/tree disease, assurance of food safety and security, care of domestic large and small livestock and pets, and protection of natural and cultural resources and historic properties.

## Scope

The four primary functions of ESF #11 are to:

1. Implement a local response to an outbreak of a highly contagious animal disease, an outbreak of highly infective plant/tree disease, or an economically devastating infestation of plants or animals.
2. Assure the safety and security of the commercial food supply by investigating, testing, and analyzing the potential adulteration of products and implementing a local response.
3. Coordinate actions to prevent the loss of livestock and pets due to a disaster or emergency and to properly dispose of animal carcasses if necessary.
4. Take appropriate action to conserve, restore, and recover natural, cultural, and historic resources before, during, and after an emergency or disaster.

## Planning Assumptions

It is neither implied nor should it be inferred that this plan guarantees that a perfect response to an emergency or disaster will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

This plan coordinates the emergency response of a multitude of agencies and organizations. As a result, it is impossible to list all precepts (regulations, policies, and procedures) that regulate the specific operations. Each primary and support agency or organization in this ESF is responsible to develop realistic and manageable precepts specific to its respective emergency operations.

# Concept of Operations

## General

While Incident Command will assist as possible with animal issues, the priority will remain the protection of the health and safety of citizens. It is essential that animal owners remain responsible and accountable for their livestock and pets. Incident Command will organize and coordinate the capabilities and resources of county government, municipalities, private organizations, and the private sector to facilitate the delivery of services, technical assistance, expertise, and other support for emergency operations within this ESF.

Upon a proclamation of a state of emergency, the Grays Harbor County Board of County Commissioners (BOCC) may invoke temporary controls on local resources and travel to contain the spread of infectious disease among domesticated animals and food products. Grays Harbor County Environmental Health may need to escalate public health and safety inspections and surveillance. The type and number will be dependent on the cause and impact of the emergency or disaster. The Grays Harbor County Fairgrounds may serve as a temporary boarding facility for domestic livestock.

When an emergency goes beyond local resources, the EOC may be requested to coordinate additional logistical support. Requests for and coordination of resources will be made through the EOC. The EOC may prioritize resource requests and escalate requests to State and Federal agencies.

## Organization

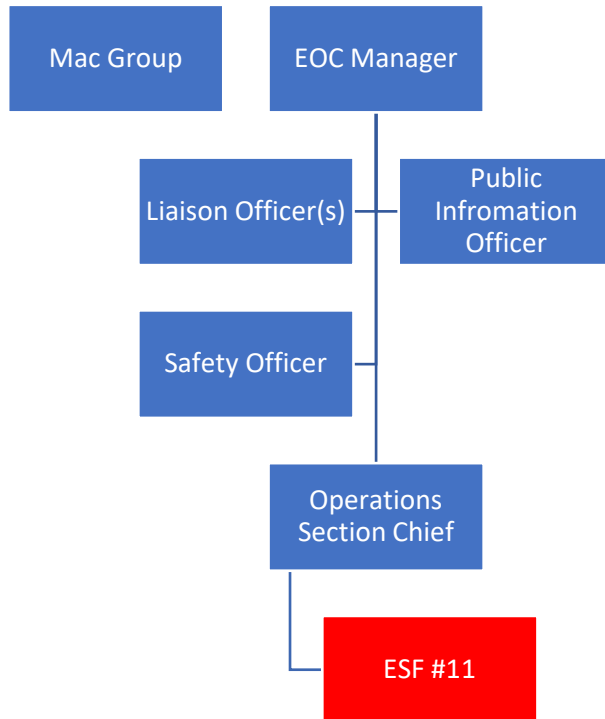
The Washington State Department of Agriculture (WSDA) has statutory authority to identify and monitor plant problems. Washington State University Extension (WSU Ext) has in place an extensive network of expertise and resources to assist the WSDA in developing an appropriate local response. WSDA is the primary agency coordinating local response to an outbreak of a countywide significance of infectious disease in domesticated livestock.

Grays Harbor County Environmental Health is the primary agency for coordinating local response to adulterated or suspected adulterated food supplies and zoonotic disease. The Grays Harbor County Department of Forestry and Tax Title Management may assist with coordinating local response for infestation and disease of commercial forestry resources of countywide significance.

County departments and municipalities act as the primary agencies for protecting, recovering, and restoring natural, cultural, and historic resources at the local level before, during, and after an emergency or disaster of countywide significance. County departments and municipalities act as the primary agencies for providing assistance, if possible and resources allow, to lost or injured pets before, during, and after an emergency or disaster of countywide significance. Incident Command may request animal welfare organizations or local veterinarians to provide technical assistance and volunteer support to primary agencies in this effort.

The WDFW and Washington State Department of Ecology (ECY) are the primary agencies for coordinating efforts relating to non-domesticated animal disease or infestation of countywide significance.

When ESF #11 is active at the EOC, it will fall under the Operations Section unless otherwise designated by the EOC Manager. ESF #11 should be staffed by a Grays Harbor County Environmental Health Representative. Alternative staffing can come from the other Primary and Support agencies within this plan.





## Phases of Emergency Management

### Mitigation and Preparedness Activities

- Maintain an inventory of available resources including trained personnel.
- Develop and maintain standard operating procedures for emergency and disaster situations.
- Retrofit historic and cultural structures to prevent physical damage during emergencies or disasters as funding allows.
- Assure the training of personnel and volunteers in their emergency responsibilities.

### Response and Recovery Activities

- Provide a liaison to the EOC or other command location to assure coordination with other agencies, as necessary.
- Coordinate emergency planning activities and information with neighboring jurisdictions and the EOC.
- Personnel providing emergency assistance will maintain chain of command in accordance with NIMS procedures and protocols and work within the Incident Command System (ICS).
- Maintain records and document all expenditures during the emergency or disaster.
- Follow its internal standard operating procedures when responding to an incident.
- Utilize volunteers to their appropriate level of training and ensure appropriate measures are in place to protect the health and safety of all workers.

## Responsibilities

### WSU Ext and the WSDA

- Detect plant and animal diseases in conjunction with local veterinarians and farmers.
- Provide guidance for immediate protective actions within Grays Harbor County and report and maintain liaison to the EOC and state and/or federal agencies.
- Determine the locally affected boundaries.
- Ensure continued contact with agricultural associations.
- Draft agricultural advisories for affected areas and provide information to the JIC in accordance with ESF #15.
- Make recommendations on protective or disposal actions.

### WDFW and ECY

- In partnership with the Grays Harbor Weed Control Board, detect and monitor for invasive and exotic plant infestations.
- Detect and monitor invasive and exotic fish and wildlife.

- Provide guidance for immediate protective action within Grays Harbor County and report and maintain liaison with state and/or federal agencies.
- Determine the locally affected boundaries.
- Ensure continued contact with the agriculture industry and aquaculture, wildlife associations, and recreational groups.
- Draft advisories for affected areas and provide information to the JIC.
- Make recommendations on protective action.

#### Grays Harbor County Department of Environmental Health

- Determine whether food sources for public distribution are safe for human consumption.
- Detect and monitor zoonotic diseases with the aid of support agencies.
- Assist in determining the locally affected boundaries.
- Provide guidance for immediate protective action within Grays Harbor County and report and maintain liaison with state and/or federal agencies.
- Draft citizen advisories for affected areas and provide information to the JIC.

#### Grays Harbor County Public Health

- Conduct mass inoculation or medication distribution when indicated per ESF #8.

#### Grays Harbor County Department of Forestry and Tax Title Management in cooperation with DNR

- Assist with the Detect and monitoring of commercial tree diseases and pests.
- Assist with determining Determine the locally affected boundaries of disease or pest infestation.
- Provide guidance for immediate protective action within Grays Harbor County and report and maintain liaison with state and/or federal agencies.
- Ensure continued contact with private, state, and federal forestry landowners.
- Draft forestry advisories for affected areas and provide information to the JIC.
- Make recommendations on protective action.

#### County and Municipal Animal Services

- Provide citizens with pre-incident education in conjunction with volunteer groups regarding emergency care and evacuation of pets. This includes making livestock owners aware of the need to have current identification and medical information in the event of evacuation as well as anticipate providing appropriate food, water, handling, and medication needs.
- Identify sites/facilities for boarding and/or quarantining pets, if possible.
- Coordinate with volunteer organizations and agencies to provide volunteer services for animal care upon request.

County Departments and Municipalities and Natural, Historic, and Cultural Resources

- Determine resources available for natural, historic, and cultural resource protection.
- Attempt to minimize damage or loss to local resources during and after emergencies or disasters.
- Establish links with state and federal agencies.
- Inventory and document resources impacted by the disaster or emergency.

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Energy*

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This document serves as Emergency Support Function #12 (ESF#12) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

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March 28, 2023





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**Primary Agencies:**

Cascade natural Gas

City of McCleary

Grays Harbor County Public Utility District (PUD)

MASCO Petroleum

Williams Gas Pipeline

**Support Agencies:**

Bonneville Power Administration

Grays Harbor County Emergency Management (GHC EM)

Grays Harbor Energy

Private fuel distributors

US Department of Energy

Washington State Energy Office

## Introduction

### Purpose

Emergency Support Function (ESF) 12, Energy, is intended to promote the ability to restore damaged energy systems and components during a potential or actual incident of countywide significance. ESF 12 is an integral part of the responsibility for energy providers to maintain continuous and reliable energy supplies within the county through preventative measures as well as restorative actions.

### Scope

ESF 12 collects, evaluates, and shares information on energy system damage and estimations on the impact of energy system outages with an affected areas. The term “energy” includes producing, refining, transporting, generating, transmitting, conserving, building, distributing, and maintaining energy systems and system components. Additionally, ESF 12 provides information concerning the energy restoration process such as project schedules, percent completion of restoration, geographic information on the restoration, and other information as appropriate.

### Planning Assumptions

All emergency providers, whether publicly or privately owned, will be prepared to respond to energy-related needs resulting from an emergency or disaster. Restoration of normal operations and energy facilities is the responsibility of the facility owners.

It is neither implied nor should it be inferred that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

Disruptions in energy supplies typically are caused by physical disruption of energy transmission and distribution systems, unexpected operational failure of such systems, or unusual economic or political events. Responding to energy and petroleum shortages or disruptions and their effects is necessary for preservation of the public health, safety, and general welfare of the County's residence, workers, and visitors. Activities during an energy emergency could include:

- Assess fuel and electric power damage
  - Assess energy supply and demand
  - Assess the requirements for restoration
-

- Coordinate with electric utilities and the petroleum and natural gas industries to identify requirements to repair energy systems
- Coordinate with the Grays Harbor County Emergency Operations Center (EOC) in establishing priorities to repair damaged energy systems
- Coordinate temporary, alternate, or interim sources of energy fuel and power; obtain current information regarding damages to energy supply and distribution systems

ESF 12 addresses significant disruptions in energy supplies for any reason, whether caused by physical disruption of energy transmission and distribution systems, unexpected operational failure of such systems, or unusual economic or political events. In the event that the entire state is affected by significant energy shortages or emergencies, the Energy Policy Division of the Washington State Department of Commerce shall prepare and update contingency plans for implementation. This duty is carried out in accordance with RWC 43.21G and WAC 192-22.

To the maximum extent possible during a disaster or emergency, energy providers will continue to provide services through their normal means. The Grays Harbor County Emergency Operations Center (EOC) will coordinate with energy providers and government officials regarding the use and availability of these services is delivered to the public. Energy providers will compile damage assessment reports and transmit them to the EOC. These assessments will be forwarded to the Washington State Emergency Management Division (EMD).

#### Organization

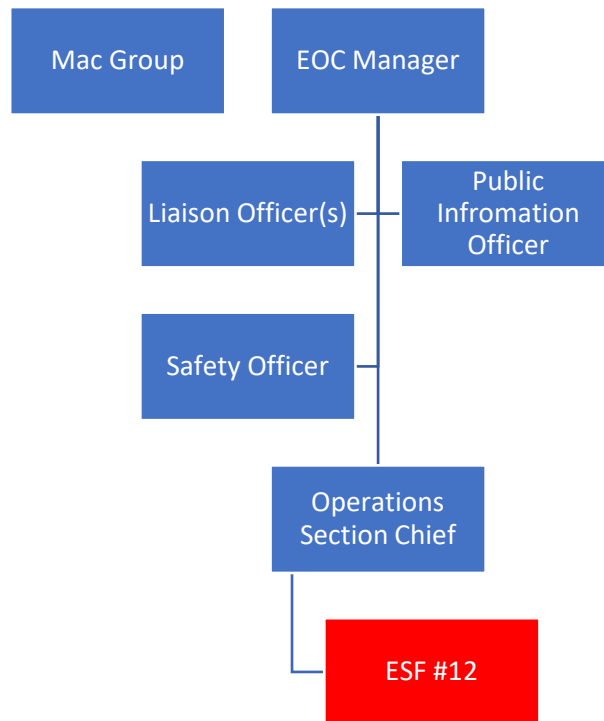
Grays Harbor Public Utility District (PUD) and the City of McCleary manage electric power within Grays Harbor County. Many end-users with high reliability needs (such as hospitals and public facilities) have their own the in-house generation resources.

Williams Gas Pipeline delivers wholesale natural gas via a 56-mile pipeline to Grays Harbor County. Cascade Natural Gas retails natural gas supplies to end users within Grays Harbor County. Propane, distributed by individual independent vendors, is the other major gas supply to Grays Harbor County.

Independent local vendors provide local petroleum supplies including:

- Home fuel heating oil.
- Pellet and wood heating products.
- Motor vehicle gas, diesel, and oil.

When ESF #12 is active at the EOC, it will fall under the Operations Section unless otherwise designated by the EOC Manager. ESF #12 should be staffed by a liaison from an affected agency of this plan.



## Phases of Emergency Management

### Mitigation and Preparedness Activities

- Ensure, to the best of their ability, that transmission lines, pipelines, and other modes of transmission are kept in a state of good repair.
- Coordinate with local jurisdictions to develop reasonable supplemental energy utility resource plans.
- Maintain lists of public and private utilities, including names, addresses, and telephone numbers of key officials
- Develop and maintain operating procedures for actions to take during an emergency or disaster
- Ensure that all personnel are trained in emergency operations

### Response and Recovery Activities

- Activate the Grays Harbor County Emergency Operations Center (EOC) for coordination of energy resources, as appropriate
- Coordinate response and recovery actions through the Incident Command System
- Coordinate public information concerning energy with the Board of County Commissioners and Mayors
- Determine priorities among users if adequate energy supplies are not available to meet all essential needs
- Assist in the administration of energy allocation program in accordance with the governor’s emergency powers

- Compile damage and operational capability reports
- Follow in-house procedures for the repair and restoration of transmission lines, pipelines, etc. to return service to normal
- Participate in an After Action Report (AAR)

## Responsibilities

### General

- Emergency operations will follow the principles of an NIMS/ICS.
- ESF 12 agencies will identify critical personnel and responsibilities, emergency chain of command, appropriate emergency notification procedures, and alternate work locations. Critical personnel in supporting agencies will be informed of their role in the event of an emergency or disaster.
- ESF 12 agencies will establish mobilization procedures and lines of succession which are updated regularly.
- ESF 12 agencies will endeavor to provide accurate and timely emergency public information as coordinated through the Incident Command System.

### Primary Agencies

- Identify and coordinate restoration priorities with other impacted energy companies
- Participate in field unified command
- Coordinate and allocate emergency energy resources, with utilization of local resources as the first priority
- Comply with energy allocations and curtailment programs as determined by the governor
- Determine location, extent, and restoration of energy supply disruptions or outages
- Assess infrastructure damage, supply adequacy, and markets situation
- Coordinate out-of-area private and public energy assistance
- Liaison with the Grays Harbor County Emergency Operations Center (EOC) when requested
- Provide timely and accurate information to the end-users
- Perform life safety and property preservation operations when requested
- Report findings to the EOC

### Support Agencies

- Assist with development, coordination, and support of energy conservation policies and programs; especially with regard to establishing priorities for curtailment of services, restoration of services, or provision of emergency services

Grays Harbor County Emergency Management (GHC EM)

- Assists in coordinating information between agencies and energy suppliers, both private and public
- Assists the Board of County Commissioners and Mayors in prioritizing energy needs



## References

State:

- RCW 43.21G, Emergency Supply Emergencies
- WAC 194-22, Washington State Curtailment Plan for Electric Energy

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Public Safety and Security*

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This document serves as Emergency Support Function #13 (ESF#13) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

Grays Harbor County Emergency Management

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March 28, 2023



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**Primary Agencies:**

Grays Harbor County Sheriff's Office

Municipal Police Departments

**Support Agencies:**

Confederated Tribes of the Chehalis Police Department

Federal Law Enforcement

Fire Departments and Districts

Grays harbor Communications Center (E911)

Grays Harbor County and Municipal Departments

Grays Harbor County Emergency Management (GHC EM)

Immigrations and Customs Enforcement

National Park Service

Port of Grays Harbor

Quinault Indian reservation Police Department

US Coast Guard

US Forest Service

Washington Department of Fish and Wildlife

Washington National Guard

Washington State Parks and Recreation Commission

Washington State Patrol



# Introduction

## Purpose

Emergency Support Function 13 (ESF #13) Public Safety and Security provides for the effective coordination of countywide law enforcement operations during emergency or disaster situations.

## Scope

The scope of this ESF is to outline law enforcement procedures required to effectively respond to a countywide emergency or disaster. ESF #13 capabilities include force and critical infrastructure protection, security planning and technical assistance, technology support and public safety in both pre-incident and post-incident situations.

## Planning Assumptions

Local, tribal, state, and specific federal authorities have primary responsibility for public safety and security. These agencies typically are the first line of response and support during incidents having the potential or actual threat to public safety and security. In most situations, local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing National Incident Management System (NIMS)/Incident Command System (ICS) procedures. In large scale incidents needing additional resources, mutual aid agreements will be activated with operations managed through a unified command structure.

ESF #13 does not supersede plans, procedures and protocols implemented by public safety agencies or law that address scene management and emergency operations. Each local, state, or federal agency will assume the full cost of protection of the lands within its respective boundaries unless other arrangements are made. All Grays Harbor County and municipal agencies will maintain at the EOC up-to-date contact lists on essential personnel and NIMS compliant resource typing information on their resources.

It is neither implied nor should it be inferred that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

In an emergency which is within the capabilities of local law enforcement organizations, regular law enforcement activity such as traffic control or emergency police functions will remain the responsibility of the affected jurisdiction. When circumstances dictate emergency or disaster operations, law enforcement agencies will follow guidelines identified in procedure manuals for their organizations.

In an emergency beyond the capabilities of the local law enforcement agency, additional personnel will be provided through mutual aid agreements and/or specific requests from Incident Command or the on-scene supervisor. Additional resources beyond local capabilities and mutual aid agreements will be requested and coordinated through the Grays Harbor County Emergency Operations Center (EOC).

All emergency traffic regulations, particularly those involving roadblocks, re-routing, etc., will be closely coordinated with the designated representative of the appropriate city or county public works department, Washington State Department of Transportation or Washington State Patrol (WSP). The WSP may advise or assist within the county but will not supersede the authority of the Sheriff/Chief of Police except as identified by state statute and ESF #10 Oil and Hazardous Materials Response.

### Organization

Law enforcement operations will be conducted locally unless the emergency or disaster has countywide significance. In this event, Incident Command will coordinate operations from an Incident Command Post (ICP) or at the EOC. When necessary, the ICP may be activated and staffed to centralize coordination of operations. It may be necessary for the command structure to incorporate into an Incident Management Team with other response agencies, such as fire, medical, and transportation. The established ICP will relay information to their liaison at the EOC.

When ESF #13 is active at the EOC, it may fall under the Operations or Logistics Section, unless otherwise designated by the EOC Manager, depending on the nature of the emergency. ESF #13 should be staffed by a Grays Harbor County Law Enforcement Official, ideally of a command level rank.

## Phases of Emergency Management

### Mitigation Activities

- Law enforcement agencies will comply with facility, property, and personnel protection mitigation plans promulgated by their jurisdictions.

### Preparedness Activities

- Develop and maintain operational guidance for the effective use of resources.
- Ensure that all law enforcement personnel within the jurisdiction, including regulars, reserves, or auxiliaries, are trained to the appropriate NIMS/ICS level, in traffic control and evacuation procedures, and in search and rescue operations.
- Coordinate and maintain liaison with support agencies and state and federal law enforcement agencies.
- Review plans and procedures and assure that all law enforcement personnel are informed of existing or revised procedures.
- Participate in local emergency and disaster exercises and training.

### Response Activities

- Assist with the dissemination of warnings and notifications as time and resources allow.
- Conduct search and rescue operations within the respective jurisdiction.
- Document expenditures for disaster/emergency related activities and report to the EOC.
- Provide senior-level representation at the EOC or ICP in multi-agency operations.
- When the EOC is activated, a representative of the affected jurisdiction(s) will respond to the EOC, as able, to coordinate and exchange information with field units.

### Recovery Activities

- Law enforcement agencies
  - Demobilization resources.
  - Return equipment and vehicles to response ready condition.
  - Document costs and provide copies to the EOC.
  - Issue public statements per ESF #15.
- Grays Harbor County Emergency Management (GHC EM)
  - Act as liaison between local law enforcement agencies and state or federal damage assessment teams, as appropriate.
  - Coordinate information with Washington State Emergency Management Division.
  - Demobilize EOC when appropriate (Refer to ESF #5).
- Primary and support agencies will participate in post-disaster briefings and development of an After Action Report.

## Responsibilities

### All Law Enforcement Agencies

- Notify the Grays Harbor Communications Center (E911) Center of a major law enforcement emergency.
- Provide a representative to the EOC with the authority to coordinate law enforcement functions.
- Coordinate and control traffic, warn and evacuate the public, control access to affected areas, and protect life and property.
- Assist the coroner in necessary investigation, identification, recovery, and management of deceased persons.
- Develop and maintain plans and procedures to support emergency responsibilities and functions.
- Manage law enforcement resources to provide assistance upon request from other jurisdictions or Grays Harbor County Sheriff's Office.
- Provide damage assessment and situation reports to the EOC.
- Establish an ICP and coordinate with support agencies, as appropriate.
- Provide incident documentation, reports, and financial information to the EOC when appropriate.
- Primary and support agencies will participate in drills and exercises to test existing plans and procedures.

### Grays Harbor County Emergency Management (GHC EM)

- Activate the EOC and issue emergency warnings, when requested or as appropriate.
- Act as the contact point for regional, state, and federal emergency or disaster assistance.
- Coordinate documentation of emergency activities and recovery of funds.

### State Agencies

- The Washington State Emergency Management Division shall serve as the central point of contact with the EOC for requests for specific state and federal disaster resources and services.
- WSP will assist the Grays Harbor County EOC and countywide law enforcement agencies in law enforcement operations. WSP will coordinate and maintain liaison with the appropriate state departments as identified in the Washington State Comprehensive Emergency Management Plan. WSP may also provide warning and communications support as appropriate.

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
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WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *External Affairs*

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This document serves as Emergency Support Function #15 (ESF#15) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

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**Primary Agencies:**

Grays Harbor County Emergency Management (GHC EM)

Public Information Officers from the County and Municipalities

**Support Agencies:**

Community Organizations

Grays Harbor Communications Center (E911)

Grays Harbor County Departments

Municipalities

Public and Private Media (Cable, television, radio, and newspaper)

Special Purpose Districts

Washington State Emergency Management Division (EMD)

## Introduction

### Purpose

Emergency Support Function 15 (ESF #15) External Affairs provides for sufficient mobilization of county assets during emergencies or disasters to provide accurate, coordinated, and timely information to impacted communities, emergency responders, governments, media, and the private sector.

### Scope

ESF #15 details the establishment of a command staff position to coordinate communications to various audiences. ESF #15 applies to all county departments and municipality governments that may require public affairs/information support or whose public affairs/information support and assets may be employed during an incident of countywide significance.

### Planning Assumptions

The Grays Harbor County Joint Information Center/System (JIC/JIS) will do everything possible to ensure that the information provided is consistent, accurate, complete, and promptly delivered using communication methods that will disseminate information as widely as possible to affected populations. County departments, cities and community organizations will provide updates regarding response and recovery activities to the EOC and maintain up-to-date contact lists for their identified Public Information Officers (PIO).

It is neither implied nor should it be inferred that this plan guarantees that a perfect response to an emergency or disaster will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

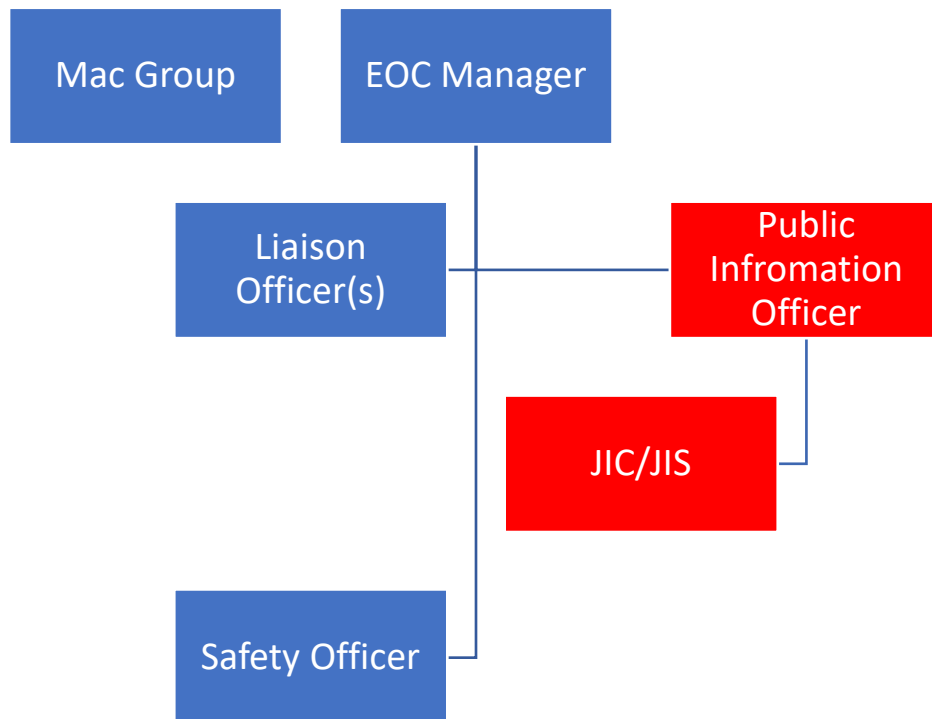
When an emergency occurs within Grays Harbor County that requires active Public Information, the Incident Commander or EOC Manager is responsible for activating a Public Information Officer (PIO). The PIO will coordinate activities between the EOC, Incident Command Post (ICP), assistant Public Information Officers, the Washington State Emergency Operations Center (SEOC), and the JIC, when activated.

Upon activation, the PIO will coordinate and disseminate accurate and timely disaster related information. The PIO will determine methods for disseminating local emergency information depending on available means as appropriate to the emergency. This may include radio, newspaper, television, electronic communications, mobile public address systems, and door-to-door.

Primary and support agencies will provide communication resources to the JIC when requested and as resources allow.

Organization

The Public Information Officer (PIO) is a command-level position within the EOC. When ESF #15 is activated within the EOC, the PIO will report directly to the EOC Manager. The PIO may have assistant PIOs and other agency’s PIOs reporting to the lead PIO. The PIO may organize the Joint Information Center/System based on the nature of emergency and needs to public information.



Joint Information Center/System (JIC/JIS)

A Joint Information Center (JIC) and Joint Information System (JIS) may be needed to support local public information efforts, and during recovery operations. The JIS is the method of operating during an Incident while the JIC is a central location to facilitate operations of the JIS. The JIC is also a facility where the PIO and staff can coordinate and provide information on the incident to the public, the media, and other agencies.

The PIO will determine the location and staffing needs of the JIC. The EOC is responsible for supporting the JIC. The JIC may be co-located with the EOC. The County and each city may designate an assistant PIO to operate within the JIC/JIS.

### Emergency Alerts

When activated, ESF #15 plays an essential role in relaying of emergency alerts from authorized authorities. When the public must take action to prepare or protect itself, the local warning systems will activate as time and resources allow. Warning could take the form of one or more of the following:

- Grays Harbor County Emergency Alerts
- Wireless Emergency Alerts (WEA)
- Emergency Alert System (EAS)
- All-Hazard Alert Broadcast Systems (AHABS)
- NOAA All-Hazard Alert Weather Radios
- Social Media Alerts and Posts
- Website Posting
- Volunteer resources
- Posting of traffic signs
- Providing local warning information to local media
- Other mechanisms as appropriate

Release of these alerts need to be coordinated through all levels of the EOC. Use of technical equipment may need to be coordinated through Logistics and ESF #2.

## Phases of Emergency Management

### Mitigation and Preparedness Activities

- Identify areas where public education programs (i.e., personal preparedness) are needed.
- Develop staffing procedures and checklists for the JIC.
- Assign and train personnel to appropriate level National Incident Management System (NIMS)/ICS training in order to function effectively with Incident Command and/or the JIC.
- Identify possible locations for a JIC and press conferences.
- Develop and maintain a list of equipment needed to activate the JIC.
- Develop and maintain an updated media contact list.
- Prepare for rumor control to address and correct misinformation and eliminate confusion.

- Prepare pre-scripted messages for quick delivery

#### Response and Recovery Activities

- Assess the scope, magnitude, extent, and the potential duration of the incident.
- Obtain status reports on all local and county activities, as needed.
- Collect information concerning field operations, as needed.
- Coordinate with the EOC and primary and supporting agencies to develop a flow of information, including situation reports, health advisories, and other public information releases concerning the response and recovery efforts.
- Establish and operate a JIC when appropriate. If activated, affected primary agencies will send a PIO to the JIC as requested by the Incident Commander.
- Establish and maintain contact with the pertinent elected officials representing the affected area to provide information on the incident.
- Conduct media briefings on a regular basis.
- Monitor media and implement rumor control process when appropriate.
- The EOC will coordinate with the PIO before deactivating ESF #15.
- Inform the State EOC PIO of response activities.
- Coordinate with the appropriate agencies to deactivate the JIC.
- Disseminate information when disaster assistance programs are available.
- Keep elected officials informed of recovery activities.

# Responsibilities

## Primary Agencies

- Activate and manage the JIC as necessary to support emergency operations in accordance with ICS.
- Each jurisdiction will designate staff to serve as the local PIO who coordinates information from that jurisdiction, if available.
- Coordinate public information activities with other participating agencies.
- Collect and coordinate information from all private and public sources to monitor overall response.
- JIC staffing for extended operations will be coordinated by the PIO and maintained as long as indicated. This will be accomplished with staggered shifts staffed by JIC members.
- Obtain approval for release of information from the EOC Manager.
- Conduct and/or coordinate regular press conferences at the JIC.
- Enlist agency staff to respond to media questions on technical or agency issues if necessary.
- Provide maps, charts, status reports, photos, schematics, or other displays that clarify the emergency or disaster situation in support of press conferences and/or briefings.
- Monitor media broadcasting articles to check for accuracy. Monitor and log incoming calls for information and rumor control.
- Notify all affected jurisdictions and stakeholders of the operational and situational conditions and provide frequent and regular status updates.
- Provide updates for the Grays Harbor County Emergency Management (GHC EM) website regarding the scope of the emergency or disaster, the impact to the county, emergency action steps, evacuation, collection sites, water and food distribution, etc.
- Coordinate communication resource requests outside of mutual aid agreements with the EOC.
- Designate the chief elected official or his/her designee as chief spokesperson following an emergency or disaster. Coordinate public information to the chief elected official and with the SEOC PIO.
- Primary and support agencies will ensure that a continuity of operations plan is in place to maintain essential services.
- Primary and support agencies will participate in drills and exercises to test existing plans and procedures.
- Primary and support agencies will participate in post-disaster briefings and development of an After Action Report.

## Emergency Operations Center (EOC)

- Maintain maps and status boards.



- Serves as the collection point for information/situation reports regarding the status of the emergency.
- Establish citizen call center with the assistance of Grays Harbor County Central Services.
- Coordinate points of contact for agency representatives requesting expedient information from the JIC.

#### Public Information Officer (PIO)

- Develop news releases and other materials.
- Manage rumor control and obtain verification of all information prior to release.
- Respond to media inquiries as appropriate.
- Conduct on-air press conferences.
- Set up a media hotline with the assistance of Grays Harbor County Central Services.
- Disseminate information approved by the Incident Commander.
- Document, in chronological order, the information provided to the media and public. This entails the collection of releases, recordings of interviews (if possible), the sequence of statements and briefings, etc.
- Coordinate interviews and provide escorts as needed.
- Monitor other media to prevent redundancy and rumors.
- Monitor web and/or internet updates.
- Maintain current incident information on the county website.

#### Joint Information Center (JIC)

- Collect and analyze information from the EOC, hotlines, media, web and internet, etc.
- Determine information needs of local community.
- Provide information to the public concerning the status of the disaster and how to obtain relief services.

#### Support Agencies

- Assist the PIO and JIC by providing pertinent public information for dissemination to media sources and, as appropriate, fact sheets for distribution to the public. Participate in press conferences and briefings upon request.
- Interrupt regular programming and report emergency information as requested by the JIC.

Monitor and log incoming calls for information and rumor control. Monitor media broadcasts and articles for accuracy.

## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
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DMORT	Disaster Mortuary Operational Response Team
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WAC Washington Administrative Code

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# GRAYS HARBOR COUNTY CEMP

## *Defense Support of Civil Authorities*

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This document serves as Emergency Support Function #20 (ESF#20) of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

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**Primary Agency:**

Grays Harbor County Emergency Management (GHC EM)

**Support Agencies:**

Washington State Emergency Management Division (EMD)

United State Coast Guard (USCG)



## Introduction

### Purpose

Emergency Support Function # 20 (ESF#20) – Defense Support of Civil Authorities describes the circumstances and conditions under which units of the Washington State National Guard (WANG), the Department of Defense (DOD), and the United States Coast Guard (USCG) can provide Defense Support of Civil Authorities (DSCA).

### Scope

ESF #20 applies to all requests for military support originated through the Grays Harbor County Emergency Operations Center (EOC) following a local declaration of emergency.

### Planning Assumptions

The military is capable of providing a wide range of support to local governments in an emergency. Military assistance is considered supplemental to local efforts and will not be requested unless and until applicable local resources have been, or will imminently be, exhausted. All military assistance, except requests during imminently serious situations as described herein, will be requested through the Washington State Emergency Management Division (EMD). Military support may be delayed until the governor declares a state of emergency or there has been a presidential declaration. It may take 48-hours or longer to receive military assistance.

As the USCG is not part of DOD, requests for USCG support are not dependent on EMD requests or a Washington State Emergency Proclamation. USCG support may be requested directly with Group/Air Station Astoria or through the USCG liaison at the County EOC, if available.

## Concept of Operations

### General

If the Grays Harbor County EOC cannot accommodate a resource request using local assets, a resource request will be made to EMD as part of routine resource management activities. It will be up to the state to determine the appropriate means of meeting the county's request, including the use of military assets. If the Grays Harbor County EOC Logistics Section Chief is aware of a specific resource owned by the military and needed by the county, the specific resource may be requested as part of the request sent to the State EOC.

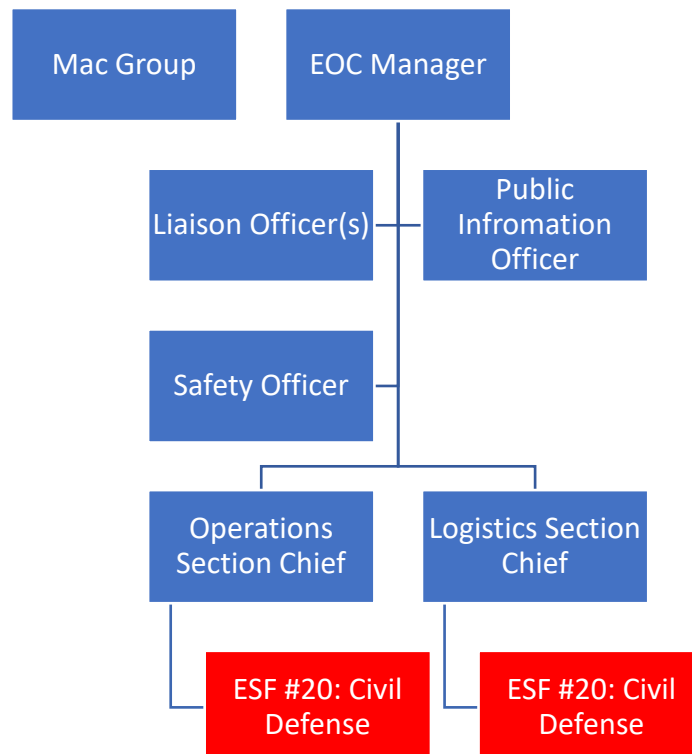
In an imminently serious situation, the EOC may request assistance directly from the military. An imminently serious situation is one in which there is an imminent threat to life and/or to property which will cause human suffering. A military unit commander can respond to direct requests for assistance, if:

1. An imminently serious situation exists.
2. The military unit is capable of providing the type of support requested without degrading its primary national defense commitments.
3. The military unit is the only source of help available including the private sector, or the only source of help including the private sector that can respond in time to support the county in alleviating the situation.
4. The Board of County Commissioners (BOCC) and affected cities have proclaimed a local emergency.
5. The City, County, or Washington State government is willing to certify to military authorities that conditions 1, 3 and 4 exist.
6. The county and/or city agree to assume the costs incurred by the military unit to provide the requested support. No costs are associated with USCG support.

Organization

When deployed to provide DSCA, military forces will work under the direction of local authority but will retain their unit integrity and military chain of command.

When ESF #20 is active at the EOC, it may fall under the Operations or Logistics Section, unless otherwise designated by the EOC Manager, depending on the resources sent and nature of emergency. ESF #20 should be staffed by a Commanding Officer of the military department which is deployed to Grays Harbor County.



## Responsibilities

### EOC Logistics Section Chief

- Assess Grays Harbor County needs to be met by military assistance and the resources and capabilities the military will need to meet those needs.
- Determine if and when a recommendation will be made to request military assistance
- Request a USCG liaison for the County EOC, if available.
- Prepare requests for military assistance in accordance standard processes.
- Transmit all requests to EMD, USCG Air Station Astoria, or USCG Westport.
- Identify suitable staging areas and coordinate logistic support with the responding unit, as appropriate.
- The military unit commander is to check in and out with Logistics.
- Establish the Logistics Section Chief as primary point of contact for the military unit. Be prepared to give clear task direction and action objectives to the military unit. Proactively coordinate all activities to ensure efficient use of requested assets.

## References

### State

- RCW 38.08, Powers and Duties of Governor
- Washington State Comprehensive Emergency Management Plan

## Acronyms

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NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command

WAC Washington Administrative Code

WEA Wireless Emergency Alerts

WPS Wireless Priority Service

# GRAYS HARBOR COUNTY CEMP

## *Long-Term Recovery Annex*

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This document serves as the Long-Term Recovery Annex of the Grays Harbor County Comprehensive Emergency Management Plan (CEMP).

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**Primary Agencies:**

Grays Harbor County Emergency Management (GHC EM)

Grays Harbor County ER&R Radio Shop

Grays Harbor County Central Services Department

Grays Harbor County Division of Facility Services

**Support Agencies:**

All County Departments and municipalities

Grays Harbor County Chambers of Commerce

Grays Harbor County Special Purpose Districts

Private industry

State and Federal Agencies

Volunteer and community organizations

## Introduction

### Purpose

The Long-Term Recovery Annex provides a framework for the recovery of government, business, and residents impacted by the long-term consequences of an incident of countywide significance.

### Scope

The scope of this annex may vary depending on the magnitude and type of incident. The annex is activated for large-scale or catastrophic incidents that require state and federal assistance to address significant long-term impacts in such areas as housing, business and employment, community infrastructure, and social services.

### Planning Assumptions

It is neither implied nor should it be inferred that this plan guarantees that a perfect response to an emergency or disaster will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

## Concept of Operations

### General

Considerations for short-term recovery should commence as soon as the immediate lifesaving efforts in response to a disaster are completed. The resources and services of countywide organizations will be used to the greatest extent practicable. Additional services or resources or those not normally part of the countywide inventory, may come from private sources or through requests to the Washington State Emergency Management Division (EMD). Non-time critical recovery and restoration activities affecting archaeological/historical protected areas will be coordinated with the Washington State Office of Archaeology and Historic Preservation.

Implementation of long-term community recovery actions will be in coordination with the long-term development plans of local government. In managing recovery efforts, local government may form ad hoc partnerships with other jurisdictions, federal and state agencies, and the private sector to advise and assist in the implementation of recovery and mitigation plans.

Whenever Grays Harbor County qualifies for state and/or federal individual disaster assistance, individuals, families, and businesses will be referred to applicable state and federal programs or to volunteer agencies. When individuals, families, and businesses do not qualify for state or

federal assistance or whenever Grays Harbor County declares a local emergency not followed by a state or federal declaration, assistance may be provided in accordance with existing county and municipal policies and programs or by volunteer agencies. The EOC will coordinate with state and federal agencies to facilitate the delivery of assistance programs to individuals and businesses, including the identification of designated sites for Disaster Recovery Centers.

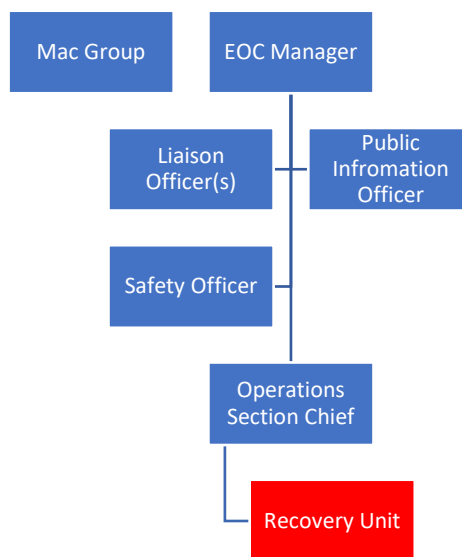
Public damage and response costs are borne by the incurring local government. Reimbursement requests are submitted through the EOC to state and federal programs, if eligible and available. All Grays Harbor County departments and municipalities will maintain an up-to-date contact list on essential personnel at the EOC. Grays Harbor County supports mitigation activities to eliminate or reduce disaster damage and to coordinate recovery efforts with long-term development and hazard mitigation plans within the county.

The EOC collects damage assessment information for both public and private loss from local jurisdictions, public entities, individuals and businesses. The EOC forwards the information to EMD, which determines if there is a level of damage to be eligible to forward to the Governor and/or President. This process may or may not result in state/federal individual assistance, public assistance, or both.

Organization

Following the response to a disaster or emergency of countywide significance, the EOC will remain activated to coordinate initial recovery and restoration activities. The EOC will remain activated until its coordinating function is no longer necessary. The EOC may reactivate on a temporary basis to meet developing needs.

When this annex is active at the EOC, it will fall under the Operations Section as the Recovery Unit unless otherwise designated by the EOC Manager. The Recovery Unit may be staffed by a member of the Disaster Recovery Advisory Committee, if activated. Otherwise, The Recovery Unit will be staffed by an appointee of the EOC Manager.



### Disaster Recovery Advisory Committee

Depending on the nature of the disaster or emergency, the Board of County Commissioners may appoint a Disaster Recovery Advisory Committee to coordinate the county's mitigation, recovery and restoration actions. The Board of County Commissioners will consult with the Mayors of affected municipalities regarding the selection of members for this committee.

The Disaster Recovery Advisory Committee will determine the economic and environmental impact to Grays Harbor County and each affected municipality. This Committee may also provide recommendations to policy makers concerning issues of recovery and restoration. The Committee may support countywide activities by coordinating and maintaining contact with the EOC, and county and city officials as well as volunteer and community organizations and may recommend the priority of actions. The Disaster Recovery Advisory Committee and the Public Information Officer (PIO) will coordinate the dissemination of public information regarding accessing emergency assistance programs.

## Phases of Emergency Management

### Mitigation and Preparedness Activities

- Identify potential members for appointment to a Disaster Recovery Advisory Committee.
- Develop and maintain a resource list of agencies providing individual assistance programs.

### Response and Recovery Activities

- The PIO will disseminate information about the FEMA disaster recovery registration process and specific local, state and federal programs for citizens and small businesses (Individual Recovery).

# Responsibilities

## All Agencies

- Ensure that a continuity of operations plan is in place to maintain essential services.
- Participate in drills and exercises to test existing plans and procedures.
- Participate in post-disaster briefings and development of an After-Action Report.

## Board of County Commissioners and Mayors

- Determine the scope of work and appoint a Disaster Recovery Advisory Committee to recommend countywide long-term community recovery and mitigation actions.
- Review recommendations made by the Disaster Recovery Advisory Committee and direct appropriate recovery and mitigation actions.
- Participate in the Incident Command System (ICS).
- Appropriate emergency funding for long-term recovery and mitigation in accordance with ESF #7 Resource Support.

## Grays Harbor County Emergency Management (GHC EM)

- Coordinate meetings among local public jurisdictions, EMD and FEMA for the process requirements for federal recovery programs (Public Assistance).
- Develop and maintain active liaison with community groups and the business community to facilitate the potential provision of recovery and restoration resources and services.
- Coordinate, collect and compile damage assessment information.
- Provide support to the Disaster Recovery Advisory Committee.

## Disaster Recovery Advisory Committee

- Inform the public of available services and assistance programs through the PIO in accordance with ESF #15.
- Assist other organizations in identifying recovery and restoration actions.
- Develop, prioritize, and recommend countywide activities for disaster recovery and mitigation.
- Utilize the concepts of the National Incident Management System (NIMS) and Incident Command System (ICS) in all operations.

## Grays Harbor County ER&R Radio Shop

- Report to the radio communications shop to begin assessment and restoration of the County's communications system.

## Grays Harbor County Central Services

- Ensure that the County's phone system is in working order, that all computers are working smoothly, keeping everyone connected to each other and outside entities with the EOC equipment.

- Geographic Information Services (GIS) personnel will ensure the working order of GIS databases and applications.

#### Grays Harbor County Division of Facility Services

- Secure County-owned facilities by evaluating or locking building, setting perimeter, etc.
- Protect and secure HVAC and other ventilation and heating systems installed in County-owned facilities.
- Ensure the working order of generators and other building systems.

#### All Support Agencies

- Provide assessment teams to document or verify public and private damage relating to long-term restoration and mitigation.
- State and federal agencies will establish local Disaster Recovery Center(s) to assist qualified citizens with filing claims for financial or housing assistance as appropriate.
- Provide technical assistance and advice on recovery and mitigation activities, to both citizens and public agencies, as appropriate.
- Coordinate public information and assistance activities through the PIO. Keep local authorities informed of assistance provided to local residents, businesses, and public entities.
- Grays Harbor County government will be reliant on private businesses for the restoration of critical infrastructure and services owned, provided and supported by the respective business.



## Acronyms

AAR	After Action Review/Report
ACCESS	A Central Computerized Enforcement Service System
AEC	Grays Harbor Auxiliary Emergency Communications
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CHEMTREC	Chemical Transpiration Emergency Center
DMAT	Disaster Medical Assistance Team
DMCC	Disaster Medical Control Center
DMORT	Disaster Mortuary Operational Response Team
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
E911	Grays Harbor Emergency Communications
EAS	Emergency Alert System
ECY	Washington State Department of Ecology
EHS	Extremely Hazardous Substances
EMD	Emergency Management Division
EMPC	Emergency Management Planning Committee
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book

ESF	Emergency Support Function
GETS	Government Emergency Telecommunications Service
GHC EM	Grays Harbor County Emergency Management
GHC EOC	Grays Harbor County Emergency Operations Center
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
OSCCR	On-Scene Control and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
PSAP	Public Safety Access Point
RCW	Revised Code of Washington
SDS	Safety Data Sheet
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