SECTION 1: PLAN ADMINISTRATION

1.1 PURPOSE

The Emergency Operations Plan (EOP) addresses county government's planned response to and recovery from extraordinary situations associated with natural, technological, and human-conflict emergencies occurring within or affecting Yolo County.

This plan is the principal guide for Yolo County's response to, management of, and recovery from real or potential emergencies and disasters occurring within its designated geographic boundaries. Specifically, this plan is intended to:

➢ Facilitate multi-jurisdictional and interagency coordination, particularly between local government, operational area (geographic county boundary), and state response levels, and appropriate federal   agencies, in emergency operations.

➢ Serve as an operational plan as well as a reference document and may be used for pre-emergency planning as well as emergency operations.

➢ To be utilized in conjunction with applicable local, state and federal contingency plans.

➢ Guide users through the four phases of emergency management: mitigation, preparedness, response, and recovery.

➢ Identify the components of an Emergency Management Organization (EMO), and establish associated protocol required to effectively respond to, manage and recover from major emergencies and disasters.

➢ Establish the operational concepts and procedures associated with field response to emergencies, Emergency Operations Center (EOC) activities, and the recovery process.

➢ Establish the organizational framework for implementation of the California Standardized Emergency Management System (SEMS), and the National Incident Management System (NIMS), within Yolo County.

Allied agencies, private enterprise, and volunteer organizations having roles and responsibilities established by this plan are encouraged to develop operating protocols and emergency action checklists based on the provisions of this plan.

1.2 SCOPE

The policies, protocols, and provisions of this plan are applicable to all agencies and individuals, public and private, having responsibilities for emergency preparedness, response, recovery, and/or mitigation activities within the jurisdiction of county government.

This plan applies to any extraordinary emergency situation associated with any hazard, natural or human-caused, which may affect Yolo County and that generates situations requiring planned, coordinated responses by multiple agencies and jurisdictions.

Winter storms, levee breaks, terrorism and catastrophic earthquakes are a few of the emergencies this plan is designed to address with a focus on long-term public safety, economic, social and political implications.

1.3 AUTHORITIES & REFERENCES

Specific local, state and Federal government authorities, as well as associated references relating to emergency management, are identified within *Attachment 1-1*, of this element of the EOP.

1.4 PLANNING PROCESS & FORMAT

The plan is divided into four distinct yet interrelated elements that contain general and specific information relating to county emergency management operations.

Part One - Basic Plan
This element provides the structure and organization of the Yolo County Emergency Management Organization; identifies individual roles and responsibilities; describes the concept of emergency operations; and identifies how the local cities and the state integrate with Yolo County in the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) as identified by State OES.

Part Two – EOC Protocols
This element of the EOP provides general guidelines and specific procedures for the activation and extended operations of the EOC.

Part Three – Functional Annexes
This EOP element provides information that more clearly defines the roles and responsibilities of those assigned to specific emergency management positions in the Yolo County EOC. Each Annex includes appropriate Attachments that provide more specific operations guidance, procedures and resources.

Part Four - Contingency Plans
Contingency plans are developed to address specific hazards or planning criteria. Contingency plans supplement the EOP, provide direction and guidance, and identify resource needs in response to specific emergencies. All plans developed by county departments and agencies become supporting elements of the Emergency Operations Plan.

1.5   PLAN ACTIVATION

The Yolo County Emergency Operations Plan may be activated by the Emergency Services Director (County Administrator), Emergency Services Manager or designated alternates under any of the following circumstances:

- Upon proclamation by the Governor that a STATE OF EMERGENCY exists in an area of the state including Yolo County

- Automatically on the proclamation of a STATE OF WAR EMERGENCY as defined in California Emergency Services Act (Chapter 7, Division 1, Title 2, California Government Code)

- Upon declaration by the President, of the existence of a National Emergency

- Automatically, on receipt of an attack warning or actual attack on the United States, or upon occurrence of a catastrophic disaster that requires immediate government response.

1.6   PLAN APPROVAL & PROMULGATION

Upon concurrence of the Board of Supervisors, the plan will be officially adopted and promulgated. The approval date will be included on the Title Page. The plan will be distributed to those county departments, local jurisdictions, and supporting allied agencies and community organizations having assigned primary functions or responsibilities.

1.7   PLAN MAINTENANCE

1.7.1 Plan Maintenance Responsibility

County OES has the primary responsibility for ensuring that necessary changes and revisions to this plan are prepared, coordinated, published, and distributed.

1.7.2 Review and Updating

This plan and its supporting documents will be reviewed annually, with a full document update conducted minimally every four (4) years. Additional changes occurring within the four-year cycle of review will be acted upon independently and brought to the Board of Supervisors as necessary to maintain functionality and to meet state and federal requirements.

Changes to the plan not requiring formal adoption will be published and distributed to all involved agencies and organizations. Recommended changes will be received by county OES, reviewed and distributed for comment on a regular basis. Non-adoption elements of this plan may also be modified by OES any time state or federal mandates, operational requirements, or legal statute so require. Once distributed, new editions to this plan shall supplant older versions and render them inoperable.

SECTION 2: EMERGENCY MANAGEMENT PRINCIPLES

2.1 ASSUMPTIONS

Certain assumptions were developed during the development of this plan. These assumptions translate into basic principles associated with conducting emergency management operations in preparation for, response to and recovery from major emergencies.

- Emergencies or disasters may occur at any time, day or night, in populated, as well as remote, areas of Yolo County.

- Major emergencies and disasters will require a multi-agency, multi-jurisdictional response. For this reason, it is essential that the Standardized Emergency Management System (SEMS), and, in many cases, a Unified Command, be implemented immediately by responding agencies, and expanded as the situation dictates.

- Large-scale emergencies and disasters may overburden local resources and necessitate mutual aid from neighboring jurisdictions.

- Large-scale emergencies and disasters and the complex organizational structure required to respond to them pose significant challenges in terms of warning and notification, logistics, and agency coordination.

- Major emergencies and disasters may generate widespread media and public interest. The media must be considered an ally in large-scale emergencies and disasters; it can provide considerable assistance in emergency public information and warning.

- Large-scale emergencies and disasters may pose serious long-term threats to public health, property, the environment, and the local economy. While responding to significant disasters and emergencies, all strategic decisions must consider each of these threats.

- Disasters and emergencies may require an extended commitment of personnel and other resources from involved agencies and jurisdictions.

2.2 EMERGENCY MANAGEMENT PRIORITIES, GOALS & OBJECTIVES

2.2.1 Priorities

County government will consider the following priorities in evaluating the mission, goals, objectives and operational strategies during response to each emergency:

1. Protect human life and rescue those in immediate danger including the timely dissemination of warning information

2. Save human lives and prevent further injuries

3. Maintain the continuity and sustainment of essential government operations

4. Safeguard and maintain critical infrastructure operations

5. Protect public and private property

6. Provide for the needs of survivors and those directly impacted

7. Restore essential services

8. Provide emergency public information

9. Restore normal operations

2.3 EMERGENCY MANAGEMENT ACTIVITIES

2.3.1 County Government Responsibilities

In accordance with CGC § 8607, Yolo County functions as part of SEMS. Local government emergency operations, including mutual aid activities are to be conducted and coordinated using the SEMS, as appropriate. Yolo County responsibilities include:

- Manage county government's preparedness for, response to and recovery from major emergencies and disasters that may impact unincorporated areas of Yolo County

- Function as the central point of contact between all local government entities and state government on matters associated with emergency management operations

- Act as a policy-making body with representation from all participating jurisdictions and setting priorities agreed upon by all members

- Providing a single point of contact for information on an emergency, as well as resource requirements and prioritization

- Act as a single ordering point for response resources, including mutual aid forces through the respective Operational Area coordinators

2.2.2 Operational Area Responsibilities

The Operational Area emergency organization in almost all counties, including Yolo County, is the same as the designated county emergency management organization. When activated, the two organizations merge, utilizing the same staff. The Yolo County Emergency Services Director becomes the OA Director, and the county Emergency Services Manager functions as the OA Coordinator.

When activated, the county/OA EOC will establish contact with all local government jurisdictions, including incorporated cities, special districts, participating tribal governments, and major state agencies operating within the Yolo OA.

As the designated Operational Area coordinating agency, county government will work closely with all other responding jurisdictions and agencies to:

- Serve as the single focal point for the centralized coordination of emergency response and recovery operations during a disaster or emergency affecting Yolo County

- Serve as a communication link to the state for all cities within the Yolo Operational Area.

- Provide a facility (Emergency Operations Center) from which the county serves as the Operational Area.

- Coordinate the request for and prioritize the distribution of mutual aid resources received through the state and other out-of-county jurisdictions.

SECTION 3: PREPAREDNESS & READINESS

3.1 GENERAL

Preparedness is a community-wide function and responsibility. It requires organizational preparation as well as individual awareness and action. Individuals, community organizations, industry, and government must join and act together to prepare for, respond to and plan the recovery from the effects of disaster.

Readiness is a governmental responsibility that addresses planning and coordination for response to and recovery from disaster. Readiness is an ongoing, constantly changing process that requires a collaborative effort at all levels of government to ensure that any emergency or disaster would be dealt with to the greatest extent possible, using available local and mutual aid resources.

It is critical that the community and government at all levels assume responsibility for community survival prior to, during and following disaster.

3.2 COMMUNITY PREPAREDNESS & AWARENESS

3.2.1 General Provisions

The public's response to any emergency is based on an understanding of the nature of the emergency, the potential hazards, the likely response of emergency services, and knowledge of what individuals and groups should do to increase their chances of survival and recovery.

Public awareness and education prior to an emergency or disaster will directly affect Yolo County's emergency operations and recovery efforts. For this reason, the county Office of Emergency Services will make emergency preparedness information from state and federal sources available to the Operational Area (OA) member jurisdictions and the citizens of Yolo County.

3.2.2 Preparedness Actions

In identifying general preparedness actions, county government works with community based organizations, faith-based organizations, local governments, private industry, preparedness groups, and other entities to provide information relating to individual and group preparedness.

Government is limited in its ability to provide endless services and support during times of disaster, so public preparedness is essential for ensuring individual and organizational safety and protection. The County will continue to work with all members of the community to achieve a higher level of individual and organizational preparedness, using available resources and methods of communication including:

- Presentation of preparedness materials for individuals and groups
- Presentation of information seminars
- Sponsoring community preparedness training
- Dissemination of preparedness information through the media
- Collaboration with community organizations on preparedness activities
- Sponsorship of community-based emergency response teams (CERT)
- Development of school-based preparedness education for families
- Specialized preparedness assistance to institutions and groups representing populations at risk or non-English language cultures

3.3   CONTINUITY OF GOVERNMENT OPERATIONS

3.3.1 General

A major disaster, emergency, or attack could result in great loss of life and property, including the injury or death of key government officials, the partial or complete destruction of established seats of government, and the destruction of public and private records essential to the continued operation of government and industry.

In the aftermath of an emergency, disaster, or attack, law and order must be preserved and government services must be maintained to the extent possible. This is an implicit responsibility of government. Therefore, it is essential that local units of government continue to function. Authority for policies and procedures associated with Continuity of Government (COG) is derived from the California Government Code and State Constitution.

3.3.2 Succession of County Officials

Elected boards are required to adopt local codes identifying a line of succession for each elected position, including a succession for the "Chair of the Board" and Board of Supervisor members. Succession lists for key positions within the Emergency Management Organization are identified in Part-Two (EOC Management) of the EOP. As a minimum, each county department is to identify alternates for the manager in a department operations plan.

3.3.3 Temporary County Seat

In the event of damage or loss of the county Seat, Yolo County has identified the primary and alternate locations that will provide a location for public meetings and county management operations. Yolo County will also identify primary and alternate sites for critical facilities such as the Emergency Operations Center (EOC) and other public safety operations.

3.3.4 Vital Records

County government fills a critical function by being a repository of essential public and governmental documents and records. Efforts to safeguard these records are necessary to protect against possible exposure to the effects of disaster and the risk of potential damage or loss.

3.3.5 Essential Services

Although all activities conducted by county government are important contributions to public administration and welfare, certain county functions are essential and appropriate preparations will be undertaken, to the extent possible, to ensure that such services are continued, even in the midst of a disaster.

For planning purposes, the following represents readily identified essential county government services:

- Public health and safety
- Criminal justice and judicial services
- Public assistance and human services to people in need
- Public works and infrastructure management
- Critical internal government services

> **Note:** Refer to *Attachment 4* of the Basic Plan for specific information and guidance relating to Continuity of Government Operations within Yolo County.

3.4   READINESS

3.4.1 Planning

County government, within the established Office of Emergency Services (OES) and selected other departments and agencies (Sheriff, Health, Public Works, etc.), conducts a wide array of emergency planning activities. Planning efforts include development of internal operational documents as well as interagency response plans having multi-jurisdictional impetus.

- Emergency Operations Plan (EOP)
- Incident-Specific Response Plans (IRP)
- Interagency Coordination Plans (ICP)
- Technical Support plans

In addition to the planning activities conducted by OES, the Sheriff and Health departments, many other county agencies develop internal preparedness and contingency plans to ensure provision of government services and maintenance of departmental functions during disasters. The Department Operations Plan (DOP) is an integral supporting component of the master Emergency Operations Plan (EOP).

3.4.2 Interagency Coordination

Emergency readiness cannot be conducted within a vacuum. The County, as the Operational Area coordinating agency for Yolo County is responsible for working with all other local government jurisdictions, special districts, tribal entities, and government agencies considered a component of the Yolo Operational Area. Such coordination extends to the following activities:

- Interagency plan development
- Interagency training coordination
- Interagency exercise development and presentation
- Interagency response management
- Interagency emergency public information activities

3.4.3 Response Readiness

In addition to planning and interagency coordination functions, the emergency management program also involves other readiness functions such as resource procurement, EOC maintenance, county personnel training, communications enhancements, mobilization exercises, situation assessments, and volunteer coordination.

SECTION 4: CONCEPT OF OPERATIONS

4.1   STANDARDIZED EMERGENCY MANAGEMENT SYSTEM

California Government Code § 8607 (the Standardized Emergency Management System or SEMS) governs how city, county, special districts, and the State respond and coordinate emergency response and recovery operations. SEMS identifies how each level of the emergency organization responds, whether by the actual direction of field forces, or by the coordination of joint efforts of public and private agencies. The National Incident Management System (NIMS), as required by Homeland Security Presidential Directive (HSPD) 5 supports the use of the Incident Command System (ICS) in the field and establishes operating standards for local government. According to State OES, the use of SEMS complies with the NIMS requirements.

4.1.1   Organizational Structure and Function

More details on the structure and function of the SEMS are located in *Attachment 3* of the Basic Plan. In summary, the following identified levels of the SEMS provide support in respond of an unfolding emergency.

Field
Utilizing the Incident Command System (ICS) field responders establish command of the scene, develop appropriate incident action plans, notify appropriate response agencies, and request and deploy resources as needed, in accordance with identified incident objectives.

Local Government
Local government consists of the county, cities and special districts. Each level of local government provides response to the emergency with the required available resources. As needed, the impacted Local Government entity may request assistance from the next level of response, the Operational Area.

Operational Area (OA)
The Operational Area is a level of support and coordination above that of the local jurisdiction. Boundaries of Operational Areas are coincident with geographical county boundaries.   The Yolo Operational Area (YOA) includes all the cities within the county (i.e. Davis, West Sacramento, Winters, Woodland), all special districts, (i.e. fire, school, reclamation, etc.) and the unincorporated regions of Yolo County.

The University of California, Davis campus, is not a part of the Yolo Operational Area, as the University is a State level organization. Nonetheless, due to its involvement at the county level, UC Davis participates at the Operational Area level.

If the county requires emergency resources beyond that obtainable through normal mutual aid agreements, then the Emergency Services Director will activate the Operational Area. This means that in addition to managing unincorporated areas, the county coordinates emergency operations countywide, including the allocation of incoming resources and the sharing of existing resources between cities, the unincorporated areas and special districts. The Operational Area will also be the focal point for information transfer and support requests by cities within the county.

Requests for support that cannot be handled within the Operational Area will be made to the State Office of Emergency Services Inland Region. Information will be provided to the Region on a regular basis so they may appropriately allocate resources between Operational Areas.

Mutual Aid Region
The State of California Office of Emergency Services divides the State of California into three (3) administrative regions, which encompass six (6) Mutual Aid Regions. Yolo County is in Mutual Aid Region IV, administratively part of the Inland Region. A Regional Manager heads the emergency management staff of the Inland Region. The regional emergency management staff will coordinate and support local emergency operations at the request of Operational Area Coordinators. The regional staff will submit all requests for support that cannot be obtained within the region, and other relevant information, to the State Emergency Management Staff.

State
The State Emergency Management Staff is headed by the Director of the State Office of Emergency Services (acting as a representative of the Governor), or designated representative, and assisted by coordinators provided by state agencies.

When activated, the State staff will be responsible for coordinating statewide emergency operations, to include the provision of mutual aid and other support and the redirection of essential supplies and other resources to meet local requirements.

Federal
The National Response Plan (NRP) identifies the methods and means for the federal resources to provide support to the state and local government. The resources would be accessed via the SEMS process through the mutual aid region and state operations centers.

> **Note:** Additional information pertaining to the SEMS is located within *Attachment 1-3* (SEMS) of the Basic Plan element of this EOP.

4.2   EMERGENCY MANAGEMENT ACTIVATION

4.2.1 General Conditions

The Yolo County Emergency Operations Plan (EOP) and the county EOC will be activated when an emergency occurs or threatens to exceed local and/or in-field capabilities to adequately respond to and mitigate an incident(s). The scope of an emergency, rather than the type, will largely determine whether the EOP and EOC will be activated, and to what level.

For planning purposes, the Governor's Office of Emergency Services (OES) has established three "levels" of response to emergencies. The Yolo OA and county government also employ this system to guide local response to emergencies. Emergency Response includes the following three levels.

Level One – Local Emergency
A Level One (1) Emergency is characterized as a localized event, of relatively short duration that affects a limited geographic area and requires response by one or more agencies. Examples include a hazardous material spill, multi-casualty motor vehicle accident, or civil demonstration or protest. A Local Emergency may be declared.

Partial activation of the EOC may be necessary to provide situational monitoring of the incident, assessment of potential impacts, identification and alerting of appropriate resources and support services, and supplemental agency notifications. Requests to activate the EOC may come from the IC, or be initiated by the Yolo County Emergency Services Manager for emergencies, with the potential for escalating. The Emergency Services Director determines the appropriate EOC staffing for a Level One (1), Local Emergency.

At the Field Response level the Incident Command System (ICS) is to be used by all responders; Unified Command may be implemented. Area Command may be used in the field to manage more than one incident scene. The Incident Commander (IC) has the authority to determine if additional resources are needed and request EOC activation for coordination purposes. The IC will notify the dispatch center to contact the County Emergency Services staff who will communicate with the Emergency Services Director. The Director determines the appropriate EOC staffing. Once activated, the EOC remains operational based on the duration of the event, and the need to provide support/coordination for field personnel. Representatives from other agencies may be requested to report to the EOC.

Level Two – Local Disaster
A *Level Two* (2) emergency is characterized as a local or regional event that affects multiple sites or services and requires response by multiple departments and/or agencies to support and coordinate response to the field. Examples include a large hazardous materials spill, moderate earthquake, wildland fire or explosion. A *Local Emergency* may be declared.

A *Level 2* emergency provides for EOC activation with staffing from key agencies involved in response. This level of staffing may also occur if the emergency is confined to a specific area of the county that stresses local resources. The Emergency Services Director determines the appropriate EOC staffing for a Level Two (2), Local Disaster.

A Unified Command is typically established in the field, which will include representatives from law enforcement, fire and rescue, EMS, and other public safety agencies depending upon conditions, jurisdictional authority and operational requirements.

The magnitude, complexity and extent of impact will generally dictate if the EOC is activated and staffed. If the EOC is activated, activities can include, but are not limited to centralized intelligence collection and situation assessment; resource prioritization, procurement, and allocation; provision of expanded logistical support; implementation of an enhanced emergency public information function; inter-jurisdictional liaison and coordination; and advanced planning and preparedness activities.

Level Three – Major Disaster

A *Level Three* (3) emergency is characterized as a regional event that results in significant, wide-scale damage and/or disruption of services. Mutual aid may be required. Examples will include a major levee break, widespread flooding, epidemic or terrorist attack.

During a *Level 3* emergency, full EOC activation will normally occur as outlined in this plan to address situational and operational conditions affecting all or a large part of the county. The Emergency Services Director orders EOC activation for a Level Three (3), Major Disaster.

The county/OA EOC will be activated and staffed accordingly by county personnel and representatives from allied agencies and jurisdictions, as appropriate.

4.2.2 National Emergency

In the event of a declared National Emergency, the county/OA EOC will be activated and all elements of county and local government organized to respond to the indicated threat. A National Emergency may occur due to a real or potential act of terrorism or other catastrophic event that affects the country, including Yolo County.

4.3 EMERGENCY MANAGEMENT OPERATIONS

4.3.1 Initial Response Operations

The following initial objectives will be considered when conducting initial response operations:

➢ Establish contact with the appropriate Incident Commander(s)

➢ Activate this Emergency Operations Plan (EOP) and Yolo County Emergency Management Organization (EMO) as soon as possible, as required by the situation.

➢ Identify required SEMS/NIMS organization required to respond to the emergency and identify staff for the Emergency Operations Center (EOC), as indicated.

➢ As soon as conditions permit, initiate damage inspection activities

➢ Set up financial codes to capture FEMA cost allowance information.

➢ Determine the status of infrastructure systems.

➢ Establish restoration priorities and initiate emergency repairs.

➢ Make external notifications to local governments, state agencies, and others as indicated.

➢ Request and allocate mutual aid resources as warranted by the situation.

➢ Advise all employees of the situation, work schedules, compensation provisions and similar matters.

➢ Provide public and employee information announcements as indicated.

➢ Provide for the safety and welfare of extended employee families.

4.3.2 Extended Response Objectives

In the event of a major emergency, it is possible that emergency management operations could go on for a prolonged period. In the case of extended response operations, the following objectives will be considered:

➢ Redefine response priorities as needed.

➢ Review emergency finances and make adjustments if necessary to meet priority response and recovery needs.

➢ In conjunction with other local agencies, initiate requests for state and federal disaster assistance as warranted.

➢ Continue damage assessment, emergency repairs, public and employee information announcements, and liaison with external agencies.

➢ Ensure adequate resources are in place to continue operations, including the provision of relief to emergency workers.

4.4   MUTUAL AID

4.4.1 California Master Mutual Aid System

The foundation of California's emergency planning and response is a statewide mutual aid system designed to ensure that adequate resources, facilities, and other support are provided to jurisdictions whenever local resources prove to be inadequate to cope with a given situation(s).

The basis for the system is the California Master Mutual Aid Agreement, as referenced in the California Emergency Services Act. This Act created a formal process wherein each jurisdiction retains control of its own personnel and facilities, but can give and receive assistance whenever it is needed.

State government is obligated to provide available resources to assist local jurisdictions in emergencies. To facilitate the coordination and flow of mutual aid, the state has been divided into six mutual aid regions.

4.4.2 Discipline Specific

The statewide system includes several discipline-specific mutual aid systems, such as, but not limited to, fire and rescue, law enforcement and, emergency managers. The adoption of SEMS does not alter existing mutual aid systems.

To facilitate the mutual aid process, particularly during day-to-day emergencies involving public safety agencies, Fire and Rescue, and Law Enforcement Mutual Aid Coordinators have been selected and function at the Operational Area, Region and State Levels.

Region Disaster Medical Health Coordinators have been identified for each mutual aid region to coordinate medical mutual aid during disasters. It is expected that, during a disaster, the Yolo Operational Area Mutual Aid Coordinators will be assigned to the Yolo Operational Area EOC.

The basic role of a mutual aid coordinator is to receive mutual aid requests, coordinate the provision of resources from within the coordinator's geographic area of responsibility and pass on unfilled requests to the next SEMS Level.

4.4.3 Volunteer Organizations

Volunteer and private agencies are part of Yolo Operational Area's mutual aid system. The American Red Cross and Salvation Army are vital elements of Yolo County's response to meet the care and shelter needs of disaster victims. Private sector medical/health resources are an essential part of the County's medical response. Volunteer and private agencies mobilize volunteers and other resources through their own systems. These agencies are represented at the Yolo Operational Area EOC when activated.

4.4.4 Mutual Aid Coordination

When activated, the Yolo Operational Area EOC will coordinate mutual aid requests between Yolo County, the Yolo Operational Area member jurisdictions, and the State OES Inland Region Emergency Operations Center (REOC).

Requests for mutual aid should specify, at a minimum:

- Number and type of personnel needed
- Type and amount of equipment needed
- Reporting time and location
- Authority to which forces should report
- Access routes into the affected area(s)
- Estimated duration of operations
- Known or suspected risks or hazards

Incoming mutual aid resources may be received and processed at several types of facilities including marshaling areas, mobilization centers and incident facilities.

4.4.5 Mutual Aid Agreements

Yolo County is a participant in the following interagency mutual aid agreements:

- California Master Mutual Aid Agreement
- Law Enforcement Mutual Aid Agreement
- Fire & Rescue Mutual Aid Agreement
- Public Works Mutual Aid Agreement

4.5   ACTION PLANNING

4.5.1 Strategic and Tactical Planning

Development of strategic goals and tactical objectives are critical for conducting safe and effective field response and emergency management operations, during periods of major crises.   Using established action planning processes, field incident commanders and EOC management staff can effectively identify needs, obtain resources, deploy forces, and manage operations.   Regardless of the type or size of an emergency, action planning is a critical component of successful incident resolution.

4.5.2 EOC Emergency Action Plan

Action planning will occur on a formal basis within the activated EOC. Staff will follow established protocols for developing an Emergency Action Plan (EAP) that will guide operations during a designated operational period.   All aspects of the disaster and county government's response operations will be addressed during the planning process and be identified as a component of a formal briefing document.

EOC Operational Goals
As identified within the formal Emergency Action Plan, primary EOC operational goals will normally include:

- Ensure the implementation of the Standardized Emergency management System (SEMS) within the Emergency Management Organization (EMO)

- Centralize the collection and analysis of all relevant information concerning the emergency and response activities

- Organize situational and operational information for optimal decision making and problem solving

- Facilitate the coordination of resource procurement and deployment to support field operations

- Manage all county emergency management and response functions to bring about a timely and effective conclusion to the incident

- Facilitate the dissemination of critical information to allied government jurisdictions, community organizations and the public

- Facilitate the timely and efficient transition from response to recovery

SECTION 5:   YOLO COUNTY EMERGENCY MANAGEMENT SYSTEM

5.1   COUNTY EMERGENCY MANAGEMENT ORGANIZATION (EMO)

5.1.1 Yolo County Designations

Chapter 1, Title 4 of the Yolo County Code establishes the County's Emergency Management Organization. The following entities constitute the County Emergency Management Organization (EMO):

- All elected officials, officers and employees of Yolo County

- Volunteer forces enrolled by county government

- All groups, organizations, and persons who may, by agreement or operation of law, including persons impressed into service under the provisions of the county ordinance, charged with duties incident to the protection of life and property in Yolo County during an emergency.

5.1.2 Emergency Services Director

As defined by the County Code, the Emergency Services Director (County Administrator) administers and directs the county's Emergency Management Organization. During an emergency when the EOC is activated, the Director manages and directs all aspects of the county's emergency response and recovery operations. In the Operational Area role, the Emergency Services Director functions as the OA Director, in support of all local government jurisdictions.

5.1.3 Emergency Services Manager

The Emergency Services Manager reports to the County Administrator (Emergency Services Director) and acts as county government's key representative and lead agent for day-to-day emergency mitigation, preparedness, response, and recovery activities. In the Operational Area role, the Emergency Services Manager serves as the designated OA Emergency Management Coordinator.

Non-emergency functions include planning, training development, exercise presentation, interagency coordination, hazard assessment, development of preparedness and mitigation strategies, grant administration and support to county response agencies.

During emergencies, the Emergency Services Manager shall function as the EOC Manager, and will aid and assist the Director in coordinating the county's overall response and recovery operations.

5.1.4 Disaster Service Workers

Under California Government Code, Section 3100-3109, all public employees are obligated to serve as Disaster Service Workers (DSW's). Public employees (civil service) are all persons employed by any county, city, state agency or public district in the State of California. Disaster Service Workers provide services and support during declared emergencies of disasters.

- In the event of a major emergency or disaster, county employees will be called upon to perform certain duties in support of emergency management operations.

- County employees may be required to work at any time during a declared emergency and may be assigned to disaster service work

- Assignments may require service at locations, times and under conditions other than normal work assignments

- Disaster Service Worker assignments may include duties within the EOC, in the field or at another designated location

- Under no circumstances, will county employees be asked to perform duties or functions that are hazardous, that they have not been trained to perform or that are beyond their recognized capabilities

5.2   COUNTY EMERGENCY MANAGEMENT FUNCTIONS

5.2.1 General

5.2.2 Field Incident Command

The Incident Command System (ICS) will be utilized by all county government agencies to manage field emergency response operations.

Tactical direction of the various incidents in the field remains in the field with the Incident Commander, using ICS. Field Incident Commanders (IC) will have clear authority to command and tactically direct the resources under their control.

County departments/agencies will provide Incident Command for the following types of field responses:

Sheriff	Fire Districts	Public Health	Public Works
Crime Scenes	Fire Suppression	Epidemics	Infrastructure
Civil Disorder	HazMat		
Evacuations	Urban S & R		
Search & Rescue	Heavy Rescue		
Traffic Control			
Coroner			

5.2.3 Emergency Operations Center

"When a Local Government EOC is activated, communications and coordination shall be established between the Incident Commander(s), any activated department operations center(s) (DOCs), and the EOC. In the absence of a DOC, communication and coordination will be from the Incident Commander(s) to the EOC." (CCR § 2407(2)(b))

In the process of conducting centralized emergency management operations, county government will utilize trained personnel to staff specific functions within the activated Emergency Operations Center (EOC). The EOC, when activated, will provide resource and logistical support to field operations, as well as serve as the primary direction and control management center for county government, during disasters.

General characteristics of the EOC will include:

- The EOC is the location from which centralized strategic management is performed

- The EOC is a coordination point, not a scene management center; it does not provide tactical direction to field activities

- The EOC will provide policy and direction for multiple incidents that have established Incident Command Posts (ICP)s

- The EOC coordinates the procurement and delivery of resources to address conditions facing field resources.

- The local government EOC communicates with the Operational Area Level of government to provide information regarding the emergency and the acquisition of resources not readily available within the county.

- Under the SEMS, the Operational Area EOC is normally co-located with the County EOC, and staffed by county and allied agency personnel.

EOC Facility
The county/OA EOC is co-located with the county Office of Emergency Services. The EOC offers the following facilities for use during major emergencies:

- Dedicated operating space
- Extensive telephone and information management capabilities
- Electronic display processing capabilities
- Limited radio and satellite communications capabilities
- Office support facilities
- Dedicated task work areas
- Auxiliary power generator capability
- Adequate off-street parking for personnel
- Adequate restroom facilities

5.3 COUNTY/OA EOC SEMS ORGANIZATION

5.3.1 General Provisions

Yolo County operates an EOC staffed by personnel from county departments and allied agencies. The EOC team is organized around the five functions of the Standardized Emergency Management System (SEMS). County personnel staff the positions to ensure coordination.

The five SEMS functions include: 1) Management (Command) and Management Staff; 2) Operations; 3) Planning/Intelligence; 4) Logistics; and 5) Finance/Administration. The functional flexibility associated with SEMS is particularly useful in EOC operations, as is the MACS emphasis on coordination, incident prioritization, and resource allocation.

Because of its standardized organizational structure and common terminology, SEMS provides a useful and flexible management system that is particularly adaptable to incidents involving multi-jurisdictional and/or multi-agency response. SEMS provides the flexibility to rapidly activate and establish an organizational structure around the functions that need to be performed to mitigate an emergency.

Consistent with SEMS, the county/OA EOC organizational structure develops in a modular fashion, based upon the type and size of the incident:

- The EOC staff builds from the top down.
- As the need arises, five separate sections can be activated, each with several sub-units that may be established as needed.
- The specific organizational structure established for any given incident will be based on the management and resource needs of the incident:
  - The needs of the emergency;
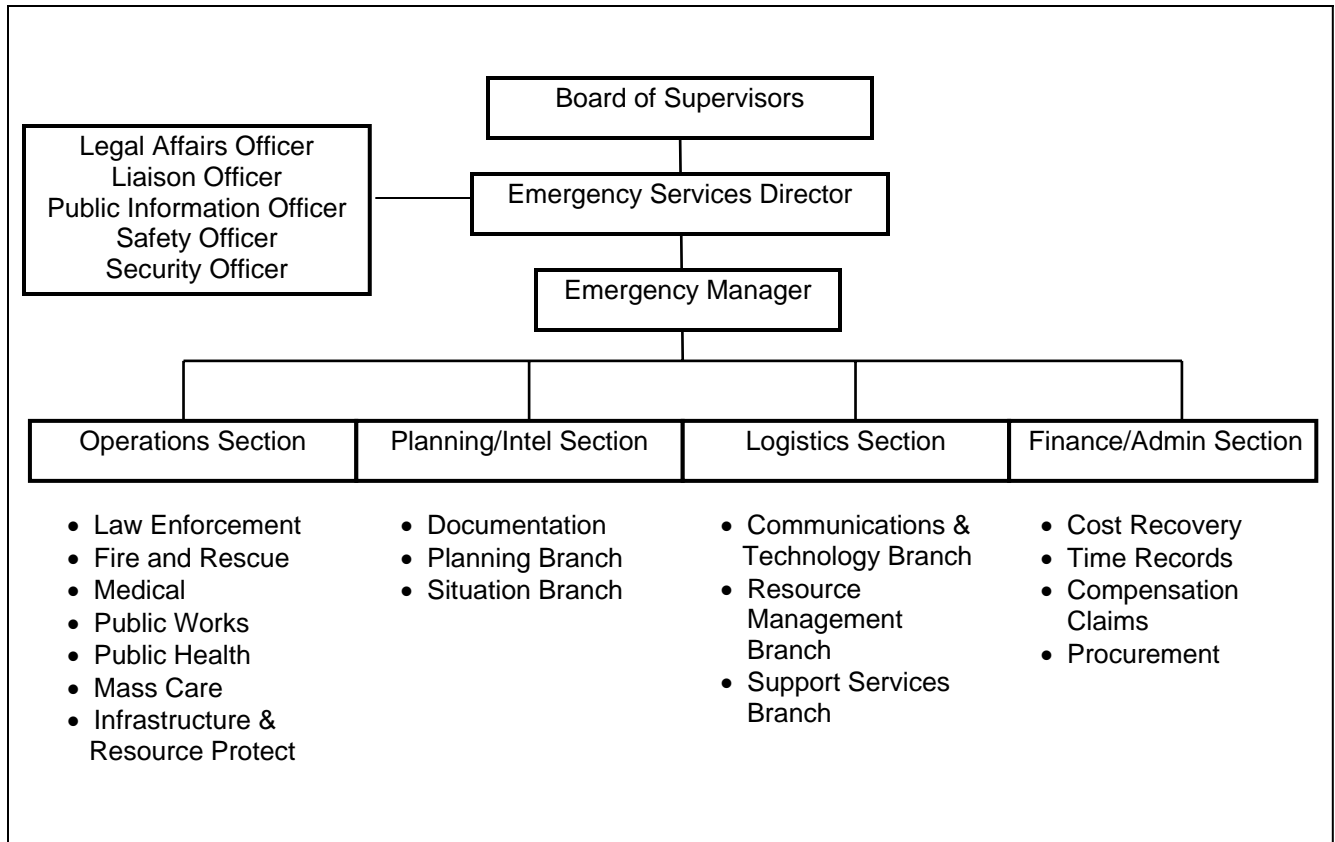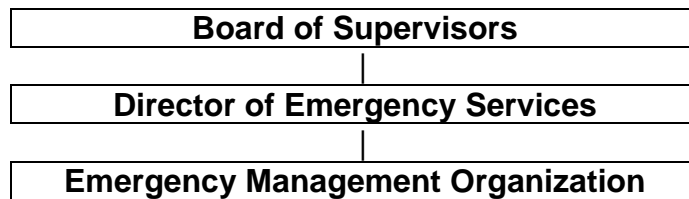 - The available resources; and
  - Span of control.

5.3.2 Policy Group

The Policy Group function is responsible to address the economic, social and political impacts of an emergency. In the Yolo County EOC, the Policy function is the responsibility of the Board of Supervisors

5.3.3 Management Section

The Director of Emergency Services (County Administrator) leads the Management Section and is responsible for the overall management of the EOC operations to address the impacts of an emergency directly upon the county and assessing conditions outside the county, which have the potential for affecting the local resources. The Emergency Services Director is responsible for directing the creation of an EOC Action Plan and the overall strategic direction of response, including appropriate mutual aid liaison activities.

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┌─────────────────────────────────────┐
│         Board of Supervisors         │
└─────────────────────────────────────┘
                   │
┌─────────────────────────────────────┐
│    Director of Emergency Services    │
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┌─────────────────────────────────────┐
│  Emergency Management Organization   │
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                          ┌─────────────────────┐
                          │ Board of Supervisors │
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                                     │
┌──────────────────────────┐  ┌─────────────────────────┐
│ Legal Affairs Officer     │  │ Emergency Services       │
│ Liaison Officer           │──│ Director                 │
│ Public Information Officer │  └─────────────────────────┘
│ Safety Officer            │                │
│ Security Officer          │  ┌─────────────────────────┐
└──────────────────────────┘  │ Emergency Manager        │
                              └─────────────────────────┘
                                           │
┌──────────────┬──────────────────┬──────────────┬────────────────────┐
│ Operations   │ Planning/Intel   │ Logistics    │ Finance/Admin      │
│ Section      │ Section          │ Section      │ Section            │
└──────────────┴──────────────────┴──────────────┴────────────────────┘
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Operations Section	Planning/Intel Section	Logistics Section	Finance/Admin Section
• Law Enforcement • Fire and Rescue • Medical • Public Works • Public Health • Mass Care • Infrastructure & Resource Protect	• Documentation • Planning Branch • Situation Branch	• Communications & Technology Branch • Resource Management Branch • Support Services Branch	• Cost Recovery • Time Records • Compensation Claims • Procurement

County EOC SEMS Organization

DIRECTOR OF EMERGENCY SERVICES				
EOC MANAGER				
Legal Liaison Officer	Legal Affairs Officer	Information Officer	EOC Safety Officer	EOC Security Officer
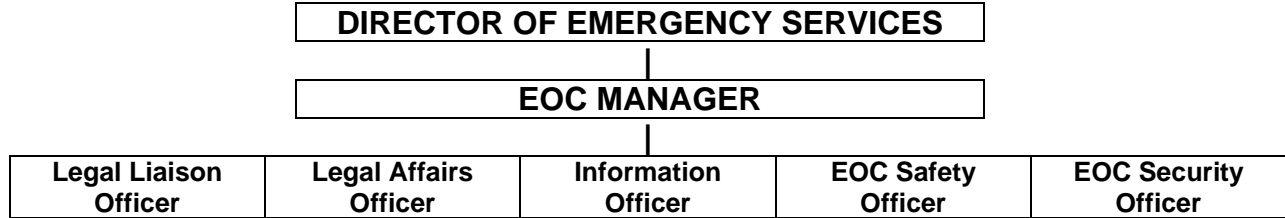
5.3.4 Management Staff

Assisting the Emergency Services Director is the Management Staff. The Management Staff is responsible for providing direct administrative and executive-level support to the Director, as well as for providing additional emergency support functions within selected areas of responsibility. When fully activated the EOC Management Staff includes the following:

EOC Manager (Emergency Services Manager)
In the absence of the Director or designated alternate, the EOC Manager, as Deputy Emergency Services Director, shall coordinate and manage all activities and functions within the activated EOC.

Public Information Officer (PIO)
The PIO is directly responsible for managing the Emergency Public Information (EPI) activities within the EOC and in support of all county/OA EPI operations. The PIO may be assisted by additional staff who will conduct assorted EPI tasks and duties within the EOC, a Joint Information Center (JIC) if established or at a field incident command post.

Legal Affairs Officer (County Counsel)
The Legal Affairs Officer is responsible for providing legal advice and guidance to the Director and the Board on all emergency management issues and concerns.

Liaison Officer
The Liaison Officer functions as the primary point of contact for all allied agency and jurisdictional representatives not directly assigned to the county/OA EOC. All agency and jurisdictional representatives will coordinate with the Liaison Officer, as needed.

Safety & Security Officers
The Safety & Security Officers are responsible for ensuring that the EOC is secure when activated, that hazards are identified and mitigated, and that the EOC environment is suitable for conducting operations in a safe and healthful manner.

OPERATIONS SECTION CHIEF		
Human Services	**Emergency Response**	**Infrastructure Management**
Public Health	Law Enforcement	Public Works
Mass Care	Fire & Rescue	Infrastructure Resources
	Emergency Medical	

5.3.5 Operations Section

The Operations Section, an element of the EOC General Staff is responsible for coordinating the deployment of response resources in support of field operations. Such coordination activities will normally include:

- Manage operational elements of approved Emergency Action Plan (EAP)
- Support field incident commands and associated response activities
- Liaise with mutual aid resources
- Coordinate incident response assets (in accordance with the approved Action Plan) regardless of agency affiliation or type of asset (e.g., law enforcement, fire suppression, medical, etc.)
- Assess the emergency within the county or in nearby jurisdictions that affect local government's response organizations.

This section is composed of several functional groups, each with its own functional coordinator. Some or all of the functions may be involved in an incident response. An Operations Section Chief (OSC) will be identified between fire, law enforcement, public works or public health staff, depending on the emergency.

The Operations Section Chief will activate those functions deemed appropriate. When fully activated, the Operations Section could be comprised of the following branches, with each position being staffed with county or allied-agency personnel.

- Law Enforcement Operations Branch
- Fire and Rescue Operations Branch
- Emergency Medical Operations Branch
- Public Health Operations Branch
- Mass Care Operations Branch
- Public Works Operations Branch
- Infrastructure & Resources Protection Branch

PLANNING/INTEL SECTION CHIEF		
Situation Branch	**Documentation Branch**	**Planning Branch**
Situation Analysis	Documentation	Advanced Planning
Resource Status	Message Center	Demobilization
Damage Assessment		Recovery Planning

5.3.6 Planning/Intelligence Section

The Planning/Intelligence Section, an element of the EOC General Staff, collects and analyzes incident data relating to hazards, damage, operations, and other problems. This section becomes the organizational focus for all information or intelligence analysis and advanced planning relative to the incident or emergency.

The Planning/Intelligence Section is divided into three primary branches: 1) Documentation, 2) Planning and 3) Situation. Within the three branches, the following emergency support functions are organized and performed as part of the Planning Section.

- Advanced Planning
- Damage Assessment
- Demobilization
- Documentation
- Message Center
- Resource Status
- Situation Status
- Technical Specialists

The section will be staffed as needed to perform the various functions required to support emergency management operations within the activated EOC. Additional branches or units may be established as needed to meet operational needs.

| LOGISTICS SECTION CHIEF		
Communications & Tech Services Branch	**Resource Management Branch**	**Support Services Branch**
Communications	Resource Procurement	Facilities
Information Technology	Human Resources	Staff Support
	Transportation	

5.3.7 Logistics Section

The Logistics Section is responsible for coordinating the provision of a broad assortment of procurement, service, maintenance, communication, and information technology services in support of the county's emergency management activities during a disaster.

The Logistics Section is divided into three primary branches: 1) Communications & Information Branch, 2) Resource Management Branch and 3) Support Services Branch. Within the three branches, the following emergency support functions are organized and performed as part of the Logistics Section.

- Communications
- Facilities
- Human Resources
- Information Technology
- Resource Procurement
- Staff Support
- Transportation

The section will be staffed as needed to perform the various functions required to support emergency management operations within the activated EOC. Additional branches or units may be established as needed to meet operational needs.

FINANCE/ADMIN SECTION CHIEF		
Cost Recovery	Time Records	Compensation Claims
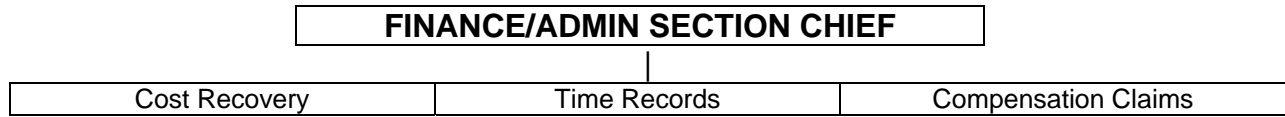
5.3.8 Finance/Administration Section

This section is responsible for the financial management of an operation, including payment for equipment, supplies, and services. It is also responsible for the maintaining and monitoring response costs, personnel time-keeping records, and for providing administrative support to the EOC.

The following functions are the responsibility of the Finance/Administration Section.

- Cost Recovery
- Time Records
- Claims and Compensation

The section will be staffed as needed to perform the various functions required to support emergency management operations within the activated EOC. Additional branches or units may be established as needed to meet operational needs.

Note: For all sections within the EOC, if not all functions are activated the tasks assigned to the non-activated function are the responsibility of the person next highest in the organization or the appropriate section chief.

Note: Specific duties and responsibilities for all positions within the EOC are located in *Part-Two: EOC Management Element* of the EOP.

5.3.9 County/Allied Agency EOC Functional Assignments

In the event of EOC activation, each county department and selected allied agencies are assigned specific functions to support emergency management operations. These assignments may involve direct participation within the EOC or provide indirect support. Other than the county departments, all other agencies and organizations will determine how best to support the county/OA emergency management mission.

The following matrices identify departments and agencies, the functional area they are assigned and whether they are primary (P) or supporting (S) participants.

5.3.9   Yolo County Department & Agency Responsibilities

County Department	Management						Operations								Planning				Logistics				Finance			
	Direction & Control	EOC Coordination	Liaison	Public Information	Legal Affairs	Safety & Security	Operations Section Chief	Law Enforcement Branch	Fire & Rescue Branch	Emergency Medical Branch	Public Health Branch	Mass Care Branch	Public Works Branch	Infrastructure Resources Branch	Planning Section Chief	Situation Analysis Branch	Operations Planning Branch	Documentation Unit	Logistics Section Chief	Communications & Info Branch	Resource Management Branch	Operations Support Branch	Finance/Admin Section Chief	Compensation Claims	Cost Recovery	Time Recordkeeping
Board of Supervisors	S			S																						
CAO	P	S	P	P											S										S	S
OES	S	P	S	S		S	P	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
County Counsel					P																					
ADMH											S															
Agriculture														S												
Assessor																S										
Auditor - Controller																							P	P	P	S
Clerk-Recorder																		P								
District Attorney						S		S																		
Employment/Social Services												P														
General Services																			P		P	P				

5.3.9   Yolo County Department & Agency Responsibilities (Continued)

County Department	Management						Operations								Planning				Logistics				Finance			
	Direction & Control	EOC Coordination	Liaison	Public Information	Legal Affairs	Safety & Security	Operations Section Chief	Law Enforcement Branch	Fire & Rescue Branch	Emergency Medical Branch	Public Health Branch	Mass Care Branch	Public Works Branch	Infrastructure Resources Branch	Planning Section Chief	Situation Analysis Branch	Operations Planning Branch	Documentation Unit	Logistics Section Chief	Communications & Systems Branch	Resource Management Branch	Operations Support Branch	Finance/Admin Section Chief	Compensation Claims	Cost Recovery	Time Recordkeeping
Human Resources						S															S			S		P
Information Technology																S	S		S							
LAFCO			S																							
Library				S												S		S								
Parks & Resources												S		S												
Planning & Public Works (*)							P						P	P	P	P	P									
Probation							S	S																		
Public Admin/Guardian												S														
Public Defender					S																					
Public Health (*)							P				S	P	S													
Sheriff-Coroner(*)							P	P	P																	

5.3.9 Yolo County Local Government Agency Responsibilities

County Department	Direction & Control	EOC Coordination	Liaison	Public Information	Legal Affairs	Safety & Security	Operations Section Chief	Law Enforcement Branch	Fire & Rescue Branch	Emergency Medical Branch	Public Health Branch	Mass Care Branch	Public Works Branch	Infrastructure Resources Branch	Planning Section Chief	Situation Analysis Branch	Operations Planning Branch	Documentation Unit	Logistics Section Chief	Communications & Systems Branch	Resource Management Branch	Operations Support Branch	Finance/Admin Section Chief	Compensation Claims	Cost Recovery	Time Recordkeeping
County Fire Districts (*)							P		P	P																
Community Service Areas													S	S												
YCCESA																				P						
Yolo Co Flood Control													S													
Yolo Co Housing Authority																S										
Yolo Co Office of Education												S														
Yolo Co Transit District																					S					
Port of Sacramento													S													
Independent Districts													S	S												

5.3.9   Yolo County Community, Tribal and State Agency Responsibilities

County Department	Direction & Control	EOC Coordination	Liaison	Public Information	Legal Affairs	Safety & Security	Operations Section Chief	Law Enforcement Branch	Fire & Rescue Branch	Emergency Medical Branch	Public Health Branch	Mass Care Branch	Public Works Branch	Infrastructure Resources Branch	Planning Section Chief	Situation Analysis Branch	Operations Planning Branch	Documentation Unit	Logistics Section Chief	Communications & Systems Branch	Resource Management Branch	Operations Support Branch	Finance/Admin Section Chief	Compensation Claims	Cost recovery	Time Recordkeeping
COMMUNITY/VOLUNTEER																										
ACS/RACES/ARES																				S						
American Red Cross												S														
STATE AGENCIES																										
CHP								S																		
UC Davis								S	S	S																
40th District Fairgrounds												S														
PRIVATE AGENCIES																										
AMR/Ambulance										S																
TRIBAL GOVERNMENT																										
Rumsey Rancheria								S	S																	

Note: Asterisk **(*)** denotes agency that may assume the Operations Section Chief role within the activated EOC depending upon the primary response functions required.

SECTION 6:   WARNING & EMERGENCY PUBLIC INFORMATION

6.1   ALERT & WARNING OPERATIONS (AWO)

6.1.1   General Guidance

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

6.1.2   Warning Responsibility

When the EOC is not activated, county OES will coordinate the dissemination of official alerts and warnings to the general public and allied agencies using available methods. This alert and warning activity will be coordinated through the county PIO, the county dispatch center and emergency management organizations within partner OA jurisdictions and agencies.

6.1.3   Warning & Alert Mechanisms

Depending upon the threat and time availability, the EOC will initiate alerts and warnings utilizing any of the following methods. As in any emergency, the effectiveness of any warning will be dependent upon many factors including time availability, initial notice of threat, the time of day, language barriers, receiving challenges for the hearing and sight impaired, and other factors.

- Activation of the Emergency Alert System (EAS)
- Activation of the Emergency Digital Information System (EDIS)
- Activation of the California Health Alert Network (CAHAN)
- Activation of existing automatic telephone notification systems available within the County EOC and within other local jurisdictions
- Rapid field warnings using response personnel
- Media broadcast alerts

6.1.4 Warning Conditions

Typically, warnings will be issued during periods of flash flooding, major hazardous materials incidents, public health emergencies, fast moving fires, severe weather conditions, and potential acts of violence. However, warnings may be issued wherever a threat is perceived and the potential for safeguarding public safety is possible through rapid alerting.

6.3 EMERGENCY PUBLIC INFORMATION (EPI)

6.3.1 General

Emergency Public Information (EPI) is a priority of utmost importance during emergencies and disasters. County government has a primary responsibility to provide accurate and timely information to the public regarding conditions, threats and protective measures. To avoid conflicts and confusion, the EPI function operates best when centralized and coordinated among all involved jurisdictions, agencies and organizations.

6.3.2 EPI Assumptions

The following assumptions involving public information during emergencies highlight how local government response and public preparedness may be affected during a major emergency.

- The public will demand information about the emergency and instructions on proper survival/response actions

- Rumors and misinformation are likely to develop when there is a lack of official news and information readily available

- The media will demand information about the emergency

- Local and regional radio/television stations without emergency power may also be off the air

- Telephones (cellular and hardwire) may be inoperative

- The emergency organization will become overwhelmed by the demand for information if sufficiently trained staff is not available.

6.3.3 Emergency Public Information Organization

The designated Public Information Officer (PIO), a member of the Management Staff shall be responsible for managing all aspects of the Emergency Public Information (EPI) program in support of county/OA emergency management operations. The PIO, as instructed by the Director of Emergency Services, will organize an appropriate EPI organization, utilizing county and allied agency resources to manage the EPI function.

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

6.3.4 Joint Information Center (JIC)

When necessary, a Joint Information Center (JIC) will be established to coordinate the handling of EPI operations for county government and the OA. A JIC will be established at a suitable location, removed from the EOC, but in close proximity to provide for effective management of EPI functions. When activated, the JIC will be staffed by personnel trained to conduct EPI activities including coordinating inter-jurisdictional media releases and the management of rumor control functions. Regardless of where the JIC is established, EPI functions will continue to be managed from the EOC.

6.3.5 Emergency Public Information Functions

The Emergency Public Information (EPI) Annex in Part 3 of the EOP describes the county EPI organization and prescribes operational guidelines and protocol.

➢ Facilitate the issuance of effective warning information using available communications networks

➢ The timely and accurate dissemination of official information to the public during periods of emergency

➢ Coordinating the release of official news and information through recognized broadcast and print media services and organizations

➢ Response to specific media inquiries and calls from the public requesting information assistance

➢ Establishment and operation of a 24-hour EPI point of contact

➢ Establishment and operation of a Joint Information Center (JIC), as necessary to support county government and Operational Area EPI activities

➢ Provision of EPI support to field incident commands as requested

➢ Control of rumors and misinformation

6.3.6 Call Center Operations

In addition to the rapid dissemination of warnings, OES/EOC personnel may staff a call center to process requests for information from the public and other agencies. The EOC possesses the capability of receiving multiple calls, although in a major emergency the system could be initially overwhelmed and will require dedicated staffing to operate.

Note: Additional information pertaining to the Emergency Public Information function is contained within Part-Three (Functional Operations Element) of the EOP.

SECTION 7: POST-DISASTER RECOVERY

7.1   GENERAL ASSUMPTIONS

In the aftermath of a disaster, many citizens will have specific needs that must be met before they can pick up the thread of pre-disaster lives. Typically, there will be a need for expanded government assistance to support victims and those directly impacted by the disaster.

County government can help families and individuals to recover by coordinating with other public agencies and private organizations that provide assistance to ensure these services are readily available and accessible. The provision of assistance and services to disaster victims may require substantial government support and resources, for an extended period, during the course of the recovery process. The county's efforts will be coordinated with state and federal relief efforts to ensure an integrated response to recovery.

7.2   SHORT TERM RECOVERY

7.2.1   General Guidance

Short-term recovery operations will begin during the response phase of the emergency. Short-term recovery operations may include any of the jurisdictions and agencies participating in the Yolo Operational Area.

7.2.2   Goals and Activities

The goal of short-term recovery is to restore local government to at least a minimum capacity, and to provide immediate relief and assistance within the community to establish a sense of normalcy. Primary activities associated with short-term recovery operations include:

- Re-establishment of county and local government operations

- Rapid debris removal and cleanup

- Orderly and coordinated restoration of essential services and critical infrastructure

- Restoration of transportation routes and services

- Provision of expanded human services to victims and those impacted by the disaster

- Centralized or consolidated provision of disaster recovery services

- Vector control; environmental health inspection; structural inspection and hazardous site mitigation

- With public safety a primary concern, rapid recovery may require adjustments to policies and procedures to streamline the recovery process

Each jurisdiction will coordinate its efforts to restore utility systems and services during recovery operations. Medical services may need to operate from temporary facilities, as necessary. An appropriate mental health and crisis intervention agency will coordinate Critical Incident Stress Debriefings for emergency response personnel and victims of the disaster event.

For federally declared disasters, telephonic registration centers may be established by the Federal Emergency Management Agency (FEMA) to assist disaster victims and businesses in applying for grants, loans, and other benefits. In coordination with the American Red Cross, the county and other jurisdictions will provide shelter for disaster victims until housing can be arranged.

7.3   LONG TERM RECOVERY

7.3.1 General Guidance

Long-term recovery operations will begin with the cessation of response operations, and minimal stabilization has been instituted within impacted areas. Long-term recovery operations may include or involve any of the jurisdictions and agencies participating in the Yolo Operational Area.

7.3.2 Goals and Activities

The goal of long-term recovery is to restore facilities to pre-disaster condition. Long-term recovery includes hazard mitigation activities, restoration or reconstruction of public facilities, and disaster response cost recovery.

Primary activities associated with short-term recovery operations include:

- Coordinated delivery of extended social and health services

- Improved land use planning

- Improved Yolo County Emergency Operations Plan

- Re-establishing the local economy to pre-disaster levels

- Recovery of disaster response costs

- Effective integration of mitigation strategies into recovery planning and operations

- Continuing coordinated public information activities to assist victims and the general public with long-range recovery issues

Each affected jurisdiction will be responsible for its own approach to mitigation, which could include zoning variances, building code changes, plan reviews, seismic safety elements, and other land use planning measures.

7.4   HAZARD MITIGATION

Hazard mitigation actions will need to be coordinated and employed in all activities by all jurisdictions in order to ensure a maximum reduction of vulnerability to future disasters. All jurisdictions within the Operational Area, including special districts, should strive to restore essential facilities to an appropriate level of functionality by retrofit, repair or reconstruction during long-term recovery operations. Recovery programs will also be sought for individual citizens and private businesses. The redevelopment agencies for the county's and other Operational Area jurisdictions will play a vital role in rebuilding commercial areas.

Note:	Specific details pertaining to county government's planned post-disaster recovery operations will be contained within a separate supporting document.

SECTION 8: TRAINING & EVALUATION

8.1 AFTER ACTION REPORTING

The Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) protocols require any city, city and county, or county declaring a local emergency for which the Governor proclaims a State of Emergency, to complete and transmit an After-Action Report (AAR) to State OES within 90 days of the close of the incident period.

County OES will coordinate and facilitate post-incident analyses and critiques following emergencies and exercises, respectively.   An After-Action Report (AAR) may be prepared by county OES and distributed to those jurisdictions, agencies and individuals involved in the emergency or exercise.

The After-Action Report will provide, at a minimum:

- Response actions taken
- Application of SEMS
- Suggested modifications to SEMS
- Necessary modifications to plans and procedures
- Training needs
- Recovery activities to date

8.2 READINESS TRAINING

8.2.1 Training Coordination

County OES will notify holders of this plan of training opportunities associated with emergency management and operations.   Individual jurisdictions and agencies are responsible for maintaining training records. Jurisdictions and agencies having assigned functions under this plan are encouraged to ensure that assigned personnel are properly trained to carry out these tasks.

The Emergency Services Manager will coordinate with the Emergency Services Director to develop and execute a comprehensive training program for emergency management topics on an annual basis.   The established training schedule will include applicable courses of instruction and education that cover the wide landscape of emergency management subjects. Such instruction shall meet or exceed State SEMS and Federal NIMS training requirements.

8.3 EXERCISE & EVALUATION

Elements of this plan will be exercised regularly. County OES will conduct emergency preparedness exercises, in accordance with its annual exercise schedule, following appropriate state and federal guidance. Deficiencies identified during scheduled exercise activities will result in the development of an action plan to initiate appropriate corrections.

The planning for, development and execution of all emergency exercises will involve close coordination between county OES and participating local jurisdictions, agencies, special districts, and supporting community and public service organizations.

The primary focus will be to establish a framework for inter-organizational exercise coordination in conjunction with all-hazard response and recovery planning and training activities, conducted within Yolo County.

Emergency exercise activity will be scheduled as to follow state and federal guidance and program requirements. Exercise activity may include any of the following:

- Drills
- Seminars
- Table Top Exercises (TTE)
- Functional Exercises (FE)
- Full Scale Exercises (FSE)