



Please return original document
to the **Yuma County Board of Supervisors Office,**
ATTENTION: Ginger Hamilton @ 928-373-1104.
(Name & phone number)

TYPE OF DOCUMENT:

Yuma County Emergency Operations Plan,
The Basic Plan and Essential Support Functions 1-15.

This plan is in a format approved by the
Arizona Division of Emergency Management, meeting the criteria
necessary to include all emergency support functions.

This plan supersedes the Emergency Operations Plan
previously adopted on August 6, 2012.

DOCUMENT APPROVAL:

(Check appropriate box, fill in blanks.)

Approved by Yuma County Board of Supervisors:
March 5, 2018, Consent Item #4.



Yuma County, Arizona
Emergency Operations Plan
February 2018

Prepared by:
Yuma County Office of Emergency
Management 2200 West 28th Street
Yuma AZ 85364



Yuma County, Arizona

Emergency Operation Plan

LETTER OF PROMULGATION

In the event of natural, technological or national or security disaster affecting the unincorporated portions of Yuma County, county government must be prepared to implement plans and procedures to protect lives and property. In addition, county government must be prepared to provide support to municipal government affected by disaster conditions.

This plan is published in support of the State of Arizona Emergency Response and Recovery Plan. It supersedes the Yuma County Emergency Operations Plan Dated August 2012.

The purpose of this plan is to provide direction and guidance to Yuma County governmental departments and supporting agencies. It provides guidance to assist county department in preparing for and executing assigned emergency tasks to ensure maximum survival to the population and property in the event of a natural or man-mad disaster.

This plan is effective for planning purposes and preparations on receipt. It will be executed when and emergency declaration is made by the Board of Supervisors or when it is place into effect by the County Manager or other delegated authority.

3-5-2018
Date

Marco A. Reyes
Marco A. "Tony" Reyes
Chairman, Board of Supervisors

Susan K. Thorpe
Susan K. Thorpe
County Administrator/Clerk of the Board



APPROVAL AND IMPLEMENTATION

This is the Yuma County Emergency Operation Plan. This plan is the framework of emergency responders, Yuma County governmental departments and supporting agencies to effectively coordinate and collaborate, before, during, and after a disaster, in order to provide a comprehensive response to all emergencies.

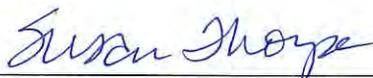
The Chairman and the Board of Supervisors authorize the Director of the Yuma County Department of Emergency Management, as directed by the County Manager, to make changes and updates to this plan that do not materially affect the overall planning approach and do not radically change responsibilities of senior county officials or county departments. Changes will be recorded in the record of changes

This plan is published in support of the State of Arizona Emergency Response and Recovery Plan and is in Accordance with the Arizona Revised Statutes, title 26, Chapter 2. This plan supersedes all previously published copies of the Yuma County Emergency operations Plan.

3-5-2018
Date



Marco A. "Tony" Reyes
Chairman, Board of Supervisors



Susan K. Thorpe
County Administrator/Clerk of the Board



This page intentionally left blank.



RECORD OF CHANGES

CHANGE NUMBER	DATE OF CHANG	CHANGE DESCRIPTION	DATE POSTED	POSTED BY
1	December2017– February 2018	This issue of the plan dated 5 March 2018. Editorial improvements. Insert letter Promulgation, Insert Approval and Implementation. Insert Record of Changes, Insert Annual Review, Update Page #, Table of context, Hyperlinks, incorporating FEMA Comprehensive Planning Guide 101 guidance, ESF, ICS Forms. <u>All previous issues of this plan are obsolete and should be destroyed.</u>	March 2018	Yuma County Office of Emergency Management



This page intentionally left blank.



ANNUAL REVIEW

	Date of review
Department of Emergency Management	Oct 2017- Feb 2018
Reviewer Chris Flores, Planner	



This page intentionally left blank.



Table of Contents

Table of Contents

LETTER OF PROMULGATION 1

APPROVAL AND IMPLEMENTATION..... 2

RECORD OF CHANGES..... 4

ANNUAL REVIEW..... 6

BASIC PLAN 10

EMERGENCY SUPPORT FUNCTION 37

Situation and Planning Assumption 37

Structure of the ESF Appendices 38

Planning..... 38

Organizational Roles and Responsibilities 38

EMERGENCY SUPPORT FUNCTIONS..... 41

ESF 1 Transportation and Infrastructure Annex 45

ESF 2 Communications Annex 49

ESF 3 Public Works and Engineering Annex 58

ESF 4 Fire Service Annex..... 62

ESF 5 Direction and Control Annex - Office of Emergency Management..... 75

ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services..... 94

ESF 7 Logistics Management and Resource Support Annex..... 100

ESF 8 Public Health and Medical Services Annex..... 105

ESF 9 Search and Rescue Annex..... 117

ESF 10 Oil and Hazardous Materials Response Annex 121

ESF 11 Agriculture and Natural Resources Annex 134

ESF 12 Energy Annex..... 141

ESF 13 Public Safety and Security Annex..... 145

ESF 14 Long-Term Community Recovery 152

ESF 15 External Affairs/Emergency Public Information Annex..... 160

TABLE OF ICS FORMS..... 165



<i>Incident Briefing (ICS 201)</i>	166
<i>Incident Objectives (ICS 202)</i>	170
<i>Organization Assignment List (ICS 203)</i>	171
<i>Assignment List (ICS 204)</i>	172
<i>Incident Radio Communications Plan (ICS 205)</i>	173
<i>Communications List (ICS 205A)</i>	174
<i>Medical Plan (ICS 206)</i>	175
<i>Incident Organization Chart (ICS 207)</i>	176
<i>Safety Message/Plan (ICS 208)</i>	208
<i>Incident Status Summary (ICS 209)</i>	209
<i>Resource Status Change (ICS 210)</i>	214
<i>General Message (ICS 213)</i>	215
<i>Activity Log (ICS 214)</i>	216
<i>ACTIVITY LOG (ICS 214)</i>	217
<i>Demobilization Check-Out (ICS 221)</i>	221



BASIC PLAN

INTRODUCTION

This is the Yuma County Emergency Operations Plan. It addresses the consequences of any emergency/disaster in which there is a need for county response and recovery assistance. This plan takes an "all hazards" approach and is applicable to natural disasters such as earthquakes and floods, technological emergencies involving hazardous material releases, as well as hazards that are adversarial or human caused - - in fact, any hazard or incident that exceeds local capabilities and requires the county's assistance.

This plan describes the methods Yuma County will use to mobilize resources and conduct response and recovery activities. It uses a functional approach to group the types of assistance under fifteen (15) Emergency Support Functions (ESFs).

Each ESF is headed by one or more primary agencies, which have been selected based on their authorities, resources, and capabilities. Other agencies have been designated as support agencies for one or more ESF(s) based on their resources and capabilities to support the functional areas.

The ESFs serve as the primary mechanism through which county response and recovery assistance will be provided. County assistance, and State assistance, will be provided under the coordination of the Yuma County Office of Emergency Management. This plan serves as the foundation for the development of detailed county agency plans and procedures to implement response activities in a timely and efficient manner.

Purpose

The Yuma County Emergency Operations Plan predetermines, to the extent possible, operational policies and responsibilities of County Departments and cooperating government, private and volunteer agencies for responding to and recovering from major natural or manmade emergencies.

Scope

This plan applies to major emergencies – either natural or manmade - which may occur within the unincorporated areas of Yuma County. It may be used in conjunction with Emergency Response Plans of other jurisdictions including those of sovereign tribal nations.

Development of plans and command authority for emergencies occurring within the boundaries of the incorporated Cities: Yuma, San Luis, Somerton and the Town of Wellton. It may also work with the Sovereign Nations of the Quechan Tribe and the Cocopah Tribe but the responsibilities of those jurisdictions are not superseded by this plan.

Development of plans and command authority for emergencies occurring on State and Federal lands within Yuma County may be the sole responsibility of the managing agency, may be a joint responsibility with the County, or may be a sole County responsibility.



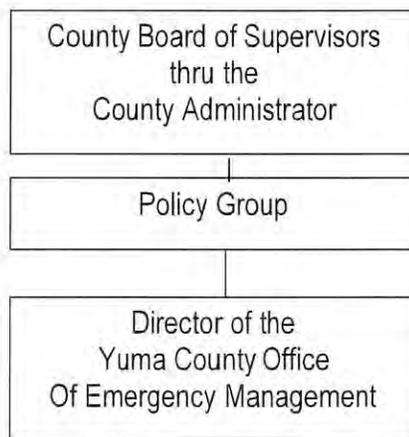
Yuma County may elect to provide emergency aid to other political subdivisions including incorporated cities and towns within its boundaries.

This plan will be used by Yuma County as the basis for mutual aid and the mobilization of resources operating within other jurisdictions during declared emergencies.

Local plans will remain in effect within each political jurisdiction.

An emergency/disaster may result in a situation which affects the national security of the United States. For those instances, appropriate security authorities and procedures will be utilized to address national security requirements.

A. Organization



Board of Supervisors

Provides authority for policy changes required by component organizations responding to the emergency.

Receives status updates on the emergency from the Chair of the Executive Policy Group.

Executive Policy Group

Analyze all available information about the emergency.

Develop, refine, and carry out a joint response and recovery policy.

Plan the deployment of appropriate resources to ensure response agencies adequate support for management of the emergency.

Ensure that the operation forces of the various response and support agencies work together in a mutually supporting effort.



Communicate with field forces and keep a record of their status.

Depending upon the situation, the Executive Policy Group may consist of:

The Chairperson of the Board of Supervisors, the Mayor, or Chief Elected Official present

Members of the Board of Supervisors, Members of the Council, or other governing bodies

The County Administrator or Manager, or the City Administrator or Manager

The Sheriff or his designee

The County Attorney, City Attorney or other legal counsel

The Fire Chief(s) of affected area(s)

The Police Chief(s) of affected area(s)

The Director of Public Works (city and/or county)

The Emergency Management Director

The Director of Public Health Services District

The Director of Public Information

The Director of Risk Management

Other Department Officials as determined by the Board of Supervisors and City/Town Council.

See Yuma County Emergency Operations Center Standard Operation Procedures (SOP) for duties of each member. [EOC position books](#)

Coordination Staff responsibilities include

Maintenance of the EOC for immediate activation. [EOC Setup Procedure](#)

Analyzing the data from emergency response units

Developing and carrying out an integrated response and recovery strategy

Coordination Staff:

Yuma County Sheriff or his designee



Emergency Manager / Coordinators

Law Enforcement agency representatives

Fire department representatives

Medical response agency representatives

County Department representatives, including but not limited to County ITS, County Public Works, County DDS

Private sector agency representatives

Other organization or jurisdiction representatives as required

See SOP for duties of each member.

Component Organizations

Component organizations include all County Departments that may provide response and/or resources to an emergency through an intergovernmental agreement, a contract, or volunteer efforts.

Component organizations may include State and Federal agencies that have been requested to assist in the emergency response and/or recovery process such as:

Damage Assessment Teams (DAT);
Disaster Assistance Centers (DAC);
Disaster Assistance Response Teams (DART).

Succession of Command

The line of succession of the Yuma County Board of Supervisors is from the Chair to the Vice-Chair.

The line of succession for elected officials is according to operating procedures established by each department.

The line of succession of the County Administrator is to the Deputy County Administrator.

The line of succession of each department head is according to operating procedures established within each department.



The County Emergency Operations Center

The Yuma County Emergency Operations Center is located at 4343 So. Avenue 5-1/2 E, Yuma AZ 85364, at the Yuma County Department of Public Works

The EOC shall remain immediately available for activation.

Coordination of emergency response and recovery activities may be performed at the EOC.

The Yuma County Office of Emergency Management has developed an SOP for operation of the EOC.

[EOC Setup Procedure](#)

YUMA COUNTY INCIDENT/UNIFIED COMMAND-NIMS

The National Incident Management Systems (NIMS) utilizes the Incident Command System (ICS) as a standard incident management organization for the management of all major incidents.

These functional areas include command, operations, planning, logistics and finance/administration. Additionally, the principle of unified command has been incorporated into NIMS to ensure further coordination for incidents involving multiple jurisdictions or agencies. This unified command component not only coordinates the efforts of many jurisdictions, but also provides for and assures joint decisions on objectives, strategies, plans, priorities and public communications, thus producing a common operating picture.

Under NIMS, preparedness is based on national standards for qualification and certification of emergency response personnel. Managed by the NIMS Integration Center (NIC), standards will help ensure that the field personnel of the participating agencies and organizations possess the minimum knowledge, skills and experience necessary to perform activities safely and effectively.

The standards will include training, experience, credentialing and physical and medical fitness. Personnel who are certified to support interstate incidents will be required to meet national qualification and certification standards.

Yuma County Incident Command System

Command procedures are designed to offer a practical framework for field operations and to effectively integrate the efforts of all members, officers, and companies.

The time involved in performing the functions listed below at the beginning of a tactical operation should produce on-going timesaving in the form of a more effective operations outcome. An arriving unit or officer assuming command can quickly and efficiently perform the standard procedures if they are well known. This will facilitate an organized and orderly tactical operation and a more effective effort. This is particularly



important in more complex situations and when Command must be transferred to ranking and/or senior officers.

The Incident Commander is responsible for the overall command and coordination of the scene. As the identity of the Incident Commander changes through transfers of command, this responsibility shifts with the title. The term "Command" in this procedure refers to both the person and the function.

Establishing Command

The first unit or officer to arrive at the scene of multiple unit responses shall assume command and remain in command until relieved by a higher ranking and/or senior officer, or until the incident is terminated.

Usually the Incident Commander will be from the agency that has the greatest jurisdictional involvement depending on the type of incident.

That person shall transmit a brief initial radio report including:

1. Unit identification on the scene and confirming assumption of Command;
2. Incident description;
3. Obvious hazards; and
4. Action taken (brief description).

Radio Designation

The radio designation "Command" will be used with a brief description of the incident location (i.e. "Acid Spill Command", "Wal-Mart Command"). This designation will not change through the duration of the incident.

Command Responsibilities

The Incident Commander of a multiple unit/agency response is responsible for the following tasks as required by the circumstance of the situation within Command's judgment. Each department is responsible for the supervision and direction of their own personnel.

Assume an effective command position.

Transmit a brief initial radio report.

Rapidly evaluate situation.

Establish a Staging Area.

Record the following on a Tactical Control Worksheet.



1. Location of incident.
2. Proper radio frequency.
3. Responding units.
4. Assignments/Designators.
5. Assign units as required.

The first six tasks are initial command responsibilities. The continuing responsibilities stay with the incident command position whether the initial officer remains in command or command is transferred to subsequent arriving officers.

1. Provide continuing overall command until relieved by a ranking officer.
2. Assign geographical and functional responsibilities.
3. Review, evaluate, and revise plan as needed.
4. Request and assign additional units as necessary.
5. Maintain a continuing progress report.
6. Return units to service as the incident-escalates.

Command Options

The initial arriving unit or officer must decide on an appropriate commitment for personnel and equipment.

Transfer of Command

The first unit or officer to arrive on the scene will assume and retain command until relieved by a ranking officer within the following guidelines:

The person being relieved will brief the officer assuming command indicating the following:

1. General situation status.
 - a. Incident location, extent, and conditions.
 - b. Effectiveness of control efforts.
2. Deployment and assignments of operating units.



3. Review the Tactical Worksheet with the officer assuming command in complex situations in a timely fashion.
4. Appraisal of needs for additional resources at the time.

Command officers should eliminate all unnecessary radio traffic while responding unless such communications are required to ensure that command functions are initiated and completed.

The arrival (in itself) of a ranking and/or senior Officer on the incident does not mean command has been transferred to that officer. Command is transferred only when the outlined transfer procedures have been completed.

The arrival of a ranking and/or senior officer does not necessarily mean that person must assume command of the incident. If the ranking and/or senior officer feels the junior officer is effectively handling the tactical situation and is knowledgeable of the general status of the operation, it may be desirable for the ranking officer to allow that person to continue as the Incident Commander and for the ranking officer to assume a supportive role.

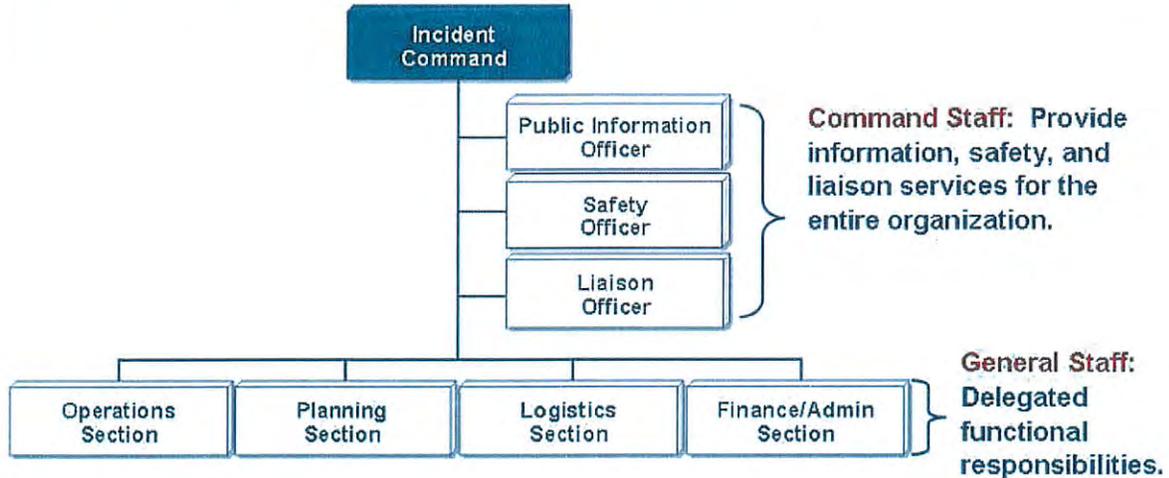
Command Structures

It will be the responsibility of the Incident Commander to develop an organizational structure as soon as possible after the implementation of initial tactical control measures.

The ideal structure of a complex incident should include the following diagram. This is only an example; more functions (Divisions) may be added as needed, depending on the circumstances of the incident.



Expanding the Organization



FEMA

Visual 4.14
Incident Commander and
Command Staff Functions



Definitions and Roles

ACTIVATION OF THE EOC:

The following four (4) EOC Activation Levels will be used:

LEVEL 4: STEADY STATE

Level 4 involves no activation of the EOC. It is the regular steady state that is maintained.

At this level, any threat or event is handled by first responders. Any event or incidents that occur during Level 4 steady state can generally be resolved in a brief period of time by using a very small number of resources and usually at the first responder level.

In fact, notification to the Emergency Management Director, if it happens at all, will probably be after-the-fact, once the incident has cleared.

LEVEL 3: MONITORING & ASSESSMENT

Level 3 is typically a monitoring and assessment phase where a specific threat, unusual event, or situation is actively monitored by the Yuma County Office of Emergency Management and/or the Yuma County Sheriff's Office.

Level 3 activation usually does not require the Office of Emergency Management to significantly alter its day-to-day operations or management structure. If the Office of Emergency Management is notified of an incident that bears watching, the Office will immediately notify the County Administrator and the Sheriff if not already notified.

If the situation continues or the threat increases, the Office of Emergency Management may also institute "heads-up" notification to certain County Departments including but not limited to County ITS and County Public Works as Public Works is the location of the EOC and County ITS assists with the setting up the EOC. [EOC Setup Procedure](#)

This level may also involve "heads-up" notification to other stakeholders that it might be necessary to send representatives to the EOC. Appropriate agencies are alerted, advised of the situation, and instructed to take appropriate action as part of their everyday responsibilities. At the conclusion of the event, the Emergency Management Director verifies completion of the actions taken and documents the incident.

At times, it is appropriate to hold briefings or staff meetings to respond to, or mitigate the situation, but no Incident Action Plan (IAP) is developed and distributed. Other emergency management coordinators from local, state, tribal and federal stakeholders may become involved but the Emergency Management Director will remain the primary point of contact for the Yuma County Office of Emergency Management.



All notifications messages will be sent via the State of Arizona Communicator system. An example of a message sent out in a Level 3 activation may be:

Level 3 Message	To Whom
<p>An incident has occurred that is currently being monitored and assessed by first responders and the Office of Emergency Management.</p> <p>Please be advised that if your services are required, you will receive an additional emergency alert.</p>	<p>Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors County Management Group</p>

The County Management Group consists of the department head and designated alternates of all County departments as well as the elected officials of Yuma County. It is listed in the State Communicator database as County Admin Group.

LEVEL 2: PARTIAL ACTIVATION

Level 2 partial activation is typically limited agency and limited county department activation. The County Administrator, in collaboration with the Yuma County Office of Emergency Management, makes a decision to open the EOC and advises County Board of Supervisors of same.

The purpose of Level 2 activation is to initiate preparations due to a significant threat of a disaster or to coordinate response due to the occurrence of an incident that has exceeded the local responder's capabilities. During Level 2 activation, the EOC may be operational 24 hours a day.

ESF lead agencies with a role in the incident response are activated and required to report to the EOC.

All other ESFs are alerted of the event and are advised they are on standby. Additional notification will be made if called out.

During Level 2 activation, the Office of Emergency Management working via the Emergency Operations Center disseminates information to, and begins to coordinate preparation and response actions with other stakeholders, external agencies and volunteer organizations that are tasked in emergency response.

Local stakeholders may be asked to send representatives to the EOC for coordination and liaison with their home agency.

The incident command system (ICS) is implemented.

One or more of the five (5) sections of Command, Finance, Logistics, Operations and Planning, along



with any necessary branches may be activated.

The EOC Director and the available section chiefs develop and implement the initial Incident Action Plan

(IAP). The IAP is the work plan for everyone, including the elected officials and their staff.

The EOC personnel are briefed on the IAP and pertinent items are posted on the EOC status boards. If possible, web-based tracking software is utilized but at a minimum a chronological tracking system is implemented. Depending upon the event, any appropriate logistical support elements such as security, food unit, etc. are also activated.

An example of a message sent out in a Level 2 activation may be:

<i>Level 2 Message</i>	<i>To whom</i>
<p>An incident has occurred that requires <u>partial activation</u> of the Emergency Operations Center. Please report to the County EOC located at the Public Works facility at 4343 So. Avenue 5-1/2 E.</p> <p>Or</p> <p>Make a message to stand by: The EOC has been activated but your presence is not required <u>at this time</u>. Please contact your Section Chief for your scheduled shift and then stand by for possible further notification.</p>	<p>Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors Sections Chiefs of ESF activated Documentation</p>

As a courtesy and to provide continuity of communications, the County Management Group will also be notified that a Level 2 activation has occurred.

LEVEL 1: FULL-SCALE ACTIVATION

In a full-scale activation, the EOC is activated on a 24-hour schedule due to an imminent threat or occurrence of a disaster. All necessary Emergency Management staff and all necessary ESFs are activated and required to report to the EOC. Local stakeholders have sent representatives that are in place in the EOC.

The ICS is implemented and all sections and branches are activated as necessary. As in Level 2 activation, the IAP establishes the operational objectives and priorities of the incident. Additionally, all logistical support elements are activated.



At this level response, relief, and recovery operations are expected to last for an extended period of time or several operational periods. Additional support or back-up staff, including representatives from the State of Arizona Division of Emergency Management (ADEM) and/or the Federal Emergency Management Agency (FEMA), are notified and requested to be prepared to assist should the response escalate and exceed local capability.

An example of a message sent out in a Level 1 activation may be:

Level 1 Message	To Whom
An incident has occurred that requires <u>full activation</u> of the Emergency Operations Center. Please report to the County EOC located at the Public Works facility at 4343 So. Avenue 5-1/2 E.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors Sections Chiefs of ESF activated Documentation All hands

As a courtesy and to provide continuity of communications, the County Management Group will also be notified that a Level 1 activation has occurred.

LOCATION OF THE EOC

The Yuma County EOC is situated at a location separate from the incident scene. The EOC will not change the priorities and/or the objectives of the incident unless requested by the Incident Commander following a coordinated assessment of the evolving incident. This center is designed to ensure complete incident coordination for Command, Operations, Planning, Logistical, and Financial matters.

DIRECTOR OF THE EOC

The individual at the EOC responsible for the management of all incident operations.

EMERGENCY OPERATIONS CENTER COMMAND STAFF

Command staff positions are established to assume responsibility for key activities that are not a part of line organization.

PUBLIC INFORMATION OFFICER

The information officer's function is to develop accurate and complete information regarding incident cause, size, current situation, resources committed, and other matters of general interest. The information officer will normally be the point of contact for the media and other agencies that desire information specifically about that incident.

LEGAL ADVISOR

The legal advisor's function is to provide legal support to the Director of the EOC.



LIAISON OFFICER

The liaison officer's function is to be a point of contact for representatives from other agencies. In a single command structure, the representatives from assisting agencies would coordinate through the liaison officer.

SAFETY OFFICER

The Safety Officer's function is to advise the Incident Commander on issues of incident safety, works with the Operations Section Chief to insure operational safety, advises the EOC Manager of issues relating to safety within the EOC and ensures the safety of all incident personnel.

Under a unified command structure, representatives from agencies not involved in the unified command would coordinate through the liaison officer. Agency representatives assigned to an incident should have authority to speak on all matters for their agency.

Yuma County EOC Section Chiefs

The Planning Section Chief: is responsible for the collection, evaluation and dissemination of tactical information about the incident. The section maintains information on the current and forecasted situation and on the status of resources assigned to the incident. The documentation section is responsible for maintaining accurate and complete incident files; providing duplication services to incident personnel; and for filing, maintaining, and storing incident files for legal, analytical, and historical purposes.

The Operations Section Chief is responsible for the direct management of all incident tactical activities. The Chief assists in the formulation of the action plan. The Operations Chief may have officers assigned to his section. The use of officers from other agencies is encouraged in multi-jurisdictional situations.

The Logistics Section Chief is responsible for providing all support needs for the incident. The logistics section will order all resources from off-incident locations. The Logistics Section Chief will also provide facilities, transportation, food, supplies, and equipment maintenance and fueling.

The Finance / Admin Section Chief is established in incidents where the agencies involved have a specific need for financial services. In the Incident Command System, not all agencies will require the establishment of a separate finance section. In some cases where only one specific function is required, such as cost analysis, a position could be established as a technical specialist in the Planning Section. The Finance / Admin Section Chief will determine, based upon present and future requirements, the need for establishing specific units to address issues such as time, procurement, compensation, claims, and cost units.

POLICIES

Response by state agencies to lifesaving and life protecting requirements under this plan has precedence over other state response activities, except where national security implications are determined to be of a higher priority. Support from agencies will be provided to the extent that it does not conflict with other emergency missions that an agency is required to perform.



SITUATION AND ASSUMPTIONS

Disaster Conditions

Yuma County is vulnerable to natural and manmade emergencies that may result in loss of life, property, damage, and/or disruption of normal activities. Continued growth and industrial development will increase this vulnerability. These hazards are identified in the Multi-jurisdictional Multi-hazard Mitigation Plan adopted by the Board of Supervisors in June 2010 which is hereby incorporated by reference. (Currently under update.)

Government has the primary responsibility for emergency management activities.

It is the intent of Yuma County Government to protect life and property from the effects of emergencies.

Disaster response may require the use of all available public and private resources to reduce suffering and hardship resulting from an emergency. The Chair of the Board of Supervisors, or designee, may request support from other political subdivisions, the State of Arizona, the Federal Government or any private sector entity to assist in the County emergency response or recovery function.

Planning Assumptions

An emergency/disaster may occur with little or no warning and produce maximum casualties and widespread damage. This plan assumes that the response capability of the affected local government will be overwhelmed at some point and local governments will call upon the county for assistance.

The large number of casualties and/or the significant damage to buildings structures and to basic infrastructure will necessitate county and possibly state government assistance in conducting lifesaving and life-support efforts.

As the result of persons being injured and others being trapped in damaged or destroyed structures, the likelihood of a significant number of deaths will require the immediate response of county, state, and federal search and rescue personnel, medical personnel, and supplies and equipment to minimize deaths and injuries.

County agencies may need to respond on short notice to provide effective and timely assistance. This plan designates pre-assigned missions for county agencies to expedite the provision of response assistance to save lives, alleviate suffering and protect property.

The NIMS Incident Command System, including the Unified Command Function, if appropriate, as well as the MACS, the Multi-agency Coordination System, will be used by all agencies in responding to, or participation in, emergency activities. The Yuma County Board of Supervisors adopted NIMS on September 4, 2005.

Disaster Declaration Process

The provisions of this plan are applicable to all emergencies/disasters that require a proclamation of a State



of Emergency by the Governor.

State and local emergency/disaster activities and requests for disaster assistance will be made in accordance with the following procedures:

Town/City Government

Emergency response agencies from town/city government will respond to an emergency/disaster within their corporate limits, coordinate activities in accordance with their standard operation procedures (SOP), emergency operations plan and mutual aid agreements.

When an emergency/disaster situation is, or is likely to be, beyond the scope of control of the town/city and the combined efforts of the county, town/city and possibly the state are considered essential for an effective response/recovery, the mayor, or town/city council of an incorporated city/town may proclaim a Local Emergency. The Local Emergency proclamation should be forwarded to the County Emergency Management Director in an expedient manner, such as e-mail, or voice, followed by hard copy.

When a Local Emergency has been proclaimed, the mayor or Council will govern by proclamation and has the authority to impose all necessary regulations to preserve the peace and order of the town/city, including but not limited to:

Imposing curfews in all or portions of the town/city;

Ordering the closure of any business;

Closing to public access any public building, street or other public area;

Calling upon regular and/or auxiliary law enforcement agencies and organizations;

Providing/requesting mutual aid to/from other political subdivisions; and

Obtaining commitments of local resources in accordance with emergency plans.

County Government

Upon receipt of the proclamation of a Local Emergency from an incorporated town/city of the county, the chairman of the Board of Supervisors or the Board of Supervisors will:

Provide available assistance requested to contain the incident (i.e., Sheriff, public works, health, etc.);

In the event a situation exists in the unincorporated portions of the county that may affect lives and property, the county will take necessary measures to bring the situation under control utilizing all county government resources;



May enact emergency spending procedures;

Direct the Emergency Management Director to notify the Arizona Division of Emergency Management that a situation exists which may require the proclamation of a county Local Emergency;

If the situation in either incorporated or unincorporated portions of the county are beyond the capability and resources of the county to control, the chairman of the Board of Supervisors or the Board of Supervisors may proclaim a Local Emergency to exist in accordance with [A.R.S 26-311](#); and

The Local Emergency resolution and an Application for Assistance will be forwarded to the Director of the Arizona Division of Emergency Management.

State Government

A State of Emergency may be proclaimed by the Governor when disaster conditions exist and appear likely to overwhelm local governments ([A.R.S 26-301, Paragraph 11](#)).

The officials of the affected political subdivision should forward a Local Emergency resolution and an Application for Assistance to the Director of the Division of Emergency Management.

The Director of the Arizona Division of Emergency Management will advise the Governor of the situation and the Governor may proclaim a State of Emergency and execute all or portions of the [State Emergency Response and Recovery Plan](#) (See Annex Z).

The Governor may declare an Emergency in the absence of a county/local request.

Specific liabilities and expenses may be incurred and recovered to meet contingencies and emergencies arising from incidents relating to hazardous materials and search and rescue operations without the proclamation of a State of Emergency by the Governor.

Request for assistance from the National Guard will be forwarded to the Director of the Arizona Division of Emergency Management. The Director will evaluate the request and make appropriate recommendations to the Governor, or if the National Guard has been activated, relay the request to the Military Affairs Division.

CONCEPT OF OPERATIONS

General

The Chair of the Board of Supervisors has overall authority for emergency management within Yuma County.

The Chair declares the emergency, and has broad control over operations through basic guidance on
BASIC PLAN



policy issues for response and recovery including the ability to enact emergency spending regulations to cover expenses incurred in the management of the emergency action.

The County Administrator chairs the Executive/Policy Group.

Elected officials and appointed department heads shall continue to perform the duties of their offices.

Agencies have been grouped together under the Emergency Support Functions (ESFs) to facilitate the provision of response assistance. If state response assistance is required under this plan, it will be provided using some or all of the ESFs as necessary.

Each ESF has been assigned a number of missions. The designated primary agencies are responsible for managing the activities of the ESF and ensuring that missions are accomplished. Primary agencies have the authority to execute response operations.

Agency missions, organizational structures, response actions, and primary and support agency responsibilities are described in the ESF's.

Primary agencies will coordinate directly with their functional counterpart at the local level. Requests for assistance will be channeled from county, city/town government to the Yuma County EOC.

Primary agencies will work with their support agencies to provide assistance. Primary agencies will use the ESF Annex of the plan as a basis for developing SOPs, Internal Operating Procedures (IOPs), Protocols, and Standard Operating Guidelines (SOGs).

Support agencies will assist the primary agencies in preparing and maintaining SOPs, IOPs, SOGs, and Protocols and will provide support for ESF operations. Each support agency will:

Designate two agency staff members responsible for coordination with the primary agency for all actions related to this plan;

Participate in the process of exercising, reviewing, maintaining and implementing this plan; and

Provide representatives to the EOC operational location as required.

The Director of the Yuma County Office of Emergency Management shall have the responsibility for ensuring that emergency response functions are effectively performed during a major emergency within Yuma County. He/she will coordinate public information, legislative liaison, community liaison, and outreach and donation activities via the collaboration of the County Administrator and/or the Sheriff.

The Director of the Yuma County Office of Emergency Management directs the EOC response and supports field operations and does not interfere with or take-over the field operations.

Response under this plan will be based on situational needs to provide response and recovery utilizing ESFs.

When the first arriving agency is outside its own jurisdiction, that agency shall assume command, make the



appropriate notifications, and maintain control until the jurisdiction with responsibility arrives. Command may then be transferred.

When the incident occurs within a multi-jurisdictional area, the first arriving agency shall assume on-scene command responsibility, and notify other component organizations. Command may then be transferred.

In the event of multiple major incidents occurring simultaneously within Yuma County the EOC will become the point where policy, command and control, and support functions to the Incident Commander(s) originate.

Organization

The organization to implement procedures under this plan is composed of local/ county/ state/ federal government and private agencies. The response structure is designed to be flexible to accommodate the response and recovery requirements. County agencies provide support to the local agencies, which implement on-scene response operations.

The State Response Structure is composed of the following agencies:

- Department of Administration
- Department of Agriculture
- Attorney General's Office
- Department of Banking
- Department of Building and Fire Safety
- Department of Commerce
- Registrar of Contractors
- Corporation Commission
- Department of Corrections
- Department of Economic Security
- Department of Education
- Emergency Council
- Division of Emergency Management



Emergency Response Commission

Department of Environmental Quality

State Fire Marshal

Board of Funeral Directors and Embalmers

Game and Fish Department

Geological Survey

Office of Governor

National Guard

Department of Health Services

Commission of Indian Affairs

Industrial Commission

Department of Insurance State

Land Department

State Mine Inspector

State Parks

Port Authority

Department of Public Safety

Radiation Regulatory Agency

Department of Real Estate

Department of Revenue

Structural Pest Control Commission

Department of Transportation

Department of Water Resources



The County response structure is ordinarily composed of the following organizations:

Board of Supervisors

County Administrator

Office of the Sheriff

Office of Emergency Management

Office of the County Attorney

Department of Development Services

Building Safety Department

General Services Department

Public Health Services District

Engineering/Public Works Department

Financial Services Department

Information Technology/Geographical Information Systems

Planning & Development (Zoning) Department

Incorporated Community Response Structure

It is desired that each incorporated city/town located in Arizona will produce an Emergency Operations Plan (EOP) in support of the county EOP.

Representatives from the incorporated community will be the initial responders to any incident located within their corporate limits. The response structure of each community will be outlined in its EOP within the capabilities of the community's resources. Ordinarily, an incorporated community response structure will contain the following:

Mayor of City/Town

Council City Manager

Designated Emergency Management



Coordinator City/Town Attorney

Fire Department

Police Department

Public Works

Emergency

Medical

Transportation

Schools

Parks/Recreation

Planning & Zoning Department

Volunteer/Private Organization Response Structure

The State of Arizona and the county have a number of volunteer organizations that respond to emergencies/disasters.

The American Red Cross and the Salvation Army take the lead in most volunteer efforts. A large number of volunteer organizations including the American Red Cross and Salvation Army have aligned themselves with the Voluntary Organizations Active in Disaster (VOAD Group). At this time, VOAD is not active in Yuma County. Yuma County is working closely with the Southern Arizona VOAD for a coordinated response.

The Arizona VOAD Group is identified as AzVOAD. Although each volunteer organization is a stand-alone group, they readily communicate with each other, exchange ideas, supplies, equipment, and volunteers. AzVOAD is not a controlling group and membership is completely voluntary by the organizations.

The Office of Emergency Management is implementing a cadre of vetted and registered local volunteers for use as necessary.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County Agencies

County Administrator

Chairs the Executive Policy Group.

Maintains communications with the Chair of the Board of Supervisors concerning emergency operations.

Requests legal actions and declarations necessary to carry out emergency functions.

Authorizes commitment of County funds, personnel and other resources.

County Emergency Management

Maintains the EOC and staff for immediate activation.

Coordinates and directs EOC incident response and community restoration as directed by the Executive Policy Group.

Coordinates the deployment of resources necessary to mitigate the emergency.

May request legal actions and declarations necessary to perform emergency functions.

Coordinates requests for technical support from emergency response agencies.

Coordinates requests for the acquisition of resources from other political jurisdictions, State and Federal agencies, and non-government entities.

Coordinates resources for the care and sheltering of displaced persons.

Provides secondary communication networks and coordination with the YACS, the Yuma Auxiliary Communications Service and other volunteer groups as necessary. Provides for emergency warning and information to areas affected, or that may be affected, by the emergency.

Provides coordination and administrative assistance for damage verification and financial recovery from Federal and State reimbursement programs.

County Sheriff and Local Law Enforcement Agencies

Coordinates and conducts emergency law enforcement operations within area of jurisdiction.



Maintains law and order.

Provides control of, and access to, restricted areas, and traffic control.

Coordinates evacuation of hazardous and non-hazardous areas.

Provides personnel for assignment to the EOC as coordination staff.

Establishes and maintains financial documentation of the emergency.

County Attorney

Provides legal advice and interpretation(s) to Executive Policy Group.

Provides legal declarations as required.

Coordinates with legal representatives of other government and private entities as required.

Provides personnel for assignment to the EOC as coordination staff as requested.

Establishes and maintains financial documentation of the emergency.

County Public Health Services District

Determines the impact of hazardous condition on the environment and public health.

Coordinates actions to protect public health.

Provides expanded public health services as required.

Acquires critical public health resources through Federal, State, and Local health service agencies.

Provides personnel for assignment to the EOC as coordination staff as requested.

Establishes and maintains financial documentation of the emergency.

County Development Services and Flood Control District

Initiates responses to protect and maintain all public facilities under its jurisdiction.

Provides personnel and resources as requested.



Establishes and manages Damage Assessment Teams.

Provides technical interpretation of Flood Warning System data to the EOC coordination staff.

Provides personnel for assignment of the EOC as coordination staff as requested.

Provided qualified personnel for assignment to Damage Assessment Teams (DAT) and to the Disaster Assistance Center (DAC) as requested.

Provide expeditious purchase and procurement of emergency supplies and equipment required to accomplish emergency operations.

Establishes and maintains financial documentation of the emergency.

County Public Works

Maintains highways and roads to allow emergency response to and evacuation from affected sites.

Initiates emergency procedures to ensure availability, and rapid replenishment of, automotive fuel and supplies.

Provides for continual service and maintenance operations at the levels required by the incident.

Provides additional vehicles and supplies as needed.

Provides personnel for assignment to the EOC as coordination staff.

Establishes and maintains financial documentation of the emergency.

County Financial Services

Briefs and updates the Director of the EOC.

Supervises all financial aspects of the incident.

Prepares claims for state and federal assistance.

Coordinates interaction with outside resources and support and recovery agencies.

Interface with Plans and Operations Sections and provide input for financial costs and analysis.



Make cost savings recommendations to the Policy/Advisory Section.

Prepare and complete all financial obligations documents.

Review and expedite invoices, claims, and applications for relief from vendors, victims and mutual aid partners.

Provide cost analysis for the entire operation to the Director of Yuma County Office of Emergency Management.

Provides personnel for assignment to the EOC as coordination staff.

Establishes and maintains financial documentation of the emergency.

County Information Technology Services

Provides personnel to assist with the set up and tear down of the EOC.

Provide assistance in developing computer databases for the Yuma County Office of Emergency Management.

Provide assistance with the Geographical Information Systems.

Provide assistance with EOC communication networks.

Provides personnel for assignment to the EOC as coordination staff.

Establishes and maintains financial documentation of the emergency.

Component Organizations

Work to accomplish the response objectives developed by the Executive/Policy Group.

Provide liaison officers, empowered with the authority and responsibility to act as its coordinator, to the EOC and/or the Incident Command Post when requested.

Develop and maintain Emergency Standard Operating Procedures (ESOPs).

County Fire Districts, Volunteer Fire Departments and Private Fire Departments

Provide firefighting, emergency medical and rescue operations within their districts or franchise areas.

Provide mutual aid to other agencies when possible.



When requested, provides personnel for assignment to the EOC coordination staff.

ADMINISTRATION DURING ACTIVATION OF THE EOC

The Yuma County Office of Emergency Management will, in coordination with other county agencies, review this plan annually and revise/update it as needed. Each county agency and local government will review and update their SOPs / IOPs, all in accordance with Comprehensive Preparedness Guide CPG 101.

In addition to the completion of required ICS forms and documentation during activation, County agencies will submit daily Situation Reports (SITREPs) to the Yuma County Office of Emergency Management. SITREPs should contain pertinent information regarding response/recovery operations. SITREPs will be addressed to the Director, Yuma County Office of Emergency Management through the Plans Section at the EOC. SITREPs may be sent via facsimile, email or by hand carrier to the EOC Plans Group to arrive by 1200 hours for the previous day.

Following the conclusion of a County State of Emergency proclamation by the Governor, county and local agencies will participate in a hot wash and an after-action report with the Director, Yuma County Office of Emergency Management. The subsequent after-action report will be used to evaluate and improve existing plans and procedures.

ANNEXES

The Director of the Office of Emergency Management shall coordinate the development and maintenance of all Emergency Support Functions (ESFs) and annexes to this plan. An ESF/annex is a written extension of the basic plan that focuses on the emergency response and/or operations in a specified functional area.

AUTHORITY

See Annex regarding Command and Control.



EMERGENCY SUPPORT FUNCTION

INTRODUCTION

Situation and Planning Assumption

Situation

This section provides an overview of the Emergency Support Function (ESF) structure, common elements of each of the 15 ESFs, and the basic content contained in each of the ESF appendices.

The ESF structure for Yuma County provides for an organizational structure to work within the National Incident Management System (NIMS) and for coordinating interagency support for any emergency or disaster event within the county. The ESF structure includes mechanisms used to coordinate county support to the unincorporated county, communities; support to Yuma County incorporated cities and towns, support to tribal nations within the county as well as support provided from the state and federal levels. This structure provides for interagency coordination during all phases of incident management.

In support of this structure, a Primary Agency and Support Agencies have been pre-identified for each ESF. The Primary Agency was chosen based upon the agency's knowledge and experience within their specific professional field. As such, most are within county government, but not all.

The Primary Agency is responsible for managing the development of capabilities relative to the specific function described as well as for the direction and control functions within the group when the group is activated. The Primary Agency has the responsibility to initiate and maintain communication with the Support Agencies to develop and strengthen the working relationship between the agencies.

Support Agencies are tasked with providing resource or logistical support to the operation of the ESF when activated. Each agency functions as per its normal routine when the ESF group is not activated. Some departments and agencies provide resources for response, support, and program implementation during the early stage of an event, while others are more prominent in the recovery phase. Each agency's roles and responsibilities are described within each ESF appendix.

Each ESF document, by definition, may be utilized as a stand-alone annex. Most often, however, the ESFs are used in conjunction with one or more additional ESFs to facilitate the county's response to a particular event. Each has a unique functional responsibility; however, each ESF may be composed of one or more sub-functional groups, each geared towards a specific set of activities that might be required in an emergency.

Within Yuma County there are 15 ESFs. These county ESFs are closely aligned with the [State Emergency Response and Recovery Plan](#) (SERRP) and, in turn, both the county and state ESFs correspond to the [National Response Framework, Third Edition](#) (NRF) ESFs. Each county ESF, as activated, will operate within the ICS framework.



Assumptions

An emergency event or situation of significant size and complexity, requiring the activation of the EOC, will require the activation of one or more ESF(s) to ensure a coordinated, effective, and efficient response.

Concept of Operations

The Yuma County Department of Emergency Management Director will set in motion the activation of each ESF based on the scope and magnitude of the threat or situation. Primary agencies are notified and are either placed on alert or activated by the EOC Manager or applicable Section Chief. In turn, the Primary Agency will notify and activate Support Agencies as required for the incident. Each ESF is encouraged to develop Standard Operating Guidelines (SOGs), notification procedures, and to maintain current rosters and contact information.

Structure of the ESF Appendices

Introduction

An overview of the specific ESF is provided.

Purpose: Each ESF is provided with a purpose statement that reflects the primary reason the ESF group exists.

Scope: The scope of each ESF is provided to reflect the range of activities in which the ESF group may find itself tasked.

Planning

Situation: The situation statement basically explains why the ESF group exists and why it is necessary to perform the functions assigned to the group.

Assumptions: For any plan to be useful it must be based on an accurate set of assumptions regarding the situation that it addresses. This section provides the planning assumptions used in the development of the respective ESF.

Concept of Operations

Describes, in general terms, what is expected to occur and how the ESF group is expected to respond to it.

Organizational Roles and Responsibilities

Delineates the specific agencies with assignments in the respective ESF and identifies their individual responsibilities with respect to that particular ESF.



For the purpose of further defining roles and responsibilities, each ESF group may also be assigned to a section as follows. Note: This layout may change depending upon the nature of the emergency.

Command Staff

- Policy Group
- EOC Manager
- Public Information Officer
- Liaison Officer

Operations Section

- ESF #1 Transportation Services
- ESF #3 Public Works and Engineering
- ESF #4 Firefighter
- ESF #6 Mass Care, Emergency Assistance, and Human Services
- ESF #8 Public, Health and Medical Services
- ESF #9 Search and Rescue
- ESF #13 Public Safety and Security
- ESF #15 External Affairs/Emergency Public Information

Logistics Section

- ESF #2 Communications
- ESF #7 Logistics Management and Resource Support
- ESF #11 Agricultural and Natural Resources
- ESF #12 Energy

Planning Section

- ESF #5 Emergency Management
- ESF #10 Oil and Hazardous Materials
- ESF #14 Long-Term Community Recovery



TASKS

Yuma County Office of Emergency Management

The YCOEM Director will set in motion the activation of each ESF based on the scope and magnitude of the threat or situation.

Primary Agency

The Primary Agency is responsible for managing the development of capabilities relative to the specific function described as well as for the direction and control functions within the group when the group is activated.

The Primary Agency has the responsibility to initiate and maintain communication with the Support Agencies to develop and strengthen the working relationship between the agencies.

Upon notification from YCOEM, the Primary Agency will notify and activate Support Agencies as required for the incident.

Support Agency

Support Agencies are tasked with providing resource or logistical support to the operation of the ESF when activated. Each agency functions as per its normal routine when the ESF group is not activated.

SUPPORT

Each Primary Agency is encouraged to develop specific Standard Operating Guidelines (SOGs) and implement procedures for use during ESF activation. Each agency within the ESF shall maintain control of its own personnel and assets during emergency operations. The structure of a SOG should include the following:

- A cover page showing the Title of the SOG, Original Issue Date, Revision/Review Date, number of pages contained in the SOG, and who wrote the SOG.
- A second page including the Approval Signatures of each participating agency.

The following is a suggested format for the SOGs:

- Purpose and scope.
- Identification of emergency capabilities and resources of each agencies tasked in the ESF.
- Materials and equipment needed.
- Safety concerns.



- Standard Operating Guidelines (SOG) must also include how employees can access the Employee Assistant or Critical Incident Stress Management programs.
- How to deploy resources within each agency.
- Step-by-step procedure of tasks described within the ESF roles and responsibilities to include implementing procedures.
- Records to be kept.
- Copies of forms to be used.
- Procedures for SOG maintenance.

SOGs should be reviewed annually. Agencies may deviate from SOGs to respond to unique needs in a particular response.

EMERGENCY SUPPORT FUNCTIONS

ESF	Title	Definition
ESF #1	Transportation	<ul style="list-style-type: none"> • Coordination of transportation support • Restoration/recovery of transportation infrastructure
ESF #2	Communications	<ul style="list-style-type: none"> • Provision of county communications (data, telephone, and radio) support to county and local response efforts
ESF #3	Public Works and Engineering	<ul style="list-style-type: none"> • Technical advice and evaluation • Engineering services • Contracting for construction management and inspection • Contracting for the emergency repair of water and wastewater treatment facilities • Contracting for transportation infrastructure repair • Emergency power • Debris management • Damage mitigation, and recovery activities
ESF #4	Firefighting	<ul style="list-style-type: none"> • Manages and coordinates support for firefighting activities in unincorporated county areas



<p>ESF #5</p>	<p>Emergency Management</p>	<ul style="list-style-type: none"> • Collects, analyzes, processes, and disseminates information about a potential or actual disaster or emergency • Tasks federal and state resources in providing mission support to local emergency response efforts • Collects intelligence information surrounding the disaster. This includes items such as the scope (extent) of the disaster, status of various systems (i.e., communications, transportation and utility), monitoring of resource status, and other information • Develops reports concerning the disaster • Provides visual displays for the EOC during operations • Prepares Situation Reports (SITREPS) • Develops short-range and long-range planning guidance for use in addressing developing issues • Accesses technical expertise to assist with evaluating the actual and/or potential effects of an event upon the population and infrastructure of the county
<p>ESF #6</p>	<p>Mass Care, emergency assistance, Housing, and Human Services</p>	<ul style="list-style-type: none"> • Assists county, local jurisdictions, and tribal response efforts to meet the mass care needs of the whole community's victims of a disaster to include shelter, feeding, first aid, and disaster welfare information. • Focus specific planning and care for persons with disabilities, access and functional needs. • Focus specific planning and care for domesticated animals, including pets and service animals. • Transportation of evacuees.
<p>ESF #7</p>	<p>Logistics Management and Resource Support</p>	<ul style="list-style-type: none"> • Supports county, local municipalities, and tribal organizations during the response phase of an emergency or disaster. • Obtains emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportations services, security services, and personnel required to support response activities.
<p>ESF #8</p>	<p>Public Health and Medical Services</p>	<ul style="list-style-type: none"> • Supports county, local, and tribal government's response to public health and medical incidents. • Coordinate shelter health needs. • Implement strategies to preserve public health.



<p>ESF #9</p>	<p>Search and Rescue</p>	<ul style="list-style-type: none"> • Provides specialized life-saving assistance to county, local municipalities, and tribal organizations during an emergency. • Provides support during emergencies in urban and rural areas of the county. • Locating, extricating, and providing onsite medical treatment to victims trapped in collapsed structures or for persons lost in rural areas or other environments.
<p>ESF #10</p>	<p>Oil and Hazardous Materials Response</p>	<p>Provides support to county, local municipalities, and tribal governments in response to an actual or potential discharge and/or release of Hazardous Materials following a major emergency or disaster arise.</p> <ul style="list-style-type: none"> • Ensure the public health.
<p>ESF #11</p>	<p>Agricultural and Natural Resources</p>	<ul style="list-style-type: none"> • Coordinate the activities of resources to prevent and remove environmental health risks. • Operates in conjunction with ESF-8, Health and Medical Services, to protect food production and supplies from contamination, to ensure that water supplies throughout the county are safe to drink. • Monitor zoonotic diseases and in cases in which animal, veterinary or wildlife issues
<p>ESF #12</p>	<p>Energy</p>	<ul style="list-style-type: none"> • Gathers, assesses, and shares information on energy system damage. • Estimates the impact of energy system outages within affected areas. • Restoration of the utility (electrical and gas) infrastructure following a disaster. • Provision of temporary emergency power capabilities to critical facilities until a permanent restoration is accomplished.
<p>ESF #13</p>	<p>Public Safety and Security</p>	<ul style="list-style-type: none"> • Provides traffic and law enforcement support to local municipalities. • Coordinates with the FBI and local officials in the suspected or actual incidence of a terrorist attack. • Supports local municipalities and organizations with needed safety and security resources.



<p>ESF #14</p>	<p>Long-Term Community Recovery</p>	<ul style="list-style-type: none"> • Provides support to county, local, and tribal governments, non-governmental organizations (NGOs), and the private sector designed to enable whole community recovery from the long-term consequences of an emergency. • Support consists of available programs and resources of state and federal departments and agencies to enable whole community recovery, especially long-term community recovery, and to reduce or eliminate risk from future incidents, where feasible.
<p>ESF #15</p>	<p>External Affairs/Emergency Public Information</p>	<ul style="list-style-type: none"> • Ensure that sufficient county assets are available during a potential or actual incident to provide accurate, coordinated and timely information to the affected Whole community. • Whole community includes county, local and tribal governments; the media; the private sector; local residents and visitors.



ESF 1 Transportation and Infrastructure Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCY:

Yuma County Public Works

SUPPORT AGENCIES:

- City of Yuma: Public Works
- City of San Luis: Public Works
- City of Somerton: Public Works
- Town of Wellton: Public Works
- School Districts: School Buses
- Law Enforcement
- Federal: Immigration Naturalization Service's vans & buses
- Yuma Metropolitan Planning Organization
- Yuma County Office of Emergency Management

Available through Arizona Division of Emergency Management

- Arizona Department of Corrections
- Arizona Department of Transportation
- Arizona Department of Public Safety
- Arizona Department of Administration
- Arizona National Guard
- Arizona State Land Department
- Arizona State Park
- Arizona Division of Emergency Management

INTRODUCTION

Purpose

- Coordinate transportation infrastructure restoration and recovery activities.
- Support and assist law enforcement agencies in traffic access and control.
- Outline roles and responsibilities related to Yuma County Public Works.
- Coordination of transportation support



Scope

Transportation infrastructure support includes coordination of city, county, state, federal, and private agencies and resources to manage restore and maintain transportation arteries.

This ESF will be activated when there is a major county disaster, major state-wide disaster, or terrorist attack within the local community, county or state as needed.

POLICIES

Transportation planning will be directed toward satisfying the needs of response agencies requiring transportation routes to perform their assigned disaster missions.

Transportation planning will include the utilization of available state transportation capabilities as well as local capabilities.

SITUATION AND ASSUMPTIONS

A disaster may severely damage the transportation infrastructure. Most localized transportation activities will be hampered by lack of useable surface transportation infrastructure. The damage may influence the level of accessibility for relief services and supplies.

Disaster responses, which require usable transportation routes, will be difficult to coordinate effectively during the immediate post disaster period.

Gradual clearing of access routes will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period.

The requirement for transportation routes during the immediate lifesaving response phase will exceed the availability of locally controlled or readily obtained assets.

Transportation assistance will be provided according to the requirements of this plan as means are available.

CONCEPT OF OPERATIONS

The County Administrator or the Emergency Management Director has the authority to activate this ESF.

The Yuma County Public Works Department is responsible for coordination of county resources needed to restore and maintain transportation routes necessary to protect lives and property during an emergency/disaster.



The Arizona Department of Transportation (ADOT) is responsible for coordinating state resources needed to restore and maintain transportation routes necessary to protect lives and property during an emergency/disaster.

The Yuma County Public Works Department will provide a representative to the EOC – Operations Group, Public Works Branch. This representative will serve as liaison between the EOC and Public Works Department and provide information on road closures, infrastructure damage, debris removal and restoration activities.

The Yuma County Public Works Department will assess the condition of highways, bridges and other components of the county's transportation infrastructure and:

1. Close those determined to be unsafe;
2. Post signing and barricades;
3. Notify law enforcement and emergency management personnel; and
4. Protect, maintain, and restore critical transportation routes and facilities.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Yuma County Public Works Department

Implement Yuma County Public Works Department emergency functions to include the prioritization and/or allocation of resources necessary to maintain and restore transportation infrastructure.

Provide traffic control assistance, hazardous materials containment response and damage assessment.

Assist county and local government entities in determining the most viable available transportation networks to, from and within the disaster area and regulate the use of such networks.

Discuss with support agencies possibilities for alternative transportation, given the current situation, and implement solutions when systems or infrastructure are damaged, unavailable or overwhelmed.

Include people with access and functional needs and children in planning for alternative transportation systems.

Identify, procure, prioritize, and allocate available resources.

Report shortfalls and proposed actions to the Operations Group Chief at the EOC or his/her representative.

Maintain records of cost and expenditures.



If possible, support agencies will make available heavy equipment, personnel, and other assets to maintain and restore the county's critical transportation infrastructure to include traffic control.

RESOURCE REQUIREMENTS

Estimated logistic requirements (e.g., personnel, supplies, and equipment, facilities and communications) will be developed during normal planning processes and exercises.

PLAN DEVELOPMENT AND MAINTENANCE

The Yuma County Public Works will maintain this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Yuma County Public Works. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

***Note:** This ESF uses forms [Form 213](#), [Form 214](#), [Form 218](#)



ESF 2 Communications Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCY:

Yuma Regional Communications System (YRCS located at ITS, City of Yuma)

SUPPORT AGENCIES:

- Yuma County Information Technology Services (ITS)
- Yuma County Office of Emergency Management
- Yuma County Sheriff's Office
- Local law enforcement
- Local Emergency Planning Committee
- Yuma Auxiliary Communications
- Service YRCS Council Point of Contact
- Department of Public Safety
- Local cellular companies
- U.S. West

Available through

- Arizona Division of Emergency Management
- Arizona Department of Water Resources
- Arizona Game and Fish Department Arizona
- State Land Department
- Arizona National Guard
- Military Amateur Radio Systems Arizona
- Department of Transportation

INTRODUCTION

Purpose

Provision of county communications (data, telephone, and radio) support to county and local response efforts.

Describe communications resources available to conduct countywide direction and control, direct and coordinate emergency resources.

Establish responsibilities for communication operations.

Define operating procedures to support county/local government jurisdictions during disasters.



Scope

This Emergency Support Function (ESF) will coordinate the establishment of both permanent and temporary communications in the areas affected by an emergency/disaster. Support will include state agency communications, commercially leased communications, and communications services provided by volunteer groups such as Yuma Auxiliary Communications Service (YACS) formerly known as Radio Amateur Civil Emergency Services (RACES), Civil Air Patrol (CAP), etc.

This ESF will be activated when there is a major county disaster, (versus a minor local emergency); major state-wide disaster; terrorist attack within the local community, county, or state.

SITUATION AND ASSUMPTIONS

Natural hazards or threats likely to impact Yuma County include earthquakes, heat emergencies, wind storms/micro-bursts and flooding along with manmade hazards such as chemical spills, vehicle accidents and acts of terrorism.

These hazards have a high potential of causing power outage which is a major contributor to loss of communication. Cell phone communication is at high risk for loss due to loss of signal to and from towers, lack of 'line of sight' from phone to tower (due to mountains and valleys), and over-burdening of the system by calls from worried people. In the winter, the population doubles which puts an additional burden on the system.

While Yuma County has compatible radio frequencies among the various emergency response agencies, not all jurisdictions outside of Yuma County have that capability. Under the authority of the Yuma Regional Communication System (YRCS) an interoperable communication plan has been developed that consolidates information across agencies, disciplines and jurisdictions by documenting regional communications capabilities. This document, known as the [Yuma Regional Tactical Interoperable Communications Plan or TIC-P](#).

Yuma Regional Communications System is a consortium of federal state, county, tribal, private, and non-governmental organizations (NGOs), who have partnered to increase the communication interoperability capabilities in Yuma County. Over the past several years they have obtained grants and funding for 700 MHz radios, new radio towers, and education/training for the emergency response community.

Yuma Regional Communications System (YRCS), in conjunction with the Yuma County Office of Emergency Management, is responsible for developing, maintaining and operating both permanent and emergency communications systems which collect and disseminate information, receive requests for assistance, and coordinate disaster response activities during the activation of the Yuma County Emergency Operations Center and/or a declared emergency. The YRCS is located in the ITS Division of the City of Yuma.

Yuma Regional Communications System will continue to assist local jurisdictions in developing, maintaining and operating emergency communications systems. Assistance will be provided for technical, and program



development guidance to assure a coordinated and integrated countywide emergency communications system.

Guidance for communicating with children, those with functional needs, and the necessary equipment to do so is contained in ESF 15.

Communication resources and equipment are made accessible to individuals with communication adaptive needs working in emergency operations by all law enforcement agencies having TDD capability. Large print is available by changing font size/screen size on the computers, and printed materials are available by request.

CONCEPT OF OPERATIONS

This emergency support function on communications will work in conjunction with the previously mentioned [Yuma Regional Tactical Interoperable Communications Plan or TIC-P](#). This plan contains the compatible frequencies used by agencies during day to day operations and emergency response and includes information on who can talk to whom, including contiguous jurisdictions and private agencies.

A common operating picture within Yuma County and across other jurisdictions provides the framework of our communications capabilities. This framework is made possible by interoperable systems managed by the Yuma Regional Communications System (YRCS). The YRCS affords first responders and providers from all disciplines the capability for efficient response and recovery activities via effective communications.

The existing communications within Yuma County consists of the YRCS system, telephone, computer technology and dedicated/common user wire, cellular and satellite telephone systems and is augmented by the use of amateur radio operations from the Yuma Auxiliary Communications Service (YACS).

The county-wide dispatch and communications center is housed at the Yuma County Sheriff's Office at 141 South 3rd Avenue, Yuma, Arizona. It is staffed 24/7/365 by a professional communications staff. Equipment is available to provide day to day as well as emergency communications. Twenty-four hour communications are provided by and maintained by this dispatch center.

Each municipality in Yuma County has its own dispatch center. These dispatch centers are able to connect to, and monitor the county-wide dispatch and communications center.

By having access to the same channels, Phoenix AZ, as well as Imperial and Riverside County, CA are able to monitor the 800 MHz system allowing real-time notification of events and incidents.

If 9-1-1/dispatch centers are out of operation, alternate methods of service will be used to support/coordinate communications for the on-scene personnel/agencies (e.g. resource mobilization, documentation, backup). These will include but not be limited to radio, cell phone, runner, and YACS.



The Yuma County Sheriff's Office supervises the YCSO communications system, and works closely with the representatives from the YRCS.

Agencies will retain operational control of their communications systems and equipment during emergency operations.

The Yuma County Sheriff's Office will serve as Net Control Station for Yuma County Office of Emergency Management as well as for all other County participants. It is the primary interface for state, national, regional, and interstate communications operations for county radio operations. It should be noted that the Office of Emergency Management maintains a 700 MHz radio operating under the call sign of "EM-1".

All other participating member agencies of YRCS have their own net control station.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County Government

Yuma Regional Communications System will:

Work in conjunction with the Yuma County Sheriff's Office and the Yuma County Office of Emergency Management for day to day operations as well as emergency response and preparedness activities.

The Chairman of the Yuma Regional Communications System is the designated point of contact.

Develop and maintain primary and alternate communications systems for contact with local jurisdictions, other state agencies, interstate and national agencies required for mission support.

Develop and supervise a comprehensive countywide emergency communications program and plan.

Assist other local jurisdictions in developing communications plans and systems that interface with and support the countywide emergency communications system.

Conduct training and communications system exercises to insure reliable statewide emergency communications support.

Augment and maintain the communications resource inventory.

Ensure a communications capability exists for the Emergency Operations Center to include coordination with the telephone companies for installation of dedicated lines between the EOC and the Sheriff's Office.

Ensure communication restoration procedures are developed, maintained and tested regularly.

Ensure that the local telephone company representatives are aware of circuit restoration priorities.



Yuma County Office of Emergency Management will:

Work to coordinate the use of the volunteers from the Yuma Auxiliary Communications Service with the Yuma County Sheriff's Office as well as the Yuma County Department of Public Works, housing the EOC.

Maintain the historical record of the event.

Work to coordinate the following local, county, and state agencies to assist YRCS and the Office of Emergency Management in maintaining communications through primary or alternate systems, specifically;

YRCS member agencies Yuma County Sheriff's Office Yuma County Public Works Arizona

National Guard Department of Public Safety Department of Transportation

Yuma Auxiliary Communications Service

Century link

Member agencies, NGOs and Tribal Nations

Involved in the county emergency communications system will:

Develop emergency communications support plans that provide alternate or supplementary support to the state emergency communications system.

Make use of common language during all communications to reduce confusion when multiple agencies or disciplines are involved.

Develop and implement internal security procedures.

Conduct or participate in periodic tests or exercise to ensure responsive and reliable emergency communications support.

Coordinate emergency communications support plans with the Yuma County Communications Officer.

Volunteer Agencies

YACS will provide primary or alternate emergency radio communications support.

State Government



The State Government will implement Essential Support Function (ESF) #2 of the State Response Plan, to provide communications support to county/local jurisdictions. Assistance will be discontinued when local requirements no longer exist.

Federal Government

The Federal Government will implement ESF #2 of the Federal Response Plan, to provide communications support to county/local jurisdictions. Assistance will be discontinued when state or local requirements no longer exist.

ADMINISTRATION AND LOGISTICS

This ESF and the Yuma County Emergency Communications Plan may be implemented to support national/state/local emergency/disasters. Implementation may require full or partial activation of the EOC.

All records generated during an emergency will be collected and filed electronically and hard copy in an orderly manner to preserve a record of events for use in determining response costs, settling claims and updating emergency plans and procedures. This shall be the responsibility of the Yuma County Office of Emergency Management.

PLAN DEVELOPMENT AND MAINTENANCE

The YRCS, in conjunction with the Yuma County Sheriff's Office and the Yuma County Office of Emergency Management, will maintain this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Yuma Regional Communications Systems. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: This ESF uses forms [Form 205](#), [Form 205A](#), [Form 210](#), [Form 211](#), [Form 213](#), [Form 214](#).

Appendix 1, Alert and Warning to ESF #2 Communications

PRIMARY AGENCY:

Yuma County Office of Emergency Management

SUPPORT AGENCIES:

Yuma County Sheriff's Office
Department of Public Safety
National Weather Service
Emergency Alert System (Phoenix & Tucson)



Arizona Department of Water Resources
Arizona Division of Emergency Management
Arizona Department of Public Safety
Federal: National Weather Service
Local Law Enforcement
Local Fire Department

PURPOSE

Provide procedures to receive alerting and warning information of impending threats that could endanger the population of the County, region and State.

Provide warning information and instructions of impending danger.

Alert disaster response organizations.

SITUATION AND ASSUMPTIONS

County government must be prepared to receive, evaluate, and react to alerts and warnings. The County must notify governmental officials and response organizations, and issue information and instructions to the public of an impending disaster situation.

CONCEPT OF OPERATIONS

Alerting Phase

The Department of Public Safety (DPS) is designated as the 24-hour State Warning Point for disasters and will receive and relay alerting information through the National Warning System (NAWAS).

Upon receipt of information, the DPS Duty Officer will:

Notify the appropriate county Warning Points, which will execute local alert and warning procedures.

Notify ADEM, which will alert the county to confirm their receipt of notification and establish coordination and feedback channels.

Assist Yuma County and, when appropriate, the National Weather Service (NWS) by providing feedback information about what is occurring in the affected areas.



Warning Phase

NWS offices issue weather statements, Advisories, Watches and Warnings, and short-term forecasts (NOWcasts), for significant/severe weather events and flooding. They are transmitted via the National Weather Wire Service (NWWS) and NAWAS to state and county Warning Points.

Other subscribers also receive information on the NWWS throughout the state, for dissemination to the public. The National Oceanographic and Atmospheric Administration (NOAA) Weather Radio (NWR) is used to disseminate data about events within the listening area (about a 40-mile line-of-sight radius) by transmitters in Phoenix, Flagstaff, Yuma, Tucson and Las Vegas. NWS offices also use the Media Alert System for short-fused, severe weather events affecting, or expected to affect, populated areas.

NWS Offices may make additional notifications as to Statements, Advisories, Watches, Warnings, and NOWcasts. Feedback information is provided by local jurisdictions and county emergency management directors to the NWS so accurate predictions and appropriate upgrading of Watches or Warnings can be timely. The feedback loop consists of ADEM, DPS, NWS, and local government.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

DPS is responsible for functioning as the State Warning Point, for receiving alerting and warning information and for relaying such information to ADEM and Yuma County through the Yuma County Sheriff's Office.

County Government

Yuma County Office of Emergency Management is responsible for:

Acting as the primary county agency for establishing, improving, and maintaining a county warning system;

Working in conjunction with the County's PIO and the Yuma County Sheriff's Office in alerting the appropriate county agencies to insure a common operating picture;

Establishing feedback channels with local government, DPS and the NWS to ensure situation monitoring;

Primary local response agencies are responsible for alerting support agencies and personnel;
Any county or local agency that recognizes an impending danger is responsible for initiating the alert to the State Warning Point;

Establish county Warning Points;

Disseminate Alert and Warning information through the [Emergency Alert System \(EAS\)](#); and

Pass reports of significant/severe weather or flooding to the NWS office, which has warning responsibility for their county.



Federal Government

NWS offices in Phoenix, Tucson, Flagstaff, and Las Vegas are responsible for preparing and issuing Statements, Advisories, Watches, Warnings and NOWcasts about any severe weather or flooding in Arizona. Each office is responsible for a County Warning Area (CWA). CWAs in Arizona, are as follows:

Weather Forecast Office (WFO) Phoenix, AZ – which covers Maricopa, Yuma, La Paz, southern Gila, and northwest Yuma Counties.

WFO Tucson, AZ – this covers Cochise, Graham, Greenlee, Pima, Southeast Yuma, and Pima County.

WFO Flagstaff, AZ – which covers Apache, Coconino, Northern Gila, Navajo, and Yavapai Counties;

WFO Las Vegas, NV – which covers Mohave County;

FEMA is responsible for activation of the NAWAS to alert states of the potential for or an actual attack upon the United States or its territories.

ADMINISTRATION AND LOGISTICS

YUMA COUNTY OFFICE OF EMERGENCY MANAGEMENT will:

Maintain the ESF Appendix.

Approve county Warning Points and Warning Point extension for NAWAS utilization.

Assist Warning Point facilities in maintaining the NAWAS and EAS communication

system;

Develop and maintain Internal Operating Procedure (IOPs) for alerting of appropriate state agencies and establishing feedback channels.

Assist local agencies in preparing IOPs for alerting and warning systems implementation.

Maintain coordination with state and federal agencies to improve plans, procedures, and systems for providing alert and warning information.

Primary Agencies will:

Identify a point of contact and an alternate for receiving an alert from Yuma County Office of Emergency Management.

Develop and maintain an IOP which will include an alerting system for the primary agency and for support agencies and personnel.

DPS will provide training in procedures for alerting affected local and county governments, and providing feedback information to ADEM or the NWS in weather related situations.



ESF 3 Public Works and Engineering Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018

Next review date: February 2019

PRIMARY AGENCIES:

- Yuma County Public Works
- Yuma County Development Services

SUPPORT AGENCIES:

- Yuma County Office of Emergency Management
- City of Yuma: Public Works
- City of San Luis: Public Works
- City of Somerton: Public Works
- Town of Wellton: Public Works

Available through the Arizona Division of Emergency Management

- Arizona Division of Emergency Management
- Arizona Corporation Commission
- Arizona Department of Transportation
- Arizona Department of Environmental Health
- Arizona Department of Environmental Quality
- Arizona National Guard
- Arizona Department of Water Resources
- Private: Associated General Contractors of Arizona

INTRODUCTION

Purpose

Provide public works and engineering support to county agencies and local government.

Scope

Technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair of wastewater and solid waste facilities and real estate support.

Activities within this Essential Support Function (ESF) include:

Emergency flood fighting operations;

Emergency debris clearance for reconnaissance of damaged areas and passage of emergency personnel and equipment;

Identification of emergency landfill areas for debris disposal;



Temporary construction of emergency access routes that include damaged streets, roads, bridges, airfields and any other facilities necessary for passage of rescue personnel;

Emergency restoration of critical public services and facilities including supply of adequate potable water, temporary restoration of water supply systems and the provision of water for firefighting;

Emergency demolition or stabilization of damaged structures and facilities designated by county or local government as immediate hazards to the public health and safety;

Temporary protective measures to abate immediate hazards to the public for health or safety reasons until demolition is accomplished; and

Technical assistance and damage assessment, including structural inspection.

SITUATION AND ASSUMPTIONS

Rapid damage assessment of the disaster area will be required to determine potential workloads.

Access to the disaster areas will be dependent upon the reestablishment of ground routes. In many locations, debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.

A disaster may cause unprecedented property damage. Structures could be destroyed or severely weakened. Homes, public buildings, bridges, and other facilities may require reinforcement or demolition to ensure public safety. Debris could make streets and highways impassable. Public utilities could be damaged and may be partially or fully inoperable. Equipment in the immediate disaster area may be damaged or inaccessible. Sufficient resources may not be available to meet emergency requirements.

State assistance may be required to identify and deploy resources from outside the affected area to ensure a timely, efficient, and effective response. Existing landfills may be overwhelmed by debris and need to be augmented by areas pre-designated for clean debris disposal.

Assistance may be needed to clear debris, do damage assessment and structural evaluations, make emergency repairs to essential public facilities, reduce hazards by stabilizing or demolishing structures, and provide water for human health needs and firefighting.

Emergency environmental waivers and legal clearances may be needed for disposal of materials from debris clearance and demolition activities.

Personnel with engineering and construction skills, and construction equipment and materials may be required from outside the disaster area and reevaluation of previously assessed structures and damages may be required.



CONCEPT OF OPERATIONS

When the Yuma County Chairman of the Board has proclaimed a State of Emergency, the Emergency Management Director, upon consultation with the County Administrator and/or the Sheriff, will activate the Yuma County Emergency Operation Center (EOC) in accordance with the protocol outlined in the Basic Plan.

In the event of a disaster the Yuma County Office of Emergency Management will assist and facilitate the acquisition of requested resources via the use of the EOC. The Director of Public Works, or his/her designee, will respond to the EOC and provide public works and engineering support to the affected area.

The Emergency Operations Center will coordinate county resources to assist county and local government in emergency work and identify resources that could assist county and local utilities in emergency restoration.

Should the combined resources of local, county, and private agencies prove inadequate, the Emergency Management Director of Yuma County, will, through the Arizona Division of Emergency Management (ADEM), request state activation of ESF # 3 of the State Response Plan.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Public Works and Development Services will:

Provide personnel, equipment, supplies, and other resources to assist in emergency operations such as repairing roads, bridges, debris removal, flood fighting, and other related tasks such as providing equipment for use during search and rescue of collapsed structures.

Provide engineering support to conduct Preliminary Damage Assessments (PDAs) and prepare Damage Survey Reports (DSRs).

Training for personnel selected to assist with the PDAs and DSRs will be provided by the Office of Emergency Management and their respective departments before dispatch to the disaster area.

Yuma County Office of Emergency Management will:

Establish procedures for documenting expenditures;

Identify county, state and private resources, including those of the Associated General Contractors of Arizona (AGCA).

The Department of Environmental Quality (ADEQ) will:

Provide personnel to assist in damage assessment of water systems and waste water systems and determine necessary emergency repairs.



Assist in locating suitable debris disposal sites and provide guidance on areas affected by hazardous materials (See ESF # 10).

Issue emergency environmental waivers and legal clearances for disposal of materials from debris clearance and demolition activities.

National Guard will provide personnel, supplies, transportation, and equipment (If activated).

The Department of Water Resources (ADWR) will provide technical engineering expertise in determining emergency operations required for irrigation, flood control facilities, dam safety, drainage channels, and other related areas.

ADMINISTRATION AND LOGISTICS

Public Works will:

Assist utilities in developing or improving emergency procedures;

Identify areas of assistance that can be provided to utilities;

Maintain a 24 hour listing of emergency coordinators from each regulated utility in the county;

Keep the Emergency Management Director advised on status of utility services;

Provide advice to local jurisdictions concerning utilities restoration and assistance;

Identify operating personnel and equipment including any contract agreements with other resources; and

Prepare procedures for documenting expenses (see State Disaster Assistance Guide).

PLAN DEVELOPMENT AND MAINTENANCE

This ESF and related SOPs will be maintained jointly by Public Works and the Office of Emergency Management in coordination with other tasked county agencies. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Public Works. Suggested changes have been made.

Acknowledgement of receipt is on file with OEM.

Note: This ESF uses ICS forms [Form 211](#), [Form 213](#), [Form 214](#)



ESF 4 Fire Service Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCIES:

- Jurisdictional Fire Departments
- Rural Metro Fire Department (in unincorporated areas of the County)

SUPPORT AGENCIES:

- Somerton-Cocopah Fire Department
- San Luis Fire Department
- City of Yuma Fire Department
- Yuma County Fire Officers Association
- Yuma County Building Safety
- Yuma County Office of Emergency Management
- Yuma County Public Health Services District
- Yuma County Sheriff's Office
- Volunteer: American Red Cross
- Volunteer: Salvation Army
- Other volunteer agencies

Available through the Arizona Division of Emergency Management

- Arizona Department of Administration
- Arizona Department of Public Safety
- Arizona Department of Agriculture
- Arizona Department of Transportation
- Arizona Department of Contractors
- Arizona Department of Agriculture
- Arizona Department of Corrections
- Arizona Department of Defense
- Arizona Department of Environmental Quality
- Arizona Bureau of Indian Affairs
- Arizona Department of Game & Fish
- Arizona State Land Department
- Arizona Department of Health Services
- Arizona National Park Service



INTRODUCTION

Purpose

Optimize the use of fire service resources, including emergency medical services, throughout the county for emergencies/disasters requiring fire service response and/or assistance during a declared emergency/disaster.

Scope

Provide personnel, equipment and supplies in support of County/local agencies involved in rural and urban firefighting operations during County or state declared emergencies/disasters.

SITUATION AND ASSUMPTIONS

Uncontrolled fires may reach such proportions as to become an emergency/disaster. If not promptly controlled, even small fires can threaten lives and cause significant destruction of property and the environment. Fire Departments are ALL RISK by nature and mission, responding to all events that endanger life or property.

Fire service resources may be needed to transport patients, and for response to other natural and technological emergencies/disaster.

The Yuma County Fire Officers Association will provide a fire service representative to the Yuma County Emergency Operations Center upon the request of the Emergency Management Director or his/her designee.

Yuma County depends on the Rural/Metro Fire Department for fire protection in the unincorporated areas of Yuma County. These services are available on a subscription basis, payable to Rural/Metro.

Fire scenes may present problems requiring a response by law enforcement, public works, utilities, public health authorities and other agencies. In these cases, effective interagency coordination using the National Incident Management System (NIMS) Incident Command System (ICS) is essential.

CONCEPT OF OPERATIONS

The fire service has the primary responsibility for an all hazard response to include fire control, hazmat and oil spill response and radiological protection operations.

The first official responder on the scene of an emergency situation should initiate ICS and establish an Incident Command Post (ICP). As called out in NIMS, as other responders arrive, the individual most qualified to deal with the specific situation present should serve as Incident Commander. The EOC will generally not be activated for calls that do not exceed the local capacity.



When fire is expected to exceed the resources of county and local government (including mutual aid), the Fire Chief will notify the Office of Emergency Management directly. At this time it may be necessary to transition from the normal ICS structure to a Multi-Agency Coordination System (MACS). As the EOC is central to the MACS, the EOC should be activated following established protocol.

If the situation warrants, the Emergency Management Director, or his/her designee, will activate this Essential Support Function (ESF) and/or open the EOC.

The Office of Emergency Management through the Yuma County Incident Command System (ICS) will support the Incident Commander during natural and man-caused emergencies/disasters.

Wildland fires will be managed by Arizona State Land Department (see Appendix 1, Wildland Fire, refer to [Community Wildfire Protection Plan](#) adopted by the Yuma County Board of Supervisors on 20 June 2010.

The mutual aid agreements between the fire agencies will dictate how fire service resources are accessed by the Office of Emergency Management during county and local emergencies/disasters.

All responding agencies will develop internal procedures to include:

Identification of key personnel;

Alert notification; Operational

checklists; Expenditure

documentation.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agencies

Each responding jurisdiction is responsible for the coordination of county resources required under this ESF, and will:

Coordinate the planning for and response to natural and human caused fires, except wildland fires, which exceed or are likely to exceed the capability of county and local government;

Coordinate and manage the use of fire service resources responding to emergencies/disasters;

Provide support and coordination of resources as needed;

Develop operational procedures to include:



Internal and external alert notification; Expenditure documentation; Operational checklists.
Coordinate continuing actions and recovery operations.

Responding jurisdiction will assign two representatives to work in the EOC when requested. Their representatives will:

Maintain contact with the EOC, advising of resource needs;

Coordinate fire service missions and resources in the operations and logistics groups;

ICS (3 part form) 213 will be completed by all EOC participants and 2 copies provided to the addressee, with #3 remaining with the originator to be forwarded to the documentation section;

Procure resources through their established system of accessing fire resources;

Coordinate the use and deployment of needed fire service resources;

Report on the status of fire service resources and operations;

Contact the Office of Emergency Management when fire and support resources from his/her county are accessed;

Maintain a listing of fire service resources within the county, in cooperation with the Office of Emergency Management, an example of which is found in the [Community Wildfire Protection Plan](#) of June 2010.

Support agencies will provide trained personnel to the EOC as requested, to coordinate their agencies' activities during an emergency/disaster.

Responding Jurisdiction Fire Agencies

Fire departments and districts that have volunteered to participate as fire service assets during the county declared emergencies/disasters will:

Provide personnel and equipment, including emergency medical services, as requested by the primary agencies, **unless the response would place their jurisdiction in jeopardy;**

Will not dispatch personnel or equipment to a disaster/emergency unless requested by the affected local jurisdiction under a mutual aid agreement, or a representative in the EOC.

Assume their appropriate role in the Incident Command System (ICS) and/or provide incident command support as requested by the incident commander (IC) or, if ICS has not been established, initiate ICS.

Triage, stabilize, treat, transport, and decontaminate the injured as appropriate.

Establish and maintain field communications and coordination with other responding emergency teams and hospitals.



Direct the activities of private, volunteer, bystander volunteers, and other emergency medical units.

Assist in the evacuation of patients from affected hospitals, nursing homes or assisted living facilities.

Provide specialized teams to support disaster response or as pre-positioned assets to mitigate or respond to forecasted emergencies by maintaining a personnel accountability system.

Provide a wide range of support at the scene based on the needs of the incident, including improvisational tasking.

Remain as county assets until released by the EOC to return to their home jurisdiction.

Report situation, needs and mission status to the EOC on a regular basis.

Yuma County Public Health Services District will:

Refer requests for medical support to the EOC or OEM to be routed to ADHS

Provide epidemiologist services;

Activate MRC at request of EOC

Yuma County Sheriff's Office will:

Provide security for county property and evacuated areas;

Provide roadblocks on county highways;

Provide road blocks on state highways working in conjunction with ADOT;

Assist in evacuation of threatened population from county lands;

Rural Metro Fire will:

Maintain communication via the 700 MHz radio system as established by Yuma Regional Communications System;

Other county support agencies will develop internal operating procedures to include:

Key personnel identification;

Alert notification; Expenditure documentation; Operational checklists



State Agencies

Arizona Registrar of Contractors will:

Provide information of licensed contractors in Yuma County; Provide construction inspectors to inspect structures for safety; and inform public on how to hire a contractor for repairs;

Will perform according to the [State Emergency Response and Recovery Plan](#) (SERRP);

Arizona Game and Fish will:

Respond as needed in case of fire threat to fisheries and hatcheries;

Respond as needed in case of movement of wildlife into inhabited areas due to fire/threat in their home territory.

Provide peace officers to control traffic;

Provide transportation resources.

Arizona Department of Health Services will:

Provide support from the state laboratory.

Arizona Department of Public Safety will:

Provide security for county property and evacuated areas;

Provide roadblocks on county and state highways;

Assist in evacuation of threatened population from county lands;

Provide rotary and fixed wing aircraft;

Provide crime laboratory support for evidence collection, body identification, and notification of next of kin.

Federal agencies

U.S. Department of Agriculture, Forest Service, is responsible for fire service activities in the national forests.



Department of Defense is responsible for fire service activities on federal military installations.

Bureau of Land Management (BLM) is responsible for fire service activities on BLM lands.

National Park Service is responsible for fire service activities on Park Service lands.

Several local federal agencies may assist if called upon and if assets are available.

Volunteer agencies will:

Provide trained personnel to the EOC as requested to coordinate their activities during the emergency/disaster.

TRAINING

The Office of Emergency Management provides and coordinates emergency management training in incident command classes and other preparedness activities.

PLAN DEVELOPMENT AND MAINTENANCE

The General Manager of Rural Metro Fire Department in coordination with the Office of Emergency Management is responsible for developing and maintaining this ESF as it pertains to the unincorporated areas of Yuma County.

Local chiefs of responding jurisdictions in coordination with the Office of Emergency Management is responsible for developing and maintaining this ESF as it pertains to their particular jurisdictions.

This ESF will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to all Yuma County municipalities and jurisdictions. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Appendix

Wildland Fire (refer to Community Wildfire Protection Plan June 2010)

Appendix 1 to ESF # 4 (Wildland Fires)

PRIMARY AGENCY:

Arizona State Land Department



SUPPORT AGENCIES:

- Local Fire Departments
- Yuma County Office of Emergency Management
- Volunteer: American Red Cross
- AZ. Volunteer Organizations Active in Disaster
- Department of Public Safety
- U.S. Forest Service
- Yuma County Public Health Services District
- Yuma County Air Quality

Available through the Arizona Division of Emergency Management

- Arizona Registrar of Contractors
- Department of Health Services
- Arizona Department of Corrections
- Arizona National Guard
- Arizona Division of Emergency Management
- Arizona Game and Fish Department
- Federal Emergency Management Agency
- National Weather Service
- National Guard

INTRODUCTION

Purpose

Coordinate countywide resources utilized for combating wildland fires.

Suppress wildland and structural fires when such fires are likely to result in a declared emergency/disaster.

Scope

Manage and coordinate fire service activities including the detection and suppression of wildland fires on county, state, federal and private lands.

SITUATION AND ASSUMPTIONS

Wildland fires may reach such proportions as to become an emergency/disaster. If not promptly controlled, even small fires can threaten lives and cause destruction of improved property.

The U.S. Forest Services, Arizona State Land Department, and Bureau of Land Management (BLM) have a mobilization plan for the suppression of wildland fires occurring on state, federal or private land.

Fire Departments/Districts have a mobilization plan for the suppression of wildland fires occurring on county



or private land.

Yuma County Office of Emergency Management as well as other county and state agencies, will provide assistance to the U.S. Forest Service, State Land Department or BLM upon their request.

The Yuma County Office of Emergency Management is responsible for planning for county response to natural and human caused fires, and supporting wildland fire planning response activities via such resources as the Community Wildfire Protection Plan dated June 2010.

Fire service resources will be obtained from fire service agencies that have indicated via mutual aid agreements or to the Office of Emergency Management in writing that they desire to participate with the county in emergency situations.

CONCEPT OF OPERATIONS

This emergency support function on wildland fire will work in conjunction with the Community Wildfire Protection Plan dated June 2010.

When a wildland fire threatens to cause a major emergency/disaster, the responding Fire Department/District will notify the Emergency Management Director, who, if the situation warrants, will open the Yuma County Emergency Operations Center (EOC) in accordance with the protocol established in the Basic Plan.

If the event on county or private land exceeds, or is expected to exceed, the county's capabilities and resources, the Office of Emergency Management will facilitate the preparation and submission of a request for state fire suppression assistance.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Responding Fire Agencies

Fire Departments/Districts are responsible for responding to needs arising under this plan, and will:

Assess and respond to wildland fire situations;

Manage response to wildland fires, requesting assistance from state/county/local agencies;

Maintain contact with the Office of Emergency Management, advising of resource needs and mission status;

Develop internal and external alert notification procedures;

Maintain emergency rental agreements with local firefighting resources; Coordinate continuing actions in



wildland fire situations;

Develop operational procedures to include:

Expenditure documentation;

Identification of key State Land Department personnel;

Operational checklist development.

Yuma County Office of Emergency Management will:

Activate the EOC to provide coordination of county and state non-fire support resources when a wildland fire threatens to result in an emergency/disaster;

Provide support and coordination of resources;

Provide alert notification;

Develop operational procedures to include:

Internal and external alert notification;

Expenditure documentation;

Operational checklists.

Yuma County Public Health Services District will:

Route requests for additional emergency medical service to the OEM or EOC;

Provide epidemiologist to initiate communicable disease surveillance and investigation as indicated.

Activate MRC per request of EOC or OEM

Yuma County Sheriff's Office will:

Assist with the security of evacuated areas;

Provide teams to establish and staff roadblocks.



Other county agencies will:

Provide personnel equipment and other resources on request of the EOC;

Identify key personnel for alert;

Develop procedures for documentation of expenditures;

Develop operational procedures;

Develop operational checklists.

State Agencies

Arizona Registrar of Contractors will:

Perform in accordance with [State Emergency Response and Recovery Plan](#);

Access registered contractor support;

Provide construction inspectors to assess safety of structures; advise the public about hiring contractors during the recovery period.

Arizona State Land Department will:

Assist the Office of Emergency Management in maintaining emergency rental agreements with local fire jurisdictions for use during fire emergencies/disasters.

Develop operational procedures to include:

Identification of key personnel;

Alert notification;

Documentation of expenditures;

Operational checklists.

Provide training and certification for high angle/low angle rescue, white water rescue, structural fire fighting, and basic wildland fire fighting for national Red Card certification.



Arizona Game and Fish will:

Respond to fire threats of fisheries or hatcheries;

Respond to movements of wildfire into inhabited areas due to fire/threat in their home territory;

Provide peace officers to control traffic;

Provide transportation resources.

National Guard (if activated) will:

Support by activating appropriate National Guard emergency response plans, and will:

Provide personnel to the EOC upon request;

Coordinate activities/missions with the Office of Emergency Management;

Develop operational procedures to include:

Staffing of EOC;

Activation of Guard personnel/units;

Documentation of expenditures;

Development of operational checklists.

Arizona Department of Health Services will:

Provide state laboratory services.

Arizona Department of Public Safety will:

Assist with the security of evacuated areas;

Provide rotary and fixed wing aircraft;

Provide crime laboratory support for evidence collection, body identification, and notification of next of kin;

Provide hazardous materials teams;

Provide teams to establish and staff roadblocks.



Federal Agencies

National Weather Service will provide fire-weather forecasting.

Volunteer and Private Agencies

American Red Cross will:

Provide support to manage reception and care centers (see ESF # 6 – Mass Care).

Request babysitting assistance through the Arizona Voluntary Organizations Active in Disasters for emergency service workers as well as evacuees. (See ESF # 6 – Mass Care).

Have nurses on staff at shelters to access, treat and refer medical needs. (see ESF # 8 – Health & Medical Services).

NOTIFICATION

Wildland fire notifications will generally come from BLM and the EOC will make notifications upon request of BLM.

PLAN DEVELOPMENT AND MAINTENANCE

Local jurisdictions in coordination with the Office of Emergency Management are responsible for the development and maintenance of this Appendix. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to all county fire jurisdictions. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: This ESF uses ICS forms [Form 211](#), [Form 213](#), [Form 214](#)



ESF 5 Direction and Control Annex - Office of Emergency Management

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018

Next review date: February 2019

PRIMARY AGENCIES:

- Yuma County Board of Supervisors
- Yuma County Office of Emergency Management

SUPPORT AGENCIES:

- City/Town Councils in Yuma County
 - Arizona Department of Public Safety
 - Volunteer: American Red Cross
 - Arizona Voluntary Organizations Active in Disaster
 - Volunteer: Salvation Army
- (Support agencies' responsibilities and capabilities are outlined in the ESF Annexes.)

Available through the Arizona Division of Emergency Management

- Arizona Department of Administration
- Arizona Department of Agriculture
- Arizona Attorney General
- Arizona National Guard
- Arizona Department of Commerce
- Arizona Registrar of Contractors
- Arizona Corporation Commission
- Arizona Department of Corrections
- Arizona Department of Economic Security
- Arizona Department of Education
- Arizona Department of Environmental Quality
- Arizona Game and Fish Department
- Arizona Geological Survey
- Governor's Office
- Arizona Department of Building and Fire Safety
- Arizona Department of Health Services Arizona
- Industrial Commission
- Arizona State Land Department
- Arizona Mine Inspector
- Arizona State Parks
- Arizona Radiation Regulatory Agency
- Arizona Department of Revenue
- Arizona Department of Transportation
- Arizona Department of Water Resources
- Federal: National Weather Service
- Civil Air Patrol



POLICY GROUP

County Administrator	County	
City Administrator	City	
Sheriff	County	
Police Chief of City	City PD	As Appropriate
Fire Chief of City	City Fire	As Appropriate
Chairman of the Board of Supervisors	BOS	
Mayor of City	Mayor	As appropriate

INTRODUCTION

Purpose:

This ESF identifies information gaps, which require additional collection efforts and will request information directly from the appropriate element.

Under the auspices of the Emergency Management Director, the Yuma County Emergency Operation Center (EOC) will:

Provide direction, control, and coordination of all resources within Yuma County during emergency operations;

Ensure the efficient use of all resources to protect lives and property;

Describe the procedures and support requirements necessary for the activation of the EOC;

Collect process and disseminate information about an actual or a potential emergency.

Maintain accurate and timely documentation of resources utilized.

Collects, analyzes, processes, and disseminates information about a potential or actual disaster or emergency

Tasks federal and state resources in providing mission support to local emergency response efforts

Collects intelligence information surrounding the disaster. This includes items such as the scope (extent) of the disaster, status of various systems (i.e., communications, transportation and utility), monitoring of resource status, and other information

Develops reports concerning the disaster

Provides visual displays for the EOC during operations



Prepares Situation Reports (SITREPS)

Develops short-range and long-range planning guidance for use in addressing developing issues
Accesses technical expertise to assist with evaluating the actual and/or potential effects of an event upon the population and infrastructure of the county

POLICIES

When this plan is activated, the EOC will provide direction, control, and coordination of resources.

The EOC supports field operations by obtaining and providing resources, maintaining up-to-date information, coordinating activities, providing information to the public, and brings chief decision-makers together to coordinate their response to a disaster. It obtains information from a variety of sources and seeks information to develop an accurate picture of the disaster or emergency. To manage their operations, all ESFs will collect and process information. The EOC will focus on collecting critical information that is of common value or need to more than one ESF or operational element to create an overall perspective of the situation. The EOC will rely on other ESFs to provide this critical information that will be disseminated to appropriate users and developed into reports, briefings, and displays.

The Plans Group will produce Situation Reports (SITREPs), which will be distributed to the Board of Supervisors, ADEM and others as required.

The EOC will provide technical advice to the Incident Commander and ESFs from support agencies/subject matter experts with technical expertise.

The staff of the EOC will support short and long term planning activities. Plans will be short and concise, integrating resources and priorities established by Arizona Division of Emergency Management and or State Emergency Operations Center (SEOC). The response priorities for the next operational period will be addressed in the SITREP.

The staff of the EOC will not release information directly to the public. It will provide information to the Public Information Officer (PIO) for release to the public and the media.

The essential needs of children, individuals with access or functional needs and pets/service animals will be addressed in each ESF and by each responsible agency as an integral part of community mitigation, planning, response and recovery.

Scope

This ESF:

Will be activated when a major county disaster, major state-wide disaster, or terrorist attack occurs within the County at the request of the Incident Commander, or Emergency Management Director with the



approval of the County Administrator.

Supports all County departments and agencies across the spectrum of county incident management from prevention to response and recovery.

Transitions and is responsible for support and planning functions during the post-incident response phase.

Facilitates requests for State assistance.

Collects and processes disaster conditions and disseminates emergency public information about an actual or a potential emergency situation.

Provides strategic incident action planning, coordination of operations, logistics and material, information management.

Supports the implementation of mutual aid agreements to ensure a seamless resource response to affected jurisdictions.

SITUATIONS AND ASSUMPTIONS

Situation

In 2010 Yuma County completed the five year review and revision to the multi-jurisdictional multi-hazard mitigation plan (Currently updating 2018). This plan is now the basis for emergency planning in Yuma County.

The County Emergency Operations Facilities:

Primary EOC is located at the Yuma County Public Works building, 4343 So. Avenue 5-1/2 E, Yuma AZ 85364. This is an operational area of approximately 1,623 square feet, which includes offices, an operations arena, communications rooms, and restroom facilities. An emergency generator with a 10-hour supply of diesel fuel is located within the Public Works complex.

The EOC will be the primary facility utilized to coordinate county emergency operations. It will maintain communications with affected political subdivisions.

During emergencies it will be partially or fully staffed on a 24-hour basis as determined by the Emergency Management Director.

An alternate EOC could be located at any of the local jurisdictions department operating centers upon request and approval of local jurisdiction.

Field Offices may be established in the emergency/disaster area and staffed by appropriate agencies and organizations.

The Joint Information Center or JIC is a functional element of the EOC and has been established within the



Public Works complex.

Assumptions

Many hazards (natural and human-caused) have the potential for causing disasters that require centralized coordination.

There is an immediate and continuous demand by involved officials and the media for information about the developing or ongoing disaster or emergency situation.

The EOC will be activated when it is evident that more than a field incident command post is required for an adequate response to a disaster or emergency.

Department or agency heads will send to the EOC a designated representative if the department head is absent from the EOC.

All responding departments and agencies will bring to the EOC the personnel, SOP's and special items like maps, wall displays and resource lists that they will need to operate effectively.

Each department will be able to staff the EOC around the clock with 12-hour shifts.

The EOC will be staffed with sufficient personnel to adequately respond to the situation. This means that a minor emergency does not require the full staffing necessary to respond to a major disaster. An example would be the difference between a localized hazardous material accident and a catastrophic earthquake.

Activation levels for the staffing of the Yuma County EOC are discussed further in this document.

During emergencies/disasters, resource management and coordination functions can be accomplished at the County EOC which will allow field personnel to focus on essential tactical functions.

The primary agency head(s) are responsible for the coordination and performance of their respective assigned emergency support functions.

CONCEPT OF OPERATIONS

Initial Notification

To receive and document the initial notification that an emergency has occurred; and to coordinate, manage and disseminate notifications effectively to alert/dispatch response and support agencies (e.g., 9-1-1 centers, individual fire/police dispatch offices, call trees) under all hazards and conditions the following actions will be taken:

The 9-1-1 Dispatch Center will make the initial notifications to key individuals and agencies per existing SOPs and alert rosters. Any other agencies that need to be notified can be alerted by the EOC staff or Dispatch as directed by the Incident Commander or EOC Manager.



Protocol for Notifying the Yuma County Emergency Management Director

This protocol is in place to assist dispatch centers as to when the Emergency Management Director should

Contact Information:

Tony Badilla, Emergency Management Director

928-317-4680 direct office

928-580-6537 cell and text

928-580-2756 alternate cell and text

928-329-7777 home

Tony.badilla@yumacountyaz.gov

Examples of when the Emergency Management Director may be notified:

Evacuations:

- Evacuations planned or occurring within areas of Yuma County as a result of flooding, wildland fire, hazardous material release, etc., which impact 4 or more families and/or may require the establishment of permanent shelters due to anticipated duration of 8 hours or more.
- Notified if the Red Cross is called out – 1-800-842-7349

Dam/Flood Retarding Structure Failure:

- Dam failure, dam structural problems, emergency releases of water from dams when notified by dam authorities, or notifications of emergencies from Bureau of Reclamation.

Hazardous Materials Incident:

- Transportation-related incidents other than unleaded gasoline/diesel spills of 50 gallons or less.
- Report all facility-related incidents in which a hazardous material release occurs, for example, ammonia leaks at cooling facilities.

Wildland/Major Fires:

- Fire that threatens five or more structures or a multi-family complex within the unincorporated areas of Yuma County. These would usually occur along the river, Martinez Lake area, Hidden Shores, etc.
- State Forestry request for county resources (water trucks, blades, dozers, law enforcement security, evacuation etc.)
- Notified if the Red Cross is called out – 1-800-842-7349

Civil Disorder/Prison Uprising:

- Any incident exceeding our local Yuma County capabilities that might require the resources of the Arizona National Guard.



Mass Casualty/Injury Incidents:

- Any incident resulting in death/serious injury of 10 people or more if it exceeds the on-scene capabilities of first responders.
- Any aircraft/train incident resulting in injuries to five people or more if it exceeds the on-scene capabilities of first responders
- Notified if the Red Cross is called out – 1-800-842-7349

Transportation of Nuclear Materials

- Any reported radiation release.

Pipeline Failure/Explosion:

- Petroleum pipeline - any pipeline break.
- Natural gas line - any high-pressure gas line breaks

Utility/Communications Failure (electricity, gas, water, phone, radio):

- Any electrical power failures/warnings reported to the Yuma County Sheriff's Office by electrical utilities or governmental agencies that result in a disruption of service exceeding 4 hours.

Terrorism:

- Only those incidents/threats as specifically directed by the County Sheriff or his designated deputies.

Earthquakes:

- All reported incidents exceeding local capabilities of first responders; for example, need for shelter, equipment, rescue, outside assistance, coordination of supplies.

Other Incidents:

- Notifications by Yuma County municipalities and Sovereign Indian Nations if they have activated their Emergency Plans, activated their department or tribal EOC or have issued a local Declaration of an Emergency.
- Any other situation as determined by the Sheriff Staff Duty Officer.
- An incident exceeding several operational periods
- Any incident where an elected official requests to speak to the Emergency Management Director

EOC Activation Procedures

The EOC is available for occupancy and operations within 60 minutes during normal working hours and 90 minutes during non-business hours.



The EOC can be activated during normal business hours by contacting the Office of Emergency Management directly at 928-317-4680 or 928- 580-6537.

In the event the Emergency Management Director does not answer either the office or the cellphone, contact the Emergency Management Planner at 928-317-4685 or 928-210-4299.

Upon the inability to contact either, contact the Yuma County Sheriff's Office and request assistance by calling 928-783-4427.

Depending upon the event and surrounding circumstances, a person authorized to request the activation of the EOC may request a 'partial activation' only. This type of activation can be tailored to the particular emergency circumstances and to the response required.

A declaration of a state or local emergency is not required to activate the EOC. However, it must be activated once a local declaration has been made

The EOC may be activated when:

An impending or declared state of war emergency exists;

An emergency situation has occurred or may occur that is of such magnitude that it will require an extraordinary commitment of resources from numerous departments over an extended period of time to control or mitigate. This may occur with or without a declared emergency; and

An impending response to a natural and technological emergency or any significant event which endangers public health, safety and well-being, public property or which disrupts essential community services.

Activation Levels of the EOC

The following four (4) EOC Activation Levels will be used:

LEVEL 4: STEADY STATE

Level 4 involves no activation of the EOC. It is the regular steady state that is maintained.

At this level, any threat or event is handled by first responders. Any event or incidents that occur during Level 4 steady state can generally be resolved in a brief period of time by using a very small number of resources and usually at the first responder level.

In fact, notification to the Emergency Management Director, if it happens at all, will probably be after-the-fact, once the incident has cleared.



LEVEL 3: MONITORING & ASSESSMENT

Level 3 is typically a monitoring and assessment phase where a specific threat, unusual event, or situation is actively monitored by the Yuma County Office of Emergency Management and/or the Yuma County Sheriff's Office.

Level 3 activation usually does not require the Office of Emergency Management to significantly alter its day-to-day operations or management structure. If the Office of Emergency Management is notified of an incident that bears watching, the Office will immediately notify the County Administrator and the Sheriff if not already notified.

If the situation continues or the threat increases, the Office of Emergency Management may also institute "heads-up" notification to certain County Departments including but not limited to County ITS and County Public Works as Public Works is the location of the EOC and County ITS assists with the setting up the EOC.

This level may also involve "heads-up" notification to other stakeholders that it might be necessary to send representatives to the EOC. Appropriate agencies are alerted, advised of the situation, and instructed to take appropriate action as part of their everyday responsibilities. At the conclusion of the event, the Emergency Management Director verifies completion of the actions taken and documents the incident.

At times, it is appropriate to hold briefings or staff meetings to respond to, or mitigate the situation, but no Incident Action Plan (IAP) is developed and distributed. Other emergency management coordinators from local, state, tribal and federal stakeholders may become involved but the Emergency Management Director will remain the primary point of contact for the Yuma County Office of Emergency Management.

All notifications messages will be sent via the State of Arizona Communicator system. An example of a message sent out in a Level 3 activation may be:

Level 3 Message	To Whom
An incident has occurred that is currently being monitored and assessed by first responders and the Office of Emergency Management. Please be advised that if your services are required, you will receive an additional emergency alert.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors County Management Group

The County Management Group consists of the department head and designated alternates of all County departments as well as the elected officials of Yuma County. It is listed in the State Communicator database as County Admin Group.



LEVEL 2: PARTIAL ACTIVATION

Level 2 partial activation is typically limited agency and limited county department activation. The County Administrator, in collaboration with the Yuma County Office of Emergency Management, makes a decision to open the EOC and advises County Board of Supervisors of same.

The purpose of Level 2 activation is to initiate preparations due to a significant threat of a disaster or to coordinate response due to the occurrence of an incident that has exceeded the local responder's capabilities. During Level 2 activation, the EOC may be operational 24 hours a day.

ESF lead agencies with a role in the incident response are activated and required to report to the EOC.

All other ESFs are alerted of the event and are advised they are on standby. Additional notification will be made if called out.

During Level 2 activation, the Office of Emergency Management working via the Emergency Operations Center disseminates information to, and begins to coordinate preparation and response actions with other

stakeholders, external agencies and volunteer organizations that are tasked in emergency response.

Local stakeholders may be asked to send representatives to the EOC for coordination and liaison with their home agency.

The incident command system (ICS) is implemented.

One or more of the five (5) sections of Command, Finance, Logistics, Operations and Planning, along with any necessary branches may be activated.

The EOC Director and the available section chiefs develop and implement the initial Incident Action Plan (IAP). The IAP is the work plan for everyone, including the elected officials and their staff.

The EOC personnel are briefed on the IAP and pertinent items are posted on the EOC status boards. If possible, web-based tracking software is utilized but at a minimum a chronological tracking system is implemented. Depending upon the event, any appropriate logistical support elements such as security, food unit, etc. are also activated.



An example of a message sent out in Level 2 activation may be:

Level 2 Message	To whom
<p>An incident has occurred that requires <u>partial activation</u> of the Emergency Operations Center. Please report to the County EOC located at the Public Works facility at 4343 So. Avenue 5-1/2 E.</p> <p>Or</p> <p>Make a message to stand by: The EOC has been activated but your presence is not required <u>at this time</u>. Please contact your Section Chief for your scheduled shift and then stand by for possible further notification.</p>	<p>Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors Sections Chiefs of ESF activated Documentation</p>

As a courtesy and to provide continuity of communications, the County Management Group will also be notified that Level 2 activation has occurred.

LEVEL 1: FULL-SCALE ACTIVATION

In a full-scale activation, the EOC is activated on a 24-hour schedule due to an imminent threat or occurrence of a disaster. All necessary Emergency Management staff and all necessary ESFs are activated and required to report to the EOC. Local stakeholders have sent representatives that are in place in the EOC.

The ICS is implemented and all sections and branches are activated as necessary. As in Level 2 activation, the IAP establishes the operational objectives and priorities of the incident. Additionally, all logistical support elements are activated.

At this level response, relief, and recovery operations are expected to last for an extended period of time or several operational periods. Additional support or back-up staff, including representatives from the State of Arizona Division of Emergency Management (ADEM) and/or the Federal Emergency Management Agency (FEMA), are notified and requested to be prepared to assist should the response escalate and exceed local capability.



An example of a message sent out in a Level 1 activation may be:

Level 1 Message	To Whom
An incident has occurred that requires <u>full activation</u> of the Emergency Operations Center. Please report to the County EOC located at the Public Works facility at 4343 So. Avenue 5-1/2 E.	Office of Emergency Management Yuma County Sheriff's Office County Administrator Board of Supervisors Sections Chiefs of ESF activated Documentation All hands

As a courtesy and to provide continuity of communications, the County Management Group will also be notified that a Level 1 activation has occurred.

Incident Assessment

The initial assessment will be disseminated by the policy group in order to make protective action decisions and establish response priorities, including the need to declare a state of emergency.

The following 4 ICS Sections will describe Emergency Operations Center management direction, control, and coordination

Operations Section

The Operations Section includes all activities, which are directed toward reducing the immediate hazard, establishing control, and restoring normal operations. This Section consists of those departments or agencies that are responsible for public safety and carrying out direct field response activities. The individual agencies receive and evaluate requests for assistance and resources, establish priorities and relay operational status and information to the Operations Section Chief.

The overall responsibility of the Operations Section is to set the direction for all field operations.

Each member of the Operations Section will maintain a detailed activities log. (ICS 214)

The functional sectors normally represented in the Operations Section are:

FIRE CONTROL BRANCH



Fire Ops Unit

EMS Unit

Haz Mat Unit

LAW ENFORCEMENT BRANCH

LE Ops Unit

Medical Examiner

SAR Unit

PUBLIC WORKS BRANCH

Staging Unit Resource

Status Unit Utilities

Unit

MASS CARE

BRANCH

Care and Shelter Unit

Environmental Unit

Animal Care Unit

Documentation Unit

Planning Section

The Planning Section is responsible for gathering, analyzing, evaluation, displaying and disseminating technical information and forwarding recommendations to the Policy Group through the Emergency Management Director. While the Operations Section is involved with immediate response to the disaster, the section is looking and planning ahead and considers possible contingencies and alternate means of action. It has the primary responsibility for the production of action plans and works directly with other EOC staff elements to coordinate operational requirements.



Major Responsibilities:

Evaluate the disaster situation, including information intel gathering, verification, and status reporting;

Assess damage, including information gathering, verification and reporting;

Post and display pertinent information;

Brief and update the EOC staff;

Each member of the Planning Section will maintain a detailed activities log. (ICS 214)

The functional Units in the Planning Section are:

Situation Unit

Resource Status Unit

Documentation Unit

Advance Planning Unit

Demobilization Unit

Info/Intel Unit

Logistics Section

This group coordinates personnel, resources, communications augmentation, supplies, procurement, etc., required to support the field agency response. The elements of the Logistic Section are Information Management, Resource Support, Communication, and EOC Support. Requests for assets, whether internal or external, are validated and processed by this section. Logistics documents the need for/use of the resources.

The major responsibilities of the Logistics Section are:

Managing resources, including assessing needs, allocation, procuring, and documenting;

Providing shelter, food, and transportation for all workers requested;

Maintaining a master list of all available resources.

Coordinate with the Red Cross on mass care and sheltering of citizens.



Each member of the Logistics Section will maintain a detailed activities log. (ICS 214)

The Branches and functional units found within the Logistics Section are:

SUPPORT BRANCH:

Supply Unit

Transportation Unit

Facilities Unit Ground

Support Unit Resource

Status Unit Personnel

SERVICE BRANCH

Communications Unit

ITS Unit

Medical Unit

Food Unit

Documentation Unit

Note: many of the larger departments have Logistics Sections built into their own organizations; however, all needs that cannot be met by those sectors should be passed along to the EOC Logistics Section.

The Logistics Group contains the Communications Group sub-element with the following:

Communications supervisor;

Message center chief;

Message center specialists;

Radio operators;

Message distribution specialists.



Finance and Administration Section

The Finance and Administration Section consists of those departments that have a primary responsibility of monitoring and analyzing all financial aspects of the emergency. Finance and Administrative Section Chief manages the Finance and Administrative Sections.

The major responsibilities of the Finance and Administration Section include:

Obtain records of all hours worked by all personnel;

Maintains records of all costs arising out of the emergency; Manages

compensation and claims arising from the emergency; and

Each member of the Finance and Administration Section will maintain a detailed activities log. (ICS 214)

The functional Units of the Finance and Administration Section are:

Time Unit

Cost Unit

Compensation/Claims Unit

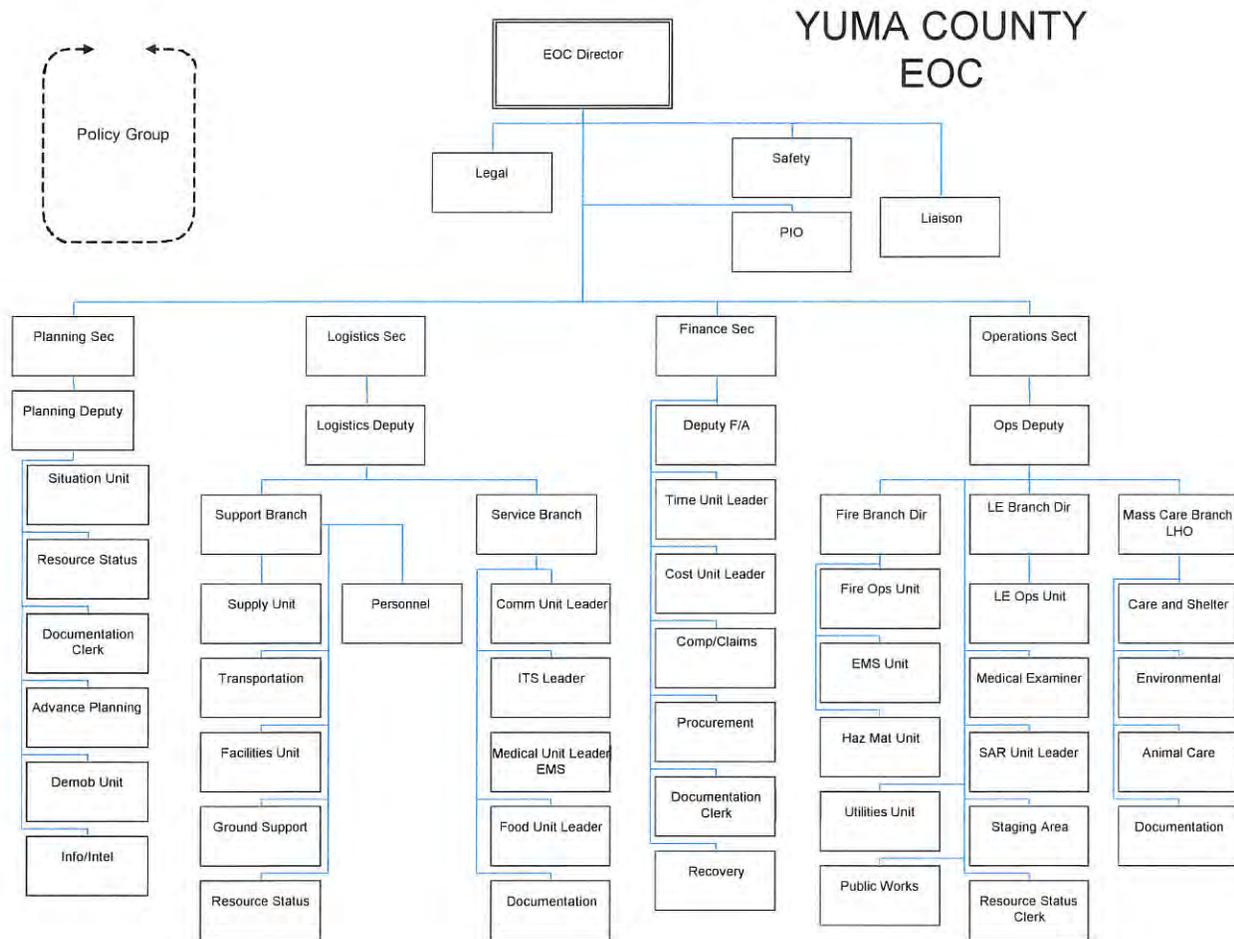
Procurement Unit Recovery

Unit Documentation Unit



LEVELS 1-2 ACTIVATION CHARTS THIS PAGE AND NEXT

Level 2 Org



ROLES AND RESPONSIBILITIES

MANAGERIAL ROLES AND RESPONSIBILITIES

The Emergency Management Director, on behalf of the Board of Supervisors, will coordinate operations and provide necessary direction and control for state agency response and recovery activities.



The EOC Director supports all EOC operations and ensures that the facility and resources required for EOC support are provided. This position works closely with the Policy Group and ensures that proper emergency and disaster declarations are enacted and documented. The EOC Director should be the Office of Emergency Management Director or pre-assigned designee.

The EOC Director will coordinate the setup of the EOC and activate it using the positions and personnel to support field operations and to accomplish the mission. The EOC Director reports directly to the chief elected officials of the affected jurisdiction. The EOC Director will fill the other ICS slots on an "as needed" basis.

The Department Heads of each county department involved in disaster response operations will:

Exercise direction and control of their operations from normal duty location during routine operations. Overall coordination will be exercised from the EOC upon its activation. County department representatives will report to the EOC upon the request of the County Administrator and/or the Emergency Management Director.

Maintain operational control of the department's personnel, equipment, and supplies.

Identify a minimum of one primary and two alternate individuals to manage disaster response operations and ensure that the department's [Continuity of Operation Plan \(COOP\)](#) outlines:

The specific emergency authorities that designated successors assume during emergencies.

The circumstances under which the successor's authorities become effective and are ended.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Office of emergency management will:

Assume responsibility for the operation and maintenance of the EOC and coordination with the County Administrator and/or the Yuma County Sheriff on the operation and maintenance of an Alternate EOC.

In conjunction with the County Administrator, designate staffing for all EOC positions. Upon notification that the EOC is to be activated, notify the appropriate agencies, and request that they provide a representative to the EOC.

Be responsible for providing emergency public information to the public through the PIO to the media.

Maintain access to the Arizona Mutual Aid Compact.



Other county departments will:

Provide representation in the EOC as requested;

Establish an agency point of contact with decision-making authority to provide direction and control of their agency's resources.

Maintain copies of MOUs/MOAs they currently have in place.

Local Government

Local governments and/or agencies sometimes establish a mini-EOC, more commonly known as a DOC, department operating center from which their own local resources are coordinated. The chief executive of the local government has the responsibility for the functioning of the emergency response element for their community.

ADMINISTRATION AND LOGISTICS

Primary support for this ESF will come from the Office of Emergency Management. Other county departments will be called upon to provide support as needed.

Training for this ESF will be provided by the Office of Emergency Management.

The EOC will be exercised as determined by the Emergency Management

Director.

PLAN DEVELOPMENT AND MAINTENANCE

The Office of Emergency Management has primary responsibility for development and maintenance of this ESF. Other agencies may be requested to provide input. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to the Office of Emergency Management Director. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: Uses forms [Form 201](#), [Form 202](#), [Form 203](#), [Form 204](#), [Form 204](#), [Form 206](#), (IAP) [Form 207](#), [Form 208](#), [Form 209](#), [Form 213](#), [Form 214](#), [Form 215](#), [Form 215A](#), 220, [Form 221](#)



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

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCIES:

Volunteer: American Red Cross
Yuma County Office of Emergency Management

SUPPORT AGENCIES:

Yuma County Public Health District
Humane Society of Yuma
Yuma County Public Fiduciary
Yuma County Sheriff's Office
Yuma County Schools Districts
Yuma Community Food Bank
Volunteer: Arizona Voluntary Organizations Active in Disasters Volunteer:
The Salvation Army
Yuma Regional Medical Center
Regional Center for Border Health
Crossroads Mission

Available through the Arizona Division of Emergency Management

Arizona Division of Emergency Management
Arizona Department of Economic Security
Arizona Department of Health Services
Arizona Department of Public Safety
Arizona Department of Transportation
Arizona Department of Agriculture



INTRODUCTION

Purpose

Assists county, local jurisdictions, and tribal response efforts to meet the mass care needs of the whole community's victims of a disaster to include shelter, feeding, first aid, and disaster welfare information.

Operate a Disaster Welfare Inquiry system to collect, receive and report information about the status of victims and assist with family reunification.

Coordinate bulk distribution of emergency relief supplies to disaster victims.

Focus specific planning and care for persons with disabilities, access and functional needs.

Focus specific planning and care for domesticated animals, including pets and service animals.
Transportation of evacuees.

Scope

The American Red Cross (AMERICAN RED CROSS) independently provides mass care to all disaster victims as part of a broad program of disaster relief, as outlined in charter provisions enacted by the United States Congress, Act of January 5, 1905, and the Disaster Relief Act of 1974 (P.L.93-288 as amended by the Stafford Act of 1988).

Initial response activities will focus on meeting urgent needs of disaster victims. The provision of American Red Cross disaster services of Emergency Assistance and Additional Assistance will be considered based on needs of the disaster victims, the emergency/disaster situation and available resources. Close coordination will be required through county/state/federal/volunteer agencies responsible for recovery operations.

This Essential Support Function (ESF) encompasses:

Shelter

The provision of emergency shelter for emergency/disaster victims includes the use of:

Pre-identified shelter sites in existing structures;

Creation of temporary facilities, such as tent cities;

Similar facilities outside the disaster-affected area, should evacuation be necessary.

Feeding

The provision for feeding disaster victims and emergency workers is accomplished through a combination of fixed sites, mobile feeding units, and bulk food distribution. Such operations will be based on sound nutritional standards and will include provisions for meeting health, functional limitations, and dietary requirements (see ESF # 11 Agriculture and Natural Resources).



Emergency First Aid

Emergency first aid services will be provided to disaster victims and workers at mass care facilities and designated sites within the disaster area. This emergency first aid service will be supplemental to emergency health and medical services established to meet the needs of disaster victims (see ESF #8 – Public Health and Medical Services).

Disaster Welfare Inquiry System (Safe/Well)

Inquiries regarding individuals residing within the affected area will be collected and provided to immediate family members.

Inquiries regarding individuals outside the affected area through a Disaster Welfare Inquiry System. This system is commonly known as Red Cross Safe/Well and can be found at

<https://safeandwell.communityos.org>. Use of this site can also aid in reunification of family members.

Bulk Distribution of Emergency Relief Items Sites will be established for the distribution of emergency relief items. The bulk distribution of these relief items will be determined by the requirement to meet urgent needs of disaster victims for essential items (see Donations Management Support Annex).

POLICIES

General

This ESF may be implemented upon request for county assistance.

All government/volunteer/private resources will be utilized.

All services will be provided without regard to economic status, race, religious, political, ethnic, or other affiliation.

This plan will not supersede AMERICAN RED CROSS response and relief activities. AMERICAN RED CROSS relief operations will conform to the AMERICAN RED CROSS Board of Governors' Disaster Services Policy Statements and will be done according to the AMERICAN RED CROSS Disaster Services Program AMERICAN RED CROSS 3000 Series. AMERICAN RED CROSS will maintain administrative and financial control over its activities.

Provision for individuals with access and functional needs, children, household pets, and service animals will be incorporated into each basic plan, ESF, annex and/or appendix.

Mass Care

Sheltering, feeding, and emergency first aid activities will begin immediately after emergency/disaster. Pre-staging of these facilities may occur when emergencies/disasters are anticipated.



Persons with access and functional needs and children will be housed in the general shelter. Caregivers will be housed with the person they are caring for. Families will be housed together. Pets may be housed in an adjoining school ground or other similar area to be available to their owner staying in the shelter. Those with medical needs will be assessed and referred to the appropriate level of care.

Parent organizations of relief workers should plan to provide for those workers and be self-supporting for at least the first 72 hours after arrival in the affected area.

Disaster Welfare Inquiry System

Disaster Welfare Inquiry System consists of those persons identified on shelter lists, National Disaster Medical System (NDMS) casualty lists and any information made available by the state/county/community Emergency Operation Center (EOCs) and hospitals. This list will be collected and made available to immediate family members.

Provide a locator service (e.g. Safe/Well) to answer inquiries about people in the disaster area.

<https://safeandwell.communityos.org/cms/index.php>

Information about persons injured and remaining within the affected area will be provided by local medical units to the Disaster Welfare Inquiry System.

Information on casualties evacuated from the affected area to other medical facilities will be provided by the NDMS tracking system. The listing of disaster related deaths will be limited to officially confirmed fatalities.

The missing category will not be used by the Disaster Welfare Inquiry System.

The Disaster Welfare Inquiry operation will be discontinued when practical.

SITUATION AND ASSUMPTIONS

Many emergencies/disasters have necessitated evacuation of affected areas. Government has assumed the responsibility for the provision of temporary emergency shelter and care for victims.

Individuals and families can be deprived of normal means of obtaining food, clothing, shelter, and medical needs. Family members may become separated and unable to locate each other. Individuals may develop serious physical or psychological problems requiring specialized medical services.

CONCEPT OF OPERATIONS

Government must be prepared to coordinate with partnering agencies to provide for the basic needs of people displaced by emergencies/disasters.

Evacuees will be directed to a pre-selected shelter facility. They will be registered and provided shelter and food by the American Red Cross, school district or other volunteer agencies. If the evacuee chooses to reside with friends or relatives, they will be requested to register with the public shelter or utilize the

Safe/Well system. This process will ensure that evacuees can be reunited with family members or located.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Incorporated Communities will:

Be responsible for shelter operations within their jurisdiction. Specific organizations located within the community, (i.e., local American Red Cross chapter, school district superintendent, other local volunteer organization, etc.) may be requested to assist with sheltering operations;

Retain responsibility for sheltering and coordinating operations with the Yuma County Emergency Operations Center (EOC);

Provide local law enforcement for shelter security;

Provide fire protection and safety services through community fire departments;

Provide emergency medical support at shelters;

Ensure health standards are maintained at shelters;

Work with Humane Society of Yuma regarding animal shelter.

County Government will:

Be responsible for coordinating shelter operations in the unincorporated portions of the county;

In conjunction with Red Cross and or other volunteer agencies, will establish reception and care centers to register evacuees and direct them to the appropriate shelter. The EOC will work with the State Emergency Operations Center (SEOC) to ensure that evacuees' needs are met, including access and functional needs;

Provide law enforcement support at shelters in unincorporated areas through the Yuma County Sheriff's office;

The Division of Environmental Health will assess and ensure that health standards are maintained in shelters and coordinate with Division of Development Services to ensure safety of water systems from biological, chemical, or radiological contamination. Development Services is also responsible for aquifer protection and assessing the integrity of on-site waste water treatment systems.

Activate Appendix 6-1 of ESF # 6;

Coordinate with Humane Society of Yuma to assist with displaced animals; and
The EOC will act as liaison between the American Red Cross and state agencies. American Red Cross will request assistance from state agencies through the EOC Operations Group.



State Government

Arizona Division of Emergency Management (ADEM) will:

Activate the SEOC if needed to provide mass care direction, control, and resource availability.

Volunteer Agencies

American Red Cross will support local government in setting up and running shelters, and providing food, first aid, and Disaster Welfare Inquiry System.

Other volunteer agencies (i.e., Arizona Voluntary Organizations Active in Disaster (AzVOAD), Salvation Army, church groups, etc.) may be called upon to provide assistance in sheltering operations, food services and other identified needs.

PLAN DEVELOPMENT AND MAINTENANCE

This ESF is developed and maintained by the Yuma County Office of Emergency Management (OEM), with assistance from Development Services, American Red Cross, Salvation Army, AzVOAD, and other volunteer agencies. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to ARC representatives. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.



ESF 7 Logistics Management and Resource Support Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCIES:

- Yuma County Financial Services
- Yuma County Office of Emergency Management

SUPPORT AGENCIES:

- Yuma Community Food Bank
- American Red Cross
- Arizona Voluntary Organizations Active in Disaster
- Yuma County Public Health District
- Yuma County School District
- Yuma Metropolitan Planning Organization
- Humane Society of Yuma
- Yuma County Public Fiduciary
- Yuma County Medical Examiner
- Yuma County Financial Services Department

Available through the Arizona Division of Emergency Management

- Arizona Department of Administration
- Arizona Game and Fish Department
- Arizona Department of Agriculture
- Arizona National Guard
- Arizona Department of Building and Fire Safety
- Arizona State Land Department
- Arizona Department of Commerce
- Arizona State Parks Department
- Arizona Department of Commission
- Arizona Department of Public Safety
- Arizona Department of Corrections
- Arizona Radiation Regulatory Agency
- Arizona Department of Environmental Quality
- Arizona Department of Transportation
- Arizona State Fire Marshal
- Arizona Department of Water Resources



INTRODUCTION

Purpose

Provide logistical and resources support to county and local governments.

Supports county, local municipalities, and tribal organizations during the response phase of an emergency or disaster.

Obtains emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportations services, security services, and personnel required to support response activities.

Scope

Involves the provision of logistical and resource support to county and local organizations during the immediate response phase of an emergency/disaster. This support includes relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel required to support immediate response activities. It also provides logistical support for requirements not specifically identified in other Essential Support Functions (ESFs) (i.e., stocks surplus to the needs of state government). This ESF also addresses the effort and activity necessary to evaluate, locate, obtain, and provide essential material resources. This annex will be activated when there is a major county disaster, minor local emergency, major state-wide disaster, terrorist attack within the local community/county/state.

POLICIES

In accordance with assigned responsibilities and upon implementation of this ESF, logistical support will be provided to the affected area.

Support agencies will furnish resources for ESF requirements. Support by agencies will be ended at the earliest practical time.

Supplies and equipment will be provided from current county stocks then, from commercial sources. Supplies will not be stockpiled.

All procurement will be made according to current state and county laws and regulations. Current laws and regulations authorize other than "full and open competition" under any "situation of unusual and compelling urgency". Yuma County Financial Services department is the central procurement agency for county government. All procurement actions will be made according to the Yuma County Financial Services' statutory and administrative requirements and will be accomplished using the appropriate county emergency fund citation and reimbursement procedures.

Resources will be requested using the NIMS resource typing and pre-positioned (if there is prior warning) to efficiently and effectively respond to an incident. The provision of logistical support necessary for county response will be the major element in the execution.



SITUATION AND ASSUMPTIONS

Situation

Significant emergency/disasters may overwhelm the capabilities and exhaust the resources of the county. The ESF will be activated to render county and state assistance. County and State assistance will be coordinated through the Yuma County Emergency Operations Center (EOC).

Assumptions

Transport of resources will require a staging area. In coordination with the EOC Director, Public Works will coordinate agreed-upon selected sites and facilities.

Logistical resource support will be required for the immediate relief response.

CONCEPT OF OPERATIONS

General

Primary and support agency representatives will be notified to report to the EOC upon activation of this ESF to conduct resource support activities. Actions include:

Committing available resources;

Maintaining a list of available categories of resources; ([Form 209](#))

Maintaining records of all expended resources such as equipment, materials, supplies and personnel hours; ([Form 210](#))

Requesting state activation of ESF # 7, [State Emergency Response and Recovery Plan](#) (SERRP).

Primary and Supporting Agencies will:

Coordinate the availability of their agency resources;

Assist in coordination the resources of other county and state agencies;

Coordinate the acquisition and application of state and federal and non-government resources.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County Government

The EOC will be responsible for the coordination of resource management activities. The major responsibility will be to identify available sources from which resources can be obtained. Routine checks of supplies will be made to maintain an accurate list (see Annex J for list of resources).

The EOC will also be responsible for the initiation of procurement actions for equipment and supplies not available through county agencies ([A.R.S. 26-308](#)).

The following items are resources that may be required during an emergency/disaster:

Heavy equipment: machinery for debris clearance, bulldozers, graders, backhoes, drag lines, small and large dump trucks, and 4-wheel drive vehicles;

Specialized equipment: firefighting and rescue equipment, water pumps, vacuum trucks and personal protective equipment;

Temporary shelters: American Red Cross shelters, hotels and motels, local public facilities (schools, parks and recreation areas, National Guard facilities) and private facilities (churches, clubs, private homes);

Points of distribution (PODS) will be established across the jurisdiction to facilitate the provision of medication, food, water and other supplies to the people living both in town and in outlying areas. The establishment of the PODS will be according to each responsible agencies policies and procedures.

Media releases will urge community members to not bring unsolicited items to the designated drop-off areas. Any unsolicited items received will be donated to the Salvation Army, Crossroads Mission or other like facility.

Food centers: wholesalers, supermarkets, grocery stores, frozen food lockers, restaurants and food banks;

Medical care: hospitals, clinics, veterinary facilities, pharmacies, ambulances and emergency medical services;

Fuels: state/county/local government fuel supplies, private/company owned service stations, local fuel suppliers and privately owned fuel supplies (large corporations, farmers, etc.);

Transportation: state/county/local government, public and private school and privately owned transportation; and strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints and so forth that are agreed upon by all affected parties;

Communications: state/county/local government systems, commercial and private/volunteer systems and networks, to include the donated services of the amateur radio community.



The National Guard maintains armories/facilities in numerous cities and towns throughout the state, which may be available as secure staging areas.

During an incident of larger proportion, i.e. regional or multicounty, the Yuma County EOC will coordinate with the State EOC and provide assistance as directed by the SEOC.

Spontaneous unaffiliated volunteers will be discouraged. Those who respond without solicitation will be asked to report to other credentialing bodies such as United Way or WACOG. They will then be kindly asked to return home if not needed and await a call to action. The Office of Emergency Management has a volunteer credentialing system in place for pre-disaster registration. During a large scale situation, efforts would be made to register, vet and credential all volunteers in accordance with the requirements of the Yuma County Sheriff's Office.

Local Emergency Management Organizations will maintain a listing of resources available within the local communities ([A.R.S. 26-308](#)). Listings and locations should include heavy equipment, normal maintenance equipment, normal stocks of materials and supplies, public and private, and other county/community resources. In Yuma County this is done by the Local Emergency Planning Committee, the LEPC.

ADMINISTRATION AND LOGISTICS

County Government

Yuma County Public Works is responsible for procurement of equipment, supplies, and materials not available from county sources.

The Yuma County Office of Emergency Management (OEM) is responsible for identification and location of supplemental logistical support required by county agencies.

Local Government will be responsible for logistical support of activities and documentation for equipment, supplies, materials, and personnel used in response/recovery. The ADEM Disaster Assistance Guide will assist in this requirement.

State Government will be responsible for the logistical support of its response forces.

PLAN DEVELOPMENT AND MAINTENANCE

This ESF is developed and maintained by the Yuma County Office of Emergency Management (OEM), with assistance from the Yuma County Financial Services Department. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Finance. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: Uses ICS forms: [Form 203](#), [Form 204](#), [Form 207](#), [Form 211](#), [Form 213](#), [Form 214](#), [Form 218](#), [Form 219s](#)



ESF 8 Public Health and Medical Services Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCY:

Yuma County Public Health District

SUPPORT AGENCIES:

Yuma County Office of Emergency
Management Volunteer: American Red Cross
Humane Society of Yuma
Regional Center for Border
Health Yuma Regional Medical
Center WACOG
SMILE
Cenpatico, RHBA
Rural Metro
Corporation Air Flight
air evacuation

Available through the Arizona Division of Emergency Management

Arizona Department of Economic Services
Arizona Department of Developmental Disabilities
Arizona Division of Emergency Management Arizona
Department of Health Services
Arizona Department of Public Safety
Arizona Chapter of the American College of Emergency
Physicians Arizona Chapter of the Emergency Department Nurses
Arizona Hospital Association
Arizona Medical Association
Arizona Nurses Association
Arizona Osteopathic Medical
Association Arizona National Guard



INTRODUCTION

Purpose

Provide assistance in response to health and medical care needs following an emergency/disaster.

Assistance provided under this Essential Support Function (ESF) is directed by the Director of the Yuma County Public Health District in a unified command capacity with other agency leaders and medical providers.

Assure continuance of medical care services and the availability of medical supplies. Coordinate emergency medical treatment for disaster casualties.

Supports county, local, and tribal government's response to public health and medical incidents.

Coordinate shelter health needs.

Implement strategies to preserve public health

Scope

Supplemental assistance provided to local governments in identifying and meeting the health and medical needs of disaster victims.

SITUATION AND ASSUMPTIONS

Many casualties requiring emergency transportation and medical care may occur as the result of an emergency/disaster. Persons receiving medical care before the emergency/disaster will continue to require treatment. The systems and facilities that provide medical services may be impaired or totally disrupted by the impact of an emergency/disaster.

Medical care services are an essential element of emergency/disaster response. County government must maintain the capabilities to initiate coordinated emergency health and medical care.

The county can augment local government and request state emergency medical assistance during an emergency/disaster (see ESF # 8 of the [State Emergency Response and Recovery Plan](#) (SERRP) and Appendix 1 to this ESF).

CONCEPT OF OPERATIONS

After receiving a request for medical care assistance and upon proclamation of a State of Emergency by the Chairman of the Board, the Director of Yuma County Office of Emergency Management (OEM), shall notify the Director of the Yuma County Public Health District to contact the Arizona Department of Health Services Emergency Medical Services (DHS-EMS). DHS-EMS will coordinate personnel, facilities, supplies, equipment and other resources as appropriate to augment local government emergency medical services.



If county and local government resources are inadequate to meet medical needs, OEM request access to the [National Disaster Medical System \(NDMS\)](#) through the Arizona Division of Emergency Management (ADEM). The NDMS is a federally coordinated program which augments emergency medical response of county and local medical organizations (see Appendix 1 to this ESF). Requesting activation of the NDMS shall not preclude the Governor from requesting that the President of the United States declare an Emergency or Major Disaster.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County Government

The Yuma County Public Health District

Help coordinate medical and health care providers in the event of an emergency/disaster requiring medical and health care needs and will activate their response systems:

Provide leadership in identifying service needs and coordinating medical and health care providers; and

Maintain an Emergency Preparedness Policy including disaster pyramid/phone tree of all staff. This disaster pyramid/phone tree will be triggered to identify resources and recall appropriate staff to supplement local emergency care for casualties and local medical care for persons in need of medical treatment.

Coordinate with Advantage Home Care, the Yuma County Public Fiduciary and other agencies such as SMILE, WACOG, State DDS, State DES, etc. providing care to the special needs populations to ensure medical and health care needs of individuals are maintained and provided;

Coordinate with local law enforcement, fire departments/EMS, including Rural Metro and any air evacuation service, the activities of all organizations within the county which operate ambulances and air evacuation services;

Identify and address public health concerns and needs; and

Coordinate with Humane Society of Yuma in the event that animal populations are affected.

Yuma County Office of Emergency Management will:

Request activation of the NDMS through ADEM if needed;

Coordinate state assistance with the State Coordination Office;

and Coordinate the use of National Guard resources (if activated).

Other county/agencies will provide assistance as requested within their available resources and expertise.



State

The Department of Public Safety (DPS) will assist in providing transportation of sick or injured persons utilizing DPS air-ambulance units.

The National Guard will be prepared to:

Assist in providing transport of sick or injured

persons; Provide assistance in casualty care;

Transport health-related materials and personnel.

Volunteer Organizations

The American Red Cross (ARC) will:

Assist in sheltering and feeding

operations.

Private Organizations

ESAR VHP database will assist in providing supplementary physician manpower.

The United Blood Services will provide coordination and delivery of blood products in their responsible areas.

PLAN DEVELOPMENT AND MAINTENANCE

This EFS is developed and maintained by the Yuma County Office of Emergency Management with assistance from the Yuma County Public Health Services YCPHSD ADHS-EMS. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Yuma County Public Health Services YCPHSD. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: Uses ICS forms [Form 206](#), [Form 213](#), [Form 214](#)

APPENDICES

National Disaster Medical System Activation

Procedures Public Health

Mental Health



Appendix 1 to ESF # 8 (National Disaster Medical System Activation Procedures)

PRIMARY AGENCY

Yuma County Public Health District

SUPPORT AGENCY:

Yuma County Office of Emergency Management

ACTIVATION

In emergency/disasters requiring federal health and medical assistance, activation of the National Disaster Medical System (NDMS) (or the DMAT) may be requested by the Yuma County Emergency Management Director through ADEM after consultation with and the concurrence of the Board of Supervisors.

ACTIVATION REQUEST PROCEDURES

All requests for NDMS activation will be made by the Director of Arizona Division of Emergency Management (ADEM), to FEMA's National Emergency Coordination Center (NECC). The NECC is staffed on a 24-hour basis.

INFORMATION REQUIREMENT FOR SYSTEM ACTIVATION

Before an official request for assistance and activation of the NDMS, OEM government will provide the Director of ADEM, or his/her designee with the following information:

The location of the incident where assistance is being requested;

A description of the incident and the resultant health/medical problems;

A description of the assistance required (i.e., medical assistance teams, medical supplies/ equipment, aero medical evacuation, acute hospital care, etc.).

ACTION TAKEN FOLLOWING INITIAL REQUEST

All requests for NDMS assistance will be immediately transmitted to ADEM who will contact an NDMS Duty Officer, who will take action to validate the request and arrange for activation of the appropriate elements. Confirmation of the activation of the NDMS will be made by telephone to the requesting official or his/her designee. Instructions regarding direct communications with the National Disaster Medical Operations Support Center (NDMOSC) to ADEM will be provided at the time of confirmation of NDMS activation.

FEDERAL COORDINATION CENTERS

Yuma County Office of Emergency Management will make efforts to coordinate care with such agencies as Luke Air Force Base, Glendale, and the Tucson VA Medical Center which are Federal Coordinating Centers for the NDMA program.



Appendix 2 to ESF # 8 (Public Health)

PRIMARY AGENCY:

Yuma County Public Health District

SUPPORT AGENCY:

Yuma County Office of Emergency Management

Available through the Arizona Division of Emergency Management

Arizona Department of Environmental Quality

Arizona State/local public health offices

Federal: Center for Disease Control

Food and Drug Administration

Arizona Public Health Services

PURPOSE

Describe the county's roles and responsibilities in supporting local public health operations for communicable disease control, environmental health, and sanitation surveillance.

SITUATION AND ASSUMPTIONS

In the aftermath of a major disaster, the public's health can be jeopardized in many ways. A major disaster can disrupt and halt public utilities, water supplies and waste water treatment systems. Contaminants may enter water supply systems. Destruction of damage to housing units can dislocate people and require accommodation in mass care shelters. Spoilage of food and drugs can be widespread. Quarantine or condemnation measures may become necessary to control the spread of communicable diseases.

CONCEPT OF OPERATIONS

Yuma County Public Health District will act as the primary agency for the development and coordination of county plans and programs for public health activities during emergency/disaster. The Public Health District will coordinate with other agencies to prepare interagency plans, checklists, or procedural guides necessary for public health operations. The objectives of public health operations are:

Coordinate health-related activities among county/local/public/private/state response agencies;

Inspect and advice on general food handling and sanitation matters;

Provide disaster-related public health information to the public;

Provide preventive health services such as immunizations and mass prophylaxis medications.
Maintain surveillance of health effects.

Upon a request from local government for county assistance in public health emergencies, the Director of the Public Health District will authorize the deployment of available resources.



Response activities will include sanitation, vector control, and immunizations.

Recovery activities will include managing public health services, continuing health surveillance of affected populations, and assisting in recovery operations.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County – Yuma County Public Health District and the Arizona Department of Environmental Quality (ADEQ) have complementary but separate roles in public health issues. ADEQ, through inspection, sampling, and site visits, determines the presence of contaminants and the health significance of those contaminants at various sites.

The Yuma County Public Health District shall:

Administer and coordinate their regular county health programs, act as a point of contact for local service providers to coordinate information and disseminate information to local health facilities and physicians on the scene and at evacuation sites.

Coordinate with ADHS in determining the assessment of health hazards.

Ensure observance of health regulations.

State – ADHS and the ADEQ have complementary but separate roles in public health issues. ADEQ, through inspection, sampling, and site visits, determines what is present and the health significance of what is at various sites.

ADHS shall:

Administer and coordinate disaster public health programs, assist essential service providers, coordinate information and disseminate information to physicians on the scene and at evacuation sites;

Assist local government in the assessment of health hazards;

Ensure observance of health regulations;

Provide health advisories to the public on the acquisition of disinfectants for emergency water supplies, vector control, and immunization;

Provide analytical laboratory services for food stuffs, water, drugs, and other consumables.

ADEQ shall:

Certify emergency water supplies from human consumption;

Provide water quality control assistance;

Provide advisories on solid and human waste collection and disposal.



Federal

Federal resources may be provided before a Presidential Declaration of Major Disaster. After a Presidential Declaration is made, and upon instructions from FEMA ; federal agencies will make resources available to support local and state emergency public health and sanitation efforts.

Following a Presidential Declaration and activation of ESF # 8 of the Federal Response Framework, services will be provided by the United States Public Health Service, Food and Drug Administration and Center for Disease Control.

ADMINISTRATION AND LOGISTICS

Office of Emergency Management, in coordination with the Yuma County Public Health District will review and revise this Appendix as required. Participating agencies will prepare SOPs and update IOPs in support of this Appendix.



Appendix 3 to ESF # 8 (Mental Health)

PRIMARY AGENCY:

Yuma County Public Health District
Cenpatico, RHBA

SUPPORT AGENCIES:

Yuma County Office of Emergency Management
Volunteer: American Red Cross
Arizona Critical Incident Stress Management Network
Yuma County Public Health District for Title 36 only

Available through the Arizona Division of Emergency Management
Arizona Department of Health Services – Behavioral Health Division
Arizona State behavioral health agencies or equivalent

PURPOSE

Describe procedures to detect mental health issues and prevent harmful stress levels in the general population.

Describe procedures to detect and prevent harmful stress levels in County emergency responders in the field, Yuma County Emergency Operations Center (EOC) and Disaster Field Office (DFO) and all personnel involved in the response.

SITUATION AND ASSUMPTIONS

Disaster Condition

Emergencies/disasters have the potential to raise stress levels in survivors and emergency responders, which may negatively affect their mental and emotional equilibrium.

Planning Assumptions

Critical level stress may develop after a single event or over time during an extended response/recovery period.

Stress during the immediate event is called acute stress and is a normal response to emergencies. Some survivors can resolve the stress using their own internal and external resources. Others may be overwhelmed with acute stress and require assistance in resolving stress and returning to normal.

Stress that accumulates because of an emergency event and continues during the recovery phase is called chronic stress. This takes greater resources to assist survivors in understanding and resolving the stress.



Government and volunteer response agencies should have personnel from their organizations trained in stress recognition and management techniques. They should assist their emergency responders and disaster survivors by requesting crisis incident stress management resources.

CONCEPT OF OPERATIONS

General

Cenpatico, as the RHBA, is the lead agency for the development and coordination of plans and programs for behavioral health activities. The RHBA will coordinate with other agencies to prepare interagency plans, checklists, and procedural guides. The objectives of mental health operations are to:

Coordinate mental health activities among county/local/public/private response agencies;

Assess mental health needs following an emergency/disaster considering the acute and cumulative stress resulting from a possible long term recovery period;

Provide mental public health education on critical incident stress and stress management techniques;

Provide stress management training support to mental health teams responding to assist disaster survivors and responders;

Manage contracts with behavior health providers. Provide fund management and reporting. Provide quality control of contractors and the services they provide. Maintain surveillance of behavioral health/mental health efforts.

Activation

Upon request from the Office of Emergency Management for assistance in mental health care the RHBA will consider activation of its programs to mitigate the effects of stress.

The RHBA will provide leadership to other county agencies in the identification and coordination of mental health service needs.

The RHBA will assist the Behavioral Health Division with contacting the coordination services with local mental health providers.

Response/Recovery Activities

Emphasis will be given to the mental health of disaster victims, survivors, bystanders, responders, and their families and other community care-givers. Services may include crisis counseling, critical incident stress debriefings, information and referrals to other resources and education about normal reactions to an emergency/disaster experience and how to cope with them.

Priority will be given to the provision of services listed in the response phase. Stress levels tend to increase during the recovery period.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

State Agencies

The RHBA in Yuma County will:

Administer and coordinate disaster mental health programs, assist essential services providers, coordinate information collected and disseminate information to mental health providers;

Assist in the assessment of mental health needs; Provide

outreach to serve identified mental health needs;

Coordinate with the Mass Care Coordinator to identify shelter

occupants that may require assistance (see ESF # 6);

Coordinate with their Public Information Officer to arrange for dissemination of information to the public on stress effects and techniques for managing stress;

Ensure inpatient psychiatric facilities:

Implement their facility's disaster plan;

Provide care, safety and continued treatment of residents;

Coordinate with authorities for safe evacuation of residents;

Provide resources and support to the community-based mental health system.

Yuma County Office of Emergency Management will:

In coordination with the Yuma County Public Health District, will work with the RHBA when preparing the Presidential Major Disaster Declaration request to ensure that mental health support is requested;

Activate their SOP for Stress Management for EOC/DFO workers;

Develop a stress management program for EOC/DFO personnel.

Volunteer Organizations

American Red Cross (ARC) – Disaster Services Mental Health Program will provide teams that respond to disaster sites. These teams detect signs and symptoms of stress in disaster victims and assist them in handling acute and chronic stress.



Arizona Critical Incident Stress Management Network will provide teams to support county field, EOC, and DFO staff as needed

ADMINISTRATION AND LOGISTICS

Office of Emergency Management, in coordination with the Yuma County Public Health District and the RHBA, will review and revise this Appendix. Each participating agency will prepare SOPs and update IOPs in support of this Appendix.



ESF 9 Search and Rescue Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCY:

Yuma County Sheriff's Office

SUPPORT AGENCIES:

- Yuma County Office of Emergency Management
- State: Division of Emergency Management
- State: Department of Public Safety
- State: Game and Fish Department
- National Guard
- State Parks
- Department of Transportation
- Federal: U.S. Air Force Rescue Coordination Center
- Volunteer: Civil Air Patrol

INTRODUCTION

Purpose

Describe procedures for the use of county and other political subdivisions' personnel, equipment, services, and facilities to aid in search and/or rescue operations.

Maintain a contact list of public and private organizations and an inventory of available facilities, equipment, and supplies within each county.

There is no USAR, Urban Search and Rescue capability, in Yuma County.

- Provides specialized life-saving assistance to county, local municipalities, and tribal organizations during an emergency.
- Provides support during emergencies in urban and rural areas of the county.

Locating, extricating, and providing onsite medical treatment to victims trapped in collapsed structures or for persons lost in rural areas or other environments.

Scope

Search and rescues responsibility is delegated to each county. The Yuma County Office of Emergency Management (OEM) may support the search and rescue efforts of the Yuma County Sheriff.

SITUATION AND ASSUMPTIONS

Persons may become lost, entrapped, or isolated. Government must be prepared to seek out, locate, and rescue such persons.



Search and rescue operations are an essential element of emergency/disaster response. County government has a coordinated search and rescue program.

State law provides for search and rescue liabilities and expenses to be incurred. These expenses may be reimbursed to county and local government.

The state can support county and local government and request federal assistance in locating or rescuing persons during emergency/disasters.

CONCEPT OF OPERATIONS

The County Search and Rescue (SAR) Coordinator and the Yuma County Office of Emergency Management (if assisting) will commit personnel, supplies, equipment, and other resources.

State and federal resources are available through the Arizona Division of Emergency Management (ADEM). Requests for assistance must come from the County SAR Coordinator.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Local Government

Incorporated Community Governments

Each incorporated community has their own method of conducting SAR operations.

Law enforcement generally conducts searches while the fire department responds to rescue calls.

When search and rescue requirements exceed local capabilities, officials should request assistance from the Yuma County Sheriff's Office.

County Governments

The Yuma County Sheriff is responsible for search and rescue operations within Yuma County. They will appoint SAR coordinators. The county SAR coordinator will respond to requests from federal/state/county/local agencies for SAR missions.

The Yuma County Sheriff may request assistance from the ADEM SAR Coordinator for missions.

The Yuma County Sheriff may request reimbursement for eligible expenses from ADEM.

Local volunteer organizations provide resources such as personnel, horse patrols, search teams, divers,



and trackers. Volunteer organizations respond to mission requests from the incident commander.

State Government

ADEM will coordinate:

State SAR activities;

Air SAR missions;

Federal/state/local resources.

Department of Public Safety (DPS) will provide facilities, equipment, supplies, and other resources.

Game and Fish Department will provide personnel, facilities, and equipment.

National Guard will provide personnel, equipment, supplies, and other resources for assisting in search and/or rescue operations.

Arizona State Parks will provide personnel, equipment, supplies, and other resources to incidents in/near their facilities.

The Arizona Department of Transportation (ADOT) will provide personnel, facilities, equipment, supplies, and other resources.

Volunteer Agencies

The Civil Air Patrol (CAP) will:

Support ADEM with lost or overdue aircraft searches and the investigation of Emergency Locator Transmitter (ELT) signals;

Supply light aircraft and ground resources;

Provide communications support (see ESF # 2).

Federal Government

The United States Air Force Rescue Coordination Center (AFRCC) will supply federal resources and may task the local wing of the CAP.



ADMINISTRATION AND LOGISTICS

Yuma County Sheriff's Office will:

Designate a SAR Coordinator;

Develop plans and procedures for SAR activities; and

Develop Internal Operating Procedures (IOPs) to include:

Documenting request for assistance, actions taken and reimbursement for eligible expenditures;

Coordinating the use of SAR resources of political subdivisions;

Coordinating CAP and all other aircraft for SAR missions or overdue aircraft;

Support agencies will develop plans and IOPs, to include:

Identifying resource personnel, equipment, and materials;

Documenting expenditures;

Alerting agency officials in the agency;

Providing an operational checklist;

PLAN DEVELOPMENT AND MAINTENANCE

The Yuma County Office of Emergency Management, in conjunction with the Yuma County Sheriff's Office, is responsible for the development and maintenance of this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to the Sheriff's office. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: Uses ICS forms [Form 213](#), [Form 214](#), 220.



ESF 10 Oil and Hazardous Materials Response Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018

Next review date: February 2019

PRIMARY AGENCIES:

- Jurisdiction Fire Department
- Jurisdiction Law enforcement

SUPPORT AGENCIES:

- Local Fire Departments
- Local Law Enforcement
- Yuma County Office of Emergency Management
- Local Emergency Planning Committee
- Yuma County Sheriff's Office
- Yuma County Attorney
- U.S. Environmental Protection
- Agency State Fire Marshal

Available through the Arizona Division of Emergency

- Management Arizona Department of Administration
- Arizona Department of Environmental Quality
- Arizona Department of Public Safety
- Arizona Attorney General's Office
- Arizona Emergency Response Commission
- Arizona Game & Fish Commission
- Arizona Department of Health Services
- Arizona State Mine Inspector
- Arizona Department of Transportation
- Structural Pest Control Commission
- Arizona Division of Emergency Management
- Arizona Department of Agriculture
- Arizona State Land Department
- Arizona State Fire Safety Committee
- Arizona National Guard
- Arizona Industrial Commission
- Arizona Poison Center System
- Arizona Radiation Regulatory Agency
- Arizona State University
- Arizona Corporation Commission
- Federal: Federal Emergency Management Agency
- Department of Energy Chemical Manufacturers Association
- US Coast Guard



OVERVIEW

The Yuma County Local Emergency Planning Committee (LEPC) is tasked with developing a more comprehensive [Hazardous Materials Response and Recovery Plan](#). This Essential Functional Support (ESF) provides guidelines and basic duties of the above mentioned agencies.

INTRODUCTION

Purpose

To meet the state's hazardous materials (HazMat) emergency planning mandate, as well as those of FEMA and the Environmental Protection Agency (EPA).

To protect life and property from risks associated with the discharge, release, or misuse of HazMat by providing coordinated, effective, county support and to coordinate with and request assistance from state, federal, and private organizations.

Scope

Provide detailed information needed for the effective coordination of county/state/federal/private resources involved in HazMat emergency operations by:

Identifying the authorities, roles and responsibilities of county agencies;

Establishing coordination, command and control procedures;

Describing criteria and procedures for requesting state and federal assistance.

POLICY

The term HazMat is used in a generic sense to mean any chemical substance material, or waste which may pose an unreasonable risk to life, health, safety, property or the environment and includes:

Hazardous materials as defined by United States Department of Transportation (USDOT);

Hazardous wastes, hazardous substances and extremely hazardous substances as defined by EPA; and

Radioactive materials as defined under the Atomic Energy Act (see A.R.S. 26-301.7).

Compliance with Title 29 Code of Federal Regulations (29 CFR) section 1910.120 will be adhered to in any response or recovery operation involving county and state agencies or employees.

County personnel who are present at the site of a HazMat incident will operate under the safety standards provide for in 29 CFR 1910.120 (q) (3), and, if required, participate as an incident commander under 29 CFR 1910.120 (q) (6) (v).



County personnel who respond at the Technician and Specialist employee level will be provided with medical surveillance and consultation as provided for the 29 CFR 1910.120(q) (9).

Chemical protective clothing and equipment used by county HazMat response personnel will meet the applicable requirements of 29 CFR 1910.120(q) (10), and National Fire Protection Association (NFPA) standards 1991/1992/1993.

County response personnel will also adhere to their respective departmental personal protection guidelines and policies.

County personnel will respond only at the level of training and certification they have achieved. Training will be based on the duties and function to be performed as provided for in 29 CFR 1910.120(q) (6) and 1926.65(q) (6).

SITUATION AND ASSUMPTIONS

Hazardous materials are formulated, used, stored, and transported throughout the county. Yuma County has addressed the concerns of hazardous materials, including their transportation, in the Yuma County [Emergency Response Plan](#) dated March 5, 2018. This document is incorporated by reference.

The discharge, release, or misuse of a hazardous material may pose a significant threat to the public health and safety.

Local government has the primary responsibility to protect public health and safety. Local firefighters, paramedics, and law enforcement officers are usually first on the scene of HazMat incidents.

The Arizona State Emergency Response Commission (AZSERC) has divided Arizona into 15 HazMat emergency planning districts. These districts are defined by county boundaries.

Each of these planning districts has a Local Emergency Planning Committee (LEPC). LEPCs are made up of elected officials, law enforcement officers, emergency responders, emergency managers, media, community members, industry, transportation, and medical representatives. They are mandated to develop and implement comprehensive [State Emergency Response and Recovery Plan](#) (SERRP) regarding potential HazMat emergency/disaster within their respective planning districts (A.R.S. 26-345).

HazMat emergency response and recovery operations often require extensively trained teams and specialized equipment. The county may not have adequate resources to develop and maintain the personnel, specialized training, and equipment needed to safely and effectively respond to HazMat emergencies/disasters.



County/local agencies may recover HazMat emergency response costs in accordance with A.R.S. 12-972.

The state is responsible for providing emergency support and response when the county is unable to provide adequate response or recovery actions, or when an incident occurs in an area which is directly under state jurisdiction or involves certain state regulated activities.

Costs arising from HazMat contingencies and emergencies/disasters may be paid from unrestricted monies from the general fund (A.R.S. 35-192 and AAC R8-2-301). The county may be reimbursed from EPA and/or the Arizona Department Environmental Quality (ADEQ) for costs incurred in responding to a hazardous substances emergency. Additional cost recovery also available through ADEM

The federal government may respond to HazMat incidents under the provisions of the HazMat annex of the Federal Response Plan (FRP), EPA National Contingency Plan (NCP) (40 CFR, part 300), United States Department of Energy (DOE) Federal Radiological Emergency Response Plan (FRERP), or DOE's Region 4 Radiological Assistance Plan (RAP).

CONCEPT OF OPERATION

General

If differences occur, the Yuma County Hazardous Materials and [State Emergency Response and Recovery Plan](#) (SERRP) dated February 2, 2018, takes precedence over this annex and is made a part of this document.

Timely and effective response by the county/state/federal government and private sector may be required in response to and recovery from a HazMat incident.

Activation/Notification

This plan and the more detailed Annex O are effective for execution upon notification to the county that a HazMat incident has occurred.

Response Actions

Local response actions: On-scene command and control are the responsibility of the jurisdiction in which the incident occurs. The local incident commander (IC) is in charge of all personnel at the scene. Local emergency response agencies should make an immediate appraisal of the situation and its potential. USDOT's North American Emergency Response Guidebook provides basic information to assist on-scene officials in selecting protective actions. Responders should:

Establish scene management;

Detect the presence of HazMat;

Begin identification;

Begin evacuation or direct in-place sheltering;



Consider personal protection/decontamination; Isolate incident and identify zones of activity; Contain incident without risking exposure;

Perform firefighting, rescue, emergency medical and other critical lifesaving response activities with concern regarding the potential for radiation exposure or contamination;

Notify the LEPC or the Yuma County Office of Emergency Management (OEM);

Notify the National Response Center (NRC);

Seek additional appropriate resources if the event exceeds, or is expected to exceed, the capability of local resources, including mutual aid. State assistance may be requested through the State On-Scene Coordinator or the Department of Public Safety (DPS) Duty Officer (DO).

State response action:

The DPS-DO will notify the appropriate STATE ON-SCENE COORDINATOR as follows for:

Highway transportation incidents notify DPS and the Department of Transportation (ADOT);

Non-transportation incidents or incidents with environmental consequences notify the ADEQ;

Radioactive materials incidents notify the Radiation Regulatory Agency (ARRA);

Pipeline incidents notify the Corporation Commission (ACC);

Railroad transportation incidents notify DPS and ACC.

The Duty Officer will dispatch the DPS or ADEQ emergency response unit closest to the incident and notify the ADOT emergency response specialist of incidents occurring on state highways.

The State On-Scene Coordinator is designated as the IC for all state response agencies when the state has legal responsibility for the incident. When legal responsibility rests with the local jurisdiction, The State On-Scene Coordinator will be the coordinator for all state resources and will coordinate state activities at the direction of the county IC. When legal responsibility rests with both the state and the local jurisdiction, the State On-Scene Coordinator will serve as the state IC within a unified command structure. The State On-Scene Coordinator will notify:

Appropriate regulatory agencies of the event and activate other for response;

The Attorney General's Office – Environmental Crimes Unit (AGECU) upon indications of violation of local, state, and federal HazMat laws;

The responsible party and initiate requests for private sector assistance and the NRC of the incident.

State personnel responding to the incident will assist the State On-Scene Coordinator in accordance with



their departmental Standard Operating Procedures (SOPs) and within the limits of current individual training and capabilities.

As the recovery phase of the incident proceeds, the State On-Scene Coordinator role may be transferred to the state, county or local agency having primary responsibility for on-scene operations.

Request for federal agency assistance, i.e., Federal On-Scene Coordinator (FOSC), will be initiated by the ADEQ State On-Scene Coordinator, the ARRA State On-Scene Coordinator or the ADEM Regional Response Team (RRT) representative in coordination with the local IC as follows:

The ADEQ State On-Scene Coordinator or the ADEM RRT representative will contact the EPA Region IX FOSC, or the USDOT Coast Guard (USCG) National Response Center (NRC) or National Strike Team (NST) to initiate assistance.

The ARRA State On-Scene Coordinator will contact DOE to request assistance for radioactive materials incidents when federal support is required.

Federal response actions:

The Federal On-Scene Coordinator will contact the State On-Scene Coordinator to provide recommendations and advice or respond.

Private sector actions:

The private sector (i.e., Union Pacific, Chemical Manufacturers Association (CMA), facility operators, shippers, carriers, etc.) may be able to provide the State On-Scene Coordinator with technical advice/recommendations or provide specialized personnel/equipment needed for response/recovery operations.

Private cleanup contractors under state contract may initiate HazMat cleanup and disposal at the direction of the State On-Scene Coordinator. Private entities (i.e., responsible parties) may use a contractor of their choice.

RESPONSE TO FEDERAL LANDS

Response will be provided by the impacted federal agency, EPA Region IX or ADEQ through its cooperative agreement with EPA.

The state may respond and initiate emergency actions for the protection of life, property and the environment.

COMMAND AND CONTROL

In accordance with 29 CFR 1910.120(q) (3), county response to HazMat incidents will be managed under the Incident Command System (ICS). On-scene command and control is the responsibility of the



jurisdiction in which the incident occurs.

State response to HazMat incident will be managed within ICS under three general circumstances:

Response to a local jurisdiction – When a local jurisdiction has legal responsibility for response and is the IC, the State On-Scene Coordinator will serve as a resource initially through the liaison officer at the command post. The State On-Scene Coordinator and additional state resources may be assigned to other functional areas within the command structure at the direction of the IC. The IC will coordinate requests for state assistance with the State On-Scene Coordinator;

Response to state land – The state is responsible for incidents occurring on state lands. In those situations, the State On-Scene Coordinator will be the IC and direct responding state resources.

Response by both the state and a political subdivision – When legal responsibility rests with both the state and another jurisdiction, the State On-Scene Coordinator will serve as the state IC. Decisions will be made in coordination with the local IC.

CONTAINMENT

Local and state emergency responders should minimize the spread of a spilled material by preventing the material from:

Entering a body of water (i.e., lakes, streams, canals, washes, etc.);

Spreading over land;

Entering sewer or drainage systems;

Becoming airborne.

Continuing Actions

Recovery

The responsibility/liability for cleanup lies with the spiller (40 CFR, part 300). Contamination should be minimized and cleanup expedited by emergency responders.

Cleanup operations should be initiated using the following guidelines:

If the responsible party accepts responsibility, local/state officials will monitor cleanup to ensure environmental standards are met.

If the responsible party is unknown or refuses to accept responsibility and local government does not have the capability or funds for cleanup, the State On-Scene Coordinator will assess the situation. The State



On-Scene Coordinator will then request use of the Governor's Emergency Fund (GEF), the Water Quality Assurance Revolving Fund (WQARF) (ARS 49-282), or other funding sources available through ADEQ. Cleanup will be initiated if there is an immediate threat to public health and safety.

Additional notifications:

Local response agencies and the State On-Scene Coordinator will complete the Arizona Hazardous Materials Incident Report Form (see Appendix 2).

When evidence that violations of the Motor Carrier Safety or Hazardous Materials Transportation Regulations caused or contributed to the severity of an incident, the State On-Scene Coordinator will notify DPS Special Services Division and the Yuma County Sheriff's Office.

When evidence of criminal activity is found, notify the appropriate agency.

Resource Requirements

Responsible parties and local response organizations will assess the situation and utilize their available resources. When an assessment indicates that additional resources are needed the State On-Scene Coordinator will seek additional state/federal assistance as follows:

ADEQ will authorize the use of WQARF for remedial actions taken in response to a release or threat of release of a hazardous substance or pollutant that presents an emergency to the public health or environment including:

Monitoring assessing, identifying, locating and evaluating the degradation, destruction, loss of or threat to waters;

Conducting site investigations, feasibility studies, health effect studies, and risk assessments;

Mitigate the incident.

The Arizona Department of Administration Risk Management Section (ADOA – RMS) will authorize funding for cleanup of hazardous waste on state land.

ADEM will authorize use of GEF for those incidents that pose an immediate threat to public health/safety when there is no responsible party for cleanup and/or local government does not have the resources to accomplish a cleanup.

Provisions for use of GEF are contained in A.R.S. 35-192, paragraph C and AAC R8-2-301 et seq.

The State Purchasing Office has executed a state contract for removal of HazMat waste utilizing private contractors.

USCG may use the Oil Spill Liability Trust Fund (26 USCA 9509) under the provisions of 33 USCA 1321, for response to oil discharges.



The Commander, Marine Safety Division, Eleventh District USCG, administers the fund within Region IX Mainland Area.

The fund will be activated by the Federal On-Scene Coordinator and is available to:

Pay authorized costs;

Reimburse costs incurred by other federal/state agencies when authorized in advance by the Federal On-Scene Coordinator.

The Hazardous Substances Response Trust Fund established pursuant to the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) may be used to:

Undertake removal actions authorized by EPA/USCG FOSCs that will prevent or mitigate immediate and significant risk of harm to human life/health or the environment;

Reimburse local government and political subdivisions up to \$25,000 per incident for temporary emergency measures taken to prevent or mitigate injury to human health, welfare or the environment from hazardous substance threats (42 USC 9623).

Any costs recovered pursuant to A.R.S. 12-972 must be returned to the fund from which those costs were paid or reimbursed.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County

Local Fire or Law Enforcement will notify the Yuma County Office of Emergency Management (OEM) of any HazMat incident of reportable quantity;

OEM will notify ADEQ and/or DPS of the HazMat incident if reporting thresholds are met;

If requested, OEM will assist the Incident Commander and determine if the Yuma County Emergency Operations Center (EOC) will need to be activated; and

Local Emergency Planning Committee will continue to update and maintain a more comprehensive 'Hazardous Materials Response and Recovery Plan.

Conduct HazMat emergency response training, exercises, and drills;

Evaluate exercises and response/recovery operations;

Formulate mitigation strategies;

Develop and maintain the county LEPC '[Hazardous Materials Response and Recovery Plan](#)' (see Annex O).



State Agencies

State Agencies will perform in accordance with ESF #10 of the [State Emergency Response and Recovery Plan](#) (SERRP).

Federal Government

The federal government has established three response plans applicable to HazMat incidents.

FEMA developed and maintains FRP ESF-10 which describes the roles and responsibilities of federal agencies that provide HazMat support for events which exceed the response/recovery capabilities of state/local governments. They will respond upon state declaration of emergency and request for assistance.

EPA administers NCP which describes the roles and responsibilities of federal agencies responding to discharge of oil, and releases of hazardous substances, pollutants, and contaminants.

DOE is the lead federal agency for radiological emergencies. It maintains FRERP and RAP which describe the roles and responsibilities of federal agencies responding to peacetime radiological emergencies.

USCG operates the NRC. It is the primary point of contact for providing notification of HazMat incidents and requesting federal assistance.

Private Organizations

CMA administers CHEMTREC which provides information to emergency responders;

Provides advice on coping with chemical emergencies;

Notifies shippers and manufacturers of incidents and allows shippers to teleconference with on-scene personnel and chemical experts;

Maintains the Hazard Information Transmission (HIT) service which sends hard copy CHEMTREC emergency chemical reports to registered first responders at the scene.

PLAN DEVELOPMENT AND MAINTENANCE

The Yuma County Office of Emergency Management will coordinate with local/state/federal agencies and the LEPC and maintain this ESF; it will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to the Fire Departments. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: Use ICS forms [Form 213](#), [Form 214](#)



Appendices

Request for State

Assistance Incident Report

Other Resources

Appendix 1 to ESF # 10 (Request for State Assistance)

COUNTY/LOCAL GOVERNMENT REQUEST FOR STATE ASSISTANCE

To initiate a request for state assistance at a Hazmat incident, the law enforcement or fire department responding will contact the Office of Emergency Management (OEM). The OEM will direct or assist the responding agency in contacting the DPS Duty Officer at (602) 223-2212, or the appropriate State On-Scene Coordinator. The calling agency should provide as much of the following information as possible:

- A. Name, location, and telephone number of caller;
- B. Incident source (truck, train, fixed-site facility, etc.)
- C. Incident location (township/range/section, if available)
- D. Type of materials involved – This information may be obtained from placards, bills of lading, and/or driver manifests. Normally, the bills of lading will be maintained in a standard location for: Trucks – in the cab, in the left door pocket or on the seat next to the driver. Trains – in the possession of the train conductor or contact the railroad dispatcher's office.
 - 1. Chemical name
 - 2. Generic name
 - 3. CAS number
 - 4. Concentration or strength of materials
 - 5. Physical state
 - 6. USDOT ID Number (UN or NA)
 - 7. Name of manufacturer or shipper
 - 8. Amount of materials involved, type and proximity of other potentially reactive materials
 - 9. Current conditions (leaks, fires, fumes, plumes, etc.)



10. Time of incident
11. On-scene contact (name and telephone number, radio communications frequency)
12. Type of assistance required
13. Personnel on route to scene
14. Actions anticipated and/or in progress (evacuation in progress, medical precautions, etc.)
15. Known or anticipated acute or chronic health risks
16. Weather condition and forecast
17. Terrain
18. Population in area
19. Adjacent streams, lakes, sewers, etc.

II. THE DUTY OFFICER WILL

- A.** For emergency response – Notify the appropriate State On-Scene Coordinator, and the DPS and/or ADEQ Emergency Response Units and ADOT if on state highways as required.
- B.** For information only– connect the caller to the appropriate agency representative

Appendix 2 to ESF # 10

Local response agencies and the State On-Scene Coordinator will complete the Arizona Hazardous Materials Incident Report Form (see Appendix 2).

Arizona Haz Mat Incident Report form: <https://www.azserc.org/Link>

OTHER RESOURCES:



NATIONAL RESPONSE CENTER: 1-800-424-8802

Web: <https://www.epa.gov/emergency-response/national-response-center>

Emergency Manager Involvement

Local Emergency Planning Committee (LEPC) Web:

[Yuma County Emergency Management](#)

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY (ADEQ)

Web: <http://www.azdeq.gov/AboutUs>

AZSERC 602-771-4065, 602-711-8786

Web: <http://www.azdeq.gov/AZSERC>



ESF 11 Agriculture and Natural Resources Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018

Next review date: February 2019

PRIMARY AGENCIES:

Yuma Community Food Bank
American Red Cross
Salvation Army

SUPPORT AGENCIES:

Yuma County Office of Emergency Management
Yuma County School Superintendent
Yuma County Public Health District (Environmental Services and WIC program)
Yuma County Public Works
Arizona Association of Food Banks
(AAFB) Local interfaith organizations

Available through the Arizona Division of Emergency Management
Arizona Division of Emergency Management
Arizona Department of Economic Security
Arizona Department of Health Services
Arizona Department of Agriculture Arizona
National Guard
Arizona Department of Transportation
Arizona Voluntary Organizations Active in Disaster (AVOAD)

INTRODUCTION

Purpose

The purpose of this ESF is to describe procedures to identify, secure, and arrange for the transportation of food to affected areas following an emergency/disaster.

Describe plan to respond to animal and plant disease and pest outbreak.

Coordinate the activities of resources to prevent and remove environmental health risks.

Operates in conjunction with ESF-8, Health and Medical Services, to protect food production and supplies from contamination, to ensure that water supplies throughout the county are safe to drink.

Monitor zoonotic diseases and in cases in which animal, veterinary or wildlife issues

Scope



This ESF may be activated in the event of a potential or actual major county disaster, minor local emergency, major state-wide disaster, or terrorist attack within the local community/county/state.

Activities will be undertaken to:

Identify nutrition assistance needs;

Coordinate with local responding agencies;

Obtain appropriate food supplies;

Arrange for transportation of food supplies to staging areas;

SITUATION AND ASSUMPTIONS

Situation

An emergency/disaster will deprive people of access to food by disrupting the commercial food supply/distribution network and destroy stored food.

An emergency/disaster may also cause interruption or elimination of family income due to job loss or loss of wage earner.

Assumptions

Actions will be coordinated with state/county/local disaster officials.

Food supplies secured and delivered by this ESF will be suitable for either household distribution or mass feeding.

Transportation and distribution of food supplies will be arranged by state/local/volunteer agencies.

Actions will be coordinated with agencies responsible for mass care (see ESF # 6).

This ESF will encourage the use of mass feeding as the primary outlet for disaster food supplies.

Priority will be given to move critical supplies of food into areas of acute need.

When trade has been restored, disaster food stamp program procedures may be implemented.



The following conditions may exist:

Significant disruption of food processing/distribution;

Minimal access to unprocessed food and food grains (i.e., honey, wheat, corn, oats, rice, etc.);

Unusable water supplies;

Disruption of energy sources (i.e., electricity and gas) needed for food storage and preparation.

Schools and institutions may be able to feed affected populations for several days.

Affected populations will need a minimum of 1800 calories and three gallons of liquid per person per day.

CONCEPT OF OPERATIONS

The Emergency Management Director has the authority to activate this ESF.

Upon activation, a Food Coordination Team (FCT) will be formed with representatives from the primary and support agencies.

The OEM will coordinate with all appropriate agencies by pre-planning in coalitions and collaborations.

The needs of children and individuals with disabilities and or access and functional needs will be addressed by integrating them into the planning, mitigation, response and recovery of the community as a whole. Items needed to modify the texture of foods and liquids will be supplied to general shelters or individuals with needs. Limited supplies are available from the local Health and School Districts as well as YRMC, and some rehab agencies.

The essential needs of household pets and service animals will be taken into account by such agencies including but not limited to Humane Society of Yuma or other regional qualified or designated providers.

General

The Food Coordination Team (FCT) will operate under existing state/federal authorities and regulations to provide food supplies to designated staging areas. Requests for food (including types, amounts, and destination locations) shall be processed through the FCT and local response coordinator of ESF # 6. FCT will coordinate efforts to obtain/transport foods and/or request federal assistance to implement the disaster nutrition assistance program.

Organization

FCT will assume primary responsibility for implementing this ESF. Each support agency will be



represented on the FCT. The FCT will be in close coordination with the Yuma County Emergency Operations Center (EOC) and will have a representative at the EOC. FCT liaison personnel may be dispatched to field site locations.

Agency representatives will have sufficient knowledge of their agency's capabilities and resources and the authority to commit resources.

Agency representatives will be knowledgeable of the Federal Response Plan (FRP) and the capabilities and resources of federal response agencies.

Notification

EOC will notify primary and support agencies when this ESF is activated.

Upon notification, agency representatives will report to the EOC for an initial meeting of the FCT and be available for the duration of the response period.

Response Actions

Initial Actions

Determine the critical needs of the affected population in terms of numbers of people, their location, and usable food preparation facilities for feeding;

Identify and locate available resources of food, transportation, equipment, storage, and distribution facilities;

Evaluate the adequacy of available resources;

Ensure that foods are fit for human consumption (see ESF # 8 – Appendix 2)

Coordinate shipment of food to staging areas;

Initiate direct market procurement of critical food supplies not available from existing inventories.

Continuing Actions

Expedite requests, for emergency issuance of food stamps after access to commercial food channels has been restored;

Establish logistical links with organizations involved in mass feeding.

The EOC will work with the Humane Society for supplies of animal food.



Distribution from staging area to table will be the responsibility of the logistics section, with volunteer assistance.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

ROLES AND RESPONSIBILITIES:

The Office of Emergency Management will participate in coalitions and partnership to do pre-disaster planning with local agencies to cause MOUs and MAAs to be in place to facilitate the implementation of this plan.

Yuma County Schools Superintendent, Yuma County Public Health District (WIC), Yuma Community Food Bank, American Red Cross, Arizona Volunteer Agencies Active in Disaster and Salvation Army will:

Determine the availability of food, including raw agricultural commodities (wheat, corn, oats, rice, etc.) that could be used for human consumption;

Coordinate with the EOC to determine food needs of the population in the affected areas based on a Rapid Needs Assessment (RNA) to determine the following categories: acutely deficient, moderately deficient, self-sufficient, and surplus supplies;

Identify and assess the requirements for food and distribution services for critical emergency needs and sustained needs after the emergency phase is over;

Coordinate food distribution efforts of other volunteer organizations;

Assist the State with the disbursement nutrition assistance program vouchers after they secure approval from the United States Secretary of Agriculture to issue them for up to 30 days to qualifying households;

Make emergency food supplies available to households for take-home consumption in lieu credit card type vouchers;

Provide damage information regarding loss of power, cooling, clean, dry, secure storage areas to the EOC;

Develop a plan of operation that will ensure timely distribution of food in good condition to the proper location;

Establish and maintain an information flow to State ESF # 11 representatives;

Ensure that state and federal sources of food are included, logistical support is provided and food is fit for human consumption;



Assess the availability of:

Food supplies and storage facilities capable of storing dry, chilled, and frozen food.

Transport equipment, material handling equipment and support personnel.

Contact for storage and transportation services with regional food bank warehouses and Arizona Association of Food Banks' statewide gleaning coordinator regarding the availability of:

US Department of Agriculture commodities;

Donated foods;

Storage facilities for dry, cold, or frozen foods;

Personnel;

Trucks, forklifts, pallet jacks, etc.

Arrange for food delivery/distribution;

Assess damages to locally produced food supplies.

The local WIC office will work with the State office to maintain the consistent and timely delivery of services and support to the community.

Emergency Operations Center will coordinate the acquisition/procurement of commercial food, transportation, equipment, and services.

Yuma County Public Health District Environmental Services will:

Ensure that all of the licensed facilities (i.e., food, beverage, and lodging establishments, mobile home parks, recreational camping areas, school kitchens, and public swimming pools) maintain acceptable sanitation standards or are closed until those standards identified by county ordinance are met.

A second function is to prevent or minimize the occurrence or spread of disease by assisting the County's Emergency Preparedness and Planning Group, Red Cross, Salvation Army or other disaster relief organization, and providing relevant and timely information.

A third role is to promote awareness and health education in food preparation/storage to the public regarding specific steps or actions that need to be taken to survive, or minimize their losses due to a catastrophic incident.



In addition, the Health District can provide technical assistance to the public or community response partners necessary to address any hazards or threats that are posed by the environment (indoors or outdoors)..

Yuma County Public Works will assess the transportation routes needed for delivery of food, equipment, and personnel.

PLAN DEVELOPMENT AND MAINTENANCE

The Yuma County OEM will maintain this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to representatives from Yuma Community Food Bank. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.



ESF 12 Energy Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCIES:

- Yuma County Public Works
- Public: Arizona Public Service (APS)
- Public: Wellton Mohawk Irrigation District Utilities (WMID)
- Private: BIA Utilities
- Southwest Gas
- El Paso Natural Gas
- Kinder Morgan

SUPPORT AGENCY:

Yuma County Office of Emergency Management

Available through the Arizona Division of Emergency Management

- Arizona Division of Emergency Management
- Arizona Department of Administration
- Arizona National Guard
- Arizona Power Authority
- Arizona Department of Water Resources
- Arizona Department of Commerce
- Federal: U.S. Department of Energy
- Arizona D.E.Q.

INTRODUCTION

Purpose

Describe procedures to restore the county's energy systems critical to saving lives and protecting health, safety, and property, and enabling other Essential Support Functions (ESFs) to respond.

Gathers, assesses, and shares information on energy system damage.

Estimates the impact of energy system outages within affected areas.

Restoration of the utility (electrical and gas) infrastructure following a disaster.

Provision of temporary emergency power capabilities to critical facilities until a permanent restoration is accomplished.



Scope

Gather assets and share information on energy system damage and estimations on the impact of energy system outages.

Coordinate requests for assistance for local energy officials, suppliers, and deliverers.

SITUATION AND ASSUMPTIONS

Emergencies/disasters may cause shortages in energy supplies by disrupting transmission of fuel supply levels, or increasing energy use.

Energy emergencies can include acute shortages caused by power outages and flow disruptions and chronic shortages caused by panic buying of fuels/electricity.

Fuel shortages can be caused by imbalances in supply and distribution.

A shortage of energy in one form can cause shortages in other sources.

APS, the local energy supplier, does not currently have sufficient local generation of electricity to meet the demands of Yuma County's APS customers. As a result, other energy supplies must be imported.

National/statewide rationing or strict conservation may be employed.

Damage to an energy system in one geographic region may affect energy supplies in other regions that rely on the same delivery systems. Energy supply and transportation problems can be intrastate, interstate, and international.

This ESF applies to the production, refinement, transportation, generation, transmission, conservation, building, and maintenance of energy systems and components.

CONCEPT OF OPERATIONS

Sources of warning include:

News media reports on:

International conditions indicating an eminent oil embargo;

Refinery reports that crude oil or product storage levels are low;

Reports on impending shutdowns of power plants.



United States Department of Energy (DOE) statements and predictions;

Arizona Department of Commerce Energy Office (AEO) and Arizona Corporation Commission (ACC) statements and predications.

Counter measures include:

Coordinating fuel movement into shortage areas, equitable resource distribution, and power restoration;

Providing social services for immediate and direct relief of human hardships (i.e., unheated/un-cooled homes, no gas or electricity for refrigeration/cooking, and unemployment due to business shutdowns);

Reducing energy consumption by prohibiting the use of electricity for nonessential purposes, reducing speed limits, shortening work weeks, or intensively promoting conservation.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County and local government will:

Analyze county/local vulnerability to an emergency shortage;

Plan for county/local energy shortages;

Yuma County Office of Emergency Management (OEM) if appropriate will:

Activate the Yuma County Emergency Operations Center (EOC);

Inform the Arizona Division of Emergency Management (ADEM) of any development during an emergency/disaster that may affect energy status;

Determine if this ESF should be activated and a request made for activation of the State Response Plan.

Provide information to county/local governments on the status of the energy crisis and measures required to cope with the situation.

Utility Companies will:

Monitor energy related issues to preclude a surprise energy shortage;

Work closely with ACC on pipeline and railroad issues that may affect energy status;

Coordinate with the DOE and develop procedures for responding to national/regional energy shortages;

Provide representation in the Emergency Operations Center when requested.



State Government

ADEM, if appropriate, will:

Activate the State Emergency Operations Center (SEOC);

Inform AEO of any development during an emergency/disaster that may affect energy status;

Work to decide which ESF of the [State Emergency Response and Recovery Plan](#) (SERRP) should be activated and a request made for activation of the National Response Framework (NRF)

Provide information to county/local governments on the status of the energy crisis and measures required to cope with the situation.

Federal DOE will:

Implement ESF # 12 of the NRF if an emergency shortage develops which cannot be alleviated by the state;

Inform AEO of any incidents which may affect the status of state energy supplies.

PLAN DEVELOPMENT AND MAINTENANCE

The Yuma County Public Works and Utility Companies will maintain this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This EFS has been provided to Yuma County Public Works and Utility Companies. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: Uses forms [Form 213](#), [Form 214](#), [Form 221](#)



ESF 13 Public Safety and Security Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCY:

Yuma County Sheriff's Office

SUPPORT AGENCIES:

- Department of Public Safety
- Local Law Enforcement
- Yuma County Office of Emergency Management
- U.S. Border Patrol
- Yuma County Attorney

- Available through the Arizona Division of Emergency Management
- Arizona Division of Emergency Management
- Arizona Department of Corrections
- Arizona National Guard
- Arizona Attorney General's Office
- Arizona Game and Fish Department
- Arizona State Parks

INDRODUCTION

Purpose

- Describe public safety and security measures provided by the county in support of an emergency/disaster.
- Describe policies for obtaining state and federal assistance.
- Provides traffic and law enforcement support to local municipalities.
- Coordinates with the FBI and local officials in the suspected or actual incidence of a terrorist attack.
- Supports local municipalities and organizations with needed safety and security resources.

Scope

Establish the roles and responsibilities of county and local agencies involved in public safety and security activities during and emergency/disaster.

SITUATION AND ASSUMPTIONS



In an emergency/disaster, public safety and security measures may be needed to protect life and property.

During an evacuation, traffic control personnel may be needed to ensure an orderly flow of traffic and proper parking at reception centers/shelters.

The concentration of large numbers of people in shelters during an evacuation may necessitate police presence to preserve orderly conduct.

Police patrols/surveillance will be needed in evacuated areas to prevent looting and protect property.

Evacuation of prisons/jails may require additional personnel.

Incidents of bombing, bomb threats, threats against individuals and the public and arson to achieve political concessions and public notoriety are becoming more prevalent. Terrorist acts and violent activity may cause disastrous results. There is also the potential for immobilization of local law enforcement resources through bombing, blackmail or sniping activities. Acts of terrorism are the direct jurisdiction of the Federal authorities and State and Local authorities may be called upon to provide assistance and support as needed.

Civil disturbances may result in injuries/damages requiring mobilization of enforcement resources.

Law enforcement response in Yuma County shall be in accordance with the National Incident Management System (NIMS) which employs two levels of incident management structures:

Incident Command System (ICS) includes a core set of concepts, principles, terminology to single or multiple incidents regardless of their scope;

Multi-Agency Coordination Systems (MACS) integrate a combination of facilities, equipment, personnel, procedures and communications into a common framework which allows for the coordination and support of incident management.

CONCEPT OF OPERATIONS

Mission

The mission of law enforcement authorities is to maintain law and order, protect life and property, provide traffic control and law enforcement support, guard essential facilities/supplies, and coordinate mutual aid.

Direction and Control

The Yuma County Sheriff's Office (YCSO) is responsible for coordination of operations in this Essential Support Function (ESF). An YCSO Coordinator will operate from the Yuma County Emergency Operations Center (EOC), and will be supported by state, county, and local law enforcement agencies.

The first official responder on the scene of an emergency situation shall initiate the Incident Command System (ICS) and establish an Incident Command Post (ICP.) As other respondents arrive, the individual most qualified to deal with the specific situation present should serve as the Incident



Commander (IC). The Incident Commander will direct and control responding resources and designate emergency operating areas. Unless local capabilities are exceeded, the

Emergency Operations Center will generally not be activated.

During major emergencies, disasters or catastrophic incidents, it may be necessary to transition from the normal ICS structure to a Multi-Agency Coordination System (MCAS). The EOC is central to this system and functions as the central point for coordinating information and resources for the operations in the field.

The Incident Commander will manage and direct the on-scene response from the ICP. The EOC will mobilize and deploy via approved channels and will have the ability to deploy resources for use by the IC, coordinate external resources and technical support, research problems, provide information to officials, disseminate emergency public information and perform other tasks to support critical on-scene operations. The EOC supports the actions of the Incident Commander.

The Police Chiefs of the Town of Wellton as well as the Cities of Yuma, San Luis and Somerton are responsible for law enforcement within their jurisdiction. A line of succession will be established to cover shifts/absences. The Police Chiefs of the sovereign tribal nations of the Cocopah Tribal and Quechan Tribal police departments are responsible for law enforcement within their jurisdictions.

Law enforcement agencies will utilize their normal communication facilities. Telephones will be used to route communications and back up radio services.

Civil disturbances will be handled according to Appendix 1 of this ESF.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County Government

The Yuma County Sheriff's Office will:

Identify and provide direction/coordination of state, county, and local law enforcement activities/resources;

Staff control-point and road blocks to expedite traffic to reception centers and prevent re-entry of evacuated areas;

Provide traffic control, law enforcement and security for damaged state property within their jurisdictions;

Provide escort services for mobile homes and other heavy equipment being moved to disaster sites;
Identify facilities that may require evacuation and coordinate equipment, evacuation routes and alternate/shelter facilities;

Provide care and security of inmates in detention centers as well as those being relocated/evacuated;

Plan for care and security of evacuated inmates;



Develop mutual aid procedures with adjacent law enforcement agencies and participate in the state Master Mutual Aid Compact.

The EOC will coordinate activities requested by the Yuma County Sheriff's Office of additional state, county, and local law enforcement agencies through ADEM.

State Government

ADEM will:

Assist in coordinating additional state law enforcement resources as needed by the county; and

Activate the Arizona National Guard if needed.

The Arizona National Guard will: Assist with law enforcement activities;

Prevent looting in evacuated areas.

Other state agencies with law enforcement mandates will provide assistance.

Federal Government

Large areas of the state fall under the jurisdiction of the federal government, (i.e., Department of Defense, Department of the Interior and Department of Agriculture).

Federal agencies will provide primary law enforcement on federal lands.

ADMINISTRATION

Emergency Operations will be carried out in conformity with agency Standard Operating Procedures (SOPs). Each agency coordinator is responsible for updating their agency SOP.

PLAN DEVELOPMENT AND MAINTENANCE

Reviews/updates to this ESF will be provided by the Yuma County Sheriff's Office in conjunction with the Yuma County Office of Emergency Management.



Appendices

Civil Disturbance

Appendix 1 to ESF # 13 Civil Disturbance

PRIMARY AGENCIES:

Yuma County Sheriff's Office
Department of Public Safety
Local Law Enforcement

SUPPORT AGENCIES:

Yuma County Office of Emergency Management
U.S. Border Patrol
Yuma County Attorney

Available through the Arizona Division of Emergency Management

Arizona Division of Emergency Management
Arizona Department of Corrections
Arizona National Guard
Arizona Attorney General's Office
Arizona Game and Fish Department
Arizona State Parks
Arizona Department of Transportation

PURPOSE

Describe resources used to support Federal, county and local law enforcement for civil disturbance.

SITUATION AND ASSUMPTIONS

Government must respond to reports of civil disturbances. A civil disturbance involves illegal activity beyond control of a normal response. The activity may be organized (a strike or demonstration) or uncontrolled (a mob or riot).

Response to a civil disturbance is the responsibility of county and local law enforcement agencies.

If the situation is beyond the capability of county and local law enforcement, support may be requested from neighboring law enforcement agencies. Assistance from state agencies (i.e., Department of Public Safety (DPS) and the National Guard) may be requested.

CONCEPT OF OPERATIONS

County and Local government are responsible for coordinating all emergency law enforcement activities within its jurisdiction. All emergency operations should be directed using the Incident Command System,



with the Sheriff or the local police chief, or his/her appointed representative, directing operations from the Yuma County Emergency Operations Center (EOC). State and federal support will be requested as needed.

Response to a civil disturbance will depend upon the circumstances of each incident. The following areas may be of importance in quelling the disturbance:

Assess the situation;

Advise the Officer-in-Charge of the situation;

Establish a perimeter around the area;

Identify a staging area and secure it;

Equip and brief other responding officers and transport them to the staging area;

Contact the Yuma County Office of Emergency Management who will contact the Arizona Division of Emergency Management (ADEM) or the DPS Duty Officer (DO) to alert/request support resources.

During emergency situations, particularly major disasters, some disaster-related laws and regulations may be put into effect for a limited period; these must also be enforced by local law enforcement agencies. When a disaster threatens or has occurred, the Yuma County Board of Supervisors may issue a disaster declaration. The Board of Supervisors may then issue an order that may enact an emergency ordinance that may amend and rescind orders, rules and regulations necessary for emergency functions, but shall not be inconsistent with orders, rules and regulations promulgated by the Governor.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Local Governments will:

Restore/maintain law and order;

Provide mobile units for warning operations;

Provide security for critical infrastructure/key resources (CIKR) previously identified through target capabilities assessments, if necessary;

Coordinate all law enforcement activities;

Provide traffic control;

Support other public safety activities;

Provide representative staffing to the County EOC upon activation.



If advance notice of the incident is available, develop a plan and briefing for all agencies involved.

County Government will:

Support local governments;

Provide traffic control on county roads;

Perform normal law enforcement activities;

Activate the EOC to coordinate mutual aid;

Alert ADEM/Department of Public Safety Duty Officer of the situation and request assistance.

If incident is not in an incorporated area and if advanced notice of the incident is available, develop a plan and briefing for all agencies involved.

State Government

DPS will:

Provide traffic control on state/federal roads;

Perform normal law enforcement activities;

Support local operations.

Send a representative to the EOC.

ADEM will:

If appropriate activate the SEOC;

Coordinate state resource assistance to the threatened area;

Request federal assistance.

Support the local EOC.

PLAN DEVELOPMENT AND MAINTENANCE

The Yuma County Sheriff's Office, working in conjunction with the Yuma County Office of Emergency Management, is responsible for the development and maintenance of this Appendix.

Note: Uses ICS forms [Form 211](#), [Form 213](#), [Form 214](#)



ESF 14 Long-Term Community Recovery

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018

Next review date: February 2019

PRIMARY AGENCY:

Yuma County Department of Development Services

SUPPORT AGENCIES:

Yuma County Office of Emergency Management
Yuma County Financial Services
Yuma County Public Works
Yuma County Administrator
Yuma County Board of Supervisors
Arizona Division of Emergency Management

INTRODUCTION

Purpose

Provides support to county, local, and tribal governments, non-governmental organizations (NGOs), and the private sector designed to enable whole community recovery from the long-term consequences of an emergency.

Support consists of available programs and resources of state and federal departments and agencies to enable whole community recovery, especially long-term community recovery, and to reduce or eliminate risk from future incidents, where feasible.

Scope

Recovery from an emergency/disaster may require short and long term recovery assistance to restore the affected areas to pre-disaster condition.

SITUATION AND ASSUMPTIONS

Recovery from an emergency/disaster involves actions and resources from local jurisdictions and/or state government to return the situation to a "new-normal" or as near pre-disaster condition as possible.

In case of a Presidential Declaration, affected areas may require recovery assistance and support. Federal, state, local and private agencies will provide support and assistance to restore public/private property.

If the state determines that the damage and impact are beyond the county and state's capabilities, state officials will request FEMA Region IX to conduct a Joint Preliminary Damage Assessment with state and local officials. The Arizona Division of Emergency Management (ADEM) is responsible for arranging



federal Preliminary Damage Assessment participation. Data compiled by the county will determine local problems/needs. The information obtained by the Preliminary Damage Assessment teams will be used to document that the emergency/disaster is beyond state/local capabilities, and to support the Governor's request for federal assistance.

Hazard mitigation projects will be identified by the county to implement immediate and long term hazard mitigation measures following a Presidential Declaration.

CONCEPT OF OPERATIONS

Mission

Provide coordination and guidance for recovery operations to include repair, restoration, and replacement of damaged facilities, including services and assistance to private citizens.

Coordinate damage assessment activities and Presidential Declaration requirements, and facilitate Damage Survey Reports and Project Applications.

Direction and Control

The Yuma County Office of Emergency Management will coordinate support and assistance for recovery operations with ADEM working closely with the County Public Works Department and the County Department of Development Services. The Governor's Authorized Representative, ADEM's Director, and/or the State Coordination Officer will represent the state in coordination with the Federal Coordinating Officer. Direction will be provided by ADEM staff personnel and through written directives. The Governor's Authorized Representative is designated by the Governor as the official responsible for administering the program.

Operations

Recovery operations will be conducted in conformance with state/federal regulations governing disaster assistance programs; continue until the administration and management of programs has been completed; and will be coordinated with neighboring counties if applicable.

Participating county agencies and applicants for assistance must maintain proper documentation and records throughout the recovery operations ([State Emergency Response and Recovery Plan \(SERRP\)](#)).

Local, county and state government must continue recovery operations until all actions have been completed.

State, county and local jurisdictions must conduct a hazard analysis and vulnerability study to determine if the jurisdictions can benefit from mitigation measures.

Local Emergency Declaration

In case of a threatened or impending emergency or disaster, the Chairman of the Yuma County Board of Supervisors, the mayor of an incorporated community or their designees may declare that a local emergency exists.



State of Emergency Declaration

If a State of Emergency is proclaimed by the Governor:

County agencies in coordination with the Yuma County Office of Emergency Management may make direct assistance available including personnel/equipment for repair or restoration of public facilities

Direct assistance to individuals and families under a State of Emergency Declaration is prohibited by the State Constitution, but aid may be offered by volunteer agencies.

Guidelines for allocation of funds for any single contingency or emergency/disaster may include:

While awaiting a "State of Emergency" proclamation by the Governor, the Director of ADEM, may obligate up to \$20,000 for response and recovery activities.

The Governor may through the declaration process allocate up to \$200,000.

A majority of the members of the State Emergency Council will convene and approve the incurring of liabilities greater than \$200,000.

The aggregate amount of liabilities incurred shall not exceed four million dollars in any fiscal year beginning July 1 through June 30.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County

The Yuma County Office of Emergency Management will:

Receive requests for assistance from county and local agencies;

Evaluate the capability of the county to provide assistance;

Advise the Board of Supervisors and County Administrator;

Work closely with the State Division of Emergency Management.

Coordinate county and state response and recovery assistance;

Receive and evaluate reimbursement claims from county agencies;

Provide training, and technical assistance for local, county, state and volunteer organizations tasked in the support of DSTs;



Advise applicants on funding options; Request direct federal assistance; Coordinate and prioritize mitigation projects; Coordinate interim/final inspections with federal and state inspectors;

Administer the Individual and Family Grant (IFG) Program. The county and state are not permitted to provide this federal public benefit to persons who are not US Citizens, non-citizen nationals, or qualified aliens.

Yuma County Financial Services will:

Assist Yuma County Office of Emergency Management in processing and auditing emergency funds.

Establish a Disaster Donations Fund Account (see Donations Management Annex).

State ADEM will:

Receive requests for assistance from local and state agencies; evaluate the capability of the state to provide assistance; advise the Governor and/or the

Emergency Council; Coordinate state response and recovery assistance;

Receive and evaluate reimbursement claims from local/county state agencies;

Evaluate damage assessment information;

Provide training, technical assistance for local, county, state, volunteer organizations tasked in the support of DSTs;

Advise the Governor and or the Emergency Council on requests for assistance and recommended courses of action; Coordinate state response activities with local and federal agencies;

Help organize state/federal DSTs;

Review state and local Damage Survey Reports;

Advise applicants on funding options;

Request direct federal assistance;

Coordinate and prioritize mitigation projects; and

Coordinate interim/final inspections with federal/state inspections;



Department of Building and Fire Safety will provide code information for installation of mobile homes in coordination with the Department of Public Safety (DPS), DOA, and HUD.

Arizona Department of Commerce (DOC) will:

Coordinate emergency reviews, within the State Clearinghouse (SC), of applications for federal disaster relief funds.

Determine the impact on the economic recovery of the affected community.

Coordinate the processing of applications for public facility/housing assistance.

Assure priority and immediate considerations are given by federal agencies to applications from public under the following acts:

Title II of the Housing Amendments Act of 1955, or any other act providing assistance for repair, construction or extension of public facilities;

The United States Housing Act of 1937 for the provision of low rent housing;

Section 702 of the Housing Act of 1954 for assistance in public works planning;

Section 702 of the Housing and Urban Development (HUD) Act of 1956, providing grants for public facilities;

Section 306 of the Consolidated Farmers Home Administration Act;

The Public Works and Economic Development Act of 1965, as amended; and

Title II of the Federal Water Pollution Control Act, as amended

Registrar of Contractors will receive/investigate complaints against contractors who do recovery repairs/construction.

Department of Economic Security will coordinate with the SCO and administer the Disaster Unemployment and Food Stamp Programs.

Department of Education will:

Coordinate with the US Office of Education, Division of School Assistance in Federally Affected Areas (SAFA) in the administration of Section 7(a) of PL 81-874. This law provides assistance for payment of increased current operating expenses and replacement of lost revenue to elementary and secondary schools struck by a Major Disaster; and

Notify school districts that public elementary and secondary school facilities are eligible for disaster



assistance when an event is declared an Emergency or Major Disaster.

Department of Environmental Quality will coordinate the environmental recovery.

Department of Health Services (DHS) will:

Serve as the recovery lead agency for health related emergencies;

Coordinate crisis counseling services with state/local/volunteer mental health organizations; and

Apply for repair/reconstruction assistance for DHS health and medical facilities.

Department of Insurance will:

Monitor the activities of organizations involved in the handling of insurance claims;

Investigate complaints against insurance companies or licenses; and

Indicate the types and extent of insurance that are considered reasonable by the State Insurance Commissioner for federal assistance and permanent repair or replacement of property damaged (In accordance with Section 314, and the Disaster Relief act of 1974, Public Law (PL) 93-288, as amended, and 44 CFR 205.69).

State Land Department will:

Remove timber from private lands in disaster areas, according to Section 418, PL 93-288; and

Coordinate fire service resources as required by ESF # 4.

State Parks Department will:

Coordinate with the SCO to ensure applications for federal disaster relief funds are in compliance with the National Historic Preservation Act;

Advise the Director, ADEM, of damage to historic buildings; and

Apply for reimbursement for repair/rehabilitation of public facilities under State Parks jurisdiction.

Arizona Department of Public Safety will escort mobile homes into the disaster area.

Department of Real Estate will provide assistance in locating real estate or rental companies for information on housing.

Department of Revenue will:

Provide tax relief advice to disaster victims; and



Make a determination in coordination with the Governor's Authorized Representative as to the finding of a substantial loss of revenue resulting from a Major Disaster. This is based on actual/projected losses of revenue and disaster related expenses for the fiscal year in which the disaster occurred and the three succeeding fiscal years. Local government may then apply for a Community Disaster Loan under PL 93-288, as amended by PL 100-707, Title IV, and Section 417.

Department of Transportation (ADOT) will:

Request assistance directly from the Administrator, Federal Highway Administration, for the repair/reconstruction of highways within the Federal-Aid System (23 USC 120 and 125 and related FHWA-ADOT agreements);

Permanently repair/reconstruct highways not in the FAS;

Contract and coordinate with the SCO for preparation and submission of Project Application (PA) and reimbursement request for work performed or contracted pursuant to PL 93-288, as amended;

Waive traffic regulations impeding the timely transport of mobile homes in a disaster area; and

Assign qualified personnel to DST's.

Department of Water Resources will:

Provide DST representatives to determine costs of restoring drainage and flood control facilities to their pre-disaster conditions;

Coordinate with the U.S. Army Corps of Engineers and other federal agencies in flood control projects; and

Coordinate flood insurance as it affects permanent restorative work.

Federal Government

Certain federal agencies have the statutory responsibility to provide disaster recovery assistance to state/local governments and individuals before or without an Emergency or Major Disaster declaration by the President.

The President has the authority for declaring an Emergency or Major Disaster pursuant to PL 93-288, as amended.

The FCO is responsible for coordinating federal, individual, and public assistance programs.

Private Organizations

Efforts will be made to contact organizations such as the Young Lawyers' Section – Arizona State Bar Association, to form a committee to provide legal assistance to victims of emergency/disasters.



Volunteer Organizations

Numerous volunteer organizations (i.e., American Red Cross, Salvation Army, and Arizona Voluntary Organizations Active in Disaster) are available to help in recovery situations. They have the facilities, training and volunteer personnel to help with feeding, housing, clothing and numerous other tasks (see the Donations Management Support Annex and ESF # 6 – Mass Care).

ADMINISTRATION AND LOGISTICS

Yuma County Office of Emergency Management will:

Coordinate activities of county, state and federal in the implementation and completion of disaster recovery programs;

In coordination with the FCO, organize the state/federal DSTs;

Coordinate county comments and nonoccurrence of DSR;

Provide copies of DSRs to applicants;

Advise applicants on funding options.

Refer to the Mass Fatality Plan as provided by the Yuma County Medical Examiner dated July 2011 and incorporated by reference.

PLAN DEVELOPMENT AND MAINTENANCE

The Yuma County Yuma County Development Services will maintain this ESF. It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to Yuma County Department of Development Services. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: Uses ICS forms [Form 213](#), [Form 214](#)



ESF 15 External Affairs/Emergency Public Information Annex

ESF Approved by the Yuma County Board of Supervisors on 5 March 2018	Next review date: February 2019
---	--

PRIMARY AGENCY:

Yuma County Office of Public and Legislative Affairs

SUPPORT AGENCY:

Yuma County Office of Emergency Management

Available through the Arizona Division of Emergency Management

- Arizona Department of Administration
- Arizona Department of Agriculture
- Arizona Department of Economic Security
- Arizona Department of Homeland Security
- Arizona Department of Public Safety
- Arizona Department of Transportation

INTRODUCTION

Purpose

Provide an outline for the means, organization and process by which we will provide appropriate information and instructions to the public before, during and after emergency situations. This ESF also provides for public education to be conducted in advance of emergency situations to reduce the likelihood that citizens will place themselves in hazardous situations that may require an emergency response.

Scope

During an incident, the flow of public information and facts concerning the event must be consolidated in order to form a common operating picture and respond in one consistent voice. The event descriptions provided to the public must reflect the best information available.

During such an incident, the Public Information Officer (PIO) function could be operated on a 24-hour basis for a sustained period of time. Trained PIOs from other government agencies, augmented by others trained in public information, could work in a consolidated Joint Information Center (JIC)



POLICIES

In accordance with assigned responsibilities and upon implementation of this ESF, public information will be provided to the affected area.

Support agencies could furnish resources for ESF requirements as well as personnel.

SITUATION AND ASSUMPTIONS

Situation

Yuma County faces a number of hazards as identified in the Multijurisdictional Multi-Hazard Mitigation Plan adopted June 2011 (Updating 2018) . See the aforementioned plan or the Basic EOP plan for a summary of these hazards and their possible impact.

During an emergency, the public needs timely, accurate information on the emergency situation and appropriate instructions regarding protective actions that should be taken to minimize injuries, loss of life and damage to property.

For slower developing emergency situations such as river flooding or storm events, there may be conditions in which Yuma County may provide detailed public information about the expected hazards and what citizens should do to protect themselves during the emergency.

In other emergency situations, there may be no warning, leaving public information systems unable to rapidly react to properly warn or inform the public. Such situations could include earthquake or manmade hazards.

Assumptions

An effective program combining both education and emergency information can significantly reduce loss of life and property. However, history shows us that many people are not concerned about such hazards until they are affected and will not participate in or retain pre-emergency education; therefore, special emphasis must be placed on the delivery of emergency information during emergencies and disasters.

Local media will cooperate in disseminating warning and emergency public information during emergency situations and may participate in pre-disaster awareness programs and other disaster education activities, all pursuant to the Local Emergency Communications Plan, adopted September 2011.

Some emergency situations are known to generate substantial media interest and draw both local media and media from outside the local area.



CONCEPT OF OPERATIONS

General

Pursuant to the National Incident Management System (NIMS) operating policies and protocol, public information efforts should generally focus on specific event-related information. This information will generally be of an instructional nature focusing on topics such as evacuation, warning or shelter.

A special effort should be made to keep the public informed of the general progress of events. Reporting positive information regarding emergency response will help to reassure the community that the situation is under control. Rumor control is a major aspect of the informational program. Public feedback should be used as a measure of the program's effectiveness.

Delivering a concise, consistent emergency message throughout Yuma County is the goal.

Education efforts are to be directed toward increasing public awareness about potential hazards and people should prepare for them. All information education efforts will require a coordinated response from all local media.

Information Dissemination

In the initial stages of an emergency situation, a warning may need to be initiated. Pre-scripted emergency messages should be prepared for likely area hazards. A list of these messages follows.

[Emergency Alert System](#) (EAS) messages may require supplemental information with Special News Advisories tailored by the local PIO. These Special News Advisories will be disseminated to media outlets which include warnings messages. The County EOC will receive copies of all information disseminated in all forms.

The Federal Communications Commission (FCC) encourages licensees to broadcast local warning and instruction messages, but the final decision on broadcasting such messages rests with the broadcasters. Efforts to eliminate the uncertainty of EAS messages on local broadcast media prompted the update of the [Local Emergency Communications Plan](#), adopted February 2014.

All information released by the PIO will be approved by the Incident Commander and the Command Structure at the EOC if activated.

Once the County EOC is activated, the EOC Director will work with the designated PIO to determine the need for additional warning and instructions. The PIO will then formulate additional warning messages and public information as appropriate.

A designated PIO at the Incident Command Post (ICP) will act as a liaison officer to provide information to the PIO stationed at the County EOC where the information will then be publicly disseminated.



Establishment of the Joint Information Center (JIC)

In the case of a large-scale or multi-agency response where a substantial number of external responders join the response and recovery effort, a Joint Information Center or JIC will be established.

The JIC is an element of the Joint Information System (JIS) and will provide the coordinated information to the public during the larger scale incident. The JIC is a working facility not an individual. This facility is a location where emergency public information officers of all participating jurisdictions, agencies volunteer organizations and other first responders or providers can be coordinated to ensure consistency, accuracy and a message regarding the common operating picture.

The following means will be used to provide emergency information and instructions to the public:

EAS broadcasts by radio, television and cable companies;

Special news broadcasts by radio, television and cable companies;

Local newspapers;

Yuma County Channel 77 local government access channel;

Mobile units with public address systems.

Telephone banks as established through the EOC;

Yuma County website @ www.yumacountyaz.gov

Yuma County e-notifications;

Social media such as Facebook, Twitter or other emerging applications;

Access and functional needs populations may require additional assistance. The visually impaired community may avail themselves of broadcast radio announcements, National Oceanic and Atmospheric Administration (NOAA) weather radio or by door to door notification.

The hearing impaired community may avail themselves of captioned EAS messages and news advisories on television or through the use of print media.

The non-English speaking community may avail themselves of radio, TV or cable broadcasts as well as door to door notification.



Resources:

The County PIO shall maintain, at a minimum, a media roster that contains names, telephone numbers, fax numbers, e-mail addresses of each of the Yuma County media listed:

Broadcast Television:

KYMA Channel 11
KSWT Channel 13
KECY Channel 9
KESE Channel 34 in Spanish

Cable Television:

City Channel 72 en espanol
City Channel 73
NAU Channel 73
AWC Channel 74
County Channel 77

Radio:

KTTI 95.1FM
KYJT 100.9FM
KLJZ 93.1FM
KCFY 88.1 FM
KCEC 104.5 FM

KAWC 1320 AM
KBLU 560 AM
KJOK 1400 AM

Newspapers:

The Sun
Bajo del Sol, Spanish language newspaper

Primary and Supporting Agencies will:

The primary agency in coordination with the Yuma County Office of Emergency Management shall be responsible for the following actions during the designated phases of emergency management:

During Mitigation

Assist in conducting hazard awareness programs
Develop systems to enhance information dissemination during emergency situations



During Preparedness

Develop and distribute educational materials; conduct public education programs.

Prepared pre-scripted warning and public instruction messages for known hazards.

Brief local media on warning systems and coordinate procedures for transmitting emergency information to the media.

Train other public information staff to participate in the JIC as well as to brief local officials and emergency responders regarding working with the media.

During Response

Develop, obtain authorization and release public information on the emergency situation.

Conduct media monitoring to determine the need to clarify issues and distribute updated public instructions.

Manage rumor control.

Conduct news conferences and arrange interviews of staff as needed.

Coordinate the availability of their agency resources;

Assist in coordination the resources of other county and state agencies; and

Coordinate the acquisition and application of state and federal and non-government resources.

During Recovery

Provide public information relating to recovery process and available programs.

Compile record of events of JIC

Assess effectiveness of public information and education program.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County Government

The ultimate responsibility for providing emergency information and instructions to the public rests with the Yuma County Board of Supervisors.



The County Administrator shall:

Provide general guidance for public information programs and designate a Public Information Officer.

Direct that a Joint Information Center should be activated when warranted by the incident.

The Public Information Officer will:

Manage and coordinate all emergency public information related activities including safety information for such responses as sheltering in place, evacuation, etc.

Maintain the JIC in coordination with the Emergency Management Director.

The Emergency Management Director will:

Work in conjunction with the County Administrator and/or the Sheriff as well as the County PIO to determine when instructions should be given to the public.

Work with the PIO for preparedness messages.

PLAN DEVELOPMENT AND MAINTENANCE

This ESF is developed and maintained by the Yuma County Office of Public and Legislative Affairs with assistance from the Yuma County Office of Emergency Management (OEM). It will be reviewed and updated annually and/or after a major event/incident to include lessons learned or changes identified in the improvement plan. This ESF has been provided to County Office of Public and Legislative Affairs. Suggested changes have been made. Acknowledgement of receipt is on file with OEM.

Note: Uses forms [Form 213](#), [Form 214](#)

TABLE OF ICS FORMS

This table lists all of the ICS Forms included in this publication.

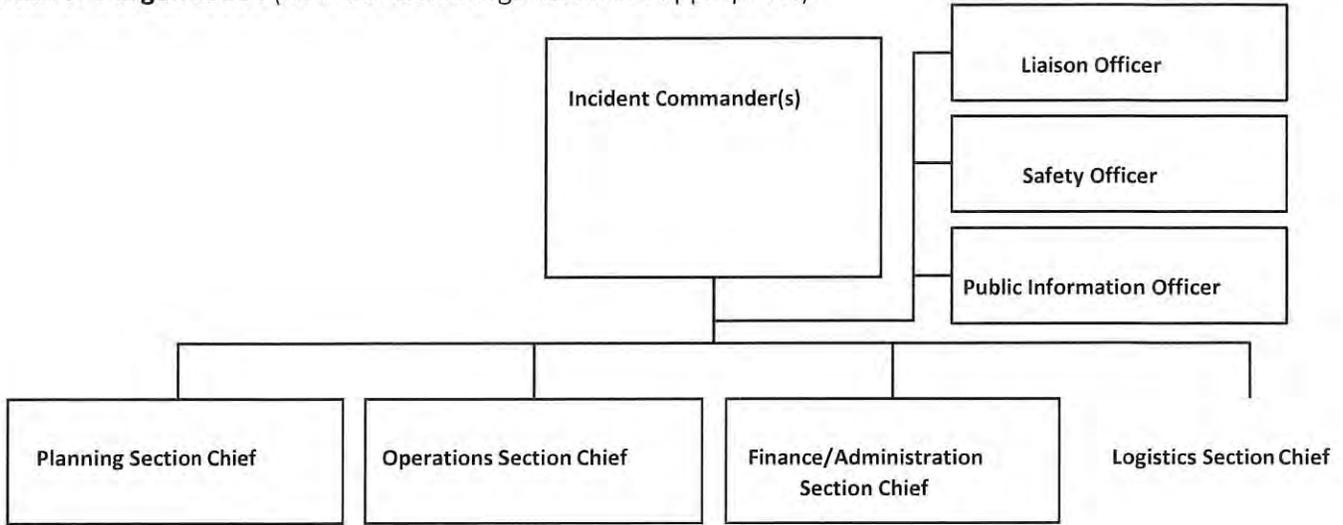
Notes: In the following table, the ICS Forms identified with an asterisk (*) are typically included in an IAP.

- Forms identified with two asterisks (**) are additional forms that could be used in the IAP.
- The other ICS Forms are used in the ICS process for incident management activities, but are not typically included in the IAP.
- The date and time entered in the form blocks should be determined by the Incident Command or Unified Command. Local time is typically used.

ICS Form #:	Form	Typically Prepared by:
Form 201	Incident Briefing	Initial Incident Commander
Form 202	Incident Objectives	Planning Section Chief
Form 203	Organization Assignment List	Resources Unit Leader
Form 204	Assignment List	Resources Unit Leader and Operations Section Chief
Form 205	Incident Radio Communications Plan	Communications Unit Leader
Form 205A	Communications List	Communications Unit Leader
Form 206	Medical Plan	Medical Unit Leader (reviewed by Safety Officer)
Form 207	Incident Organization Chart <i>(wall-mount size, optional 8½" x 14")</i>	Resources Unit Leader
Form 208	Safety Message/Plan	Safety Officer
Form 209	Incident Status Summary	Situation Unit Leader
Form 210	Resource Status Change	Communications Unit Leader
Form 211	Incident Check-in List	Logistics
Form 213	General Message (3-part form)	Any Message Originator
Form 214	Activity Log (optional 2-sided form)	All Sections and Units
Form 215	Operational Planning Worksheet <i>(optional 8½" x 14" and 11" x 17")</i>	Operations Section Chief
Form 215A	Incident Action Plan Safety Analysis	Safety Officer
Form 218	Support Vehicle/Equipment Inventory <i>(optional 8½" x 14" and 11" x 17")</i>	Ground Support Unit
Form 219s	Resource Status Card (T-Card)	Logistics
Form 220	Air Operations Summary	Operation Section Chief
Form 221	Demobilization Check-Out	Demobilization Unit Leader
Form 225	Incident Personnel Performance Rating	Supervisor at the incident

1. Incident Name:	2. Incident Number:	3. Date/Time Initiated: Date: _____ Time: _____
-------------------	---------------------	--

9. Current Organization (fill in additional organization as appropriate):



6. Prepared by: Name: _____ Position/Title: _____ Signature: _____

ICS 201, Page 3 Date/Time: _____

Incident Objectives (ICS 202)

1. Incident Name:	2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____	
3. Objective(s): 		
4. Operational Period Command Emphasis: 		
General Situational Awareness		
5. Site Safety Plan Required? Yes <input type="checkbox"/> No <input type="checkbox"/> Approved Site Safety Plan(s) Located at:		
6. Incident Action Plan (the items checked below are included in this Incident Action Plan):		
<input type="checkbox"/> ICS 203	<input type="checkbox"/> ICS 207	<u>Other Attachments:</u>
<input type="checkbox"/> ICS 204	<input type="checkbox"/> ICS 208	<input type="checkbox"/> _____
<input type="checkbox"/> ICS 205	<input type="checkbox"/> Map/Chart	<input type="checkbox"/> _____
<input type="checkbox"/> ICS 205A	<input type="checkbox"/> Weather Forecast/Tides/Currents	<input type="checkbox"/> _____
<input type="checkbox"/> ICS 206		<input type="checkbox"/> _____
7. Prepared by: Name: _____ Position/Title: _____ Signature: _____		
8. Approved by Incident Commander: Name: _____ Signature: _____		
ICS 202	IAP Page _____	Date/Time: _____

Organization Assignment List (ICS 203)

1. Incident Name:		2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____	
3. Incident Commander(s) and Command Staff:		7. Operations Section:	
IC/UCs		Chief	
		Deputy	
Deputy		Staging Area	
Safety Officer		Branch	
Public Info. Officer		Branch Director	
Liaison Officer		Deputy	
4. Agency/Organization Representatives:		Division/Group	
Agency/Organization	Name	Division/Group	
		Branch	
		Branch Director	
		Deputy	
5. Planning Section:		Division/Group	
Chief		Division/Group	
Deputy		Division/Group	
Resources Unit		Division/Group	
Situation Unit		Division/Group	
Documentation Unit		Branch	
Demobilization Unit		Branch Director	
Technical Specialists		Deputy	
		Division/Group	
		Division/Group	
		Division/Group	
6. Logistics Section:		Division/Group	
Chief		Division/Group	
Deputy		Air Operations Branch	
Support Branch		Air Ops Branch Dir.	
Director			
Supply Unit			
Facilities Unit		8. Finance/Administration Section:	
Ground Support Unit		Chief	
Service Branch		Deputy	
Director		Time Unit	
Communications Unit		Procurement Unit	

1. Incident Name:		2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____	
Medical Unit		Comp/Claims Unit	
Food Unit		Cost Unit	
9. Prepared by: Name: _____ Position/Title: _____ Signature: _____			
ICS 203	IAP Page _____	Date/Time: _____	

Assignment List (ICS 204)

1. Incident Name:		2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____		3.
				Branch:
4. Operations Personnel: <u>Name</u> _____ <u>Contact Number(s)</u> _____				Division:
Operations Section Chief: _____				Group:
Branch Director: _____				Staging Area:
Division/Group Supervisor: _____				
5. Resources Assigned:			Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
Resource Identifier	Leader	# of Persons		Contact (e.g., phone, pager, radio frequency, etc.)
6. Work Assignments:				
7. Special Instructions:				
8. Communications (radio and/or phone contact numbers needed for this assignment):				
Name/Function _____		Primary Contact: indicate cell, pager, or radio (frequency/system/channel) _____		
/ _____		_____		
/ _____		_____		
/ _____		_____		
/ _____		_____		
9. Prepared by: Name: _____ Position/Title: _____ Signature: _____				
ICS 204	IAP Page _____	Date/Time: _____		

Incident Radio Communications Plan (ICS 205)

1. Incident Name:	2. Date/Time Prepared: Date: _____ Time: _____	3. Operational Period: Date From: _____ Time From: _____
--------------------------	---	---

4. Basic Radio Channel Use:

Zone Grp.	Ch #	Function	Channel Name/Trunked Radio System Talkgroup	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode (A, D, or M)

5. Special Instructions:

6. Prepared by (Communications Unit Leader): Name: _____ Signature: _____

ICS 205	IAP Page _____	Date/Time: _____
---------	----------------	------------------

Medical Plan (ICS 206)

1. Incident Name:		2. Operational Period: Date From: _____ Date To: _____					
		Time From: _____ Time To: _____					
3. Medical Aid Stations:							
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?				
			<input type="checkbox"/> Yes <input type="checkbox"/> No				
			<input type="checkbox"/> Yes <input type="checkbox"/> No				
			<input type="checkbox"/> Yes <input type="checkbox"/> No				
4. Transportation (indicate air or ground):							
Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service				
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS				
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS				
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS				
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS				
5. Hospitals:							
Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/Frequency	Travel Time		Trauma Center	Burn Center	Helipad
			Air	Ground			
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Special Medical Emergency Procedures:							
<input type="checkbox"/> Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.							
7. Prepared by (Medical Unit Leader): Name: _____ Signature: _____							
8. Approved by (Safety Officer): Name: _____ Signature: _____							
ICS 206	IAP Page _____	Date/Time: _____					

Incident Organization Chart (ICS 207)

1. Incident Name:	2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____		
3. Organization Chart			
<pre> graph TD IC[Incident Commander(s)] --- LO[Liaison Officer] IC --- SO[Safety Officer] IC --- PIO[Public Information Officer] IC --- OSC[Operations Section Chief] IC --- SAM[Staging Area Manager] OSC --- PSC[Planning Section Chief] OSC --- LSC[Logistics Section Chief] OSC --- FASC[Finance/Admin Section Chief] PSC --- RUL[Resources Unit Ldr.] PSC --- SUL[Situation Unit Ldr.] PSC --- DUL[Documentation Unit Ldr.] PSC --- DUL2[Demobilization Unit Ldr.] LSC --- SBD[Support Branch Dir.] LSC --- SUL2[Supply Unit Ldr.] LSC --- FUL[Facilities Unit Ldr.] LSC --- GSPUL[Ground Spt. Unit Ldr.] LSC --- SBD2[Service Branch Dir.] FASC --- TUL[Time Unit Ldr.] FASC --- PUL[Procurement Unit Ldr.] FASC --- CUL[Comp./Claims Unit Ldr.] FASC --- CUL2[Cost Unit Ldr.] SBD --- CLUL[Comms Unit Ldr.] SBD --- MUL[Medical Unit Ldr.] SBD --- FUL3[Food Unit Ldr.] </pre>			
ICS 207	IAP Page	4. Prepared by: Name: _____ Position/Title: _____ Signature: _____ Date/Time: _____	

Incident Status Summary (ICS 209)

*1. Incident Name:		2. Incident Number:		
*3. Report Version (check one box on left): <input type="checkbox"/> Initial Rpt # <input type="checkbox"/> Update (if used): <input type="checkbox"/> Final	*4. Incident Commander(s) & Agency or Organization:	5. Incident Management Organization:	*6. Incident Start Date/Time: Date: _____ Time: _____ Time Zone: _____	
7. Current Incident Size or Area Involved (use unit label – e.g., "sq mi," "city block"):	8. Percent (%) Contained - _____ Completed	*9. Incident Definition:	10. Incident Complexity Level:	*11. For Time Period: From Date/Time: _____ To Date/Time: _____

Approval & Routing Information

*12. Prepared By: Print Name: _____ ICS Position: _____ Date/Time Prepared: _____	*13. Date/Time Submitted: Time Zone: _____
*14. Approved By: Print Name: _____ ICS Position: _____ Signature: _____	*15. Primary Location, Organization, or Agency Sent To:

Incident Location Information

*16. State:	*17. County/Parish/Borough:	*18. City:
19. Unit or Other:	*20. Incident Jurisdiction:	21. Incident Location Ownership (if different than jurisdiction):
22. Longitude (indicate format): Latitude (indicate format):	23. US National Grid Reference:	24. Legal Description (township, section, range):
*25. Short Location or Area Description (list all affected areas or a reference point):		26. UTM Coordinates:
27. Note any electronic geospatial data included or attached (indicate data format, content, and collection time information and labels):		

Incident Summary

*28. Significant Events for the Time Period Reported (summarize significant progress made, evacuations, incident growth, etc.):				
29. Primary Materials or Hazards Involved (hazardous chemicals, fuel types, infectious agents, radiation, etc.):				
30. Damage Assessment Information (summarize damage and/or restriction of use or availability to residential or commercial property, natural resources, critical infrastructure and key resources, etc.):	A. Structural Summary	B. # Threatened (72 hrs)	C. # Damaged	D. # Destroyed
	E. Single Residences			
	F. Nonresidential Commercial Property			
	Other Minor Structures			

INCIDENT STATUS SUMMARY (ICS 209)

*1. Incident Name:	2. Incident Number:
---------------------------	----------------------------

Additional Incident Decision Support Information

	A. # This Reporting Period	B. Total # to Date		A. # This Reporting Period	B. Total # to Date
*31. Public Status Summary:			*32. Responder Status Summary:		
<i>C. Indicate Number of Civilians (Public) Below:</i>			<i>C. Indicate Number of Responders Below:</i>		
D. Fatalities			D. Fatalities		
E. With Injuries/Illness			E. With Injuries/Illness		
F. Trapped/In Need of Rescue			F. Trapped/In Need of Rescue		
G. Missing <i>(note if estimated)</i>			G. Missing		
H. Evacuated <i>(note if estimated)</i>			H. Sheltering in Place		
I. Sheltering in Place <i>(note if estimated)</i>			I. Have Received Immunizations		
J. In Temporary Shelters <i>(note if est.)</i>			J. Require Immunizations		
K. Have Received Mass Immunizations			K. In Quarantine		
L. Require Immunizations <i>(note if est.)</i>					
M. In Quarantine					
<i>N. Total # Civilians (Public) Affected:</i>			<i>N. Total # Responders Affected:</i>		
33. Life, Safety, and Health Status/Threat Remarks:				*34. Life, Safety, and Health Threat Management:	
				A. Check if Active	
				A. No Likely Threat	<input type="checkbox"/>
				B. Potential Future Threat	<input type="checkbox"/>
				C. Mass Notifications in Progress	<input type="checkbox"/>
				D. Mass Notifications Completed	<input type="checkbox"/>
				E. No Evacuation(s) Imminent	<input type="checkbox"/>
				F. Planning for Evacuation	<input type="checkbox"/>
G. Planning for Shelter-in-Place	<input type="checkbox"/>				
35. Weather Concerns (synopsis of current and predicted weather; discuss related factors that may cause concern):				H. Evacuation(s) in Progress	<input type="checkbox"/>
				I. Shelter-in-Place in Progress	<input type="checkbox"/>
				J. Repopulation in Progress	<input type="checkbox"/>
				K. Mass Immunization in Progress	<input type="checkbox"/>
				L. Mass Immunization Complete	<input type="checkbox"/>

	M. Quarantine in Progress	<input type="checkbox"/>
	N. Area Restriction in Effect	<input type="checkbox"/>

		<input type="checkbox"/>

36. Projected Incident Activity, Potential, Movement, Escalation, or Spread and influencing factors during the next operational period and in 12-, 24-, 48-, and 72-hour timeframes:

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

37. Strategic Objectives (define planned end-state for incident):

*1. Incident Name:	2. Incident Number:
---------------------------	----------------------------

Additional Incident Decision Support Information (continued)

38. Current Incident Threat Summary and Risk Information in 12-, 24-, 48-, and 72-hour timeframes and beyond. Summarize primary incident threats to life, property, communities and community stability, residences, health care facilities, other critical infrastructure and key resources, commercial facilities, natural and environmental resources, cultural resources, and continuity of operations and/or business. Identify corresponding incident-related potential economic or cascading impacts.

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

39. Critical Resource Needs in 12-, 24-, 48-, and 72-hour timeframes and beyond to meet critical incident objectives. List resource category, kind, and/or type, and amount needed, in priority order:

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

40. Strategic Discussion: Explain the relation of overall strategy, constraints, and current available information to:

- 1) critical resource needs identified above,
- 2) the Incident Action Plan and management objectives and targets,
- 3) anticipated results.

Explain major problems and concerns such as operational challenges, incident management problems, and social, political, economic, or environmental concerns or impacts.

41. Planned Actions for Next Operational Period:

42. Projected Final Incident Size/Area (use unit label – e.g., “sq mi”):

43. Anticipated Incident Management Completion Date:

44. Projected Significant Resource Demobilization Start Date:

45. Estimated Incident Costs to Date:

46. Projected Final Incident Cost Estimate:

47. Remarks (or continuation of any blocks above – list block number in notation):

General Message (ICS 213)

1. Incident Name (Optional):		
2. To (Name and Position):		
3. From (Name and Position):		
4. Subject:	5. Date:	6. Time
7. Message:		
8. Approved by: Name: _____ Signature: _____ Position/Title: _____		
9. Reply:		
10. Replied by: Name: _____ Position/Title: _____ Signature: _____		
ICS 213	Date/Time: _____	

Demobilization Check-Out (ICS 221)

1. Incident Name:		2. Incident Number:	
3. Planned Release Date/Time: Date: Time:	4. Resource or Personnel Released:		5. Order Request Number:
6. Resource or Personnel:			
<p>You and your resources are in the process of being released. Resources are not released until the checked boxes below have been signed off by the appropriate overhead and the Demobilization Unit Leader (or Planning Section representative).</p>			
LOGISTICS SECTION			
	Unit/Manager	Remarks	Name Signature
<input type="checkbox"/>	Supply Unit		
<input type="checkbox"/>	Communications Unit		
<input type="checkbox"/>	Facilities Unit		
<input type="checkbox"/>	Ground Support Unit		
<input type="checkbox"/>	Security Manager		
<input type="checkbox"/>			
FINANCE/ADMINISTRATION SECTION			
	Unit/Leader	Remarks	Name Signature
<input type="checkbox"/>	Time Unit		
<input type="checkbox"/>			
<input type="checkbox"/>			
OTHER SECTION/STAFF			
	Unit/Other	Remarks	Name Signature
<input type="checkbox"/>			
<input type="checkbox"/>			
PLANNING SECTION			
	Unit/Leader	Remarks	Name Signature
<input type="checkbox"/>			
<input type="checkbox"/>	Documentation Leader		
<input type="checkbox"/>	Demobilization Leader		

1. Incident Name:		2. Incident Number:	
3. Planned Release Date/Time: Date: _____ Time: _____	4. Resource or Personnel Released:	5. Order Request Number:	
7. Remarks:			
8. Travel Information:		Room Overnight: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Estimated Time of Departure: _____		Actual Release Date/Time: _____	
Destination: _____		Estimated Time of Arrival: _____	
Travel Method: _____		Contact Information While Traveling: _____	
Manifest: <input type="checkbox"/> Yes <input type="checkbox"/> No Number: _____		Area/Agency/Region Notified: _____	
9. Reassignment Information: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Incident Name: _____		Incident Number: _____	
Location: _____		Order Request Number: _____	
10. Prepared by: Name: _____ Position/Title: _____ Signature: _____			
ICS 221		Date/Time: _____	

Incident Personnel Performance Rating (ICS 225)

THIS RATING IS TO BE USED ONLY FOR DETERMINING AN INDIVIDUAL'S PERFORMANCE ON AN INCIDENT/EVENT						
1. Name:		2. Incident Name:			3. Incident Number:	
4. Home Unit Name and Address:				5. Incident Agency and Address:		
6. Position Held on Incident:		7. Date(s) of Assignment: From: To:		8. Incident Complexity Level: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5		9. Incident Definition:
10. Evaluation						
Rating Factors	N/A	1 – Unacceptable	2	3 – Met Standards	4	5 – Exceeded Expectations
11. Knowledge of the Job/ Professional Competence: Ability to acquire, apply, and share technical and administrative knowledge and skills associated with description of duties. (Includes operational aspects such as marine safety, seamanship, airmanship, SAR, etc., as appropriate.)	<input type="checkbox"/>	Questionable competence and credibility. Operational or specialty expertise inadequate or lacking in key areas. Made little effort to grow professionally. Used knowledge as power against others or bluffed rather than acknowledging ignorance. Effectiveness reduced due to limited knowledge of own organizational role and customer needs.	<input type="checkbox"/>	Competent and credible authority on specialty or operational issues. Acquired and applied excellent operational or specialty expertise for assigned duties. Showed professional growth through education, training, and professional reading. Shared knowledge and information with others clearly and simply. Understood own organizational role and customer needs.	<input type="checkbox"/>	Superior expertise; advice and actions showed great breadth and depth of knowledge. Remarkable grasp of complex issues, concepts, and situations. Rapidly developed professional growth beyond expectations. Vigorously conveyed knowledge, directly resulting in increased workplace productivity. Insightful knowledge of own role, customer needs, and value of work.
12. Ability To Obtain Performance/Results: Quality, quantity, timeliness, and impact of work.	<input type="checkbox"/>	Routine tasks accomplished with difficulty. Results often late or of poor quality. Work had a negative impact on department or unit. Maintained the status quo despite opportunities to improve.	<input type="checkbox"/>	Got the job done in all routine situations and in many unusual ones. Work was timely and of high quality; required some of subordinates. Results had a positive impact on IMT. Continuously improved services and organizational effectiveness.	<input type="checkbox"/>	Maintained optimal balance among quality, quantity, and timeliness of work. Quality of own and subordinates' work surpassed expectations. Results had a significant impact on the IMT. Established clearly effective systems of continuous improvement.
13. Planning/ Preparedness: Ability to anticipate, determine goals, identify relevant information, set priorities and deadlines, and create a shared vision of the Incident Management Team (IMT).	<input type="checkbox"/>	Got caught by the unexpected; appeared to be controlled by events. Set vague or unrealistic goals. Used unreasonable criteria to set priorities and deadlines. Rarely had plan of action. Failed to focus on relevant information.	<input type="checkbox"/>	Consistently prepared. Set high but realistic goals. Used sound criteria to set priorities and deadlines. Used quality tools and processes to develop action plans. Identified key information. Kept supervisors and stakeholders informed.	<input type="checkbox"/>	Exceptional preparation. Always looked beyond immediate events or problems. Skillfully balanced competing demands. Developed strategies with contingency plans. Assessed all aspects of problems, including underlying issues and impact.
14. Using Resources: Ability to manage time, materials, information, money, and people (i.e., all IMT components as well as external publics).	<input type="checkbox"/>	Concentrated on unproductive activities or often overlooked critical demands. Failed to use people productively. Did not follow up. Mismanaged information, money, or time. Used ineffective tools or left subordinates without means to accomplish tasks. Employed wasteful methods.	<input type="checkbox"/>	Effectively managed a variety of activities with available resources. Delegated, empowered, and followed up. Skilled time manager, budgeted own and subordinates' time productively. Ensured subordinates had adequate tools, materials, time, and direction. Cost conscious, sought ways to cut waste.	<input type="checkbox"/>	Unusually skilled at bringing scarce resources to bear on the most critical of competing demands. Optimized productivity through effective delegation, empowerment, and follow-up control. Found ways to systematically reduce cost, eliminate waste, and improve efficiency.
15. Adaptability/Attitude: Ability to maintain a positive attitude and modify work methods and priorities in response to new information, changing conditions, political realities, or unexpected obstacles.	<input type="checkbox"/>	Unable to gauge effectiveness of work, recognize political realities, or make adjustments when needed. Maintained a poor outlook. Overlooked or screened out new information. Ineffective in ambiguous, complex, or pressured situations.	<input type="checkbox"/>	Receptive to change, new information, and technology. Effectively used benchmarks to improve performance and service. Monitored progress and changed course as required. Maintained a positive approach. Effectively dealt with pressure and ambiguity. Facilitated smooth transitions. Adjusted direction to accommodate political realities.	<input type="checkbox"/>	Rapidly assessed and confidently adjusted to changing conditions, political realities, new information, and technology. Very skilled at using and responding to measurement indicators. Championed organizational improvements. Effectively dealt with extremely complex situations. Turned pressure and ambiguity into constructive forces for change.
16. Communication Skills: Ability to speak effectively and listen to understand. Ability to express facts and ideas clearly and convincingly.	<input type="checkbox"/>	Unable to effectively articulate ideas and facts; lacked preparation, confidence, or logic. Used inappropriate language or rambled. Nervous or distracting mannerisms detracted from message. Failed to listen carefully or was too argumentative. Written	<input type="checkbox"/>	Effectively expressed ideas and facts in individual and group situations; nonverbal actions consistent with spoken message. Communicated to people at all levels to ensure understanding. Listened carefully for intended message as well as spoken words. Written material clear, concise, and	<input type="checkbox"/>	Clearly articulated and promoted ideas before a wide range of audiences; accomplished speaker in both formal and extemporaneous situations. Adept at presenting complex or sensitive issues. Active listener; remarkable ability to listen with open mind and identify key issues.

<input type="checkbox"/>	material frequently unclear, verbose, or poorly organized. Seldom proofread.	<input type="checkbox"/>	logically organized. Proofread conscientiously.	<input type="checkbox"/>	Clearly and persuasively expressed complex or controversial material, directly contributing to stated objectives.	<input type="checkbox"/>
--------------------------	--	--------------------------	---	--------------------------	---	--------------------------

INCIDENT PERSONNEL PERFORMANCE RATING (ICS 225)

1. Name:		2. Incident Name:			3. Incident Number:	
10. Evaluation						
Rating Factors	N/A	1 – Unacceptable	2	3 – Met Standards	4	5 – Exceeded Expectations
17. Ability To Work on a Team: Ability to manage, lead and participate in teams, encourage cooperation, and develop esprit de corps.	<input type="checkbox"/>	Used teams ineffectively or at wrong times. Conflicts mismanaged or often left unresolved, resulting in decreased team effectiveness. Excluded team members from vital information. Stifled group discussions or did not contribute productively. Inhibited cross functional cooperation to the detriment of unit or service goals.	<input type="checkbox"/>	Skillfully used teams to increase unit effectiveness, quality, and service. Resolved or managed group conflict, enhanced cooperation, and involved team members in decision process. Valued team participation. Effectively negotiated work across functional boundaries to enhance support of broader mutual goals.	<input type="checkbox"/>	Insightful use of teams raised unit productivity beyond expectations. Inspired high level of esprit de corps, even in difficult situations. Major contributor to team effort. Established relationships and networks across a broad range of people and groups, raising accomplishments of mutual goals to a remarkable level.
18. Consideration for Personnel/Team Welfare: Ability to consider and respond to others' personal needs, capabilities, and achievements; support for and application of worklife concepts and skills.	<input type="checkbox"/>	Seldom recognized or responded to needs of people; left outside resources untapped despite apparent need. Ignorance of individuals' capabilities increased chance of failure. Seldom recognized or rewarded deserving subordinates or other IMT members.	<input type="checkbox"/>	Cared for people. Recognized and responded to their needs; referred to outside resources as appropriate. Considered individuals' capabilities to maximize opportunities for success. Consistently recognized and rewarded deserving subordinates or other IMT members.	<input type="checkbox"/>	Always accessible. Enhanced overall quality of life. Actively contributed to achieving balance among IMT requirements and professional and personal responsibilities. Strong advocate for subordinates; ensured appropriate and timely recognition, both formal and informal.
19. Directing Others: Ability to influence or direct others in accomplishing tasks or missions.	<input type="checkbox"/>	Showed difficulty in directing or influencing others. Low or unclear work standards reduced productivity. Failed to hold subordinates accountable for shoddy work or irresponsible actions. Unwilling to delegate authority to increase efficiency of task accomplishment.	<input type="checkbox"/>	A leader who earned others' support and commitment. Set high work standards; clearly articulated job requirements, expectations, and measurement criteria; held subordinates accountable. When appropriate, delegated authority to those directly responsible for the task.	<input type="checkbox"/>	An inspirational leader who motivated others to achieve results not normally attainable. Won people over rather than imposing will. Clearly articulated vision; empowered subordinates to set goals and objectives to accomplish tasks. Modified leadership style to best meet challenging situations.
20. Judgment/Decisions Under Stress: Ability to make sound decisions and provide valid recommendations by using facts, experience, political acumen, common sense, risk assessment, and analytical thought.	<input type="checkbox"/>	Decisions often displayed poor analysis. Failed to make necessary decisions, or jumped to conclusions without considering facts, alternatives, and impact. Did not effectively weigh risk, cost, and time considerations. Unconcerned with political drivers on organization.	<input type="checkbox"/>	Demonstrated analytical thought and common sense in making decisions. Used facts, data, and experience, and considered the impact of alternatives and political realities. Weighed risk, cost, and time considerations. Made sound decisions promptly with the best available information.	<input type="checkbox"/>	Combined keen analytical thought, an understanding of political processes, and insight to make appropriate decisions. Focused on the key issues and the most relevant information. Did the right thing at the right time. Actions indicated awareness of impact of decisions on others. Not afraid to take reasonable risks to achieve positive results.
21. Initiative Ability to originate and act on new ideas, pursue opportunities to learn and develop, and seek responsibility without guidance and supervision.	<input type="checkbox"/>	Postponed needed action. Implemented or supported improvements only when directed to do so. Showed little interest in career development. Feasible improvements in methods, services, or products went unexplored.	<input type="checkbox"/>	Championed improvement through new ideas, methods, and practices. Anticipated problems and took prompt action to avoid or resolve them. Pursued productivity gains and enhanced mission performance by applying new ideas and methods.	<input type="checkbox"/>	Aggressively sought out additional responsibility. A self-learner. Made worthwhile ideas and practices work when others might have given up. Extremely innovative. Optimized use of new ideas and methods to improve work processes and decisionmaking.
22. Physical Ability for the Job: Ability to invest in the IMT's future by caring for the physical health and emotional well-being of self and others.	<input type="checkbox"/>	Failed to meet minimum standards of sobriety. Tolerated or condoned others' alcohol abuse. Seldom considered subordinates' health and well-being. Unwilling or unable to recognize and manage stress despite apparent need.	<input type="checkbox"/>	Committed to health and well-being of self and subordinates. Enhanced personal performance through activities supporting physical and emotional well-being. Recognized and managed stress effectively.	<input type="checkbox"/>	Remarkable vitality, enthusiasm, alertness, and energy. Consistently contributed at high levels of activity. Optimized personal performance through involvement in activities that supported physical and emotional well-being. Monitored and helped others deal with stress and enhance health and well-being.

23. Adherence to Safety: Ability to invest in the IMT's future by caring for the safety of self and others.	<input type="checkbox"/>	Failed to adequately identify and protect personnel from safety hazards.	<input type="checkbox"/>	Ensured that safe operating procedures were followed.	<input type="checkbox"/>	Demonstrated a significant commitment toward safety of personnel.	<input type="checkbox"/>
24. Remarks:							

25. Rated Individual (This rating has been discussed with me):	
Signature: _____	Date/Time: _____
26. Rated by: Name: _____ Signature: _____	
Home Unit: _____	Position Held on This Incident: _____
ICS 225	Date/Time: _____

