

# **MONTEREY COUNTY EMERGENCY OPERATIONS PLAN**

## **EXECUTIVE SUMMARY**

### **I. Overview**

The Monterey County Emergency Management Program is governed by a wide range of laws, regulations, plans and policies. The program is administered and coordinated by the Office of Emergency Services which is located within the County Administrative Office. The program receives its authority from the California Emergency Services Act; California Disaster Assistance Act and other related State Statutes. The National Response Framework (NRF), National Incident Management System (NIMS), and the State Emergency Management System (SEMS) provide planning and policy guidance to counties and local municipalities. Collectively these documents support the development and serve as the foundational planning tool for this Emergency Operations Plan (MCEOP).

This EOP is an all hazard regional plan which describes how Monterey County will organize and respond to events and disasters. The plan describes how various agencies and organizations in the County will coordinate resources and activities with federal, state, non-government organizations and private partners. Use of the NIMS/SEMS, and the Incident Command System is a key component of county coordination in planning and response operations. Several County wide organizations are instrumental in ensuring coordination and collaboration in emergency planning. Providing oversight is the Operational Area Coordinating Council (OACC), an all hazard planning group representing government, public safety, private industry and citizens. The executive council provides strategic direction for emergency planning and ensuring capability in emergency response for public safety, community and business resiliency. Additionally the Monterey Fire Chiefs Association, Monterey Law Chiefs Association ; Monterey County Fire Safe Council all represent agencies and stakeholder active in public safety services, wildland fire operations, mitigation and educational efforts; Monterey County Citizen Corp Council which focuses on training and development of citizen volunteers in public safety and health..

Response to emergencies and disaster conditions is the primary responsibility of government. Monterey County's goal is to respond to sudden conditions in the most organized, efficient, and effective manner possible. Monterey County Office of Emergency Services (MCOES) maintains this plan with its supporting documents as well as the Emergency Operations Center to address responses to major incidents.

The plan is divided into the Basic Plan which describes Risk Analysis; Roles/Responsibilities; Concept of Operations and EOC Management; and the coordination between IMT, local, county and State EOCs. Hazard Annexes have been developed to further refine plans and action to be taken during specific emergency events.

### **II. PURPOSE**

The purpose of the MCEOP is to:

- Maximize survival of people, save lives, prevent and/or minimize injuries, and preserve property and resources within the County of Coconino by making use of all available manpower, equipment, and other resources in the event of a natural, man-made, or national security emergency/disaster.
- Provide for direction and control and the continuity of government in disaster situations.
- Provide for the integration of resources and capabilities of County and City government and the private sector for hazard mitigation and for survival and recovery operations when any disaster threatens or occurs.
- Define the roles and responsibilities of local government, non-government organizations, non-volunteer associations, and private agencies for the preparation and conduct of emergency operations prior to, during, or after a disaster.
- Provide a basis for the preparation of detailed emergency operating procedures and training by the County, and support organizations assigned emergency responsibilities.
- Set forth standard operating procedures using the “Standard Emergency Management System” (SEMS) adopted by the County for handling emergencies resulting from natural and man-made disasters.
- To maintain compliance with the National Response Framework (NRF) and the National Incident Management System (NIMS).
- Outline a schedule of periodic training and exercises in Emergency Management functions in order to increase preparedness of all employees for the known hazards.

### **III. SCOPE**

The MCEOP is an “all-hazards” plan that includes all personnel and equipment which may be called upon to help facilitate a response to specific disasters and emergencies. It identifies responsibilities for County officials and provides them with guidance for mitigating, preparing and responding to natural or man-made disasters and emergencies including full recovery. In the event of a disaster or emergency within Monterey County, this plan will be activated and will conclude when the danger to life, limb and property resulting from the emergency has ended and all issues relating from it are resolved, allowing for the resumption of normal everyday activities.

The MCEOP is compliant with the guidelines set forth by the National Incident Management System (NIMS), the National Response Framework (NRF), and the FEMA CPG 101 Planning Guidelines.

### **IV. PLANNING ASSUMPTIONS**

A natural or man-made disaster affecting the County can cause the loss of power, telephone service, and other utilities and result in a major threat to government operations and the health and safety of people within the County. Based on the Hazard Analysis, most disasters that have a potential to impact County communities may have little or no advanced warning. As a result, resource deployment to outlining areas may result in slower response times.

In an emergency and/or disaster simultaneously affecting other communities and/or the State, outside assistance may not be immediately available. Therefore, local government will have done the best it can with available resources to maximize the survival of people, prevent and/or minimize injuries, and preserve property and resources within the County.

## **V. CONCEPT OF OPERATIONS (CONOPS)**

Primary roles during the initial emergency responses will focus on first responders, such as fire, EMS and law enforcement, as well as hospitals, health departments, specialized teams such as SWAT, HAZMAT, and Bomb teams, Search and Rescue and regional Incident Management Teams. Typically, as the emergency response situation evolves, the incident could either continue to escalate or begin to stabilize. Resources will fluctuate to meet the needs and demands of the event. In all emergency operations, life safety and protecting citizens receives priority.

Emergency operations focus on the efficient utilization of all available resources in the County for effectively responding to all types of emergencies. Local government has the primary responsibility for emergency management functions. This EOP should be used when the County municipalities or emergency response agencies are reaching or exceeding their abilities to respond to an emergency incident. The County Emergency Operations Center (EOC) in collaboration with Incident Command and local/county officials will activate and implement all or parts of this plan. In addition, the EOC may partially or fully activate and staff based on the emergency type, complexity and durations.

Throughout the incidents the following information should be provided to the Office of Emergency Services:

- Operational status;
- Readiness of availability of essential resources;
- Changing conditions;
- Significant concerns and issues

Each public safety agency will implement individual standard operating procedures (SOP's) or general orders. This plan does not supersede those directives and orders.

## **VI. DIRECTION, CONTROL, AND COORDINATION**

The Director of Emergency Services (CAO) will call together such County Department heads and other County officials and external agency representatives as deemed necessary and will brief them on the situation. The Director of Emergency Services will activate this plan and/or order such steps to be taken as may be appropriate for the situation.

Following the briefing, all department heads and other persons involved will review their responsibilities outlined in this Emergency Operations Plan and their respective annexes and/or emergency operations procedures (departmental technical and emergency plans). Department heads will brief their personnel on their responsibilities and then make preparations for the mobilization.

The Emergency Operations Center (EOC) and Department Operations Centers (DOC) will be activated if necessary, and maintained on a stand-by basis. Department heads will designate their representatives to the EOC. Personnel, equipment, and resources will be readied for dispersal and, where advisable, moved to appropriate locations on a stand-by basis.

The Public Information Officer (PIO) will ensure that neighborhoods and communities are provided timely and accurate information concerning the event to alleviate fears and concerns, control rumors and prepare residents for any necessary protective actions. This messaging should include media forms, social media, internet and the community notification telephone system. Special attention should be given to special needs populations, elderly, and non-English speaking residents.

School officials, public and private, present at the briefing by OES should take all necessary steps to safeguard the school population. OES will alert institutions and agencies not represented at the briefing, if deemed necessary by the County.

## **VII. PROTECTION of CITIZENS**

### **1. Emergency Public Notification and Warning Systems**

Emergency public information activities will be undertaken to ensure the coordinated, timely and accurate release of a wide range of information to the news media and to the public about disaster related activities. These activities will be carried out through the joint use of a Joint Information Center (JIC). The Message Center will be staffed with state, local and volunteer organizations and in some instances commercial public information representatives. Information intended for the news media and the public will be coordinated prior to release with County officials. United Way's 211 program will coordinate with the JIC as a disaster call center.

#### **Emergency Notification System:**

The countywide system has the capability of targeting specific areas, depending on the type and breadth of the emergency, and to call everyone with a hard-line telephone within the defined area. A pre-recorded message will inform residents of the emergency and provide information related to the emergency. The system will automatically call only hard-line telephones unless citizens register their cell phones at [www.AlertMontereyCounty.org](http://www.AlertMontereyCounty.org)

### **2. Evacuation Procedures**

The EOC will in accordance with public safety identify high hazard areas and determines population at risk; prepares time estimates for evacuation of the people in the different risk zones. Accomplishment of these tasks requires the preparation of a threat summary, based on the jurisdiction's hazard analysis. The summary addresses the evacuation needs that are applicable to the natural and man-made hazards that threaten the people living in the jurisdiction; transportation resources (e.g., public transit, school buses, etc.) likely to be needed for evacuation operations; information for evacuees' use on the availability and location of Shelter/Mass Care facilities away from the threat of further hazard-induced problems; assists the Monterey County SPCA in the preparedness actions for the evacuation of animals during emergencies. And ensures that the evacuation and sheltering of functional needs populations are addressed and prioritized as needed. Functional needs population include sensory impaired, elderly, medically dependent, mobility impaired.

## **VIII. RECOVERY AND RESTORATION MEASURES**

This phase is that period immediately following the emergency when actions will be taken to restore the community, to the greatest extent possible, to normal conditions. The phase begins when the disaster has subsided to such a degree that recovery operations can begin. Some recovery actions, including planning recovery needs and resources may commence during the Emergency Phase. Actions to be taken include:

- Creation of a Recovery Team to provide long term strategic recovery planning
- Arrange for temporary housing, food and clothing.
- Provide transportation for people who are being relocated.
- Make evaluation of the situation, including damage assessment and plan for restoration. Determine restoration priorities.
- Certify buildings and/or areas as being safe for habitation.
- Commence restoration of the County following established priorities.
- Assist public utilities with the restoration of service when requested.
- Provide emergency mortuary service.
- Maintain the Emergency Operations Center in operation until such time as the emergency and recovery operations no longer require it.
- Provide for protection from looting and vandalism.
- Establish and maintain a local disaster assistance center.
- Maintain facilities for the dissemination of information to the public.
- Arrange for individual assistance (IA) to help residents and County government to recover from the disaster. This will be done in cooperation with State and Federal agencies.
- Destroy contaminated food, drugs and other material.
- Conduct a public health assessment for potential short and long-term threats

## **IX. RESPONSIBILITY FOR THE PLAN**

The Monterey County Office of Emergency Services is responsible for updating and maintaining the MCEOP, in coordination with those departments, agencies, organizations, and other jurisdictions within the County that have been assigned emergency duties or responsibilities.

Each department, agency, organization, or jurisdiction within the County responsible for emergency functions outlined in the MCEOP will maintain a response strategy and procedures consistent with the principles and premises espoused in the MCEOP.

The MCEOP will be reviewed and tested annually for the purpose of correcting deficiencies identified through actual emergency response operations, drills and exercises, changes in local government structure, technological changes, etc. Minor changes shall be accumulated and made with major changes. If no major changes occur and there are no minor changes to be made, the State Office of Emergency Management and all holders of the plan will be so notified in writing. Each jurisdiction is encouraged to develop an emergency appendix consistent with the MCEOP.