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**CITY OF TEHACHAPI**

**Volume Two**

**NIMS / SEMS BASIC PLAN**

**January 2013**

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## **Disclaimer**

The material presented in this publication has been written in accordance with federal and state guidelines to meet current industry standards. However, this plan cannot anticipate all possible emergency events and situations or emergency responses. Therefore, it should not be used without competent review, verification, and correction (where appropriate) by qualified emergency management professionals. It should be tested by the Emergency Operations Center (EOC) team after they have received appropriate emergency management training. Conditions will develop in operations where standard methods will not suffice and nothing in this manual shall be interpreted as an obstacle to the experience, initiative, and ingenuity of the officers in overcoming the complexities that exist under actual emergency conditions. Users of this plan assume all liability arising from such use.

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Prepared for the City of Tehachapi

by:

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Emergency Management Consultants

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**CITY OF TEHACHAPI  
VOLUME TWO – NIMS BASIC PLAN  
TABLE OF CONTENTS**

<b>EXECUTIVE SUMMARY</b> .....	Yellow Tab
<b>Organization of the City of Tehachapi EOP</b> .....	1
Volume One – Tehachapi Emergency Operations Center Guidebook and Section Checklists .....	1
Volume Two – City of Tehachapi NIMS Basic Plan .....	2
<b>Resolution</b> .....	3
<b>Record of Revisions</b> .....	5
<b>Signed Concurrence by Principal Departments</b> .....	7
<b>Plan Distribution List</b> .....	9
<b>CHAPTER ONE – BASIC PLAN</b> .....	Green Tab
<b>Background</b> .....	1
<b>Purpose</b> .....	1
<b>Mission</b> .....	2
<b>Assumptions</b> .....	2
<b>Concept of Operations</b> .....	3
<b>Emergency Response Phases</b> .....	3
Preparedness Phase .....	3
Increased Readiness .....	3
Response Phase .....	4
Pre-Emergency .....	4
Emergency Response .....	4
Sustained Emergency .....	5
Recovery Phase .....	5
Mitigation Phase .....	5
<b>Activation of the Emergency Operations Plan</b> .....	6
<b>City of Tehachapi Emergency Management System Components</b> .....	6
“On-Scene” or Field Response Level .....	6
Incident Command System (ICS) .....	6
ICS has Interactive Management Components .....	6
ICS should cause Minimal Disruption .....	7
ICS has Broad Applicability .....	7
City of Tehachapi Crisis Action Team .....	7
Tehachapi Emergency Operations Center Response Team .....	8
City of Tehachapi EOC Emergency Response Levels .....	8
Level One Activation .....	8
Level Two Activation .....	9
Level Three Activation .....	9
California Standardized Emergency Management System (SEMS) .....	9
California SEMS Organizational Structure .....	10
Field .....	10
Local Government .....	10
Operational Area .....	11
Special Districts .....	11

Cal-EMA Regions.....	11
Mutual Aid Regions Chart.....	12
State.....	12
<b>National Incident Management System (NIMS)</b> .....	13
Promotion and encouragement methods to promote and encourage the adoption of NIM .....	13
Why Use NIMS?.....	14
<b>Common Characteristics of NIMS / SEMS / ICS</b> .....	14
Standardized Emergency Organization Structure.....	14
Unified Command.....	14
NIMS.....	15
Command Practices .....	15
Manageable Span-of-Control.....	15
Minimal Disruption.....	15
Consolidated Action Plans.....	15
Management by Objectives.....	16
Accountability.....	16
Comprehensive Resource Management.....	16
Establishment and Transfer of Command.....	16
Broad Applicability.....	16
Common Terminology.....	17
Modular and Scalable Organization.....	17
Area Command.....	17
Multi Agency Coordination System (MACS) .....	18
Multi-Agency or Inter-Agency Coordination .....	18
Multi-Agency Coordination Entities.....	19
Multi-Agency or Interagency Coordination Group .....	19
<b>City of Tehachapi Policy/Advisory Group</b> .....	19
<b>Emergency Plan Interface</b> .....	20
<b>Mutual Aid Agreements</b> .....	20
<b>Preparedness</b> .....	21
Preparedness Elements.....	21
Achieving Preparedness.....	21
Preparedness Organizations.....	21
Preparedness Programs and Unified Approach .....	22
Preparedness Planning .....	22
<b>Training and Exercises</b> .....	22
Personal Qualifications and Certification .....	23
Equipment Certification.....	24
<b>Communications</b> .....	25
Communications Plan .....	25
Reverse 9-1-1 System .....	25
Special Message for IHSS Clients with Access and Functional Needs.....	27
Operational Area Satellite Information System (OASIS).....	27
<b>Response Information Management System (RIMS)</b> .....	27
<b>Continuity of Operations</b> .....	28
Preservation of Vital Records .....	28
<b>Plan Feasibility</b> .....	29
<b>Plan Acceptability</b> .....	29
<b>Plan Completeness</b> .....	29

<b>Research and Development</b> .....	29
<b>Plan Compliance</b> .....	30
<b>City of Tehachapi Emergency Management Coordinator</b> .....	30
<b>Maintenance of the NIMS Emergency Operations Plan</b> .....	30
<b>Plan Approval and Promulgation</b> .....	30
<b>Role of the Private Sector</b> .....	30
Businesses.....	31
Target Hazards.....	31
Hazardous Materials Area Plans.....	31
Business Emergency Plans.....	31
Business Operations Centers.....	31
Volunteer Organizations.....	32
Public – Private Partnerships.....	32
California Residents.....	32
Populations with Access and Functional Needs.....	33
At-Risk Individuals.....	33
Whole Community Engagement.....	34
<b>Alerting and Warning</b> .....	34
<b>Federal Alerting and Warning Systems</b> .....	34
Integrated Public Alert and Warning System (IPAWS).....	34
Mission.....	34
What will IPAWS do?.....	35
IPAWS Offers new capabilities.....	35
EAS – Emergency Alerting System.....	36
Commercial Mobile Alert System (CMAS).....	35
 <b>CHAPTER TWO – AUTHORITIES AND REFERENCES</b> .....	 White Tab
<b>Purpose</b> .....	1
<b>National Incident Management System</b> .....	1
<b>California Emergency Services Act</b> .....	1
<b>Emergency Proclamations</b> .....	2
Local Emergency.....	2
State of Emergency.....	2
State of War Emergency.....	3
<b>Authorities</b> .....	3
Federal.....	3
State.....	3
County.....	4
<b>References</b> .....	4
 <b>CHAPTER THREE – THREAT SUMMARY AND ASSESSMENTS</b> .....	 Red Tab
<b>General Situation</b> .....	1
<b>Geographic Characteristics, population at risk to each identified hazard, and potential hazard Considerations on which the plan is based</b> .....	1
<b>Major Earthquake</b> .....	3
General Situation.....	3
Specific Situation.....	4
Considerations for City of Tehachapi.....	4
Emergency Response Action.....	5

Exhibit 1 – Modified Mercalli Intensity Scale.....	7
<b>Transportation Accident</b> .....	9
General Situation .....	9
Considerations for Tehachapi .....	9
<b>Hazardous Material Incident</b> .....	11
General Situation .....	11
Considerations for City of Tehachapi .....	11
Emergency Response Actions.....	13
<b>Flooding</b> .....	15
General Situation .....	15
Special Situation .....	15
<b>Dam Failure</b> .....	17
General Situation .....	17
Special Situation .....	17
<b>Train Crash</b> .....	19
General Situation .....	19
Special Situation .....	19
Emergency Response Actions.....	19
<b>Fire (Wildland, Structure or Oilfield)</b> .....	21
General Situation .....	21
Emergency Response Actions.....	21
Exhibit 1 – Composite Fire Hazard Severity Rating for Vegetative Full Loading, Slope, and Weather Conditions.....	23
<b>Civil Disobedience</b> .....	25
General Situation .....	25
Special Situation .....	25
Emergency Response Actions.....	25
<b>Terrorism</b> .....	27
General Situation .....	27
Special Situation .....	27
Emergency Response Actions.....	28
<b>National Security Emergency</b> .....	29
General Situation .....	29
Emergency Response Actions.....	29
Exhibit 1 – Nuclear Weapons Accident.....	30
 <b>CHAPTER FOUR – RECOVERY – California OES Recovery Manual</b> .....	 Yellow Tab
 <b>APPENDIX A – GLOSSARY</b> .....	 Yellow Tab
<b>APPENDIX B – LIST OF ACRONYMS AND ABBREVIATIONS</b> .....	Green Tab
<b>APPENDIX C – MUTUAL AID AND LEGAL DOCS</b> .....	White Tab
<b>APPENDIX D – RESPONSE ASSETS</b> .....	Red Tab
<b>NIMSCAST / CPG 101 INFORMATION</b> .....	Yellow Tab

## EXECUTIVE SUMMARY

### ORGANIZATION OF THE CITY OF TEHACHAPI EMERGENCY OPERATIONS PLAN

The City of Tehachapi Emergency Operations Plan is composed of Volume One – EOC Guidebook and Section Checklists and Volume Two - NIMS Basic Plan and support Annexes.

### VOLUME ONE - EOC GUIDEBOOK AND SECTION CHECKLISTS

#### Immediate Action Checklists

This section provides guidelines for the City of Tehachapi Crisis Action Team specifically relating to the activation of the Operational Area Emergency Operations Center (EOC). Annexes follow the Immediate Action Checklists that identify key contact information of the Crisis Action Team, the EOC Emergency Response Team, other agencies, organizations and/or individuals.

#### Event Specific Checklists

This section contains checklists for major threats or emergencies that could affect City of Tehachapi. The appropriate Checklist(s) should be completed by the Crisis Action Team at the onset of the emergency and by the various EOC Sections after EOC activation. This section also provides a Terrorism Annex.

#### Executive Summary

This section provides a short overview of the Emergency Operations Plan (EOP) and the locations of key components within the plan.

#### Chapter One - Emergency Operations Center (EOC) Activation Procedures

This chapter provides information on *Who, What, When, Where* and *How* to activate the Tehachapi Emergency Operations Center (EOC). Additional information is provided on the Tehachapi Crisis Action Team, basic NIMS / SEMS / ICS concepts and EOC organization and setup.

#### Chapter Two - Emergency Operations Center (EOC) Section Checklists

This chapter contains Emergency Operations Center Section specific information including Section overview information and individual EOC position checklists. Section Chiefs are responsible to ensure each member of their Section possesses and reads their individual checklist prior to commencing of response operations.

#### Chapter Three - Emergency Operations Center (EOC) Documentation

This chapter contains Emergency Operations Center documentation and instructions to manage key information within the EOC. Section Chiefs are responsible to ensure each member within their Section understand and use the documentation properly. The accurate completion of this documentation is essential for the timely dissemination of information within the EOC and to maximize cost recovery after the response is completed.

**Note: During the initial response, the completion of documentation is not more important than responding to save lives and property. However, as the initial response is**

**completed and the operational tempo slows to an acceptable level, accurate completion of documentation should commence.**

## **VOLUME TWO – CITY OF TEHACHAPI NIMS BASIC PLAN**

- ❑ **Executive Summary**

This section provides a short overview of the Emergency Operations Plan (EOP) and the locations of key components within the plan. Also included in this section is the Letter of Promulgation, the Record of Revisions, Signed Concurrence by Principal Department, and a Plan Distribution List.
- ❑ **Chapter One – Basic Plan**

This chapter provides detailed information related to the plan background, purpose, mission, assumptions, concept of operations, emergency response phases, steps in activation of the plan, the Incident Command System (ICS), Standardized Emergency Management System (SEMS), National Incident Management System (NIMS) concepts and characteristics, mutual aid agreement information, training and exercise information, plan considerations, guidance for plan development, maintenance and approval, roles of the private sector, and finally local and state alerting and warning systems.
- ❑ **Chapter Two – Authorities and References**

This chapter contains Federal, state, and county authorities that provide the legal basis for the City of Tehachapi Emergency Operations Plan and emergency response.
- ❑ **Chapter Three – Threat Summary and Assessments**

This chapter provides a detailed list threat summaries and hazard analysis for City of Tehachapi.
- ❑ **Chapter Four - Recovery**

This chapter provides detailed information relating to Federal, state, and local recovery categories and procedures.
- ❑ **Appendices**
  - Appendix A – Glossary of Terms
  - Appendix B – Acronyms and Abbreviations
  - Appendix C – Mutual Aid Agreements and Legal Documents
  - Appendix D – Response Assets
  - Appendix E – NIMSCAST and CPT 101, Version 2.0 Locations

**RESOLUTION NO.** \_\_\_\_\_**A RESOLUTION OF THE CITY COUNCIL ESTABLISHING  
THE NATIONAL INCIDENT MANAGEMENT SYSTEM  
(NIMS) AS THE STANDARD FOR INCIDENT  
MANAGEMENT IN THE CITY OF TEHACHAPI,  
CALIFORNIA.<sup>a</sup>**

**WHEREAS**, The President in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity; and

**WHEREAS**, the collective input and guidance from all Federal, State, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

**WHEREAS**, it is necessary and desirable that all Federal, State, local, and tribal emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

**WHEREAS**, to facilitate the most efficient and effective incident management it is critical that Federal, State, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

**WHEREAS**, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the City's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

**WHEREAS**, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the City, including current emergency management training programs; and

**WHEREAS**, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System; and

**WHEREAS**, a specific individual needs to be designated as Local Point of Contact (LPOC) to coordinate NIMS activities and to ensure compliance;

---

<sup>a</sup> 08 NIMSCAST METRIC 1.1

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Tehachapi, California, that the National Incident Management System (NIMS) is hereby established as the standard for *all-hazards* incident management system in City of Tehachapi, California.

**BE IT FURTHER RESOLVED** that \_\_\_\_\_, is hereby designated as the Local Point of Contact (LPOC).

**PASSED, APPROVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_\_, by the City Council of City of Tehachapi, California.

\_\_\_\_\_  
**Chairman**

ATTEST:

\_\_\_\_\_  
**City Clerk**

## RECORD OF REVISIONS

<b>Date</b>	<b>Section</b>	<b>Page Numbers</b>	<b>Entered By</b>
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**SIGNED CONCURRENCE BY PRINCIPAL DEPARTMENTS**

The \_\_\_\_\_ (Department) concurs with City of Tehachapi’s SEMS Emergency Operations Plan. As needed, revisions will be submitted to the \_\_\_\_\_ (position title).

Signed \_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Department)

The \_\_\_\_\_ (Department) concurs with City of Tehachapi’s SEMS Emergency Operations Plan. As needed, revisions will be submitted to the \_\_\_\_\_ (position title).

Signed \_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Department)

The \_\_\_\_\_ (Department) concurs with City of Tehachapi’s SEMS Emergency Operations Plan. As needed, revisions will be submitted to the \_\_\_\_\_ (position title).

Signed \_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Department)

The \_\_\_\_\_ (Department) concurs with City of Tehachapi’s SEMS Emergency Operations Plan. As needed, revisions will be submitted to the \_\_\_\_\_ (position title).

Signed \_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Department)

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The \_\_\_\_\_ (Department) concurs with City of Tehachapi’s SEMS Emergency Operations Plan. As needed, revisions will be submitted to the \_\_\_\_\_ (position title).

Signed \_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Department)

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The \_\_\_\_\_ (Department) concurs with City of Tehachapi’s SEMS Emergency Operations Plan. As needed, revisions will be submitted to the \_\_\_\_\_ (position title).

Signed \_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Department)



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## CHAPTER ONE

### BASIC PLAN

#### BACKGROUND

The City of Tehachapi faces a number of threats to life and property safety associated with natural disasters and technological incidents. The City of Tehachapi Emergency Operations Plan (EOP) has been developed to *respond to major emergency situations that cannot be managed by existing daily operating procedures. The plan is flexible and can be used to respond to virtually any emergency situation from a major disaster to lesser emergencies and/or short term recovery activities. It defines the scope of preparedness and incident management activities necessary for the City to be able to respond effectively. The City of Tehachapi EOP describes organizational structures, roles and responsibilities, policies and protocols for emergency management. The EOP facilitates response and short-term recovery activities which set the stage for successful long-term recovery. It drives decisions on long-term prevention and mitigation efforts or risk-based preparedness measures. It also describes the purpose of the plan, situation and assumptions, concept of operations, organization and assignment of responsibilities, administration and logistics, plan development and maintenance, and authorities and references. It contains functional Emergency Operations Center (EOC) Section Checklists, hazard-specific Event Specific Checklists and a glossary of Emergency Management Terms.*<sup>b</sup>

The City of Tehachapi EOP contains two volumes. The Tehachapi EOP is designed to be consistent with Homeland Security Presidential Directive (HSPD-5). The Tehachapi EOP:

- Conforms to the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS), and the Incident Command System (ICS).
- Provides the Crisis Action Team and Emergency Operations Center (EOC) responders with user friendly checklists to effectively manage any emergency.
- Includes information relating to EOC procedures and documentation that will facilitate the management of essential information and recovery of costs associated with a major emergency.
- Provides detailed information on supplemental requirements such as public information, damage assessment, and recovery operations.

#### PURPOSE

The purpose of the City of Tehachapi NIMS Emergency Operations Plan (EOP) is to provide the framework for emergency response at all levels of government – from the emergency responders in the field to city and district jurisdictions and to City government. The EOP has been specifically developed to meet Federal Homeland Security Presidential Directive 5 (HSPD-5) and California SEMS requirements for emergency management and to address the City's planned response to emergencies associated with natural disasters and technological incidents.

*In support of this NIMS Emergency Operations Plan each City department covered by the Tehachapi EOP must develop procedures that translate the response tasks to that organization into specific action-oriented checklists for use during incident management operations. This development of procedures is required in accordance with the law for certain risk-based, hazard-specific programs. There are four standard levels of procedural documents:*

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<sup>b</sup> 05 NIMSCAST III-B-2-a-1

- *Overview—a brief concept summary of an incident-related function, team, or capability.*
- *Standard Operating Procedure (SOP) or Operations Manual—a complete reference document that details the procedures for performing a single function or a number of interdependent functions. Resource and Alert Lists and specific authorities for responders should be included in this document.*
- *Field Operations Guide (FOG) or Handbook—a durable pocket or desk guide that contains essential information required to perform specific assignments or functions.*
- *Job Aid—a checklist or other aid that is useful in performing or training for a job.<sup>c</sup>*

## MISSION

The City of Tehachapi Emergency Operations Plan’s mission is to outline a comprehensive process for managing emergencies by protecting, preventing, responding to and recovering from events that may threaten the health and safety of the community. In any emergency situation, the City of Tehachapi’s overriding mission is to address the following priorities:

- **First Priority:** Life Safety
- **Second Priority:** Incident Stabilization
- **Third Priority:** Property Preservation
- **Fourth Priority:** Recovery
  - Provide for the rapid resumption of basic services.
  - Assist the citizens of the jurisdiction in recovery operations.
  - Provide accurate documentation and records required for cost recovery efforts.

## ASSUMPTIONS

The City of Tehachapi Emergency Operations Plan and emergency response procedures are based on a set of assumptions which include:

- ***Most Emergencies are Handled Locally:*** *The initial response to most domestic incidents is typically handled by local “911” dispatch centers, emergency responders within a single jurisdiction, and direct supporters of emergency responders. Most responses need go no further. In other instances, incidents that begin with a single response discipline within a single jurisdiction may rapidly expand to multi-discipline, multi-jurisdictional incidents requiring significant additional resources and operational support. Whether for incidents in which additional resources are required or are provided from different organizations within a single jurisdiction or outside the jurisdiction, or for complex incidents with national-level implications (such as an emerging infectious disease or a bioterror attack), the Incident Command System (ICS) provides a flexible core mechanism for coordinated and collaborative incident management. When a single incident covers a large geographical area, multiple local ICS organizations may be required. Effective cross-jurisdictional coordination using processes and systems described in NIMS is absolutely critical in this instance.<sup>d</sup>*
- The City of Tehachapi is primarily responsible for emergency actions within its jurisdiction and will commit all available resources to save lives, minimize injury to City employees and the public, and minimize property damage.
- The City of Tehachapi will utilize NIMS/SEMS/ICS in emergency response operations.

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<sup>c</sup> 05 NIMSCAST III-B-2-a-2

<sup>d</sup> 05 NIMSCAST II-A-1-a

- The City of Tehachapi EOC Director (Director of Emergency Services) will coordinate the disaster response in conformance with City of Tehachapi emergency response policy.
- The City of Tehachapi will coordinate emergency response with adjacent jurisdictions and local cities, agencies and individuals.
- The resources of Tehachapi will be made available to local jurisdictions and citizens to cope with disasters.
- The City of Tehachapi will commit its resources to a reasonable degree before requesting mutual aid assistance.
- Mutual aid assistance will be requested when disaster relief requirements exceed Tehachapi's ability to meet them.
- This EOP does not guarantee a perfect response for all situations. The plan outlines hazards that are treated as hypothesis rather than fact and identifies recommended guidelines to coordinate response activities. Users of this plan assume all liability arising from the plans use.
- The EOP is NOT intended for day-to-day emergencies, but rather for disaster situations where normal resources are exhausted or have reached very low levels.

## **CONCEPT OF OPERATIONS**

Operations during emergencies involve a full spectrum of response levels. Some emergencies will be preceded by a warning period which provides sufficient time to notify the community and implement mitigation measures designed to reduce loss of life and property damage. Other emergencies occur with little or no advance warning, thus requiring immediate activation of the Tehachapi Emergency Operations Plan and commitment of City emergency response resources. The Tehachapi Emergency Response Team will respond to all levels of emergencies utilizing the organization and procedures firmly established within the Incident Command System (ICS), the California Standardized Emergency Management System (SEMS), and the National Incident Management System (NIMS) described in detail in the following narratives.

## **EMERGENCY RESPONSE PHASES**

Emergency management activities are often associated with the four emergency management phases although not every disaster necessarily includes all phases.

### **Preparedness Phase**

The preparedness phase involves activities taken in advance of an emergency. These activities develop operational capabilities and pre-established response procedures to potential emergencies. These actions might include mitigation activities, emergency/disaster planning, training and exercises, and staff preparedness education. Those City employees identified as members of the Emergency Response Team having either primary or support roles relative to emergency response should review this EOP and prepare appropriate supplemental Standard Operating Procedures (SOPs), Emergency Operating Procedures (EOPs) and Checklists detailing personnel assignments, policies, notification rosters and resource lists.

### **Increased Readiness**

Increased readiness actions will be initiated after the receipt of a warning or the observation that an emergency situation is imminent or likely to occur. Actions to be accomplished include, but are not necessarily limited to the following:

- Review and update of Emergency Operations Plans, SOPs/EOPs, and resources listings.
- Dissemination of accurate and timely emergency public information.

- Inspection of critical facilities.
- Recruitment of additional staff.
- Mobilization of resources.
- Testing warning and communications systems.

## **Response Phase**

### Pre-Emergency

When a disaster is inevitable, actions are precautionary and emphasize protection of life. Typical responses might be:

- Evacuation of threatened populations to safe areas.
- Advising threatened populations of the emergency and apprising them of safety measures to be implemented.
- Advising City of Tehachapi citizen and the Mayor and City Council of the emergency.
- Identifying the need for mutual aid and requesting same through the Kern County Sheriff's Office of Emergency Services.
- Requesting an emergency proclamation by the Mayor and City Council.

### Emergency Response

During this phase, emphasis is placed on saving lives and property, control of the situation, and minimizing effects of the disaster. Immediate response is accomplished in City of Tehachapi by timely and effective deployment of local government response agencies (fire, law enforcement, EMS etc.). One or more of the following conditions will apply to the City during this phase:

- The situation can be controlled without mutual aid assistance from outside City of Tehachapi.
- Evacuation of portions of the jurisdiction are required due to uncontrollable immediate and ensuing threats.
- Mutual aid from outside Tehachapi is required.
- The City of Tehachapi is either minimally impacted or not impacted at all and is requested to provide mutual aid to other jurisdictions.

The City of Tehachapi will give priority to the following operations:

- Dissemination of accurate and timely emergency information and warning to the citizens of Tehachapi.
- Situation analysis.
- Resource allocation and control.
- Evacuation and rescue operations.
- Care and shelter operations.
- Restoration of vital services.

When Tehachapi resources are committed to the maximum and additional resources are required, requests for mutual aid will be initiated through the Kern County Office of Emergency Services or the EOC. The City of Tehachapi Law Enforcement, Fire, and Public Works Departments will request or render mutual aid directly through established channels. Any action which involves financial outlay by the City or a request for military assistance must be authorized by appropriate officials. Only the Governor can mobilize the State National Guard. If required, the California Emergency Management Agency (Cal-EMA) may be requested by Tehachapi to coordinate the establishment of one or more Disaster Support Areas (DSAs) where resources and supplies can be received, stockpiled, allocated, and dispatched to support operations in affected area(s).

Depending on the severity of the emergency the Tehachapi Emergency Operations Center (EOC) may be activated. Any activation of the jurisdiction EOC for emergency response will be reported to Cal-EMA Region IV or State Cal-EMA. A state of emergency may be proclaimed at the city and/or City levels. Should a gubernatorial state of emergency be proclaimed, state agencies will, to the extent possible, respond to requests for assistance. These activities will be coordinated with the State Cal-EMA Director and/or Governor. California Cal-EMA may also activate the State Operations Center (SOC) in Sacramento to support local jurisdictions and other entities to coordinate of the state's emergency response.

### Sustained Emergency

In addition to life safety and property protection operations, mass care, relocation, registration of displaced persons and damage assessment operations will be initiated.

### **Recovery Phase**

As soon as possible, the State Cal-EMA will bring together representatives of federal, state, county, and city agencies, as well as representatives of the American Red Cross, to coordinate the implementation of assistance programs and establishment of support priorities. The general public can obtain individual disaster assistance through the FEMA telephone coordination center by dialing 1 800 462-9029 or 1 800 462-7585 (for the hearing impaired). The recovery period has major objectives that may overlap, including:

- Resumption of Tehachapi services.
- Restoration of essential utility services.
- Permanent restoration of Tehachapi property.
- Identification of residual hazards.
- Plans to mitigate future hazards.
- Recovery of costs associated with response and recovery efforts.
- Cleanup and waste disposal.

### **Mitigation Phase**

Mitigation efforts occur both before and following disaster events. Post-disaster mitigation is part of the recovery process. Eliminating or reducing the impact of hazards that exist within a jurisdiction that threaten life and property are part of mitigation efforts. There are various mitigation tools that are implemented:

- Coordination with local and state officials to change ordinances and statutes (zoning ordinance, building codes and enforcement, etc.).
- Structural measures.
- Public information and community relations.
- Land use planning.
- Professional training.

## ACTIVATION OF THE EMERGENCY OPERATIONS PLAN

The City of Tehachapi Emergency Operations Plan will be activated under the following conditions:

- The EOP can be activated on the order of any member of the City of Tehachapi Crisis Action Team. (Volume One, Immediate Action Checklist, page 3 - Officials authorized to order immediate Tehachapi EOC activation).
- When the Governor has proclaimed a state of emergency in an area including City of Tehachapi.
- Automatically when both of the jurisdiction's cities activate their EOCs.
- If one of the jurisdiction's cities activate and request activation of the Operational Area EOC.

## CITY OF TEHACHAPI EMERGENCY MANAGEMENT SYSTEM COMPONENTS

Tehachapi's emergency management system consists of four management components that provide an efficient means of establishing and carrying out the different activities required to:

- Coordinate City-wide support of "On-Scene" response personnel and equipment.
- Manage and coordinate resources and mutual aid.
- Coordinate response efforts with the other local jurisdictions.

### "On-Scene" or Field Responders

The "On-Scene" or field responders, under the command of an appropriate fire or law enforcement authority, carry out tactical decisions and activities in direct response to an incident or threat utilizing the Incident Command System (ICS). *The Incident Command System (ICS) is a standard, on-scene, all hazard incident management response system used in field operations. It is designed to effectively integrate resources from different agencies into a temporary emergency organization at an incident site that can expand and contract with the magnitude of the incident and resources on hand. It should be noted that NIMS, SEMS and ICS are all based on the same principles and response functions. Therefore, jurisdictions within California are covered by all three emergency management systems.*<sup>e</sup> ICS, like NIMS and SEMS, provides for five functions: Command (Incident Commander), Operations, Planning, Logistics, and Finance.

### Incident Command System (ICS)

"On-Scene" or Field Responders will utilize the Incident Command System (ICS) which:

- Was originally adopted for field response to multi-agency, multi-jurisdictional wildland fires
- Has been adopted by other disciplines such as law enforcement, emergency medical services, public works and others
- Utilizes management by objectives that are measurable which are set at the top and communicated throughout the entire organization
- Provides the foundation for SEMS and NIMS

### ICS has Interactive Management Components

NIMS guidance states that ICS must contain *interactive management components*<sup>f</sup> (the functions of Management, Operations, Planning, Logistics and Finance) that set the stage for effective and efficient incident management and emergency response with higher jurisdiction levels of response.

<sup>e</sup> 08 NIMSCAST METRIC 2.1

<sup>f</sup> 05 NIMSCAST II-A-1-d

**ICS should cause Minimal Disruption**

NIMS guidance states that the implementation of ICS should have the least possible disruption on existing systems and processes. This will facilitate its acceptance across a nationwide user community and ensure continuity in the transition process from normal operations. This is certainly true for the State of California which was already using SEMS/ICS.

**ICS has Broad Applicability**

NIMS guidance states that ICS should be user friendly and be applicable across a wide spectrum of emergency response and incident management disciplines through the use of *institutionalized processes and/or plans*.<sup>g</sup> This will enable the communication, coordination, and integration critical to effective and efficient NIMS.

Note 1: *The NIMS requires that field command and management functions be performed in accordance with a standard set of ICS organizations, doctrine, and procedures. However, Incident Commanders generally retain the flexibility to modify procedures or organizational structure to align as necessary with the operating characteristics of their specific jurisdictions or to accomplish the mission in the context of a particular hazard scenario.*<sup>h</sup>

Note 2: Tactical “On-Scene” response decisions are made at the field Incident Commander level - NOT by the Crisis Action Team or in the EOC.

**City of Tehachapi Crisis Action Team**

Depending on the nature of the emergency, the Tehachapi Crisis Action Team can meet at the City Manager’s office or confer by telephone to make immediate decisions about an emergency response. The precise composition and activities of the Crisis Action Team will depend on the specific emergency circumstances and functions needed. Other assisting jurisdiction/agency representatives may be included in the Crisis Action Team discussions/meetings as needed. Detailed instructions for the Crisis Action Team are listed in Volume One – Immediate Action Checklists. Standing members of the Crisis Action Team include the following Tehachapi Officials:

- Interim City Manager
- Interim Police Chief
- Tehachapi Fire Chief
- EOC Planning Section Chief
- Department Head(s) of affected Department(s)
- Emergency Management Coordinator

Any member of the Tehachapi Crisis Action Team may call a meeting or initiate a conference call. The Crisis Action Team records its decisions. Possible options may include:

- A decision to do nothing.
- A decision to proceed with “watchful waiting” while being prepared to either meet again or mobilize the EOC in response to the situation.
- A decision of the Crisis Action Team to manage the situation themselves.
- A decision to partially activate the EOC.
- A decision to fully activate the EOC.

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<sup>g</sup> 05 NIMSCAST II-A-1-d

<sup>h</sup> 08 NIMSCAST METRIC II-A-1-b

**Tehachapi Emergency Operations Center (EOC) Emergency Response Team**

The Tehachapi EOC Emergency Response Team coordinates the overall operational area emergency response and recovery activities utilizing the NIMS/SEMS organization consisting of interactive management *components that set the stage for effective and efficient incident management and emergency response. These components consist of the functions of Management, Operations, Planning, Logistics and Finance sections within the jurisdiction EOC.*<sup>i</sup> The Tehachapi Emergency Operations Center (EOC) provides a centralized location for the strategic decisions and planning for the City’s various response and recovery activities, and for support of field operations.

FUNCTION	RESPONSIBILITY
<b>MANAGEMENT SECTION</b>	This function provides the overall direction and sets priorities for an emergency.
<b>OPERATIONS SECTION</b>	This function coordinates the employment of the Tehachapi resources (law enforcement, fire/rescue, medical, etc.) to mitigate the effects of the emergency.
<b>PLANNING/INTELLIGENCE SECTION *</b>	This function gathers and assesses information and develops an EOC Action Plan. The EOC Action Plan sets the objectives for the operational period. The operational period is set by management.
<b>LOGISTICS SECTION</b>	This function provides facilities, services, personnel, equipment and supplies in support of EOC and field response operations.
<b>FINANCE/ADMINISTRATION SECTION *</b>	This function is responsible for all financial and cost analysis management.

\* The titles “Planning/Intelligence” and “Finance/Administration” are shortened to “Planning” and “Finance” in the EOC Section Checklist portion of the EOP for simplicity and to fit in the organization charts.

**CITY OF TEHACHAPI EOC EMERGENCY RESPONSE LEVELS**

The magnitude of the emergency will dictate the Tehachapi response level. The EOC staffing level should be established commensurate with the organizational need, as defined below:

**Level One Activation:** Level One is a minimum activation. This level may be used for situations which initially only require a few people, e.g., a short term earthquake prediction at condition one or two level; alerts of storms, or monitoring of a low risk planned event. At a minimum, Level One staffing consists of the EOC Director and the Operations Section Chief. Section Coordinators and a situation assessment activity in the Planning and Intelligence Section may be included in this level. Other members of the organization could also be part of this level of activation e.g., the Communications Unit, from the Logistics Section, or the Public Information Officer.

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<sup>i</sup> 05 NIMSCAST II-A-1-d

**Level Two Activation:** A Level Two activation would normally be achieved as an increase from Level One or a decrease from Level Three. Level Two activation is used for emergencies or planned events that would require more than a minimum staff but would not call for a full activation of all organization elements, or less than full staffing. One person may fulfill more than one SEMS function. The EOC Director, in conjunction with the General Staff, will determine the required level of continued activation under Level Two, and demobilize functions or add additional staff to functions as necessary based upon event considerations. Representatives to the EOC from other agencies or jurisdictions may be required under Level Two to support functional area activations.

**Level Three Activation:** A Level Three activation would be a complete and full activation with all organizational elements at full staffing. Level Three would normally be the initial activation during any major emergency. The numbering sequence of EOC staffing progression is established in the SEMS guidelines and is opposite of the NIMS numbering sequence. Given that the SEMS guideline has been in place since the inception of SEMS, this plan recommends continuing the sequence as established in the SEMS guidance documents.

### **CALIFORNIA STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS)**

The Standardized Emergency Management System (SEMS) is the cornerstone of California's emergency response system and the fundamental structure for the response phase of emergency management. SEMS is required by the California Emergency Services Act (ESA) for managing multiagency and multijurisdictional responses to emergencies in California. The system unifies all elements of California's emergency management community into a single integrated system and standardizes key elements. SEMS incorporates the use of the Incident Command System (ICS), California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA), the Operational Area (OA) concept and multiagency or inter-agency coordination. State agencies are required use to SEMS and local government entities must use SEMS in order to be eligible for any reimbursement of response-related costs under the state's disaster assistance programs.

SEMS is required by Chapter 7 of Division 2 of the Government Code §8607 which became law for all jurisdictions and districts in California in 1996. As with NIMS, the standard organizational model is based on the Incident Command System (ICS) that was developed by fire departments to give them a common language when requesting personnel and equipment from other agencies and provide common tactics when responding to emergencies.

The system is designed to minimize the problems common to many emergency response efforts which is duplication of effort by giving each person a structured role in the organization, and each organization its piece of the larger response. NIMS, SEMS and ICS can be used by any combination of agencies and districts in emergency response. These systems clearly define the chain of command and limit the span of control of any one individual.

Per CCR, Title 19, §2401, SEMS is intended to standardize responses to emergencies involving multiple jurisdictions or multiple agencies. SEMS is intended to be flexible and adaptable to the needs of all emergency responders in California. SEMS requires emergency response agencies to use basic principles and components of emergency management including ICS, multi-agency or inter-agency coordination, the operational area concept, and established mutual aid systems. Local government (including special districts) must use SEMS in order to be eligible for state reimbursement of response-related personnel costs pursuant to activities identified in CCR, Title 19, §2920, §2935, and §2930.

By standardizing key elements of the emergency management system, SEMS is able to achieve the following goals:

- Facilitate the flow of information and resources within and between levels of the system
- Establish emergency communication systems, channels, and contacts in advance
- Facilitate coordination among all responding agencies
- Improve mobilization, use and tracking of resources
- Manage priorities with limited resources

Per California Code of Regulations (CCR), Title 19, §2443(b), compliance with SEMS shall be documented in the areas of planning, training, exercises, and performance.

### **California SEMS Organizational Structure**

CCR, Title 19, §2403 specifies five levels of the SEMS organization which are activated as necessary.

#### Field

The Field Level is where emergency response personnel and resources, under the command of responsible officials, carry out tactical decisions and activities in direct response to an incident or threat. The use of SEMS is intended to standardize the response to emergencies involving multiple jurisdictions or multiple disciplines (i.e. fire services, law enforcement, medical, etc.). The agencies that participate in a unified command do not relinquish their jurisdictional authorities. They develop a single coordinated action plan for the agreed operational period through multi-interagency coordination.

#### Local Government

The Local Government level includes cities, counties and special districts. Local governments manage and coordinate the overall emergency response and recovery activities within their jurisdiction. Local governments are required to use SEMS when their Emergency Operations Center (EOC) is activated or a local emergency is declared or proclaimed in order to be eligible for state reimbursement of response-related costs.

CCR, Title 19, §2407 states that SEMS shall be utilized when the local government Emergency Operation Center (EOC) is activated and when a local emergency is declared or proclaimed. It also states that local government shall use multi-agency or inter-agency coordination to facilitate decisions for overall local government level emergency response activities.

The EOC is a centralized location for decision making relating to the jurisdiction's emergency response. It can be a very elaborate facility or a conference room that is converted when needed. The EOC is where emergency response actions can be managed and resource allocations and responses can be tracked and coordinated with the field, city, operational area, and Cal-EMA Region.

All local governments are responsible for coordinating field response level with other local governments and the operational area. Local governments are also responsible for providing mutual aid within their capabilities.

### Operational Area

The California Emergency Services Act designates each county as an Operational Area (OA) to coordinate emergency activities and resources of its political subdivisions. The governing bodies of political subdivisions within each county coordinate to establish the lead agency for the OA. The OAs serve as a coordinating link between the local government level and the regional level of state government. OA responsibilities involve coordinating with the jurisdiction organizations to deploy field-level emergency response personnel, activate emergency operations centers and issue orders to protect the public.

### Special Districts

For the purposes of SEMS, special districts are political subdivisions of the State of California with limited power. The Emergency Services Act in CCR, Title 19, Division 2, Chapter 5, NDAA, §2900(y) defines a political subdivision as “any city, city and county, county, district or other local governmental agency or public agency authorized by law.” Broadly interpreted, this means virtually all forms of government including special districts come under some or all of the provisions of the Emergency Services Act and the Standardized Emergency Management System. The following are some of the benefits a special district will have if it has an Emergency Operations Plan and coordinates with the OA:

- OA’s need to know what special districts have or need in order to assist them
- Communication/Coordination is needed to expedite response and provide assistance
- Issues can be resolved prior to a disaster (i.e. pipe fittings, fire hydrant fittings)
- Clearinghouse to document damage/costs to prioritize damage assessment
- Compile information on resources to prioritize damage assessment
- Exercise with the EOC to identify needs
- SEMS Compliance

### Cal-EMA Regions

The Cal-EMA Regions manages and coordinates information and resources among OAs within the mutual aid region and also between the OA and the state level. The Regional Level also coordinates overall state agency support for emergency response activities within the region. California is divided into three California Emergency Management Agency (CalEMA) Administrative Regions – Inland, Coastal and Southern – which are further divided into six mutual aid regions. The Regional Level operates out of the Regional Emergency Operations Center (REOC).



## NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

On February 11, 2003, the President of the United States issued Homeland Security Presidential Directive (HSPD-5) which directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). NIMS is based on the Incident Command System (ICS). All State, County and City level jurisdictions are required to comply with NIMS. The California Governor's Executive Order S-2-05 directed Cal-EMA and the Office of Homeland Security to integrate NIMS and SEMS. The state and its political subdivisions are responsible for compliance with the requirements of the National Incident Management System (NIMS) as defined in the Homeland Security Presidential Directives. The state promotes and encourages NIMS adoption by associations, utilities, Non-Governmental Organizations (NGO), private sector emergency management and incident response organizations to enhance emergency management effectiveness. SEMS and NIMS are designed to be compatible and are based on similar organizational principles.

CalEMA is designated as the principal coordinator for NIMS implementation statewide. Annually, CalEMA administers the process to communicate, monitor and implement NIMS requirements in cooperation with affected state agencies and departments, local governments and other critical stakeholders. CalEMA utilizes the National Incident Management System Compliance Assistance Support Tool (NIMSCAST) for measuring progress and facilitating reporting.

### ***Promotion and encouragement methods to promote and encourage the adoption of NIMS.<sup>j</sup>***

- *The following groups are encouraged to adopt NIMS:*
  - *Associations*
  - *Critical Infrastructure*
  - *Utilities*
  - *Private Sector Incident Management Organizations*
  - *Non-governmental Organizations (NGO)*
  - *Local Departments and Agencies*
  
- *The following methods should be used to encourage the adoption of NIMS.*
  - *Formal NIMS Training Programs*
  - *Meetings*
  - *E-mail and/or other electronic means*
  - *Table Top and Functional Emergency Operations Center Exercises*
  - *Other methods.*

*NIMS is flexible, enabling systematic management of any type of emergency. NIMS is easily expandable from small incidents to large emergency area-wide disasters, provides for standardization of response organization structures and procedures, ensures interoperability and compatibility of response equipment. These capabilities enable virtually any agency or jurisdiction to join the emergency response effort. NIMS concepts and principles will be incorporated into the jurisdiction incident management policies at the strategic response level and within department/agency SOPs/OGs<sup>k</sup>.*

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<sup>j</sup> 08 NIMSCAST METRIC 1.2

<sup>k</sup> 08 NIMSCAST METRIC 3.4

### **Why Use NIMS?**

The Homeland Security Presidential Directive (HSPD-5), National Incident Management System (NIMS) requires compliance on a national basis by October 2006.

### **COMMON CHARACTERISTICS OF NIMS / SEMS / ICS**

NIMS/SEMS/ICS systems cover the following kind of operations:

- Single jurisdictional/agency involvement.
- Single jurisdictional responsibility with multiple agency involvement.
- Multiple jurisdictional responsibilities with multiple agency involvement.

NIMS/SEMS/ICS provides flexibility and is structured so that:

- The system's organizational structure adapts to any emergency or incident to which emergency response agencies would expect to respond.
- The system will be applicable and acceptable to all user agencies.
- The system is readily adaptable to new technology.
- The system expands in a rapid and logical manner from an initial response to a major incident and contracts just as rapidly as organizational needs or the situation decrease.
- The system has basic common components in organization, terminology and procedures.

### **Standardized Emergency Organization Structure**

NIMS / SEMS / ICS are all based on a common organization structure of five key functions:

- Management / Command: Overall incident management responsibility delegated by the appropriate jurisdictional authority.
- Operations: Responsible to the EOC Director or Incident Commander for the direct management of all incident-related operational activities.
- Planning / Intelligence: Responsible for gathering and disseminating information and intelligence critical to the incident.
- Logistics: Responsible for providing equipment, supplies and personnel support for the incident.
- Finance / Administration: Responsible for providing financial management and administrative support for the incident.

### **Unified Command**

*Unified Command is an important element in multi-jurisdictional or multi-agency domestic incident management. In incidents involving multiple jurisdictions, a single jurisdiction with multi-agency involvement, or multiple jurisdictions with multi-agency involvement, Unified Command allows agencies with different legal, geographic, and functional authorities and responsibilities to work together effectively without affecting individual agency authority, responsibility, or accountability. All agencies with jurisdictional authority or functional responsibility for any or all aspects of an incident and those able to provide specific resource support participate in the Unified Command structure and contribute to the process of determining overall incident strategies; selecting objectives; ensuring that joint planning for tactical activities is accomplished in accordance with approved incident objectives; ensuring the integration of tactical objectives; and approving, committing, and making optimum use of all assigned resources. It should be remembered that no agency's legal authorities will be compromised or neglected.<sup>lm</sup>*

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<sup>l</sup> 05 NIMSCAST II-A-2-k

<sup>m</sup> 05 NIMSCAST II-A-3-b-1-b

**NIMS:** *Under UC, the IAP is developed by the Planning Section Chief and is approved by the UC. A single individual, the Operations Section Chief, directs the actual implementation of the IAP. The Operations Section Chief will normally come from the agency with the greatest jurisdictional involvement. UC participants will agree on the designation of the Operations Section Chief.<sup>n</sup>*

A Unified Command structure contributes to the process of:

- Determining overall incident strategies
- Selecting objectives
- Jointly planning tactical activities in accordance with approved incident objectives
- Integrating tactical operations
- Approving, committing, and making optimum use of all assigned resources

### **Command Practices**

*Unified Command works best when the participating members of the Unified Command co-locate at the Emergency Operations Center (or Incident Command Post) and observe the following practices:*

- *Select an Operations Section Chief for each operational period.*
- *Keep each other informed of specific requirements.*
- *Establish consolidated incident objectives, priorities, and strategies.*
- *Coordinate to establish a single system for ordering resources.*
- *Develop a consolidated EOC Action Plan (Incident Action Plan) written or oral, evaluated and updated at regular intervals.*
- *Establishing procedures for joint decision making and documentation.<sup>o</sup>*

### **Manageable Span-of-Control**

*Span-of-Control is essential to effective and efficient incident management. Within NIMS / SEMS / ICS, the Span-of-Control of any individual with incident management supervisory responsibility should range from three to seven subordinates. The type of incident, nature of the task hazards and safety factors, and distances between personnel and resources all influence Span-of-Control considerations.<sup>p</sup>*

### **Minimal Disruption**

*NIMS guidance states that the implementation of ICS should have the least possible disruption on existing systems and processes. This will facilitate its acceptance across a nationwide user community and ensure continuity in the transition process from normal operations. This is certainly true for the State of California which was already using SEMS/ICS.<sup>q</sup>*

### **Consolidated Action Plans**

Consolidated Action Plans identify objectives and strategy determinations made by the EOC Director (Director of Emergency Services) for the incident based upon the requirements of the affected jurisdiction. In the case of Unified Command, the incident objectives must adequately reflect the policy and needs of all the jurisdictional agencies. The consolidated Action Plan (EOC Action Plan or field Incident Action Plan) documents the tactical and support activities that will be implemented during an operational period.

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<sup>n</sup> 05 NIMSCAST II-A-3-b-1-b-iii

<sup>o</sup> 05 NIMSCAST II-A-3-b-1-b-iv

<sup>p</sup> 05 NIMSCAST II-A-2-e

<sup>q</sup> 05 NIMSCAST II-A-1-g

### Management by Objectives

- Established overarching objectives.
- Developing and issuing assignments, plans, procedures, and protocols.
- Establishing and directing efforts to attain specific, measurable objectives for various incident management functional activities in support of defined strategic objectives.
- Documenting results to measure performance and facilitate corrective action.

### Accountability

*Effective accountability at all jurisdictional levels and within individual functional areas during incident operations is essential. To that end, the following principles must be adhered to:*

- *Check-In—All responders, regardless of agency affiliation, must report in to receive an assignment in accordance with the procedures established by the EOC Director.*
- *EOC or Incident Action Plan—Response operations must be directed and coordinated as outlined in the EOC or Incident Action Plan.*
- *Unity of Command—Each individual involved in incident operations will be assigned to only one supervisor.*
- *Span of Control—Supervisors must be able to adequately supervise and control their subordinates, as well as communicate with and manage all resources under their supervision.*
- *Resource Tracking—Supervisors must record and report resource status changes as they occur.<sup>r</sup>*
- *Deployment—Personnel and equipment should respond only when requested or when dispatched by appropriate authority.<sup>s</sup>*

### Comprehensive Resource Management

Management of resources is essential for emergency operations. Maintaining an accurate and up-to-date picture of resource utilization is a critical component of domestic incident management. Resource management includes processes for categorizing, ordering, dispatching, tracking, and recovering resources. It also includes processes for reimbursement for resources, as appropriate. Resources are defined as personnel, teams, equipment, supplies, and facilities available or potentially available for assignment or allocation in support of incident management and emergency response activities.

### Establishment and Transfer of Command

- The command function is clearly established at the beginning of incident operations.
- The process for transferring command includes a briefing that captures all essential information for continuing safe and effective operations.

### Broad Applicability

*NIMS guidance states that ICS should be user friendly and be applicable across a wide spectrum of emergency response and incident management disciplines. This will enable the communication, coordination, and integration critical to effective and efficient NIMS.<sup>t</sup>*

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<sup>r</sup> 05 NIMSCAST II-A-2-1

<sup>s</sup> 05 NIMSCAST II-A-2-m

<sup>t</sup> 05 NIMSCAST II-A-1-h

### **Common Terminology**

*NIMS / SEMS / ICS establishes common terminology that allows diverse incident management and support entities to work together across a wide variety of incident management functions and hazard scenarios. This common terminology covers the following areas:*

- *Organizational Functions. Major functions and functional units with domestic incident management responsibilities are named and defined. Terminology for the organizational elements involved is standard and consistent.*
- *Resource Descriptions. Major resources--including personnel, facilities, and major equipment and supply items--used to support incident management activities are given common names and are "typed" with respect to their capabilities, to help avoid confusion and to enhance interoperability.*
- *Incident Facilities. Common terminology is used to designate the facilities in the vicinity of the incident area that will be used in the course of incident management activities.<sup>u</sup>*

### **Modular and Scalable Organization**

*The incident command organizational structure develops in a top-down, modular, fashion that is based on the size and complexity of the incident as well as the specifics of the hazard environment created by the incident. When needed, separate functional elements can be established each of which may be further subdivided to enhance internal organizational management and external coordination. Responsibility for the establishment and expansion of the ICS or NIMS/ SEMS modular organization ultimately rests with the Incident Commander (IC) or EOC Director as appropriate, who bases these on the requirements of the situation. As incident complexity increases, the organization expands from the top down as functional responsibilities are delegated. Concurrently with structural expansion, the number of management positions expands to adequately address the requirements of the incident.<sup>v</sup>*

*The City of Tehachapi has implemented and institutionalized processes, procedures, and/or plans to ensure its NIMS/SEMS/ICS is modular and scalable through the following operating characteristics:*

- *Suitable for operations within its jurisdiction*
- *Suitable for operations within its jurisdiction with multiagency involvement.*
- *Readily adaptable to new technology.*
- *Adaptable to any emergency or incident to which domestic incident management agencies would be expected to respond.*
- *Scalable in organizational structure based on the size and complexity of the incident.<sup>w</sup>*

### **Area Command**

*NIMS directs that an "Area Command" be established either to oversee the management of multiple incidents that are each being handled by a separate ICS organization or to oversee the management of a very large incident that involves multiple ICS organizations. Area Command is also used when there are a number of incidents in the same area and of the same type, such as two or more hazardous material (HAZMAT) or oil spills.<sup>x</sup> For incidents under its authority, an Area Command has the responsibility to set overall incident-related priorities; allocate critical resources according to priorities; ensure that incidents are properly managed; ensure that incident management objectives are met and do*

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<sup>u</sup> 05 NIMSCAST II-A-2-a

<sup>v</sup> 05 NIMSCAST II-A-2-b

<sup>w</sup> 05 NIMSCAST II-A-1-c

<sup>x</sup> 05 NIMSCAST II-A-4-a

*not conflict with each other or with agency policy; identify critical resource needs and report them to EOCs and/or multiagency coordination entities; and ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations.<sup>y</sup> For incidents under its authority, an Area Command has the responsibility to set overall incident-related priorities; allocate critical resources according to priorities; ensure that incidents are properly managed; ensure that incident management objectives are met and do not conflict with each other or with agency policy; identify critical resource needs and report them to EOCs and/or multiagency coordination entities; and ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations. Area Command is not a term that is identified in SEMS. For the purpose of the City of Tehachapi Emergency Operations Plan the “Operational Area” concept will be used in place of the NIMS “Area Command” term.*

### **Multi Agency Coordination System (MACS)**

*MACS should be used to coordinate and support emergency management and incident response Objectives through the development and use of integrated multi-agency coordination systems, i.e. - develop and maintain connectivity capability between local Incident Command Posts (ICP), local 911 Centers, local Emergency Operations Centers (EOCs) and other organizational elements. Staff training will be provided to EOC and field responders on an annual basis to facilitate an understanding of NIMS, ICS and MACS concepts. These concepts should be practiced during Table Top, Functional and Full Scale Exercises and utilized during preplanned events<sup>z</sup> (recurring/special), incident specific hazards, no-notice events and specific events.<sup>aa</sup> MACS is applicable to the following primary functions:*

- *Situation assessment*
- *Critical resource acquisition and allocation*
- *Tribal/local, state/territory, and Federal disaster support*
- *Coordination with elected and appointed officials*
- *Coordination of summary information*
- *Incident priority determination*
- *Other functions that tribal/local MACS provide<sup>bb</sup>*

### **Multi-Agency or Inter-Agency Coordination**

Multi-agency or inter-agency coordination is important for:

- Establishing priorities for response.
- Allocating critical resources.
- Developing strategies for handling multi-agency response problems.
- Sharing information.
- Facilitating communications.

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<sup>y</sup> 05 NIMSCAST II-A-4-b

<sup>z</sup> 08 NIMSCAST METRIC 2.2

<sup>aa</sup> 08 NIMSCAST METRIC 2.7 and 2.8

<sup>bb</sup> 08 NIMSCAST METRIC 2.9

**Multi-Agency Coordination Entities**

*Regardless of form or structure, the principal functions and responsibilities of multi-agency coordination entities typically include the following:*

- *Ensuring that each agency involved in incident management activities is providing appropriate situational awareness and resource status information.*
- *Establishing priorities between incidents and/or Area Commands (Operational Areas in California) in concert with the IC or UC(s) involved.*
- *Acquiring and allocating resources required by incident management personnel in concert with the priorities established by the IC or UC.*
- *Anticipating and identifying future resource requirements.*
- *Coordinating and resolving policy issues arising from the incident(s).*
- *Providing strategic coordination as required. Following incidents, multi-agency coordination entities are also typically responsible for ensuring that improvements in plans, procedures, communications, staffing, and other capabilities necessary for improved incident management are acted on.<sup>cc</sup>*

**Multi-Agency or Inter-Agency Coordination Group**

When a number of Multi-Agencies or Inter-Agencies are present a Multi-Agency Group:

- May be established formally.
- Should develop consensus on priorities, resource allocation and response strategies.
- May function within the EOC, at another location or through conference calls - but should remain in contact with the EOC.
- The EOC Action Plan should incorporate group priorities and objectives.
- Group objectives should be implemented through the EOC.
- The jurisdiction may participate with other local governments and agencies in a multi-agency coordination group organized by another local government(s) or at the State Level.

**CITY OF TEHACHAPI POLICY/ADVISORY GROUP**

The Policy/Advisory Group is made up of the members of the City of Tehachapi Mayor and City Council. The EOC Director will normally request the Policy/Advisory Group to convene when needed and establish a regular meeting/briefing schedule. The Policy/Advisory Group may convene to develop executive level policies, facilitate multi-jurisdictional coordination and ratify the declaration of the state of emergency or other official documents. The Policy/Advisory Group provides a forum for consideration of extraordinary policy issues that are above the authority of the EOC Director. The Policy/Advisory Group can assist the EOC Director through advice and policy direction and by creating a conduit to other government officials and the public. The Policy/Advisory Group will meet at the Mayor and City Council Chambers to avoid the congestion of the EOC and provide a secure quiet location for discussion of sensitive issues.

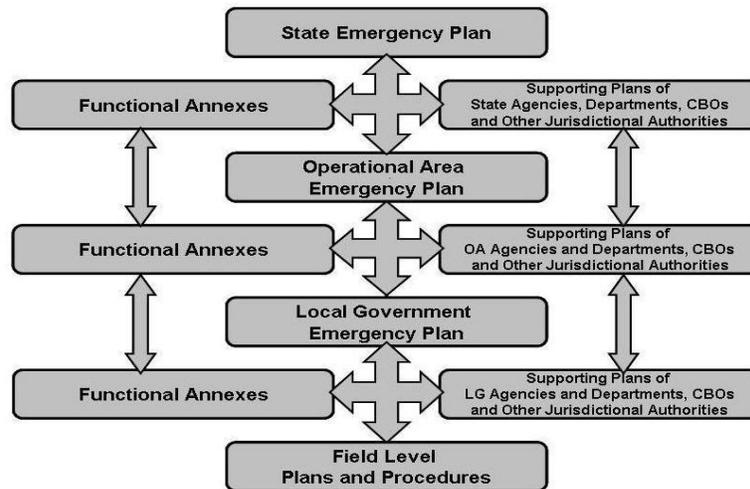
Members of the Policy/Advisory Group may request assistance or advice from any county, state or federal official. Any other city, county department/agency, or assisting organization (e.g, hospital, utility, etc.) may also be solicited for advice.

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<sup>cc</sup> 05 NIMSCAST II-B-2-b

## EMERGENCY PLAN INTERFACE

This plan is part of a larger planning framework that supports emergency management within the state. The Emergency Plan Interface illustrates the relationship of the State Emergency Plan to other plans of the state and its political subdivisions. Through an integrated framework of emergency plans and procedures involving all stakeholders in the emergency management community, California will promote effective planning and coordination prior to an emergency, thereby ensuring a more effective response and recovery.



## MUTUAL AID AGREEMENTS

*Mutual-aid agreements are the means for one jurisdiction to provide resources, facilities, services, and other required support to another jurisdiction during an incident. Each jurisdiction should be party to a mutual-aid agreement (such as the California Master Mutual Aid Agreement) with appropriate jurisdictions from which they expect to receive or to which they expect to provide assistance during an incident. This would normally include all neighboring or nearby jurisdictions, as well as relevant private-sector and nongovernmental organizations. States should participate in interstate compacts and look to establish intrastate agreements that encompass all local jurisdictions. Mutual aid agreements are also needed with private organizations, such as the American Red Cross, to facilitate the timely delivery of private assistance at the appropriate jurisdictional level during incidents. At a minimum, mutual-aid agreements should include the following elements or provisions:*

- *Definitions of key terms used in the agreement.*
- *Roles and responsibilities of individual parties.*
- *Procedures for requesting and providing assistance.*
- *Procedures, authorities, and rules for payment, reimbursement, and allocation of costs.*
- *Notification procedures.*
- *Protocols for interoperable communications.*
- *Relationships with other agreements among jurisdictions.*
- *Workers compensation.*
- *Treatment of liability and immunity.*
- *Recognition of qualifications and certifications.*

- *Sharing agreements, as required.*<sup>dd</sup>

Authorized officials from each of the participating jurisdictions will collectively approve all mutual-aid agreements.

## **PREPAREDNESS**

### **Preparedness Elements**

An emergency can strike anytime and anywhere and a disaster will affect the entire community. Accordingly, the City of Tehachapi plans ahead for emergencies as part of normal government operations and all county employees share the responsibility for preparedness. The City of Tehachapi places emphasis on key aspects of preparedness including:

- Conducting comprehensive emergency operations planning.
- Training emergency response team personnel.
- Providing awareness training on emergency response.
- Assuring the adequacy of resources to respond to emergencies.

### **Achieving Preparedness**

*NIMS guidance stipulates that “Individual Federal, State, local, and tribal jurisdictions are responsible for implementing the preparedness cycle in advance of an incident and appropriately including private sector and nongovernmental organizations in such implementation.” The guidance depicted in the Training and Exercise and Maintenance of the NIMS Emergency Operations Plan paragraphs will ensure establishment of an appropriate preparedness cycle.*<sup>ee</sup>

### **Preparedness Organizations**

*Preparedness is the responsibility of the City of Tehachapi. This responsibility includes coordinating various preparedness activities among all appropriate agencies within a jurisdiction, as well as across jurisdictions and with private organizations. This coordination is affected by mechanisms that range from individuals to small committees to large standing organizations. These mechanisms are referred to in this document as “preparedness organizations,” in that they serve as ongoing forums for coordinating preparedness activities in advance of an incident. Preparedness organizations represent a wide variety of committees, planning groups, and other organizations that meet regularly and coordinate with one another to ensure an appropriate focus on planning, training, equipping, and other preparedness requirements within a jurisdiction and/or across jurisdictions. The needs of the jurisdictions involved will dictate how frequently such organizations must conduct their business, as well as how they are structured. When preparedness activities routinely need to be accomplished across jurisdictions, preparedness organizations should be multi-jurisdictional. Preparedness organization at all jurisdictional levels should establish and coordinate emergency plans and protocols including public communications and awareness; integrate and coordinate the activities of the jurisdictions and functions within their purview; establish the standards, guidelines, and protocols necessary to promote interoperability among member jurisdictions and agencies, adopt standards, guidelines, and protocols for providing resources to requesting organizations, including protocols for incident support organizations; set priorities for resources and other requirements; and ensure the*

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<sup>dd</sup> 05 NIMSCAST III-B-2-e

<sup>ee</sup> 08 NIMSCAST III-B

*establishment and maintenance of multi-agency coordination mechanisms, including EOCs, mutual-aid agreements, incident information systems, nongovernmental organization and private-sector outreach, public awareness and information systems, and mechanisms to deal with information and operations security.<sup>ff</sup>*

### **Preparedness Programs and Unified Approach**

*The City of Tehachapi has established programs that address the requirements for each step of the preparedness cycle (planning, training, equipping, exercising, evaluating, and taking action to correct and mitigate potential problems). These programs have adopted relevant NIMS/SEMS/ICS standards, guidelines, processes, and protocols.<sup>gg</sup> The City of Tehachapi will use a unified approach to preparedness, ensuring mission integration and interoperability across functional and jurisdictional lines, as well as between public and private organizations.<sup>hh</sup> A major objective of preparedness effort is to ensure mission integration and interoperability in response to emergent crisis across functional and jurisdictional lines as well as between public and private organizations.<sup>ii</sup>*

### **Preparedness Planning**

*The City of Tehachapi Emergency Operations Plan describes how personnel, equipment, and other governmental and nongovernmental resources will be used to support incident management requirements. The plan represents the operational core of preparedness and provides mechanisms for setting priorities, integrating multiple entities and functions, establishing collaborative relationships, and ensuring that communications and other systems effectively support the complete spectrum of incident management activities.<sup>jj</sup>*

*Preparedness plans describe the process and schedule for identifying and meeting training needs (based on expectations the EOP has outlined); the process and schedule for developing, conducting, and evaluating exercises and correcting identified deficiencies; arrangements for procuring or obtaining required incident management resources through mutual-aid mechanisms; and plans for facilities and equipment that can withstand the effects of hazards that the jurisdiction is more likely to face.<sup>kk</sup> The City of Tehachapi has put in place procedures to meet these essential requirements.*

## **TRAINING AND EXERCISES**

An emergency plan is not an end in itself. Training is necessary to make the planning concepts a natural response, in addition to training on the plan itself.

*NIMS guidance stipulates that “Incident management organizations and personnel at all levels of government and within the private-sector and nongovernmental organizations must be appropriately trained to improve all-hazards incident management capability nationwide. Incident management organizations and personnel must also participate in realistic exercises - including multi-disciplinary and multi-jurisdictional events and private sector and nongovernmental organization interaction - to improve integration and interoperability. Training involving standard courses on incident command and management, incident management structure, operational coordination processes and systems - together*

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<sup>ff</sup> 05 NIMSCAST III-B-1

<sup>gg</sup> 05 NIMSCAST III-B-2

<sup>hh</sup> 05 NIMSCAST III-A-2

<sup>ii</sup> 05 NIMSCAST III-A-2-a

<sup>jj</sup> 05 NIMSCAST III-B-2-a

<sup>kk</sup> 05 NIMSCAST III-B-2-a-3

*with courses focused on discipline specific and agency specific subject matter expertise - helps ensure that personnel at all jurisdictional levels and across disciplines can function effectively together during an incident.”<sup>ll</sup>*

The best method for training emergency response personnel to manage emergency operations is through realistic exercises that test the interaction between the local jurisdictional EOC, field units, Operational Area, and including private sector and nongovernmental organizations. During these exercises, emergency response personnel are required to respond as though a real emergency had occurred. The exercises should be designed to provide personnel with an opportunity to become thoroughly familiar with procedures that will actually be used in emergency situations. Exercises findings should be documented using an After Action Report critique format which addresses identification of plan, and equipment shortfalls, additional training requirements, corrective measures and deadlines for completion. NIMS/SEMS/ICS requires that emergency responders document this training.

*There are several forms of Preparedness Exercises that should be conducted:*

- *Tabletop exercises provide a convenient and low-cost method designed to evaluate policy, plans and procedures, and resolve coordination and responsibility issues. Such exercises are a good way to see if policies and procedures exist to handle certain issues.*
- *Functional exercises are designed to test and evaluate the capability of an individual function such as evacuation, medical, communications or public information or to provide an opportunity for the jurisdiction Emergency Response Team to respond to a realistic scenario in the EOC environment.*
- *Full-scale exercises simulate an actual emergency. They typically involve the complete emergency management staff and field units and are designed to evaluate the operational capability of the entire emergency management system.<sup>mmm</sup>*

The City of Tehachapi will conduct regular exercises of this plan to train all necessary EOC Emergency Response Team members in the proper response to disaster situations. *Mutual Aid Agreements will be a key component that will be included in all levels of training and Exercises.<sup>nn</sup>*

### **Personal Qualifications and Certification**

*Under the NIMS, preparedness is based on national standards for the qualification and certification of emergency response personnel. Standards will help ensure that participating agencies and organizations field personnel who possess the minimum knowledge, skills, and experience necessary to execute incident management and emergency response activities safely and effectively. Standards typically include training, experience, credentialing, currency, and physical and medical fitness. Personnel that are certified for employment in support of an incident that transcends interstate jurisdictions through the Emergency Management Assistance Compacts System will be required to meet national qualification and certification standards. Federal, State, local, and tribal certifying agencies, professional organizations, and private organizations should credential personnel for their respective jurisdictions.<sup>ooo</sup> Entry-level first responders, first line supervisors, middle management, Command and General Staff and personnel trained as trainers are required to complete all or portion of the following:*

- *IS-100*

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<sup>ll</sup> 05 NIMSCAST III-B-2-b

<sup>mmm</sup> 08 NIMSCAST METRIC 5.1- 5.7

<sup>nn</sup> 08 NIMSCAST METRIC 3.8

<sup>ooo</sup> 05 NIMSCAST III-B-2-c

- IS-200
- IS-300
- IS-400
- IS-700
- IS-800
- *Other Preparedness Training (Basic NIMS / SEMS / ICS and EOC Procedures and Documentation Classes)* <sup>pp</sup>

*The City of Tehachapi Emergency Management Coordinator will maintain up-to-date training status records of agency and other support response organization personnel in accordance with the courses listed above.*<sup>qq</sup>

*NIMS/ICS will be incorporated into all emergency management classroom training programs and Table Top, Functional and Full Scale EOC Exercises at the local and/or levels whenever they are conducted and records will be maintained of when, where, type of exercise and findings of the success of implementation and corrective actions required. The scenarios developed for the exercise programs should cover an all-hazards approach and be as realistic as possible. Participants of the training and exercise programs should include responders from multiple disciplines and multiple agencies, districts or jurisdictions whenever possible.*<sup>rr</sup>

*The Emergency Management Coordinator will follow-up all exercises with a written After Action Report and/or Lessons Learned. Copies will be provided to all participating agencies and jurisdictions. Corrective Action Plans with realistic completion dates will be assigned to the appropriate agencies, departments or individuals to ensure that corrective action has been completed on preparedness plans, response plans, response procedures, recovery plans or procedures, training programs, or other problems identified during the training or exercise program. All documentation will be maintained by the Emergency Management Coordinator as part of a formal Corrective Action Program.*<sup>ss</sup>

### **Equipment Certification**

*Incident management and emergency responder organizations at all levels rely on various types of equipment to perform mission essential tasks. A critical component of operational preparedness is the acquisition of equipment that will perform to certain standards, including the capability to be interoperable with equipment used by other jurisdictions. To enable national-level equipment certification, the NIMS Integration Center in coordination with appropriate Federal agencies, standards-making, certifying, and accrediting organizations and with appropriate State, local, tribal, private sector, and nongovernmental organizations, facilitate the development and/or publication of national standards, guidelines, and protocols for equipment certification. This effort includes the incorporation of standards and certification programs already in use by incident management and emergency response organizations nationwide. Review and approve (with the assistance of national professional organizations and with input from Federal, State, local, tribal, and private sector and nongovernmental entities) lists of emergency responder equipment that meet national certification requirements.*<sup>tt</sup>

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<sup>pp</sup> 08 NIMSCAST METRIC 4.1

<sup>qq</sup> 08 NIMSCAST METRIC 4.2

<sup>rr</sup> 08 NIMSCAST METRIC 5.1, 5.2, 5.3 AND 5.4

<sup>ss</sup> 08 NIMSCAST METRIC 5.5, 5.6 and 5.7

<sup>tt</sup> 05 NIMSCAST III-B-2-d

## COMMUNICATIONS

Effective communications is essential to emergency management at all levels of NIMS/SEMS/ICS. The Emergency Operations Center will utilize a range of communications including hard line telephone, cell phone and hand held radios. They will coordinate field operations through direct telephone or radio link. Assumptions:

- Adequate communications will be made available for effective and efficient warning, response and recovery operations.
- Any number of natural or manmade hazards may neutralize or severely reduce the effectiveness of communications currently in place for emergency operations.
- Additional communications equipment required for emergency operations will be made available from citizens, business, volunteer organizations, and/or other governmental agencies.
- *To the extent possible, Tehachapi will ensure that relevant national standards and guidance to achieve equipment, communication and data interoperability are incorporated into acquisition programs. Additionally, whenever possible the agency acquisition program will incorporate the Standard Equipment List (SEL) and other Federal equipment standard data when purchasing interoperable equipment. uu*
- *Working closely with the State Emergency Management Agency, Tehachapi will validate inventory of response assets and ensure they conform to homeland security typing standards. Inventory information will be provided to the State Emergency Management Agency as required by NIMS guidance.*
- *The City of Tehachapi will develop and use a Response Asset Inventory for Mutual Aid Requests, exercises and actual events. vv*
- *Whenever possible the jurisdiction will apply standardized and consistent terminology, including the establishment of plain language communications standards across the communications sector Multi-Agency or Multi-Jurisdiction events. ww*

### Communications Plan

*The Communications Unit Leader working closely with the Operations Section should develop a formal Communications Plan that identifies:*

- *The utilization of communications equipment and facilities assigned to the incident.*
- *The instillation of and testing of all communications equipment.*
- *The supervision and operation of incident communications.*
- *The distribution and recovery of communication equipment assigned to incident personnel.*
- *The maintenance and repair of communications equipment on site. xx*

### Reverse 9-1-1 System

The Reverse 911 System provides rapid communication with the Public during a Disaster or Emergency Using the Sheriff Office's "Reverse 911" System. It is able to deliver telephone messages to landlines in certain locations within Kern County to advise residents of an immediate threat to life and/or property. It was designed exclusively for Law Enforcement, Fire and Emergency Service but can be

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<sup>uu</sup> 08 NIMSCAST METRIC 6.4 & 6.5

<sup>vv</sup> 08 NIMSCAST METRIC 6.7

<sup>ww</sup> 08 NIMSCAST Metric 7.1

<sup>xx</sup> 08 NIMSCAST METRIC 2.6

used by other departments such as Public Health when it is necessary to rapidly deliver a critical message to the community. Reverse 911 is a function of Kern County Sheriff Office. In the event that an agency needs to communicate an emergency message to the public the following protocol must be followed:

A. Requesting agency will create a message to include the following five points:

1. Identify the critical issue.

What is the critical health/safety problem?

*Example: "Public drinking water supplies in City of Willows may be contaminated with bacteria."*

2. Identify the best source of information for the public.

Make sure that arrangements/resources are in place for responding to calls from the public before sending the message.

*Example: Discussions between Public Health, State Office of Drinking Water and Cal Water determined that Cal-Water would be the best agency to field calls.*

3. Briefly describe the geographic area affected by the emergency.

*Example: "Residents of the City of Willows who are customers of Cal Water."*

4. Give a brief and immediate recommendation.

*Example: "Until further notice do not use tap water for drinking, cooking or mixing formula unless water has been boiled for a full minute. Bottled water is safe to use."*

5. Give follow-up instructions.

*Example: "For more information keep tuned to local TV or radio stations. Call Cal-Water at \_\_\_\_\_. Do not call hospitals, Sheriff, police or fire with questions about drinking water."*

B. The Agency Director (or designee) must contact the Sheriff's Office at one of the numbers below and request activation of the Reverse 911 System: (530) 934-6441, (530) 934-6431, or 911.

Sheriff's Office OES personnel will:

- Request the information for the message (steps 1-5 above) and a call back name and phone number.
- The OES Director will make the initial determination as to the viability of the callout. If the OES Director deems that the situation warrants the deployment of the Reverse 911 System, he/she will inform dispatch personnel of the time frame required before the system can be deployed and give further directions to dispatch personnel, as necessary.
- Contact the Sheriff, and advise him that Reverse 911 activation has begun.
- The County PIO may be asked to record the message for the Reverse 911 call. The PIO will need to report to the Sheriff's Office to make the recording.

**Special Message for IHSS Clients with Access and Functional Needs**

Health Services, Social Services (HRA), and Cal-EMA established a partnership and entered the data for all residents on In-Home Supportive Services (IHSS) into the reverse 911 alerting system. This allows us to alert residents with a special message during a disaster that may impact them. This message can include a special hotline number for clients to call for specialized assistance. This data provides not only the client's contact information but also their specific disability or special need. This data can be utilized to help determine what specific resources may be necessary to assist that person in incident (i.e. specialized transport, interpreters, etc.).

When a message is being sent through the reverse 911 system to IHSS clients:

- Notify
  - HRA and HSA Director
  - PH Deputy Director
  - GCSO/Cal-EMA
- Coordinate specialized message to be sent to these clients
  - Consider listing a hotline number where they can call for specialized information or to request assistance

**Operational Area Satellite Information System (OASIS)**

OASIS is an information and resource tracking system for Operational Areas. It was designed to facilitate the information flow between local governments, OA's, Cal-EMA regions and the SOC through the use of a satellite information link. Effective coordination of emergency response and mutual aid within an OA will require the exchange of information between local governments and the OA.

**RESPONSE INFORMATION MANAGEMENT SYSTEM (RIMS)**

RIMS is a set of applications designed by the California Governor's Emergency Management Agency (Cal-EMA) in Lotus Notes to assist in the management of disasters in California. The goal of the RIMS project is to connect, via computers, the five levels of government outlined in SEMS. RIMS is in use by all 58 Operational Areas (counties), most cities, and 30 state and federal agencies.

RIMS has established a set of reports available to all levels of government that categorizes disaster related information in a manner that quickly provides an overview of an event or multiple events. Because RIMS allows multiple users to submit and receive information on demand, it has dramatically improved the dissemination of disaster related information statewide.

RIMS has established an electronic link between agencies requesting assistance and agencies that can provide the needed resources. It allows Operational Areas to submit requests for emergency response assistance by computer to one of the State Cal-EMA's three Regional Emergency Operations Centers (REOCs). These REOCs then review the request and task the appropriate state agency to provide the requested assistance. The database has been modified so that it can be used by city and field level response organizations.

Special districts should report problems, needs, incident/status reports, etc. to the Operational Area (OA) within which they have a problem with their facilities. Special Districts may also report incidents to other locations in addition to the OA; for example, if they are a utility they may report to the Utilities Operations Center located at Cal-EMA and they may also have reporting requirements to the Public Utilities Commission. If there is a disruption of services to a special district they may also have to

report to the OA where the service has been impacted in addition to reporting to the OA where the facility has been impacted. The Operational Area EOC may take care of the communications from the Special District to the cities, and to a State Cal-EMA REOC.

The special district may have entered into a mutual aid agreement with another special district. In this case, the district may request assistance directly in accordance with their agreement and also notify the OA of facility damage and/or service disruption. If they are a part of a statewide mutual aid system, they must follow the protocols of that particular system; for example, fire districts.

### **CONTINUITY OF OPERATIONS**

A major disaster or national security emergency could result in the death or injury of key Tehachapi officials and/or the partial or complete destruction of established facilities, and public and private records essential to continued operations. City employees are responsible for providing continuity of effective leadership, authority and adequate direction of emergency and recovery operations. The City of Tehachapi staff *Lines of Succession* list must be established and maintained. (See Volume One, Chapter 3, Tab 10 - Continuity of Government)

#### **Preservation of Vital Records**

In City of Tehachapi, the following offices are responsible for the preservation of vital records:

- Tehachapi City Clerk

Vital records are defined as those records that are essential to:

- Protect and preserve the rights and interests of individuals, governments, corporations and other entities. Examples include official records, property titles, payroll and other accounting records.
- Conduct emergency response and recovery operations. Records of this type include utility system maps, locations of emergency supplies and equipment, emergency operations plans and procedures, personnel rosters, etc.
- Reestablish normal governmental functions and protect the rights and interests of government. Constitutions and charters, statutes and ordinances, court records, official proceedings and financial records would be included here.

Vital records of the City of Tehachapi are routinely stored in record vaults. The City of Tehachapi department managers are responsible to ensure adequate maintenance of backup “essential records and information” to enable continued operations if the primary documents or information is lost.

Record depositories should be located well away from potential danger zones and/or housed in facilities designed to withstand blast, fire, water, and other destructive forces. Such action will ensure that constitutions and charters, statutes and ordinances, court records, official proceedings, and financial records would be available following any disaster. Each department within Tehachapi should identify, maintain and protect its own essential records.

**PLAN FEASIBILITY**

*An Emergency Operations Plan is feasible if the jurisdiction can accomplish the assigned mission and critical tasks by using available resources within the time contemplated by the plan. The jurisdiction must efficiently allocate resources including internal resources and those available through mutual aid or existing state, regional or Federal assistance agreements. Jurisdiction departments are tasked to periodically complete capability estimates that:*

- *Identifies current status (e.g., training, quantity) of resources necessary to support the plan*
- *Updating and maintaining resource lists based on the actions identified in the plan*
- *Identifying the most supportable courses of action and ways to reduce the impact of resource deficiencies (ex. mutual aid).*

**PLAN ACCEPTABILITY**

*This plan meets the requirements by the threats known to the jurisdiction, can meet decision maker and public cost and time frame limitations, and is consistent with current state and Federal law. The plan can be justified in terms of cost of resources and if its scale is proportional to the mission requirements.*

**PLAN COMPLETENESS**

*This plan has been designed to:*

- *Incorporate all reasonable tasks based on available resources to be accomplished for emergency response*
- *Includes all required capabilities as stipulated by NIMS/SEMS/ICS guidance*
- *Directs EOC Section Chiefs and Unit Leader to addresses the needs of the general population, children of all ages, individuals with disabilities and other access and functional needs, immigrants, individuals with limited English proficiency, and diverse racial and ethnic populations.*
- *Makes time estimates for meeting essential life safety and protection of property objectives (specifically identified within the EOC Action Planning Worksheets for the 1<sup>st</sup> Operational Periods for each major threat scenario). Time estimates for achieving objectives for follow-on operational periods will be dictated by the scope of the emergency and available resources.*
- *Identifies success criteria and a desired end-state as follows:*

*Emergency Management Response success can only be measured in the number of lives saved, value of property protected and the efficient and timely return to normal conditions after a major emergency event. Each emergency situation is unique and the success criteria and desired end-state will be governed by the scope of the emergency, the professionalism of responders at all levels, and amount of funds available to affect recovery. This jurisdiction will continually strive to provide effective and cost efficient emergency management response that is capable to meeting the threats that face the community.*

**RESEARCH AND DEVELOPMENT**

*Research and Development (R&D) planning will be based on the operational needs of the entire range of NIMS users. These needs represent key inputs as the nation formulates its R&D agenda for developing new and improved incident management capabilities. Since operational needs will usually exceed the resources available for research to address them, these needs must be validated, integrated, and prioritized. The Department of Homeland Security is responsible for integrating user needs at all levels into the national R&D agenda.<sup>yy</sup>*

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<sup>yy</sup> 05 NIMSCAST VI-B-3

**PLAN COMPLIANCE**

*This Emergency Operations Plan meets the guidance and doctrine to the maximum extent possible.*

- *Compliance with NIMS/SEMS/ICS*
- *Compliance with NIMSCAST guidance*
- *Compliance with CPG 101, Version 2.0<sup>zz</sup>*

**CITY OF TEHACHAPI EMERGENCY MANAGEMENT COORDINATOR**

*The Assistant City Manager will fill the role of Tehachapi Emergency Management Coordinator. The Emergency Management Coordinator is designated the single point-of-contact within the jurisdiction to coordinate NIMS implementation.<sup>aaa</sup>*

**MAINTENANCE OF THE NIMS EMERGENCY OPERATIONS PLAN**

The City of Tehachapi Emergency Operations Plan will be reviewed on an annual basis by the Emergency Management Coordinator to ensure that plan elements are valid and current. Each Tehachapi Emergency Response Team member will review and upgrade his/her individual EOC position checklists (Volume One – Chapter Two – EOC Section Checklists) based on deficiencies identified during drills, exercises or actual occurrences. Changes in local government and Tehachapi emergency response organizations will also be considered in the EOP revisions. The Emergency Management Coordinator is responsible for making appropriate revisions to the EOP that will enhance response and recovery operations and record changes on the Records Revision Page of this Volume. The Emergency Management Coordinator will also prepare, coordinate, publish and distribute changes to the plan to all City departments and other entities and record that information on the Distribution List of this Volume.

**PLAN APPROVAL AND PROMULGATION**

The Tehachapi EOP will be reviewed by the jurisdiction Emergency Management Coordinator and Tehachapi EOC Staff. Upon completion of review and written concurrence by these individuals, the EOP will be submitted to the City Mayor and City Council for approval.

**ROLE OF THE PRIVATE SECTOR**

The EOC will be a focal point for coordination of response activities with local businesses, volunteer and private agencies and businesses and the public. Based on the tactical situation the Section Chiefs may establish communication with these entities to effect an efficient and comprehensive emergency response. Agencies that have City-wide response roles and cannot respond to a city level EOC may be represented at the City EOC level. Requests for support should be coordinated through the City EOC.

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<sup>zz</sup> CPG 101, Version 2.0

<sup>aaa</sup> 08 NIMSCASTS METRIC 1.3

**Businesses**

Much of the state's critical infrastructure is owned or maintained by businesses and must be protected during a response to ensure a quick and complete recovery from an emergency. These same businesses provide valuable resources before, during and after an emergency and play a critical role in meeting the needs of those impacted by an emergency.

- **Target Hazards:** Some key industries are potential targets for terrorist attacks and must institute measures to prevent attacks and protect their infrastructure and the surrounding community. This requires businesses to coordinate with federal, state and local governments to ensure that their emergency plans are integrated with government plans.
- **Hazardous Materials Area Plans:** Some industries are required by law or regulation to have emergency operations procedures to address a variety of hazards. The CalEMA Hazardous Materials Program requires businesses that handle hazardous materials that meet certain quantity or risk thresholds must submit Business Program Plans and Risk Management Plans to Certified Unified Program Agencies (CUPAs) or Administering Agencies (AAs). The AA can then develop Hazardous Materials Area Plans to respond to a release of hazardous materials within their jurisdiction.
- **Business Emergency Plans:** This plan recommends that all businesses develop comprehensive emergency plans that include employee injury and illness prevention programs, business resumption and continuity of operations elements. A comprehensive business emergency plan can assist the business and the community at-large by providing:
  - Information to the employees to protect themselves and their families from the effects of likely emergencies.
  - A business emergency organization with identified positions having clear and specific emergency roles, responsibilities, delegated authority and identified successors.
  - An identification of actions necessary to protect company property and records during emergencies.
  - A listing of critical products and services.
  - Production shut-down procedures.
  - A company command post
  - Alternate work sites.
  - Methods and channels of communication.
  - Contacts with local emergency management officials.
  - A method to provide and accept goods and services from other companies.
- **Business Operations Centers:** This plan also promotes the use of business operations centers to enhance public and private coordination. State and local governments can effectively coordinate with businesses by establishing a business operations center that is linked to their existing emergency operations center.

### **Volunteer Organizations**

California recognizes the value and importance of organizations that perform voluntary services in their community. These organizations have resources which can augment emergency response and recovery efforts. Examples of voluntary organizations are:

- **American Red Cross (ARC):** When a disaster threatens or strikes, the Red Cross provides shelter, food and health and mental health services to address basic human needs to enable them to resume normal daily activities. ([www.redcross.org](http://www.redcross.org))
- **California Disaster Health Care Volunteers:** Provides medical volunteers for disaster support
- **California Volunteers:** California Volunteers administers the AmeriCorps portfolio in California, Citizen Corps and maintains the California Volunteer Matching Network.
- **Voluntary Organizations Active in Disaster (VOAD):** This coalition of nonprofit organizations supports the emergency management efforts of local, state and federal agencies and governments by coordinating the planning efforts of a variety of voluntary organizations. ([www.calvoad.org](http://www.calvoad.org)).

### **Public - Private Partnerships**

The private sector provides valuable assistance and resources to support emergency response and recovery activities. To support coordination and response between government and the private sector, the Secretary of CalEMA, under the ESA<sup>16</sup>, has established the Public-Private Partnership to assist in securing agreements between state agencies and non-profit and private sector resources that can be called upon during an emergency. The goal of the Public-Private Partnership is to advise on:

- Appropriate agreements to provide for quick access to emergency supplies and essential services in order to minimize the need to stockpile such supplies during normal times.
- Logistic measures required to quickly deliver needed supplies and services to affected areas.
- Methods to utilize non-profit and private sector capabilities to increase the surge capacity of state and local agencies responding to emergencies.
- Methods to promote the integration of the non-profit and private sectors into the emergency services system so that people can be better informed and prepared for emergencies.
- Systems that aid business and economic recovery after an emergency.

### **California Residents**

The residents of California are the primary beneficiaries of the state's emergency management system. At the same time, residents play an important role in emergency management by ensuring that they and their families are prepared for disasters. Before an emergency, residents can assist the emergency management effort by taking first aid training, maintaining supplies and being prepared to evacuate or shelter in-place for several days. Many residents join disaster volunteer programs such as Community Emergency Response Teams (CERT) and remain ready to volunteer or support emergency response and recovery efforts. During an emergency, residents should monitor emergency communications and carefully follow directions from authorities. By being prepared, residents can better serve their family, their community and reduce demands on first responders. Many local government agencies, particularly county offices of emergency services, have individual, family and community preparedness initiatives. At the state level, the California Emergency Management Agency promotes individual and community preparedness as part of the *Be Ready!* campaign. California Volunteers is another state office that

provides information and tools to support individual and community emergency planning and matching volunteers to volunteer opportunities.

### **Populations with Access and Functional Needs**

According to the U.S. Census of 2000 there are almost 6 million people who identify as having a disability in California. By 2010 the number of individuals with disabilities will exceed 11 million. The state's population of older adults is also growing and, according to the California Department of Aging, there will be approximately 6.5 million people over the age of 60 by 2010 and almost 12.5 million people over the age of 60 by 2040.

Populations with access and functional needs include those members of the community that may have additional needs before, during, and after an incident in functional areas, including but not limited to maintaining, independence, communication, transportation, supervision, and medical care.

Individuals in need of additional response assistance may include those who:

- Have disabilities
- Live in institutionalized settings
- Are elderly
- Are children
- Are from diverse cultures
- Have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.

Lessons learned from recent emergencies concerning people with disabilities and older adults have shown that the existing paradigm of emergency planning, implementation and response must change to meet the needs of these groups during an emergency. These lessons show four areas that are repeatedly identified as most important to people with disabilities and older adults:

- **Communications and Public Information** – Emergency notification systems must be accessible to ensure effective communication for people who are deaf/hard of hearing, blind/low vision, or deaf/blind.
- **Evacuation and Transportation** – Evacuation plans must incorporate disability and older adult transportation providers for identifying and the movement of people with mobility impairments and those with transportation disadvantages.
- **Sheltering** – Care and shelter plans must address the access and functional needs of people with disabilities and older adults to allow for sheltering in general population shelters.
- **Americans with Disabilities Act** - When shelter facilities are activated, the state will work with local officials to ensure they accommodate the provisions of the Americans with Disabilities Act (ADA).

### **At-Risk Individuals**

Another perspective is to consider the needs of people who are not in contact with traditional emergency service providers. These people may feel they cannot comfortably or safely access and use the standard resources offered in preparedness, response and recovery. These include, but are not limited to individuals who are:

- Homeless
- Without transportation
- Out of hearing range of community alert sirens

- Without radio or television to know they need to take action
- Without access to telephones
- Visiting or temporarily residing in an impacted region
- Not familiar with available emergency response and recovery resources
- Limited in their understanding of English
- Geographically or culturally isolated.

State government and its political subdivisions must include provision in their emergency response plans that address the specific needs of these individuals during response and recovery.

### ***Whole Community Engagement***

*The development of this Emergency Operations Plan will ensure that whenever possible the whole community will be involved in the planning process. This will include but will not be limited to: those non-governmental organizations beyond traditional engagement, groups representing individuals with functional and access needs, youth and children, and the private sector.<sup>bbb</sup>*

## **ALERTING AND WARNING**

Warning is the process of alerting Tehachapi responders and the city employees to the threat of imminent extraordinary danger. Dependent upon the nature of the threat, warning can originate at any level of government. Success in saving lives and property is dependent upon timely dissemination of warning and emergency information to persons in threatened areas.

Local government is responsible for warning the populace of the jurisdiction. Government officials accomplish this using warning devices located within the community or mounted on official vehicles. The warning devices are normally activated from a point staffed 24 hours a day.

There are various mechanical systems in place, described below, whereby an alert or warning may originate or be disseminated. Following the description of the systems is an explanation of the *Emergency Conditions and Warning Actions* through which these systems may be accessed.

## **FEDERAL ALERTING AND WARNING SYSTEMS**

### **Integrated Public Alert and Warning System (IPAWS)**

Executive Order 13407 states, "It is the policy of the United States to have an effective, reliable, integrated, flexible, and comprehensive system to alert and warn the American people....and to ensure under all conditions the President can communicate with the American people." FEMA is designated within the Department of Homeland Security to implement the policy of the United States for a public alert and warning system and has established a program office to implement IPAWS. FEMA, as well as numerous public and private industry partners, are working together to transform the national alert and warning system to enable rapid dissemination of authenticated alert information over as many communications pathways as possible.

#### **Mission**

Provide integrated services and capabilities to local, state, and federal authorities that enable them to alert and warn their respective communities via multiple communications methods.

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<sup>bbb</sup> CPT 101, Version 2.0

## What will IPAWS do?

- IPAWS will allow the President of the United States to speak to the American people under all emergency circumstances, including situations of war, terrorist attack, natural disaster, or other hazards.
- IPAWS will build and maintain an effective, reliable, integrated, flexible, and comprehensive alert and warning system.
- IPAWS will enable Federal, State, territorial, tribal, and local alert and warning emergency communication officials to access multiple broadcast and other communications pathways for the purpose of creating and activating alert and warning messages related to any hazard impacting public safety and well-being.
- IPAWS will reach the American public before, during, and after a disaster through as many means as possible.
- IPAWS will diversify and modernize the Emergency Alert System (EAS).
- IPAWS will create an interoperability framework by establishing or adopting standards such as the Common Alerting Protocol (CAP).
- IPAWS will enable alert and warning to those with disabilities and to those without an understanding of the English language.
- IPAWS will partner with NOAA to enable seamless integration of message transmission through national networks.

## IPAWS offers new capabilities

FEMA is building IPAWS to ensure that under all conditions the President of the United States can alert and warn the American people. However, Federal, State, territorial, tribal and local authorities will also have the opportunity to use the IPAWS alert services to send warnings within their jurisdiction. IPAWS improves alert and warning capabilities by allowing alerting authorities to deliver their message from a single portal to multiple communication pathways. These pathways include:

- Emergency Alert System (EAS)
- Commercial Mobile Alert System (CMAS)
- National Weather System Dissemination System including NOAA Weather Radio

Note: For more information on IPAWS refer to [www.fema.gov/emergency/ipaws/](http://www.fema.gov/emergency/ipaws/)

### EAS - Emergency Alerting System

Resilient public alert and warning tools are essential to save lives and protect property during times of local, State, Regional, and National emergency. The Emergency Alert System (EAS) is one of the many means used by alerting authorities to send warnings via broadcast, cable, satellite, and wireline communications pathways. EAS Participants, which consist of broadcast, cable, satellite, and wireline providers, are the stewards of this important public service in close partnership with alerting officials at all levels of government. The EAS is also used when all other means of alerting the public are unavailable, providing an added layer of resiliency to the suite of available emergency communication tools. The EAS is in a constant state of improvement to assure seamless integration of CAP-based and emerging technologies.

EAS can be accessed at federal, state, and local levels to transmit essential information to the public. Message priorities under Part 73.922(a) of the FCC's rules are as follows:

- Priority One - City Manager Messages (carried live)
- Priority Two - EAS Operational (Local) Area Programming
- Priority Three - State Programming
- Priority Four - National Programming and News

City Manager messages, national programming, and news will be routed over established network facilities of the broadcast industry. State programming will originate from the state operations center and will be transmitted throughout the state using the state's CLERS VHF/UHF radio relay stations.

Appropriate authorities in Tehachapi can activate a warning using EAS through the Kern County Sheriff's Office of Emergency Services. A representative for the City of Tehachapi Office of Emergency Services will make contact with the appropriate radio link.

#### Commercial Mobile Alert System (CMAS)

The Commercial Mobile Alert System (CMAS) is the system interface to the Wireless Emergency Alerts (WEA) service that wireless carriers are rolling out across the nation in 2012. CMAS is a partnership between FEMA, the Federal Communications Commission (FCC), and wireless carriers, to enhance public safety. The rules for CMAS are published by the FCC at [47 CFR 10](#).

CMAS allows public safety authorities to use FEMA's IPAWS Open Platform for Emergency Networks (IPAWS-OPEN) to send geographically targeted, text-like Wireless Emergency Alerts to the public. WEAs will relay Presidential, AMBER, and Imminent Threat alerts to mobile phones using cell broadcast technology that will not get backlogged during times of emergency when wireless voice and data services are highly congested.

CMAS/WEA complements the existing Emergency Alert System (EAS) which sends warnings to television and radio via broadcast, cable, satellite, and wireline communications pathways.

Most CMAS/WEA alerts will be issued by NOAA's National Weather Service (NWS). The NWS can send weather-related alerts to any region in the country. CMAS will be used by the NWS only for the most imminent and severe weather conditions (e.g. tornado warnings).

#### National Weather System Dissemination System

HazCollect, the NWS's All-Hazards Emergency Message Collection System, is a comprehensive national solution for the centralized collection and efficient distribution of Non-Weather Emergency Messages (NWEMs). NWEMs created by government officials with public warning authority are distributed through the NWS dissemination infrastructure, NOAA Weather Radio All Hazards, other national systems, and to the nation's Emergency Alert System (EAS).

## CHAPTER TWO

### AUTHORITIES AND REFERENCES

#### **PURPOSE**

Emergency response, like all governmental action, is based on legal authority. The City of Tehachapi Emergency Operations Plan follows state and federal guidelines for conducting emergency operations planning, training, emergency response, and recovery.

#### **National Incident Management System**

In Homeland Security Presidential Directive (HSPD-5), Management of Domestic Incidents the President directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). On March 1, 2004, the Secretary issued the NIMS to provide a comprehensive national approach to incident management, applicable to all jurisdictional levels across functional disciplines.

#### **California Emergency Services Act**

The California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code), hereafter referred to as the Act, provides the basic authorities for conducting emergency operations following a proclamation of *Local Emergency*, *State of Emergency* or *State of War Emergency* by the governor and/or appropriate local authorities, consistent with the provisions of the Act.

The Standardized Emergency Management System (SEMS) Regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations), hereafter referred to as SEMS, establishes the SEMS to provide an effective response to multi-agency and multi-jurisdiction emergencies in California. SEMS is based on the Incident Command System (ICS) adapted from the system originally developed by the Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE) program.

SEMS incorporates the use of ICS, the Master Mutual Aid Agreement and existing mutual aid systems, the Operational Area concept, multi-agency or inter-agency coordination and OASIS.

The California Emergency Plan, which is promulgated by the governor, is published in accordance with the Act and provides overall state-wide authorities and responsibilities, and describes the functions and operations of government at all levels during extraordinary emergencies, including wartime.

Section 8568 of the Act states, in part, that "the State Emergency Plan shall be in effect in each political subdivision of the State, and the governing body of each political subdivision shall take such action as may be necessary to carry out the provisions thereof". Local emergency plans are, therefore, considered to be extensions of the California Emergency Plan.

The California Civil and Government Codes contain several references to liability release (Good Samaritan Act) for those providing emergency services.

## **EMERGENCY PROCLAMATIONS**

### **Local Emergency**

A local emergency may be proclaimed by the City of Tehachapi EOC Director and ratified by the Mayor and City Council. The Local Emergency must be terminated as soon as conditions warrant. Proclamations are normally made when there is an actual incident or threat of disaster or extreme peril to the safety of persons and property within the jurisdiction, caused by natural or man-made situations.

The proclamation of a local emergency provides the governing body with the legal authority to take the following actions:

- If necessary, request that the governor proclaim a state of emergency.
- Promulgate or suspend orders and regulations necessary to provide for the protection of life and property, including issuing orders or regulations imposing a curfew within designated boundaries.
- Exercise full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans, or agreements.
- Request state agencies and other jurisdictions to provide mutual aid.
- Require the emergency services of any local official or employee.
- Requisition necessary personnel and materials from any local department or agency.
- Obtain vital supplies/equipment and, if required, immediately commandeer the same for public use.
- Impose penalties for violation of lawful orders.
- Conduct emergency operations without incurring legal liability for performance, or failure of performance. (Note: Article 17 of the Emergency Services Act provides for certain privileges and immunities).

### **State of Emergency**

A state of emergency may be proclaimed by the governor in the following situations:

- Conditions of disaster or extreme peril exist which threaten the safety of persons and property within the state caused by natural or man-made incidents.
- He/she is requested to do so by local authorities.
- He/she finds that local authority is inadequate to cope with the emergency.

Whenever the governor proclaims a state of emergency:

- Mutual aid shall be rendered in accordance with approved emergency plans when the need arises in any county, city and county, or city for outside assistance.
- The governor shall, to the extent he deems necessary, have the right to exercise all police power vested in the State by the Constitution and the laws of the State of California within the designated area.
- Jurisdictions may command the aid of citizens as deemed necessary to cope with an emergency.
- The governor may suspend the provisions of orders, rules or regulations of any state agency; and any regulatory statute or statute prescribing the procedure for conducting state business.
- The governor may commandeer or make use of any private property or personnel (other than the media) in carrying out the responsibilities of his office.
- The governor may promulgate, issue and enforce orders and regulations deemed necessary.

**State of War Emergency**

Whenever the governor proclaims a state of war emergency, or if a state of war emergency exists, all provisions associated with a state of emergency apply. Additionally, all state agencies and political subdivisions are required to comply with the lawful orders and regulations of the governor which are made or given within the limits of his authority as provided for in the Emergency Services Act.

**AUTHORITIES**

The following provides emergency authorities for conducting and/or supporting emergency operations:

**Federal**

- Homeland Security Presidential Directive (HSPD)-5
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended)
- Federal Response Plan
- Federal Civil Defense Act of 1950 (Public Law 920), as amended
- NRT-1, Hazardous Materials Emergency Planning Guide and NRT-1A Plan Review Guide (Environmental Protection Agency's National Response Team)
- Debris Removal Guidelines for State and Local Officials (FEMA DAP-15)
- A Guide to Federal Aid and Disasters (DAP-19)
- Digest of Federal Assistance (DAP-21)

**State**

- California Emergency Services Act, Chapter 7 of Division 1 of Title 2 of the Government Code;
- California Code of Regulations Title 19, Chapter 2, Subchapter 3, §2620 et seq.;
- Standardized Emergency Management System (SEMS) Regulations, Chapter 1 of Division 2 of Title 21 of the California Code of Regulations (CCR); and
- California Government Code §8607(a).
- Debris Removal Guidelines for State and Local Officials (FEMA DAP-15);
- A Guide to Federal Aid and Disasters (DAP-19);
- Digest of Federal Disaster Assistance (DAP-21); and others.
- California Constitution;
- State Emergency Plan;
- California Hazardous Materials Incident Contingency Plan;
- California Oil Spill Contingency Plan;
- Standardized Emergency Management System (SEMS) Regulations (CCR §2400 et seq.); and
- Standardized Emergency Management System (SEMS) Guidelines

- SEMS Approved Courses of Instruction - Training courses for emergency response personnel at field and Emergency Operations Center (EOC) levels developed pursuant to SEMS Regulations. The approved courses include an introductory course, field level course (incident command system), EOC course, and executive course.
- Emergency Planning Guidance for local government - Guidance document intended to provide local governments with tools to develop emergency plans.

**County****Local**

- City of Tehachapi Municipal Code Chapter 2.36

**REFERENCES**

Federal Response Plan (FEMA)

## CHAPTER THREE

### THREAT SUMMARY AND ASSESSMENTS

#### GENERAL SITUATION

This Chapter of the Basic Plan consists of a series of threat summaries based on the results of the City of Tehachapi's hazard analysis. This hazard analysis study was conducted in preparation for the City of Tehachapi Emergency Plan.

This plan is based on specific geographic characteristics, the population at risk for each identified hazard, and the potential hazard considerations. The City of Tehachapi is located within Inland OES Region of the California Office of Emergency Services.

#### **Geographic Characteristics, population at risk to each identified hazard, and potential hazard considerations on which the plan is based**

Tehachapi is located within the Inland OES Region of State Office of Emergency Services. It is located in Central California approximately 50 miles south east of Bakersfield. The Tehachapi area is comprised of the city of Tehachapi, Bear Valley, Stallion Springs, Golden Hills and Sand Canyon (generally the boundaries of the Tehachapi Unified School District) and has a residential population of approximately 30,000. The following faults apply to the City of Tehachapi and Cummings Valley:

- The Garlock Fault enters the Tehachapi Mountains from the south east and travels west southwest along the base of the Tehachapi range crossing Highway 58 about halfway between Tehachapi and Mojave. An earthquake along this fault could impact either segments of or the total population.
- The White Wolf Fault lies north and west of the City of Tehachapi running parallel to the Garlock Fault about 22 miles to the north. The White Wolf Fault was responsible for a 7.7 earthquake in 1952.
- The San Andreas Fault is approximately sixty miles southwest of the area.
- The city faces the potential for hazardous materials incidents from transportation accidents (rail and highway), pipeline, and illegal dumping.
- Portions of Tehachapi and Cummings Valley are subject to flooding, due to flash flooding, urban flooding (storm drain failure/infrastructure breakdown)
- A transportation incident such as a major air crash, train derailment or trucking incident could impact the jurisdiction.
- A civil unrest incident could impact areas within the City.
- Tehachapi and the Cummings Valley area is not within the planned range of a radioactive plume of a nuclear power plant.

Any single incident or a combination of events could require evacuation and/or sheltering of the population.

Tehachapi and Cummings Valleys possesses both law enforcement and fire fighting capability utilizing Kern County emergency resources. The area also relies on a local volunteer organizations for assistance in emergency communications and other necessary emergency services.

City staff has been designated to coordinate all SEMS functions.

During the response phase, the Tehachapi EOC is the coordination and communication point for the City.

The following threat assessments identify and summarize the hazards which could impact Tehachapi and Cummings Valleys.

Major Earthquake

Attachment 1 - Modified Mercalli Scale

Transportation Accident

Highway Traffic

Railroad

Air Traffic

Attachment 1 Map of Airport Locations

Hazardous Materials

Flooding

Attachments -- Tehachapi Flooding Map

Dam Failure

Wildland Fire

National Security Emergency

## MAJOR EARTHQUAKE

### GENERAL SITUATION

The State of California is one of the most active earthquake regions in the world and, along with the State of Alaska, by far the most active region in the United States. California's geographic features are dominated by juncture of two of the world's tectonic plates. The long scar where they meet and either grind alongside one another or subduction one or the other sides is the notorious San Andreas Fault which runs the entire length of the state, north to south. However, the San Andreas Fault is not the only fault system capable of causing loss of life and considerable property and environmental damage. The western half of the state, particularly in the southern and northern regions is honeycombed with smaller fracture faults of the San Andreas and small to moderate independent fault systems each capable of causing significant damage.

Historically, there has been regular activity along these faults. In any given year, California experiences between 2,000 and 6,000 seismic events, however, most are of low enough magnitude and surface effect as to go unfelt. There have been significant events over the past 100 years, particularly in the southern and south-central section of the state.

A major earthquake occurring in or near this jurisdiction may cause deaths and casualties, extensive property damage, fires and hazardous material spills and other ensuing hazards. The effects could be aggravated by aftershocks and by the secondary affects of fire, hazardous material/chemical accidents and possible failure of the waterways and dams. Damage control and disaster relief support would be required from other local governmental and private organizations, and from the state and federal governments.

Extensive search and rescue operations would be required to assist trapped or injured persons. Emergency medical care, food and temporary shelter could be required by injured or displaced persons. Identification and burial of many dead persons would pose difficult problems; public health would be a major concern. Mass evacuation may be essential to save lives, particularly in areas downwind from hazardous material releases. Many families would be separated particularly if the earthquake should occur during working hours, and a personal inquiry or locator system could be essential to maintain morale. Emergency operations could be seriously hampered by the loss of communications and damage to transportation routes within, and to and from, the disaster area and by the disruption of public utilities and services.

The economic impact on Tehachapi from a major earthquake would be considerable in terms of loss of employment and loss of tax base. Also, a major earthquake could cause serious damage and/or outage of computer facilities. The loss of such facilities could curtail or seriously disrupt the operations of banks, insurance companies and other elements of the financial community. In turn, this could affect the ability of local government, business and the population to make payments and purchases.

Major earthquakes in the area of the Tehachapi Mountains have caused deaths and injuries, substantial property loss and disruption of services for an extended period. The economic impact upon the area would be considerable due to loss of employment and loss of tax base.

## SPECIFIC SITUATION

### Considerations for Tehachapi

Several faults enter the Tehachapi Mountain Area and have produced or have the potential to produce seismic events of sizable impact. The **Garlock Fault** enters the Tehachapi range from the southeast and travels west southwest along the base of the Tehachapi range crossing Highway 58 about halfway between Tehachapi and Mojave. It continues westward another 30-35 miles until it intersects with the San Andreas Fault south of Bakersfield. Taking into consideration its length and its history, seismologists are convinced that the Garlock fault is fully capable of producing events within the 7-8 Richter magnitude range.

The **White Wolf Fault** lies north and west of the City of Tehachapi running parallel to the Garlock Fault about 22 miles to the north. The White Wolf Fault was responsible for the 1952 earthquake that essentially devastated 2/3 of the downtown section of the city. Although it is a reasonably short fault, running about 40 miles before joining up with the Pleito Fault just south of Bakersfield, the 1952 event registered 7.7 on the Richter Scale with reported ratings between VIII and X on the Modified Mercalli Scale. There are numerous smaller faults within the Tehachapi and Cummings Valleys, but none are considered a significant threat.

Two significant phenomena are most responsible for potential loss of life and property damage. **Ground shaking** is the movement of the earth's surface in response to the seismic event. The intensity of the ground shaking and the resultant damages are determined by the magnitude (energy release) of the earthquake, the distance from the epicenter, and the characteristics of surface geology. Tehachapi and Cummings Valleys are both formed of riverine silt and fine/course alluvium that has washed down from the mountains that surround them. While this ground density is not as stable as bedrock and will exacerbate ground motion, there are very few structures in the Tehachapi Mountain Communities over 2 stories in height and nearly all are of reinforced masonry or wood frame construction.

**Liquefaction** occurs when the surface soil is rearranged by the shaking of strong ground motion and infused with surface water or areas of high ground water. Liquefied solids behave like a heavy fluid or thin mud. It may cause underground tanks to float to the surface, or cause structures to sink several inches or feet.

Tehachapi, while having the former characteristic of fine silt and loosely compacted alluvium, lacks sufficient areas of surface water for this to have much effect.

**Route 58** runs for nearly all of its course through bedrock and is probably not susceptible to damage from strong ground motion or liquefaction. However, bridges over which the route travels in spots may be affected and falling rocks from mountains above the highway could cause temporary blockage of the roadway and both major fault systems traverse the roadway. This is also true for the smaller "back road" route to Arvin from Bear Valley Springs and from Golden Hills to Keene. These latter routes are more susceptible to roadway failure and subsidence.

Tehachapi **Airport** may suffer some cracks in taxiway and runways due to strong ground motion, but will most likely still be able to receive and launch both fixed wing and rotary aircraft.

The **Union Pacific Railroad's** ability to function may be temporarily interrupted. In the 1952 earthquake, tracks were bent in more than one location. Until a complete inspection of the tracks over and through the Tehachapi Loop is completed, rail service will most likely be halted.

**Commercial Broadcasters** for the broadcast area are primarily located outside the risk area and as such will suffer minimal if any disruption of broadcast ability.

**EMERGENCY RESPONSE ACTIONS**

Emergency response actions applicable to all common hazards are presented in the **Operations Section Checklist Tabs in Volume One, Chapter Two EOC Section Checklists.**

**EXHIBITS:**

1 - Modified Mercalli Intensity Scale

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**EXHIBIT 1****MODIFIED MERCALLI INTENSITY SCALE**

- I** Not felt. Marginal and long-period effects of large earthquakes.
- II** Felt by persons at rest, on upper floors, or favorably placed.
- III** Felt indoors. Hanging objects swing. Vibration like passing of light trucks. Duration estimated. May not be recognized as an earthquake.
- IV** Hanging objects swing. Vibration like passing of heavy trucks; or sensation of a jolt like a heavy ball striking the walls. Standing motor cars rock. Windows, dishes, doors rattle. Glasses clink. Crockery clashes. In the upper range of IV, wooden walls and frames creak.
- V** Felt outdoors; direction estimated. Sleepers wakened. Liquids disturbed, some spilled. Small unstable objects displaced or upset. Doors swing, close, open. Shutters, pictures move. Pendulum clocks stop, start, change rate.
- VI** Felt by all. Many frightened and run outdoors. Persons walk unsteadily. Windows, dishes, glassware broken. Knickknacks, books, etc., off shelves. Pictures off walls. Furniture moved or overturned. Weak plaster and masonry D cracked. Small bells ring (church, school). Trees, bushes shaken (visibly, or heard to rustle).
- VII** Difficult to stand. Noticed by drivers of motor cars. Hanging objects quiver. Furniture broken. Damage to masonry D, including cracks. Weak chimneys broken at roof line. Fall of plaster, loose bricks, stones, tiles, cornices (also unbraced parapets and architectural ornaments). Some cracks in masonry C. Waves on ponds; water turbid with mud. Small slides and caving in along sand or gravel banks. Large bells ring. Concrete irrigation ditches damaged.
- VIII** Steering of motor cars affected. Damage to masonry C; partial collapse. Some damage to masonry B; none to masonry A. Fall of stucco and some masonry walls. Twisting, fall of chimneys, factory stacks, monuments, towers, elevated tanks. Frame houses moved on foundations if not bolted down; loose panel walls thrown out. Decayed piling broken off. Branches broken from trees. Changes in flow or temperature of springs and wells. Cracks in wet ground and on steep slopes.
- IX** General panic. Masonry D destroyed; masonry C heavily damaged, sometimes with complete collapse; masonry B seriously damaged. (General damage to foundations.) Frame structures, if not bolted, shifted off foundations. Frames cracked. Serious damage to reservoirs. Underground pipes broken. Conspicuous cracks in ground. In alluvial areas, sand and mud ejected, earthquake fountains, sand craters.
- X** Most masonry and frame structures destroyed with their foundations. Some well-built wooden structures and bridges destroyed. Serious damage to dams, dikes, embankments. Large landslides. Water thrown on banks of canals, rivers, lakes, etc. Sand and mud shifted horizontally on beaches and flat land. Rails bent slightly.

**XI** Rails bent greatly. Underground pipelines completely out of service.

**XII** Damage nearly total. Large rock masses displaced. Lines of sight and level distorted. Objects thrown into the air.

**Definition of Masonry A, B, C, D:**

**Masonry A:** Good workmanship, mortar, and design; reinforced, especially laterally, and bound together by using steel, concrete, etc.; designed to resist lateral forces.

**Masonry B:** Good workmanship and mortar; reinforced, but not designed in detail to resist lateral forces.

**Masonry C:** Ordinary workmanship and mortar; no extreme weaknesses like failing to tie in at corners, but neither reinforced nor designed against horizontal forces.

**Masonry D:** Weak materials, such as adobe; poor mortar; low standards of workmanship; weak horizontally.

## TRANSPORTATION ACCIDENT

### GENERAL SITUATION

There are numerous opportunities for disruption of normal day-to-day activities in the Tehachapi Mountain Area due to either highway accident, rail or aircraft. State Route 58 is the home for heavy truck traffic between Bakersfield and points south. Although the highway appears well maintained and in most places are at least two lanes wide in both directions, a jack-knifed big rig could cause serious disruption of traffic flow for an extended period.

Union Pacific administers the rail system that services the area. It consist of the uniquely designed Tehachapi Loop and a main spur that runs through and parallel to the business section of downtown Tehachapi. A derailment or other emergency caused by a spill or release of hazardous cargo could have a very severe impact upon the city. The rail line also splits the city potentially separating and isolating part of the city from essential services.

There are two airports within the Tehachapi sphere of influence, one for hobbyists and private pilots and one used primarily as a glider base. Edwards Air Force Base is located south of the area, and military aircraft often overfly the area at low altitude.

### Considerations for Tehachapi

#### Highway Traffic:

Most heavy truck traffic in the Tehachapi Mountain Area traverse the region via State Route 58. Route 202 branches off from Highway 58 at Tehachapi and feeds into the Community Service Districts that inhabit the Tehachapi and Cummings Valleys. Generally the roadway is two lanes wide in each direction and Route 202 is an undivided roadway with one lane in each direction.

**Route 58** is susceptible to blockage from mud flow, rock slides, earthquake damage causing displacement of the roadway and/or significant damage to bridges. Historically, there have been occasions where isolated sections of the roadway have been under water during flash flood conditions. Probably the most common type of incident involves traffic collision or loss of control of one or more tractor/trailer big rigs. Regarded solely as accidents, these incidents are mostly of short duration and do not pose much of a problem or obstruction. Many of these trucks also carry a hazardous materials cargo, and this added circumstance could significantly extend the size and scope of the incident.

**Route 202** carries a relatively light amount of heavy truck cargo, primarily limited to supplies to the California Correctional Institution, farm supplies and gasoline. Because it is an undivided two lane roadway, even the most minor incident could block one or both directions of travel for short periods of time. As with Route 58, the addition of hazardous cargo into the formula could substantially increase risk and resources management problems.

There are other small roadways that lead out of the Valleys, via Golden Hills and Bear Valley Springs, however, they are narrower and less well maintained than Route 202 and face greater risks on blockage due to natural hazard events.

Railroad:

Union Pacific has recently taken over management of the railway from Southern Pacific. Nearly all rail traffic that passes through the Tehachapi area is freight and commercial cargo. There are exceptions, but generally the freight trains heading in a westerly direction consist of piggyback mounted freight cars, shipping containers, and truck trailers. Those trains coming out of the Bakersfield area and heading east toward Lancaster also carry petroleum tankers, and 90-ton tank cars containing solvents, and compressed gasses. It is a fair assumption that cargo of trains traveling in both directions carry significant proportions of hazardous cargo.

The railroad right-of-way extends 50 feet to each side of the rail bed and runs parallel to Route 58 for most of its run through the Tehachapi area. As most of the trains which travel this rail line are 100 or more cars in length, one train could literally block all north-south access for significant distances. This would cut the main part of Tehachapi in half isolating at least one school, the Public Works Department and the wastewater treatment plant. It may also cause immediate access difficulties to Route 58 where the rail line crosses Route 202, making the next available egress at Sand City.

Air Traffic:

The Tehachapi Airport is a small, uncontrolled municipal facility consisting of two runways, 11 Right and 29 Left, approximately 4,035 feet in length and 50 feet wide. As such, it is capable of receiving multi-engine craft the size and configuration of a C-47 and also large rotary aircraft. Tehachapi Municipal launches and receives 10,000+ private and transient aircraft a year. It is located immediately north of the rail line on the opposite side of the tracks from Tehachapi's downtown area. Airport property consists of 237 acres, most of which is undeveloped.

Mountain Valley Airport is a small airport about 2 miles south of Tehachapi Municipal and caters primarily to glider operations. Located about 30 miles southeast from Tehachapi is Edwards Air Force Base and low level over flight of the Mojave and Tehachapi areas are not uncommon occurrences.

While both Tehachapi and Mountain Valley airports have excellent safety records, the locations of both facilities is close enough to the residential and business district of the city and community service districts to make the potential for air crash one for concern. Additionally, an incident involving military aircraft would have the additional concern of volatile jet fuel and the very real potential of military ordinance, thus expanding the impact area.

Although sections of the runway and taxiways could be impacted: cracked or displaced by seismic activity, it is doubtful that damage would be such to completely shut down operations. At the very least, the airport would be able to receive rotary aircraft. Since the installation of flood control measures, flooding is no longer a concern for airport management. At the present time, on airport crash or crash landing of small local or transient craft remain the greatest hazard potential. As such, the resources of the airport staff to combat a situation like this are inadequate.

## HAZARDOUS MATERIAL INCIDENT

### GENERAL SITUATION

The release of a hazardous material to the environment could cause a multitude of problems that can be discussed in a general manner. The significance of the problems to the environment, property, or human health is dependent on the type, location, and quantity of the material released. Although hazardous material incidents can happen almost anywhere, certain areas of the state are at higher risk. Jurisdictions near roadways that are frequently used for transporting hazardous materials and jurisdictions with industrial facilities that use, store, or dispose of such materials all have increased potential for major mishaps as do jurisdictions crossed by certain railways, waterways, airways, and pipelines.

Releases of explosive and highly flammable materials have caused fatalities and injuries; necessitated large scale evacuations; and destroyed millions of dollars worth of property. Toxic chemicals in gaseous form have caused injuries and fatalities among emergency response teams and passers-by. When toxic materials have entered either surface or ground water supplies, serious health effects have resulted. Releases of hazardous chemicals have been especially damaging when they have occurred in highly populated areas or along heavily traveled transportation routes.

Although Tehachapi Mountain proper has relatively low concentrations of hazardous substances, any jurisdiction adjacent to roadways and rail lines that are frequently used for transporting hazardous substances all have increased potential for major mishaps.

### Considerations for Tehachapi

Most of the Tehachapi and Cummings Valleys have minor exposures to the potential of hazardous materials problems. Within most of this area the exposures are primarily from agricultural use of pesticides and fertilizers. Scattered throughout the areas are small residential and commercial propane tanks with capacities of 500 to 7,000 gallons. No real industrial concentrations of hazardous substances are noted. As one looks at downtown Tehachapi, the risk potential increases significantly. This is due to the close proximity of the Union Pacific Railroad line and State Routes 58 and 202. The railroad ships well over 1,000 freight cars and tankers through the city in a 24 hour period. The cargo contained in many of those cars could pose life safety questions for the populace and could severely tax if not overwhelm local response agencies were they to derail, leak, spill or catch fire. Evacuation might be made even more difficult by the prevailing winds which blow into the town rather than away from it.

The majority of the surface and ground water sources are located south of the rail line, thus a spill at or near the tracks would probably have little effect on the aquifer as it would be downstream from potable sources. This would likewise be true of a spill occurring on Highway 58.

Several pipeline and high pressure line intersect and supply areas of the Tehachapi and Cummings Valleys. Piped materials consist of natural gas, petroleum product, and water.

## **SPECIAL SITUATION**

The City of Tehachapi has a population of 7,000 in an area of 6,4 square miles. Tehachapi is intersected by State Route 58 and the Union Pacific Railway which both carry significant amounts of hazardous materials. The Cummings Valley is primarily rural and much of this area is agricultural. There is the potential for concentrations of pesticides and related substances in these areas.

### **Air, Road, Rail, and Pipeline Spill Potential**

#### Highway Traffic:

Most heavy truck traffic in the Tehachapi Mountain Area traverse the region via State Route 58. Route 202 branches off from Highway 58 at Tehachapi and feeds into the Community Service Districts that inhabit the Tehachapi and Cummings Valleys. Generally the roadway is two lanes wide in each direction and Route 202 is an undivided roadway with one lane in each direction.

**Route 58** is susceptible to blockage from mud flow, rock slides, earthquake damage causing displacement of the roadway and/or significant damage to bridges. Historically, there have been occasions where isolated sections of the roadway have been under water during flash flood conditions. Probably the most common type of incident involves traffic collision or loss of control of one or more tractor/trailer big rigs. Regarded solely as accidents, these incidents are mostly of short duration and do not pose much of a problem or obstruction.

Many of these trucks also carry a hazardous materials cargo, and this added circumstance could significantly extend the size and scope of the incident.

**Route 202** carries a relatively light amount of heavy truck cargo, primarily limited to supplies to the California Correctional Institution, farm supplies and gasoline. Because it is an undivided two lane roadway, even the most minor incident could block one or both directions of travel for short periods of time. As with Route 58, the addition of hazardous cargo into the formula could substantially increase risk and resources management problems.

There are other small roadways that lead out of the Valleys, via Golden Hills and Bear Valley Springs, however, they are narrower and less well maintained than Route 202 and face greater risks on blockage due to natural hazard events.

#### Railroad:

Union Pacific has recently taken over management of the railway from Southern Pacific. Nearly all rail traffic that passes through the Tehachapi area is freight and commercial cargo. There are exceptions, but generally the freight trains heading in a westerly direction consist of piggyback mounted freight cars, shipping containers, and truck trailers. Those trains coming out of the Bakersfield area and heading east toward Lancaster also carry petroleum tankers, and 90-ton tank cars containing solvents, and compressed gasses. It is a fair assumption that cargo of trains traveling in both directions carry significant proportions of hazardous cargo.

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**Illegal Disposal**

Illegal disposal of hazardous waste into sewer systems, at landfill sites, and directly into streams, or dumping along roadways is a growing problem. This type of incident is expected to increase as operating costs (and use fees) for authorized disposal sites rise.

**EMERGENCY RESPONSE ACTIONS**

Emergency response actions associated with the above situations are presented in Volume One Section Two of this Plan. See also the Kern County Hazardous Materials Response Plan.

**REFERENCE**

Kern County Hazardous Materials Response Plan

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## FLOODING

### GENERAL SITUATION

Floods are generally classed as either slow-rise or flash floods. Slow-rise floods may be preceded by a warning time lasting from hours, to days, or possibly weeks. Evacuation and sandbagging for a slow-rise flood may lessen flood-related damage. Conversely, flash floods are the most difficult to prepare for, due to the extremely short warning time, if any is given at all. Flash flood warnings usually require immediate evacuation within the hour.

Once flooding begins, personnel will be needed to assist in rescuing persons trapped by flood water, securing utilities, cordoning off flooded areas and controlling traffic. These actions may overtax local agencies, and additional personnel and resources may be required. It is anticipated that existing mutual aid resources would be used as necessary to augment local resources.

### SPECIAL SITUATION

With an average rainfall of about 14 inches per year, some nuisance flooding occurs during the spring and summer months when thunderstorm activity is highest. During winter months flooding is usually not a problem as precipitation often falls as sleet or snow and thus presents a much slower, controlled runoff. Major flooding has occurred in every decade since the turn of the century with the exception of the mid-80s and 90s. This is due to the construction of two earthen catchment basins designed to channel and alleviate the effects of flooding in the Tehachapi Valley. These flood control measures have been so effective that the Federal Emergency Management Agency have revised their flood plain maps reclassifying a previous "A" rating (requiring flood insurance) to a "B" rating (does not require flood insurance). There remains only a small section near the wastewater treatment plant still rated "A".

**Antelope Dam** is located about 3/4 or a mile above Highline Road, southeast of the downtown Tehachapi area and, when at capacity, contains 1100 acre feet (approximately 360 million gallons) of water. Located northwest of Antelope Dam about 2 miles and just above Highline Road is **Blackburn Dam** which has a capacity of 895 acre feet (approximately 293 million gallons) of water. Because of the capacity of these two basins, they are controlled by the California Bureau of Dam Safety and plans must be in place to deal with a dam failure. This potential is detailed in a later summary. Both dams are designed to contain runoff from up to a 100-year storm season. There are drainage channels and much smaller catchment basins located throughout the Tehachapi and Cummings Valley area, however, their capacities are restricted to one or two acre feet each and as such are exempt from inundation studies.

During years of average rainfall and relatively mild storm systems, the natural stream channels of the rural watersheds are adequate to drain the runoff that is generated. However, in years of abnormally high rainfall or unusually severe storms, disastrous flooding can occur. Runoff during such conditions cascades rapidly down the narrow stream channels of the mountainous areas. The strong velocity of flood waters during these times can carry debris for long distances, blocking stream channels and creating areas of severe localized flooding.

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## **DAM FAILURE**

### **GENERAL SITUATION**

Dam failures can result from any number of natural or man-made causes such as earthquakes (ground ruptures or severe ground shaking), erosion of the face or foundation, landsliding which displaces a large volume of water, rapidly rising flood waters and structural or design flaws.

Of the three general types of dams: earthen and rock fill, concrete arch/hydraulic fill, and concrete gravity, only the former is present in the Tehachapi-Cummings Valley area. Dams that have sufficient capacity and are located in such a manner as to have potential impact on persons, the environment and property are regulated by the California Bureau of Dam Safety. As such they have a regular schedule of inspection for structural integrity and a plan must exist for warning of the populace in case of a worst case scenario such as the sudden, complete failure of a dam at maximum capacity.

A dam failure has the ability to cause loss of life, damage to property and other ensuing hazards, as well as the displacement of persons residing in the inundation pathway. Damage to electrical generating facilities and transmission lines could also impact life support systems in communities outside the immediate hazard area. Such an event could exceed the response capability of the local community.

### **SPECIAL SITUATION**

There are three non-exempt dams within the Tehachapi-Cummings Valleys: Antelope Dam, Blackburn Dam, and Jacobson Dam (Brite Lake). These facilities are large enough and in such a location that a failure would endanger a sizable population.

Of particular concern is the warning times available for failure of each dam. A sudden, peak capacity failure of Antelope Dam would begin to impact a sizable portion of downtown Tehachapi in 8 minutes and outlying residential areas in half that time. A westerly breach of Blackburn Dam would impact downtown within 15 minutes while a easterly breach would arrive in a little over 7 minutes. A failure of Jacobson Dam would have the least impact on residential and commercial locations, but would have a tremendous negative impact on the agriculture and infrastructure of Cummings Valley.

The flood inundation plain of each dam has been plotted and mapped by the Tehachapi-Cummings County Water District and are on file with the California Bureau of Dam Safety and the Kern County Office of Emergency Services.

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## **TRAIN CRASH**

### **GENERAL SITUATION**

Train crashes can cause deaths, injuries, and substantial property loss. If the crash causes fires, hazardous materials releases, or other secondary effects, the consequences can be even more serious and environmentally damaging. Most crashes are caused by operator error or signal control system failures.

### **SPECIAL SITUATION**

The Union Pacific mainline passes through Tehachapi and is a main route between Bakersfield and the east.

Accidents would cause great immediate problems in directing multi-agency response and controlling traffic, and very negatively affect the use of two major roads.

- Train accidents could be caused by derailment;
- An accident with a vehicle at a crossing;
- An accident with a pedestrian at a crossing;
- A collision with another train;
- Or an explosion or fire in or near the train.

Any hazardous materials carried as freight or in another impacted vehicle could substantially complicate response actions.

### **EMERGENCY RESPONSE ACTIONS**

Emergency response actions associated with the above situations are presented in Volume One Chapter Two, Operations event specific Checklists.

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## **FIRE (Wildland, Structure, or Oilfield)**

### **General Situation**

Present throughout the Tehachapi and Cummings Valley area are several natural and technological sources of ignition: lightning strike, discarded matches or cigarettes, sparks from equipment, vehicle catalytic converter, industrial accident, among others. Along with an ignition source and favorable, dry weather conditions, two other conditions must be present and greatly effect the size, scope and impact potential for any fire: fuel loading and the slope and grade of the land over which the fire passes.

Fires burn unassisted up to 16 times faster traveling up slope as opposed to level ground. Of course there are exceptions due to prevailing winds, temperature, humidity and the fuel moisture, however the general rule is that the steeper the slope, the faster a fire burns. Also areas that have short to long grasses as their predominant ground cover instead of dense shrubs or trees tend to spread quickly, but rarely attain the size and temperature needed to threaten man-made structures. The more dense fuel (fallen branches, trees, dense dry shrubs with oily resins) appear in the area, the greater is the risk for impacting residential and commercial structures.

Another exception to the above to the statement regarding fuel loading is where a flammable material or excellerant is present. Locations used for storage, transportation (pipeline) and pumping of flammable materials may readily sustain an intense combustion if ignited by even the most innocuous of sources.

### **Emergency Response Actions**

Emergency response actions associated with the above situations are presented ion Volume 1, Chapter 2, Tabs 1-3 of this plan.

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## **CIVIL DISOBEDIENCE**

### **General Situation**

The spontaneous disruption of normal, orderly conduct and activities in urban areas, or outbreak of rioting or violence that is of a large nature, is referred to as civil unrest. Civil unrest can be spurred by specific events such as large sporting events or criminal trials, or can be the result of long-term frustration with authority. Civil unrest is usually associated with the fact that normal on-duty law enforcement and safety forces cannot adequately deal with the situation until additional resources are acquired. This is the time period when civil unrest can grow to large proportions.

Threat to law enforcement and safety personnel can be severe and bold in nature. Securing of essential facilities and services is necessary. Looting and fires can take place as a result of perceived or actual non-intervention by authorities.

### **Specific Situation**

There has been very little in the way of organized social protest in the Tehachapi area. There are two major products of the area, agriculture, and the prison. While the prison system draws on a stable population for employment, agriculture is seasonal and a large part of the farm labor is transient.

### **Emergency Response Actions**

Emergency response actions applicable to all common hazards are presented in the Volume One, Operations Section Event Specific Checklists.

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## TERRORISM

### GENERAL SITUATION

Kern County has a diverse population of just less than a million persons. The County is also home to many business and government agencies, transportation infrastructure, and cultural facilities which are vulnerable to terrorist attack. Terrorism remains a continuing threat throughout the world and within the United States. A variety of political, social, religious, cultural and economic factors underlie terrorist activities. Terrorists occasionally target civilian targets to spread their message or communicate dissatisfaction with the status quo. The media interest generated by terrorist attacks makes this a high visibility threat.

### SPECIFIC SITUATION

Recent trends toward large-scale incidents generating significant casualties make preparedness and the mechanisms for effective response essential. The destruction of the World Trade Center in New York City and the damage to the Pentagon in Washington DC on September 11, 2001, the bombings of the Murrah Federal Building in Oklahoma City and the Centennial Park Olympic Games in Atlanta have not only demonstrated this but have shown the extensive damage that can be afflicted on people and property. In addition to large-scale attacks, a full range of assault styles must be considered. Contemporary terrorist activity runs the gamut from simple letter bombings, through assassinations with small arms, up to and including major car bombings.

Bombings and arson remain significant sources of terrorist activity. Related threats include bomb threats which disrupt the normal operations of transit systems and government or corporate facilities. Venues likely to suffer the impact of terrorism include aviation targets, mass transit targets, and government facilities. Entertainment and cultural facilities may also be targeted. Conventional political motivations for terrorism continue; however, issues involving weapons proliferation, organized crime and narcotic trafficking are seen as having increasing influence. The potential for nuclear, biological, or chemical (NBC) terrorism employed by sub-national actors also is a potential concern.

Recent events make nuclear, biological, chemical (NBC) emergencies a plausible scenario necessitating detailed contingency planning and preparation of emergency responders to protect the civilian populace in major urban centers such as the Bay Area. Among the events heightening the threat level are the Sarin attack on the Tokyo subway, followed by an attempted cyanide assault on the subway six weeks later. The presence of cyanide residue in the debris of the World Trade Center bombing in New York heightens domestic concern. Biological incidents of note include the synthesis of Ricin by an anti-government, tax protest group whose members were convicted for violating the Biological Weapons Anti-Terrorism Act. Nuclear terrorism occurred in Moscow when Chechen insurgents claimed to have placed radiological waste in Moscow parks to further their cause.

The Federal Bureau of Investigation (FBI) is the lead federal agency with responsibility for crisis management (efforts geared toward preventing, interdicting and responding to the criminal aspects of terrorism) at all terrorist acts within the United States. In the Bay Area, the FBI closely coordinates this activity with local law enforcement through the Kern Sheriffs Office and local city Police Departments. Efforts to resolve life safety threats to the public, including firefighting, rescue operations, and treatment of persons wounded by terrorist activity are known as consequence management. These efforts are the primary responsibility of local government and require close coordination between law enforcement, the fire service, health care and medical providers. During response to terrorism acts these efforts are coordinated through the Sheriff's Office and are addressed in the County Operational Area Terrorism

Response Annex. The Sheriff's EOB has responsibility for marshaling interagency consequence management efforts.

**EMERGENCY RESPONSE ACTIONS**

Emergency response actions applicable to common hazards are presented in County departments' Emergency Plans.

## **NATIONAL SECURITY EMERGENCY**

### **GENERAL SITUATION**

With the end of the Cold War and the recent demise of the Soviet Union, the chance of war between the super powers has been greatly reduced. Strategic Arms Reductions Treaties (Start I & II) have been signed by the Soviet government and the United States to greatly decrease the number of nuclear arms between the two superpowers.

Although the threat of conflict has diminished between the super powers, the number of regional, conventional (non-nuclear) wars has greatly increased to include major conflicts in the Middle East and Eastern Europe. The United States has recently participated in major conflicts in Central America and the Middle East. The proliferation of weapons technologies in the last decade has given many countries the capability to attack other nations with weapons of mass destruction. Fortunately, mass destruction weapons have not been used in these conflicts to date.

Terrorism appears to be on the rise with bombings of government facilities and civilian targets on a world-wide basis. A new threat has surfaced with the breakup of the Soviet Union - physical control of nuclear weapons, weapons grade nuclear material, and biological and chemical weapons. The possibility of terrorists obtaining weapons of mass destruction now presents a major threat.

If a nuclear detonation occurred anywhere in the world the consequences to the United States would depend upon the location and nature of the attack. There are a number of conditions may prevail and require different responses.

Recent concerns about weapons proliferation, smuggling nuclear materials, and the potential for chemical, biological, radiological, nuclear and high-yield explosive (CBRNE) terrorism employed by sub-national actors requires an understanding of nuclear and national security emergencies.

The Federal Bureau of Investigation (FBI) is the lead federal agency with responsibility for Crisis Management (efforts geared toward preventing, interdicting and responding to the criminal aspects of terrorism) at all terrorist acts within the United States.

Efforts to resolve life safety threats to the public, including firefighting, rescue operations, and treatment of persons wounded by terrorist activity are known as consequence management. These efforts are the primary responsibility of local government and require close coordination between law enforcement, the fire service, health care and medical providers. Federal Consequence Management efforts for both crisis and national security emergencies are coordinated by the Federal Emergency Management Agency (FEMA) through the National Response Framework (NRF).

### **Emergency Response Actions**

Emergency response actions associated with the above situations are presented in Volume One, Operations Section Event Specific Checklist.

### **Exhibits**

Exhibit 1 – Nuclear Weapons Accident

### **Annex**

Terrorism (At end of Volume One – Event Specific Checklists)

## EXHIBIT 1

### NUCLEAR WEAPONS ACCIDENT

#### General Situation

Nuclear weapons are transported by air, rail, and highway. Transportation accidents have occurred in the past and could occur again. An accident in which there is no release of the fissionable material is a "Bent Arrow" and one involving release is a "Broken Arrow."

#### Specific Response

All accidents involving military aircraft which may be carrying military weapons, or train or truck accidents involving military weapons, should be reported immediately to the California OES. California OES will contact Joint Nuclear Accident Coordinating Committee (JNACC). This group is responsible for tracking nuclear weapons shipments. They will advise DEM if a nuclear weapon was present. DEM will relay the information to the local jurisdictions.

Concurrently, and particularly if a nuclear weapon was involved, the nearest military base will dispatch security forces to cordon off the area and declare it a National Defense Zone. This zone is a temporary Federal Reserve and under the control of the federal government. It will be maintained until any national defense secret material (including portions of the weapon) is removed. Once that is done, the area returns to the jurisdiction of the local government.

Clean-up of radioactive material will be a joint federal, state, and local effort. The state Department of Health Services - Radiologic Health Branch (RHB) is responsible for identifying and controlling contamination. RHB will determine when clean-up is complete and the area is safe to re-enter.

If there is a fire during a Broken Arrow the radioactive materials may have been carried great distances in the smoke plume. In this case, RHB is responsible for making sure the radioactive materials do not enter the food chain.

Food chain contamination is the greatest radiological hazard. This is because the radioactive isotopes found in weapons emit primarily alpha particles and have only limited emissions of gamma and beta radiation. Alpha particles are not a significant hazard unless the alpha emitter gets into the body. Once inside, it can do significant damage. For this reason, the state (primarily RHB and California OES) will work closely with the local jurisdictions to identify and remove the radioactive contamination from the environment.

## **CHAPTER FOUR**

### **RECOVERY**

SEE California OES Recovery Manual

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## APPENDIX A

### GLOSSARY

This Cal-EMA glossary contains definitions of terms commonly used in the Standardized Emergency Management System (SEMS) and the Incident Command System (ICS).

**Action Plan (AP):** See **EOC Action Plan** and **Incident Action Plan**.

**Activation:** 1) Initial activation of an EOC may be accomplished by a designated official of the emergency response agency that implements SEMS as appropriate to accomplish the agency's role in response to the emergency. 2) An event in the sequence of events normally experienced during most emergencies.

**After-Action Report (AAR):** A report that examines response actions, application of SEMS, modifications to plans and procedures, training needs and recovery activities. After action reports are required under SEMS after any emergency that requires a declaration of an emergency. Reports must be submitted within 90 days to CalEMA.

**Agency:** A division of government with a specific function offering a particular kind of assistance. In the Incident Command System (ICS), agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance). Governmental organizations are most often in charge of an incident, though in certain circumstances private sector organizations may be included. Additionally, Non-Governmental Organizations (NGOs) may be included to provide support.

**All-Hazards:** Any incident, natural or manmade, that warrants action to protect life, property, environment, public health or safety and minimize disruptions of government, social, or economic activities.

#### **Area Command**

*NIMS directs that an "Area Command" be established either to oversee the management of multiple incidents that are each being handled by a separate ICS organization or to oversee the management of a very large incident that involves multiple ICS organizations. Area Command is also used when there are a number of incidents in the same area and of the same type, such as two or more hazardous material (HAZMAT) or oil spills.<sup>ccc</sup> For incidents under its authority, an Area Command has the*

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<sup>ccc</sup> 05 NIMSCAST II-A-4-a

*responsibility to set overall incident-related priorities; allocate critical resources according to priorities; ensure that incidents are properly managed; ensure that incident management objectives are met and do not conflict with each other or with agency policy; identify critical resource needs and report them to EOCs and/or multiagency coordination entities; and ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations.*<sup>ddd</sup> Area Command is not a term that is identified in SEMS. For the purpose of the Kern County Emergency Operations Plan the “Operational Area” concept will be used in place of the NIMS “Area Command” term.

**California Department of Public Health:** Dedicated to optimizing the health and well-being of the people of California. For additional information see:

[www.cdph.ca.gov/Pages/PublicHealthEssentialServices.aspx](http://www.cdph.ca.gov/Pages/PublicHealthEssentialServices.aspx)

**California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA):** An agreement entered into by and between the State of California, its various departments and agencies and the various political subdivisions, municipal corporations and public agencies of the State of California to assist each other by providing resources during an emergency. Mutual Aid occurs when two or more parties agree to furnish resources and facilities and to render services to each other in response to any type of disaster or emergency.

**California Emergency Functions (CA-EF):** The California Emergency Functions are a grouping of state agencies, departments and other stakeholders with similar functional activities/responsibilities whose responsibilities lend to improving the state’s ability to collaboratively prepare for, effectively mitigate, cohesively respond to and rapidly recover from any emergency. California Emergency Functions unify a broad-spectrum of stakeholders with various capabilities, resources and authorities to improve collaboration and coordination for a particular discipline. They also provide a framework for the state government to support regional and community stakeholder collaboration and coordination at all levels of government and across overlapping jurisdictional boundaries.

**California Emergency Services Act (ESA):** An Act within the California Government Code to insure that preparations within the state will be adequate to deal with natural, man made, or war-caused emergencies which result in conditions of disaster or in extreme peril to life, property and the natural resources of the state and generally to protect the health and safety and preserve the lives and property of the people of the state.

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<sup>ddd</sup> 05 NIMSCAST II-A-4-b

**Catastrophe:** Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.

**Command:** The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

**Command/Management:** Command is responsible for the directing, ordering, and/or controlling of resources at the field response level. Management is responsible for overall emergency policy and coordination at the SEMS EOC levels.

**Command Post:** See **Incident Command Post**.

**Command Staff:** The Command Staff at the SEMS Field Level consists of the Information Officer, Safety Officer and Liaison Officer. They report directly to the Incident Commander. They may have an assistant or assistants, as needed. These officers are also found at the EOC levels in SEMS and they report directly to the EOC Director and comprise the Management Staff. They may have an assistant or assistants, as needed.

**Common Terminology:** Normally used words and phrases-avoids the use of different words/phrases for same concepts, consistency, to allow diverse incident management and support organizations to work together across a wide variety of incident management functions and hazard scenarios.

**Communications:** Process of transmission of information through verbal, written, or symbolic means.

**Continuity of Government (COG):** Activities that address the continuance of constitutional governance. COG planning aims to preserve and/or reconstitute the institution of government and ensure that a department or agency's constitutional, legislative, and/or administrative responsibilities are maintained. This is accomplished through succession of leadership, the pre-delegation of emergency authority and active command and control during response and recovery operations.

**Continuity of Operations (COOP):** Planning should be instituted (including all levels of government) across the private sector and non-governmental organizations as appropriate, to ensure the continued performance of core capabilities and/or critical government operations during any potential incident.

**Coordination:** The process of systematically analyzing a situation, developing relevant information and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra-or inter-agency) does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc. Multiagency or Interagency coordination is found at all SEMS levels.

**Coordination Center:** Term used to describe any facility that is used for the coordination of agency or jurisdictional resources in support of one or more incidents.

**Corrective Actions:** Implementing procedures that are based on lessons learned from actual incidents or from training and exercises.

**Cost Unit:** Functional unit within the Finance/Administration Section responsible for tracking costs, analyzing cost data, making cost estimates and recommending cost-saving measures.

**Critical Infrastructure:** Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

**Cyber Threat:** An act or threat that poses potentially devastating disruptions to critical infrastructure, including essential communications such as voice, email and Internet connectivity

**Cyber Security:** The protection of data and systems in networks that are connected to the internet, including measures to protect critical infrastructure services. These services may include essential communications such as voice, email and internet connectivity.

**Demobilization:** The orderly, safe and efficient return of an incident resource to its original location and status.

**Department Operations Center (DOC):** An Emergency Operations Center (EOC), specific to a single department or agency. Their focus is on internal agency incident management and response. They are often linked to and, in most cases, are physically represented in a combined agency EOC by authorized agent(s) for the department or agency.

**Disaster:** A sudden calamitous emergency event bringing great damage loss or destruction.

**Division:** The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Section Chief. A Division is located within the ICS organization between the Branch and resources in the Operations Section.

**Documentation Unit:** Functional unit within the Planning/Intelligence Section responsible for collecting, distributing, recording and safeguarding all documents relevant to an incident or within an EOC.

**Emergency:** Any incident(s), whether natural or manmade, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

**Emergency Management Assistance Compact (EMAC):** A congressionally ratified organization that provides form and structure to interstate mutual aid. Through EMAC, a disaster-affected state can request and receive assistance from other member states quickly and efficiently, resolving two key issues upfront: liability and reimbursement.

**Emergency Management Community:** The stakeholders in emergency response in California including the residents of California, the private sector and federal, state, local and tribal governments.

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

**Emergency Operations Plan:** The ongoing plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

**Emergency Resource Directory (ERD):** A directory containing information on agency or organization personnel emergency certifications and qualifications and vendor and support organization supplies, equipment, etc. that may be needed during an emergency. Supplies and equipment can include such items potable water tenders, portable toilets, heavy equipment, prepared meals, bulk foodstuffs, cots, rental office trailers, etc. To the extent possible and when appropriate, equipment should be typed by capability according to a common and accepted typing schematic. Emergency resource directories should only include those items likely to be needed by the preparing agency or organization in the performance of their duties and should not attempt to include everything that may be needed in any emergency.

**Emergency Response Agency:** Any organization responding to an emergency, or providing mutual aid support to such an organization, whether in the field, at the scene of an incident, or to an operations center.

**Emergency Response Personnel:** Personnel affiliated with or sponsored by emergency response agencies.

**EOC Action Plan:** The plan developed at SEMS EOC levels, which contains objectives, actions to be taken, assignments and supporting information for the next operational period.

**Essential Facilities:** Police, fire, emergency operations centers, schools, medical facilities and other resources that have a role in an effective and coordinated emergency response.

**Evacuation:** Organized, phased and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas and their reception and care in safe areas.

**Federal:** Of or pertaining to the federal government of the United States of America.

**Finance/Administration Section:** The section responsible for all administrative and financial considerations surrounding an incident or EOC activation.

**Function:** Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics and Finance/Administration. The same five functions are also found at all SEMS EOC Levels. At the EOC, the term Management replaces Command. The term function is also used when describing the activity involved, (e.g. the planning function). A sixth function, Intelligence/Investigations, may be established, if required, to meet emergency management needs.

**Group:** Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. See **Division**.

**Hazard:** Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

**Incident:** An occurrence or event, natural or man made, that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wild-land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies and other occurrences requiring an emergency response.

**Incident Action Plan (IAP):** An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods. At the SEMS EOC level it is called the EOC Action Plan.

**Incident Base:** The location at which primary Logistics functions for an incident are coordinated and administered. There is only one base per incident. (Incident name or other designator will be added to the term base.) The Incident Command Post may be co-located with the Base.

**Incident Command:** Responsible for overall management of the incident and consists of the Incident Commander, either single or unified command and any assigned supporting staff.

**Incident Commander (IC):** The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

**Incident Command Post (ICP):** The field location where the primary functions are performed. The ICP may be co-located with the incident base or other incident facilities.

**Incident Command System (ICS):** A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

**Information:** Pieces of raw, unanalyzed data that identifies persons, evidence, events; or illustrates processes that specify the occurrence of an event. May be objective or subjective and is intended for both internal analysis and external (news media) application. Information is the “currency” that produces intelligence.

**Intelligence:** Product of an analytical process that evaluates information collected from diverse sources, integrates the relevant information into a cohesive package and produces a conclusion or estimate. Information must be real, accurate and verified before it becomes intelligence for planning purposes. Intelligence relates to the specific details involving the activities of an incident or EOC and current and expected conditions and how they affect the actions taken to achieve operational period objectives. Intelligence is an aspect of information. Intelligence is primarily intended for internal use and not for public dissemination.

**Intelligence/Investigations:** Intelligence gathered within the Intelligence/Investigations function is information that either leads to the detection, prevention, apprehension and prosecution of criminal activities (or the individual(s) involved) including terrorist incidents or information that leads to determination of the cause of a given incident (regardless of the source) such as public health events or fires with unknown origins. This is different from the normal operational and situational intelligence gathered and reported by the Planning Section.

**Interoperability:** Allows emergency management/response personnel and their affiliated organizations to communicate within and across agencies and jurisdictions via voice, data, or video-on-demand, in real-time, when needed and when authorized.

**Joint Information Center (JIC):** A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media. Public information officials from all participating agencies should co-locate at the JIC.

**Joint Information System (JIS):** Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, accurate, accessible, timely and complete information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

**Jurisdiction:** A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., federal, state, tribal and local boundary lines) or functional (e.g., law enforcement, public health).

**Key Resources:** Any publicly or privately controlled resources essential to the minimal operations of the economy and government.

**Liaison:** A form of communication for establishing and maintaining mutual understanding and cooperation.

**Liaison Officer:** A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for coordinating with representatives from cooperating and assisting agencies or organizations. At SEMS EOC Levels, reports directly to the EOC Director and coordinates the initial entry of Agency Representatives into the Operations Center and also provides guidance and support for them as required.

**Local Government:** According to federal code a county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under state law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal entity, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity.

**Logistics:** Providing resources and other services to support incident management.

**Logistics Section:** The section responsible for providing facilities, services and material support for an incident or EOC activation.

**Management Staff:** See **Command Staff**.

**Mitigation:** Provides a critical foundation in the effort to reduce the loss of life and property from natural and/or manmade disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

**Mobilization:** The process and procedures used by all organizations—federal, state, tribal and local—for activating, assembling and transporting all resources that have been requested to respond to or support an incident.

**Mobilization Center:** An off-emergency location where emergency services personnel and equipment may be temporarily located, pending assignment to emergencies, release, or reassignment.

**Multiagency or Inter-Agency Coordination:** The participation of agencies and disciplines involved at any level of the SEMS organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

**Multiagency Coordination Group (MAC Group):** Typically, administrators/executives, or their appointed representatives, who are authorized to commit agency resources and funds, are brought together and form MAC Groups. MAC Groups may also be known as multiagency committees, emergency management committees, or as otherwise defined by the System. It can provide coordinated decision making and resource allocation among cooperating agencies and may establish the priorities among incidents, harmonize agency policies and provide strategic guidance and direction to support incident management activities.

**Multiagency Coordination System(s) (MACS):** Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration and information coordination. The elements of multiagency coordination systems include facilities, equipment, personnel, procedures and communications. Two of the most commonly used elements are EOC and MAC Groups. These systems assist agencies and organizations responding to an incident.

**Mutual Aid Agreements and/or Assistance Agreements:** Written or oral agreements between and among agencies/organizations and/or jurisdictions that provide a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and/or after an incident.

**Mutual Aid Coordinator:** An individual at local government, Operational Area, Region or State Level that is responsible to coordinate the process of requesting, obtaining, processing and using mutual aid resources. Mutual Aid Coordinator duties will vary depending upon the mutual aid system.

**Mutual Aid Region:** A mutual aid region is a subdivision of CalEMA established to assist in the coordination of mutual aid and other emergency operations within a geographical area of the state, consisting of two or more Operational Areas.

**National:** Of a nationwide character, including the federal, state, tribal and local aspects of governance and policy.

**National Incident Management System (NIMS):** Provides a systematic, proactive approach guiding government agencies at all levels, the private sector and non-governmental organizations to work seamlessly to prevent, protect against, respond to, recover from and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

**National Response Framework (NRF):** A guide to how the nation conducts all-hazards incident management.

**Non-governmental Organization (NGO):** An entity with an association that is based on the interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with the government. Such organizations serve a public purpose, not a private benefit. Examples of NGO include faith-based charity organizations and the American Red Cross.

**Officer:** 1) The ICS title for the personnel responsible for the Command Staff (Management Staff at EOC) positions of Safety, Liaison and Public Information. 2) One who holds an office or post; especially one elected or appointed to a position of authority or trust in a corporation, government, institution, etc.

**Operational Area (OA):** An intermediate level of the state emergency organization, consisting of a county and all other political subdivisions within the geographical boundaries of the county.

**Operational Period:** The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually they last 12-24 hours.

**Operations Section:** The section responsible for all tactical incident operations and implementation of the Incident Action Plan. In ICS, it normally includes subordinate branches, divisions, and/or groups. At the SEMS EOC levels the section is responsible for the coordination of operational activities. The Operations Section at an EOC contains branches, groups or units necessary to maintain appropriate span of control.

**Organization:** Any association or group of persons with like objectives. Examples include, but are not limited to, governmental departments and agencies, private sector, and/or non-governmental organizations.

**Planning Section:** The section responsible for the collection, evaluation and dissemination of operational information related to the incident or EOC activities and for the preparation and documentation of the IAP or EOC action plan respectively. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident or EOC activation.

**Political Subdivisions:** Includes any city, city and county, county, tax or assessment district, or other legally authorized local governmental entity with jurisdictional boundaries.

**Preparedness:** A continuous cycle of planning, organizing, training, equipping, exercising, evaluating and taking corrective action in an effort to ensure effective coordination during incident response. Within NIMS, preparedness focuses on the following elements: planning, procedures and protocols, training and exercises, personnel qualification and certification and equipment certification.

**Prevention:** Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

**Private Sector:** Organizations and entities that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry.

**Protocols:** Sets of established guidelines for actions (which may be designated by individuals, teams, functions, or capabilities) under various specified conditions.

**Public Information:** Processes, procedures and systems for communicating timely, accurate and accessible information on the incident's cause, size and current situation; resources committed; and other matters of general interest to the public, responders and additional stakeholders (both directly affected and indirectly affected).

**Public Information Officer (PIO):** A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for interfacing with the public and media and/or with other agencies with incident-related information requirements.

**Recovery:** The development, coordination and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, non-governmental and public assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental and economic restoration; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents.

**Recovery Plan:** A plan developed to restore the affected area or community.

**Region Emergency Operations Center (REOC):** Facilities found at CalEMA Administrative Regions. REOC provide centralized coordination of resources among Operational Areas within their respective regions and between the Operational Areas and the State Level.

**Reimbursement:** Provides a mechanism to recoup funds expended for incident-specific activities.

**Resource Management:** Efficient emergency management and incident response requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under NIMS includes mutual aid agreements and assistance agreements; the use of special federal, state, tribal and local teams; and resource mobilization protocols.

**Resources:** Personnel and major items of equipment, supplies and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

**Response:** Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property and meet basic human needs. Response also includes the execution of EOP and of mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or

quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity and apprehending actual perpetrators and bringing them to justice.

**Response Personnel:** Includes federal, state, territorial, tribal, sub-state regional and local governments, private sector organizations, critical infrastructure owners and operators, NGO and all other organizations and individuals who assume an emergency management role. Also known as an Emergency Responder.

**Safety Officer:** A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for monitoring incident operations and advising the IC on all matters relating to operational safety, including the health and safety of emergency responder personnel. The Safety Officer may have assistants.

**Section:** 1) The organizational level having responsibility for a major functional area of incident or EOC Management, (e.g. Operations, Planning, Logistics, Finance/Administration) and Intelligence/Investigations (if established). The section is organizationally situated between the branch and the Incident Command. 2) A separate part or division as: **a.** A portion of a book, treatise, or writing. **b.** A subdivision of a chapter. **c.** A division of law.

**Situation Report:** Often contain confirmed or verified information regarding the specific details relating to the incident.

**Span of Control:** The number of resources for which a supervisor is responsible, usually expressed as the ratio of supervisors to individuals. (Under NIMS, an appropriate span of control is between 1:3 and 1:7, with optimal being 1:5.)

**Special District:** A unit of local government (other than a city, county, or city and county) with authority or responsibility to own, operate and maintain systems, programs, services, or projects (as defined in California Code of Regulations (CCR) Section 2900(s) for purposes of natural disaster assistance. This may include a joint powers authority established under Section 6500 et. seq. of the Code.

**Stafford Act:** The Robert T. Stafford Disaster Relief and Emergency Assistance Act establishes the programs and processes for the federal government to provide disaster and emergency assistance to states, local governments, tribal nations, individuals and qualified private nonprofit organizations. The provisions of the Stafford Act cover all-hazards including natural disasters and terrorist events. Relevant provisions of the Stafford Act include a process for Governors to request federal disaster and emergency assistance from the President. The President may declare a major disaster or emergency.

**Staging Area:** Established on an incident for the temporary location of available resources. A Staging Area can be any location on an incident in which personnel, supplies and equipment can be temporarily housed or parked while awaiting operational assignment.

**Standard Operating Procedure (SOP):** Complete reference document or an operations manual that provides the purpose, authorities, duration and details for the preferred method of performing a single function or a number of interrelated functions in a uniform manner.

**Standardized Emergency Management System (SEMS):** A system required by California Government Code and established by regulations for managing response to multiagency and multijurisdictional emergencies in California. SEMS consists of five organizational levels, which are activated as necessary: Field response, Local Government, Operational Area, Region and State.

**Standardized Emergency Management System (SEMS) Guidelines:** The SEMS guidelines are intended to assist those responsible for planning, implementing and participating in SEMS.

**Standardized Emergency Management System (SEMS) Regulations:** Regulations establishing the Standardized Emergency Management System (SEMS) based upon the Incident Command System (ICS) adapted from the system originally developed by the Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE) program including those currently in use by state agencies, the Multiagency Coordination System (MACS) as developed by FIRESCOPE program, the Operational Area concept and the Master Mutual Aid Agreement and related mutual aid systems. Regulations are found at TITLE 19. DIVISION 2. Chapter 1, ∞ 2400 et. Seq.

**State:** When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Public Law 107–296, 116 Stat. 2135 (2002).

**State Operations Center (SOC):** The SOC is operated by the California Emergency Management Agency at the State Level in SEMS. It is responsible for centralized coordination of state resources in support of the three CalEMA Administrative Regional Emergency Operations Centers (REOCs). It is also responsible for providing updated situation reports to the Governor and legislature.

**Strategy:** The general plan or direction selected to accomplish incident objectives.

**System:** An integrated combination of people, equipment and processes that work in a coordinated manner to achieve a specific desired output under specific conditions.

**Technical Assistance:** Support provided to state, tribal and local jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design or hazardous material assessments).

**Technical Specialists:** Personnel with special skills that can be used anywhere within the SEMS organization. No minimum qualifications are prescribed, as technical specialists normally perform the same duties during an incident that they perform in their everyday jobs and they are typically certified in their fields or professions.

**Terrorism:** Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources; is a violation of the criminal laws of the United States or of any state or other subdivision of the United States in which it occurs; and is intended to intimidate or coerce the civilian population, or influence or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Public Law 107–296, 116 Stat. 2135 (2002).

**Threat:** An indication of possible violence, harm, or danger.

**Tools:** Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities and legislative authorities.

**Tribal:** Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.].

**Type:** 1) An ICS resource classification that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size, power, capacity, or (in the case of incident management teams) experience and qualifications. 2) A class, kind, or group sharing one or more characteristics; category. 3) A variety or style of a particular class or kind of things.

**Unified Command:** An ICS application used when more than one agency has incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

**Unit:** The organizational element with functional responsibility for a specific incident planning, logistics, or finance/administration activity.

**Vital Records:** The essential agency records that are needed to meet operational responsibilities under national security emergencies or other emergency or disaster conditions (emergency operating records), or to protect the legal and financial rights of the Government and those affected by Government activities (legal and financial rights records).

**Volunteer:** For purposes of NIMS, a volunteer is any individual accepted to perform services by the lead agency (which has authority to accept volunteer services) when the individual performs services without promise, expectation, or receipt of compensation for services performed. See 16 U.S.C. 742f(c) and 29 CFR 553.101.

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## APPENDIX B

### LIST OF CAL-EMA ACRONYMS AND ABBREVIATIONS

**A&W** – Alert and Warning  
**AA** – Administering Areas  
**AAR** – After Action Report  
**ARC** – American Red Cross  
**ARP** – Accidental Risk Prevention  
**ATC-20** – Applied Technology Council-20  
**ATC-21** – Applied Technology Council-21  
**BCP** – Budget Change Proposal  
**BSA** – California Bureau of State Audits  
**CAER** – Community Awareness & Emergency Response  
**CalARP** – California Accidental Release Prevention  
**CalBO** – California Building Officials  
**Cal-EMA** – California Emergency Management Agency  
**CalEPA** – California Environmental Protection Agency  
**CalREP** – California Radiological Emergency Plan  
**CalSCIP** – California Statewide Communications Interoperability Plan  
**CalSIEC** – California Statewide Interoperability Executive Committee  
**CALSTARS** – California State Accounting Reporting System  
**CalTRANS** – California Department of Transportation  
**CBO** – Community Based Organization  
**CD** – Civil Defense  
**CDF** – California Department of Forestry and Fire Protection  
**CDHS** – CA Department of Health Services  
**CDPH** – CA Department of Public Health  
**CDMG** – California Division of Mines and Geology  
**CEC** – California Energy Commission  
**CEPEC** – California Earthquake Prediction Evaluation Council  
**CESRS** – California Emergency Services Radio System  
**CHIP** – California Hazardous Identification Program

**CHMIRS** – California Hazardous Materials Incident Reporting System  
**CHP** – California Highway Patrol  
**CLETS** – California Law Enforcement Telecommunications System  
**CMAS** – California Multiple Award Schedules  
**CNG** – California National Guard  
**CSTI** – California Specialized Training Institute  
**CSWC** – California State Warning Center  
**CTD** – Communications and Technology Development Division (of OES)  
**CUEA** – California Utilities Emergency Association  
**CUPA** – Certified Unified Program Agency  
**DAD** – Disaster Assistance Division (of the state Office of Emergency Svcs)  
**DFO** – Disaster Field Office  
**DGS** – California Department of General Services  
**DGS-PD** – Dept General Services Procurement Division  
**DGS-TD** – Dept. General Services Telecommunications Division  
**DHS** – Federal Department of Homeland Security  
**DHS-RHB** – California Department of Health Services, Radiological Health Branch  
**DMORT** – Disaster Mortality Assistance Team  
**DO** – Duty Officer  
**DOC** – Department Operations Center  
**DOE** – Department of Energy (U.S.)  
**DOF** – California Department of Finance  
**DOJ** – California Department of Justice  
**DPA** – California Department of Personnel Administration  
**DPIG** – Disaster Preparedness Improvement Grant  
**DR** – Disaster Response  
**DRC** – Disaster Resistant California Conference  
**DSA** – Division of the State Architect  
**DSR** – Damage Survey Report  
**DSW** – Disaster Service Worker  
**DSTC** – CA Department of Toxic Substance Control  
**DWR** – California Department of Water Resources

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**EAS** – Emergency Alerting System  
**EDIS** – Emergency Digital Information System  
**EERI** – Earthquake Engineering Research Institute  
**EMA** – Emergency Management Assistance  
**EMAC** – Emergency Management Assistance Compact  
**EMAP** – Emergency Management Accreditation Program  
**EMI** – Emergency Management Institute  
**EMMA** – Emergency Managers Mutual Aid  
**EMPG** – Emergency Management Performance Grant  
**EMS** – Emergency Medical Services  
**EMSA** – California Emergency Management Services Authority  
**EOC** – Emergency Operations Center  
**EOP** – Emergency Operations Plan  
**EPA** – Environmental Protection Agency (U.S.)  
**EPEDAT** – Early Post Earthquake Damage Assessment Tool  
**EPI** – Emergency Public Information  
**EPIC** – Emergency Public Information Council  
**ESC** – Emergency Services Coordinator  
**FAY** – Federal Award Year  
**FCO** – Federal Coordinating Officer  
**FDAA** – Federal Disaster Assistance Administration  
**FEAT** – Governor’s Flood Emergency Action Team  
**FEMA** – Federal Emergency Management Agency  
**FFY** – Federal Fiscal Year  
**FIR** – Final Inspection Reports  
**FIRESCOPE** – Firefighting Resources of So. California Organized for Potential Emergencies  
**FMA** – Flood Management Assistance  
**FMAG** – Fire Management Assistance Grant  
**FSR** – Feasibility Study Report  
**FY** – Fiscal Year  
**GEOEC** – Governor’s Emergency Operations Executive Council  
**GIS** – Geographical Information System

**GOAR** – Governor’s Office Action Request  
**HAZMAT** – Hazardous Materials  
**HAZMIT** – Hazard Mitigation  
**HAZUS** – Hazards-United States (an earthquake damage assessment prediction tool)  
**HCD** – Housing and Community Development  
**HEICS** – Hospital Emergency Incident Command System  
**HEPG** – Hospital Emergency Planning Guidance  
**HIA** – Hazard Identification and Analysis Unit  
**HMEP** – Hazardous Materials Emergency Preparedness  
**HMGP** – Hazard Mitigation Grant Program  
**HSEEP** – Homeland Security Exercise and Evaluation Program  
**HSGP** – Homeland Security Grant Program  
**IDE** – Initial Damage Estimate  
**IA** – Individual Assistance  
**ICP** – Incident Command Post  
**IFG** – Individual & Family Grant (program)  
**IPA** – Information and Public Affairs (of state Office of Emergency Services)  
**IRG** – Incident Response Geographic Information System  
**IRT** – Incident Response Team  
**JEOC** – Joint Emergency Operations Center  
**JFO** – Joint Field Office  
**JIC** – Joint Information Center  
**JRIES** – Joint Regional Information Exchange System  
**LAC** – Local Assistance Center  
**LAN** – Local Area Network  
**LEMA** – Law Enforcement Mutual Aid  
**LEPC** – Local Emergency Planning Committee  
**LEVS** – Law Enforcement and Victims Services Branch (of OES)  
**MARAC** – Mutual Aid Regional Advisory Council  
**MFH** – Mobile Field Hospital  
**MHID** – Multi-hazard Identification

**MHOAC** – Medical Health Operational Area Coordinator  
**MOU** – Memorandum of Understanding  
**NBC** – Nuclear, Biological, Chemical  
**NEMA** – National Emergency Management Agency  
**NEMIS** – National Emergency Management Information System  
**NFIP** – National Flood Insurance Program  
**NOAA** – National Oceanic and Atmospheric Association  
**NPP** – Nuclear Power Plant  
**NSF** – National Science Foundation  
**NWS** – National Weather Service  
**OA** – Operational Area  
**OASIS** – Operational Area Satellite Information System  
**OCC** – Operations Coordination Center  
**OCD** – Office of Civil Defense  
**OCJP** – Office of Criminal Justice Planning  
**OEP** – Office of Emergency Planning  
**OES** – California Governor’s Office of Emergency Services (name changed to Cal-EMA)  
**OHS** – Governor’s Office of Homeland Security  
**OPI** – Office of Public Information (of OES)  
**OSHPD** – Office of Statewide Health Planning and Development  
**OSPR** – Oil Spill Prevention and Response  
**PA** – Public Assistance  
**PC** – Personal Computer  
**PDA** – Preliminary Damage Assessment  
**PFO** – Principle Federal Official  
**PIO** – Public Information Officer  
**POST** – Police Officer Standards and Training  
**PPA/CA** – Performance Partnership Agreement/Cooperative Agreement (FEMA)  
**PRA** – Public Records Act  
**PSA** – Public Service Announcement  
**PSRSPC** – Public Safety Radio Strategic Planning Committee  
**PTAB** – Planning and Technological Assistance Branch

**PTR** – Project Time Report  
**RA** – Regional Administrator (OES)  
**RADEF** – Radiological Defense (program)  
**RAMP** – Regional Assessment of Mitigation Priorities  
**RAPID** – Railroad Accident Prevention & Immediate Deployment  
**RDO** – Radiological Defense Officer  
**RDMHC** – Regional Disaster Medical Health Coordinator  
**REOC** – Regional Emergency Operations Center  
**REPI** – Reserve Emergency Public Information  
**RES** – Regional Emergency Staff  
**RIMS** – Response Information Management System  
**RMP** – Risk Management Plan  
**RPU** – Radiological Preparedness Unit (OES)  
**RRT** – Regional Response Team  
**RTTAC** – Regional Terrorism Threat Assessment Center  
**SAA** – State Authorized Agency  
**SAM** – State Administrative Manual  
**SARA** – Superfund Amendments & Reauthorization Act  
**SAVP** – Safety Assessment Volunteer Program  
**SBA** – Small Business Administration  
**SCO** – California State Controller’s Office  
**SCO** – State Coordinating Officer  
**SEMS** – Standardized Emergency Management System  
**SEPIC** – State Emergency Public Information Committee  
**SHSGP** – State Homeland Security Grant Program  
**SLA** – State and Local Assistance  
**SONGS** – San Onofre Nuclear Generating Station  
**SOP** – Standard Operating Procedure  
**STTAC** – State Terrorism Threat Assessment Center  
**SWEPC** – Statewide Emergency Planning Committee  
**T&E** – Training and Exercise  
**TEC** – Travel Expense Claim

**TICP** – Tactical Interoperable Communications Plan

**TRU** – Transuranic

**TTT** – Train the Trainer

**UPA** – Unified Program Account

**UPS** – Uninterrupted Power Source

**USAR** – Urban Search and Rescue

**USGS** – United States Geological Survey

**WAR** – Week Ahead Report

**WAN** – Wide Area Network

**WIPP** – Waste Isolation Pilot Project

**WSCA** – Western States Contracting Alliance

**VOAD** - Volunteer Organizations Active in Disaster

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## **APPENDIX C**

### ***MUTUAL AID AGREEMENTS AND LEGAL DOCUMENTS***

- *Note: City of Tehachapi will participate whenever possible in formalized mutual aid agreements including Private Sector and Non Government Organizations which will be maintained in this appendix. (a 08 NIMSCAST METRIC 3.5)*

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## APPENDIX D

### RESPONSE ASSETS

*To the extent possible, City of Tehachapi will ensure that relevant national standards and guidance to achieve equipment, communication and data interoperability are incorporated into acquisition programs for all responding departments (Fire, Police, EMS, Public Works etc.). Additionally, whenever possible the agency acquisition program will incorporate the Standard Equipment List (SEL) and other Federal equipment standard data when purchasing interoperable equipment.<sup>eee</sup> City of Tehachapi Departments are tasked to work with the California Emergency Management Agency and local jurisdictions to complete the process "f "Typing of Key Resource Ass"ts" and maintaining up-to-date Resource Lists of available assets in order to facilitate efficient and effective Mutual Aid Support during emergency operations.<sup>fff</sup> Working closely with California Cal-EMA County Departments/agencies will validate their inventory of response assets and ensure they conform to homeland security typing standards. Inventory information will be provided to Cal-EMA as required by NIMS guidance.<sup>ggg</sup> California Cal-EMA will use the Response Asset Inventory for Intra-State Mutual Aid requests, exercises, and actual events.<sup>hhh</sup> These lists should be added to this appendix when complete.*

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<sup>eee</sup> 08 NIMSCAST METRIC 6.4 & 6.5

<sup>fff</sup> 08 NIMSCAST METRICS 6.1, 6.2 and 6.3

<sup>ggg</sup> NIMSCAST METRIC 6.6

<sup>hhh</sup> 08 NIMSCAST METRIC 6.7

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## **APPENDIX E**

### **NATIONAL INCIDENT MANAGEMENT SYSTEM COMPLIANCE ASSISTANCE SUPPORT TOOL (NIMSCAST) LOCATIONS**

**See following pages for NIMSCAST reference locations.**

**NOTE: The NIMSCAST requirements are a list of state and/or Federal standards that should be included in an Emergency Operations Plan. The 2005 NIMSCAST was updated in the 2008 checklist and finally by the CPG-101 Version 2.0. They are included within this plan to provide reference locations for the various items.**

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