

## ESF 13. Public Safety and Security

### 1. Purpose

The purpose of this annex is to outline the processes for organizing and coordinating the law enforcement services in Coos County to protect life and property during a major emergency/disaster, as well as identifying mitigation and preparedness activities.

### 2. Situation and Assumptions

#### 2.1 Situation

Major emergency situations may require law enforcement services beyond the scope of the day-to-day emergency response capabilities.

#### 2.2 Assumptions

- Major emergency response operations for law enforcement agencies will basically be an expansion of their normal daily responsibilities. These responsibilities include maintenance of law and order, traffic control, and crowd control. Local agencies will have the primary responsibility for routine law enforcement and support groups will assist in traffic and crowd control.
- Control over local law enforcement resources will remain at the local level even through the Governor has the legal authority to assume control in a State Declaration of Emergency.
- Interdepartmental liaison activities and requests for additional law enforcement resources will be coordinated through the Sheriff's designated representative who will be located at the EOC.
- Each law enforcement agency will utilize existing directives and procedures in responding to major emergencies/disasters.

### 3. Concept of Operations

#### 3.1 General

##### 3.1.1 County

In a major emergency, the Sheriff is responsible for:

- Maintenance of law and order, including crowd and traffic control, facility security and evacuation zone security.
- Coordinating the county's law enforcement resources through mutual aid or identifying and allocating additional resources.
- Evacuation of endangered areas.

- Conducting search and rescue operations for missing persons.
- Assisting fire and emergency medical services agencies in emergency.
- Coordinating emergency information and emergency response activities through the EOC.

The County Emergency Management Department is responsible for:

- Coordination of the county's overall emergency response in a major emergency or disaster, working under the policy direction of the Sheriff and Board of County Commissioners.
- Serving as the intergovernmental liaison and coordinator with local, state, and federal officials in addressing emergency response and recovery needs for the county.
- Assisting in the operation of a coordination center which serves as the primary focal point for coordinating the flow of information regarding the emergency law enforcement response and requests for the allocation of additional law enforcement resources.

### **3.1.2 Incorporated Cities**

- Police officials of incorporated cities within the county are responsible for the direction and control of local law enforcement resources during emergencies.
- Police officials of the incorporated cities are responsible for requesting additional resources not covered under mutual aid for emergency operations. Such requests shall be directed to the Sheriff's designated Law Enforcement Resource Coordinator in the Emergency Operations Center.

### **3.1.3 Support Agencies**

- Volunteer or reserve law enforcement organizations shall work for and within the structure of their parent agencies.
- Public Works agencies may be requested to assist in traffic control and providing transportation for evacuees.

### **3.1.4 State Government**

- The Oregon State Police and other state affiliated law enforcement agencies shall operate within their assigned areas of responsibility, unless otherwise ordered by the Governor.

- Requests for state assistance, not covered by mutual aid agreements, shall be made by the county in which emergency conditions exist. Such requests shall be made to Oregon Office of Emergency Management through the county's EOC.

### **3.1.5 Federal Government**

Federal law enforcement agencies shall operate within their assigned areas of responsibility, unless otherwise ordered by appropriate federal authorities.

## **3.2 Direction and Control**

- The Sheriff is responsible for directing the county's law enforcement response to a major emergency and coordinating response activities with the Emergency Operations Center. The Sheriff or a designated representative shall serve as the Emergency Operations Center's Law Enforcement Resource Coordinator, working as a member of the EOC staff, coordinating the flow of law enforcement information and processing requests for and allocating additional law enforcement resources, as appropriate.
- Incident command posts may be established at one or more locations as may be necessary to direct the on-scene response to major incidents occurring simultaneously. Communications between incident command posts and the EOC (and the Sheriff, if not at the EOC) shall be established, with regular updates provided on emergency response activities.

## **4. Organization and Assignment of Responsibilities**

### **4.1 Organization**

- The County Emergency Management Organization shall respond in accordance with the direction provided in the County's Emergency Operations Plan (EOP) Basic Plan section and EOC Operations appendix to ESF 5, Emergency Management.
- The Sheriff's Office shall implement their own disaster procedures and work within the framework of the County Emergency Management Organization, coordinating with the EOC staff at all times.

### **4.2 Task Assignments**

Task assignments for law enforcement operations shall be consistent with those outlined in the Basic Plan section of the EOP, the EOC Operations appendix to ESF 5, and Sheriff's Office policies and procedures. Specific tasks are outlined below by the phases or stages of emergency management.

**4.2.1 Mitigation and Preparedness****4.2.1.1 Sheriff's Office**

- Develop and maintain an emergency notification list of departmental personnel.
- Develop and train their staff in evacuation procedures.
- Train their staff on ICS fundamentals/specifics.
- Instruct employees to report to work as soon as possible in the event of major emergency/disaster.
- Assist their staff with family preparedness planning.
- Assign an emergency management liaison to assist in developing and exercising of the County's EOP.
- Participate in training exercises conducted by the County's Emergency Management Department.

**4.2.1.2 County Emergency Management**

Coordinate emergency preparedness planning and exercise activities with the Sheriff's Office.

**4.2.1.3 Incorporated Cities**

Police officials of incorporated cities without their own EOP should utilize the mitigation/preparedness direction outlined above, as appropriate and coordinate activities with the County Emergency Management department.

**4.2.2 Response****4.2.2.1 Sheriff's Office**

- Immediately recall off-duty personnel, reserves and volunteer groups to augment on-duty personnel.
- Set up a command structure utilizing ICS, and establish incident command posts as necessary.
- Provide mobile units for warning purposes (See Warning appendix to ESF 2, Communications.)
- Conduct evacuations of affected populations (See Evacuation Management appendices to this annex.)

- Provide security for key facilities such as the County's EOC, shelters and evacuation zones.
- Conduct search and rescue operations for missing persons, including support in all body recovery operations.
- Support other public safety operations.
- Provide traffic and crowd control.
- Document personnel and other costs related to the major emergency/disaster response for possible federal disaster assistance reimbursement.
- Provide a Law Enforcement Resource Coordinator to the County EOC staff, to direct and coordinate law enforcement resources.
- Ensure that law enforcement emergency response activities and emergency public information are coordinated with the EOC when it is operational.
- Be prepared to provide Information Officer (IO) resources, as necessary.
- Advise Board of Commissioners on law enforcement related aspects of the emergency/disaster.

#### **4.2.2.2 County Emergency Management**

- Assess situation and make appropriate notifications to activate and staff the EOC.
- Establish communications link with affected jurisdictions and volunteer agencies.
- Assist in the coordination of logistics to support law enforcement operations.

#### **4.2.2.3 Incorporated Cities**

- Police officials of incorporated cities should respond in accordance with their city EOC and coordinate law enforcement response activities, as appropriate, within the County's Law Enforcement Resource Coordinator in the EOC.
- Police officials of incorporated cities without a city EOP should generally follow the response procedures as outlined above, coordinating activities with local policy makers and the County's Law Enforcement Coordinator in the EOC.

## **5. Annex Development and Maintenance**

The Sheriff's Office Liaison, in conjunction with Emergency Management is responsible for ensuring that this annex is updated and revised, as necessary.

## **6. Appendices and Sections**

- A. Evacuation Checklist
- B. Evacuation Management
  - Section 1. Emergency Evacuation Notice/Order
  - Section 2. Emergency Evacuation Policy

## Appendix A. Evacuation Checklists Planning/Management

(Decision to evacuate has been made by Incident Command)

### OPERATIONS SECTION CHIEF (or person assigned to plan and manage evacuation)

- \_\_\_ Confirm boundaries of area to be evacuated; Consider:
  - \_\_\_ Environmental factors (weather, wind)
  - \_\_\_ Physical terrain
  - \_\_\_ Time of day; are people home, asleep, at work?
- \_\_\_ Determine if there are special population concerns (schools, hospitals, nursing homes, language problems, correctional facilities, retirement centers, etc.)
- \_\_\_ Estimate the number of people within the evacuation area:
- \_\_\_ Notify the Red Cross to request sheltering, if necessary, and obtain shelter location information
- \_\_\_ Determine if evacuation is voluntary or mandatory (mandatory will require emergency declaration by the BOCC if in the County or by City government if within city) and issue either an "Evacuation Notice"(voluntary) or "Evacuation Order"(mandatory)
- \_\_\_ Have IO distribute Evacuation Notice/Order, using EAS and/or CAN as appropriate and news releases to inform the media/public (**Ensure that IO position has been staffed and is being utilized and supported**)
- \_\_\_ Establish an evacuation group supervisor(s) for the teams, such as the head of each agency team, and work with them in developing an evacuation plan
- \_\_\_ Obtain maps of the area, and have copies made for use by evacuation teams
- \_\_\_ Determine the risk to the evacuation teams, how to protect them, and what personal protective equipment (PPE) they might need. Assign the task of obtaining such equipment
- \_\_\_ Determine what resources you have for evacuation teams:
  - \_\_\_ Law Enforcement staff, local and mutual aid
  - \_\_\_ Fire Department staff, local and mutual aid
  - \_\_\_ Local trained volunteers
  - \_\_\_ Coos County Sheriff's Office
    - Regular and reserve deputies
    - Search and Rescue teams
    - Cadets
  - \_\_\_ Military or State resources
- \_\_\_ Identify a staging area for teams and equipment
- \_\_\_ Have the appropriate number of teams called out
- \_\_\_ Coordinate with utility companies through the Incident Command Post; notify them of evacuation to determine if utilities need to be turned off
- \_\_\_ If transportation is required, for evacuees or their possessions, request Public Works assistance
- \_\_\_ Establish anti-looting patrols for evacuation area
- \_\_\_ Establish traffic control points after assigning roads to be closed (utilize PW's resources as appropriate/available)
- \_\_\_ Assign a liaison to all shelters with communications ability to evacuation command post
- \_\_\_ Develop a system for re-entry during evacuation
- \_\_\_ Establish food, water, and other support for evacuation teams
- \_\_\_ Ensure the IO's have been kept fully informed and are proactively disseminating information on the evacuation and shelters through the media
- \_\_\_ Determine when it is safe for residents to return, and if some areas need to be kept evacuated
- \_\_\_ Maintain security and checkpoints for areas not evacuated

## Appendix A. Evacuation Checklists Implementation

(Evacuation Plan has been prepared)

### EVACUATION GROUP SUPERVISOR (or person assigned to supervise evacuation teams)

- \_\_\_ Log in personnel and resources as they arrive
- \_\_\_ Establish communications methods with crews; assign radios and frequencies or develop an alternate reliable method of communication
- \_\_\_ Appoint a recording scribe to mark a master map/evacuation log, recording evacuation results. Assign another person to assist if the scribe cannot record and operate the radios simultaneously due to number of evacuation teams
- \_\_\_ Conduct a briefing for the teams:
  - \_\_\_ Assign areas to two-person (minimum) teams; ideally, place one law enforcement with one fire department or other person with local knowledge
  - \_\_\_ Ensure all have picture ID
  - \_\_\_ Explain shelter locations and evacuation routes
  - \_\_\_ Provide written handouts on shelters, evacuation routes, dangers, and sheltering in-place, if appropriate
  - \_\_\_ Establish a check-in schedule for the teams
  - \_\_\_ Detail what to report back to the evacuation command post (addresses of locations evacuated as well as those with no one there/no answer, refusals, other problems - all actions are to be documented, with names, if time allows)
- \_\_\_ Remain available to assist teams encountering problems and to make decisions
- \_\_\_ Monitor field activities and ensure that all crews report in on a regular basis
- \_\_\_ Conduct debriefing for teams, recording comments on what worked well and what didn't (to be used in the overall evaluation of the response to the incident)



## Appendix B. Evacuation Management

### 1. Purpose

The purpose of this appendix is to provide direction for the orderly and coordinated evacuation of all or part of the population of Coos County. It provides guidelines for coordinating the activities of agencies involved in the implementation of this appendix to Coos County's Emergency Operations Plan (EOP).

### 2. Situation and Assumptions

#### 2.1 Situation

There are several emergency situations that might require an evacuation of Coos county citizens. Small-scale, localized evacuations might be needed as a result of flooding, hazardous materials accident, major fire, or transportation accident. Mass evacuation could be required in the event of dam failure or other major flood events. Additionally, evacuation planning is necessitated for site specific hazards such as chemical facilities.

#### 2.2 Assumptions

- Evacuating hazardous areas is the most effective action for protecting people in many disaster or disaster-threat situations.
- It is assumed that the public will receive and understand official information related to evacuation. Most of the public will act in its own interest and evacuate dangerous areas when advised to do so by local government authorities. Some individuals, however, may refuse to evacuate.

**NOTE: Evacuation may be mandated only after a declaration of emergency has been issued by the responsible jurisdiction to ensure the public safety or as may be necessary for the efficient conduct of activities that minimize or mitigate the effects of the emergency.**

- Some disaster events are slow-moving and provide ample reaction time. The worst case assumption is that there will be little or no warning of the need to evacuate, and it may be necessary day or night.
- There may not be time to obtain manpower support from outside resources. Local government resources could be severely stressed, particularly on-duty police and fire personnel.
- Shelter facilities and food will need to be provided for evacuees although many may seek shelter with relatives and friends or motels rather than use designated shelter facilities which will normally be provided by the Red Cross.

- Most evacuees will use private transportation means; however, transportation may need to be provided for some evacuees.

### **3. Concept of Operations**

#### **3.1 General**

There are several factors that must be considered when planning for evacuation. Among these are the characteristics of the hazard itself which will assist in measuring the scope of the incident:

- Magnitude/size or potential impact
- Intensity/level of risk presented
- Area affected (will it spread)
- Duration

These are all significant factors which will determine the number of people to be evacuated and the time and distance of travel necessary to ensure safety.

Other important considerations are:

- Time available for notification to evacuate
- Risk to public safety personnel providing evacuation notice
- Special population concerns (schools, hospitals, care facilities, language problems, correctional facilities, retirement centers, etc.)
- Availability of evacuation routes, their capacities and their vulnerability to the hazard
- Mode of transportation: private vehicles, public vehicles (buses, vans, etc.)

General operational responsibilities are outlined below by jurisdiction.

#### **3.1.1 County**

##### **3.1.1.1 Sheriff's Office**

For an isolated or relatively minor incident or in those instances where immediate action is required, the on-scene incident commander will determine whether evacuation of a structure or an immediate area is prudent. The Sheriff's Office is responsible for developing and implementing procedures to evacuate an endangered area within their jurisdiction.

##### **3.1.1.2 Emergency Management**

In the event of a major emergency or disaster, the County Emergency Operations Center (EOC) will be activated. The County's Emergency Management division will determine the need to evacuate if time permits. The Sheriff's Office, EOC Law Branch Director, will work with the Planning Section Chief or IC to develop an Incident Action Plan (IAP) to manage the evacuation.

The County Emergency Management Program Manager shall ensure that an overall plan for evacuation management is developed, maintained and implemented, as necessary.

### **3.1.2 Incorporated Cities**

- In an emergency affecting a single jurisdiction, city officials with the legal authority to do so, including Incident Commanders, may order an evacuation so long as the movement of people does not impact areas outside the city.
- In those instances where multiple jurisdictions will be impacted or a large number of evacuees will require shelter, Coos County Sheriff's Office, Red Cross, and County Emergency Management shall be notified, and the County EOC may be activated to coordinate resources.

### **3.1.3 Fire Protection Districts**

For an isolated or relatively minor incident, or in those instances where immediate action is required to save lives, the on-scene Incident Commander will determine whether evacuation of a structure or an immediate area is prudent. Law enforcement personnel will normally be utilized to implement the evacuation whenever their resources are available, and fire personnel will be used to supplement the evacuation effort as necessary and as resources allow.

### **3.1.4 American Red Cross**

The Oregon Pacific Chapter of the American Red Cross should be notified whenever emergency food and shelter will be needed for evacuees in accordance with the provisions outlined in the Food and Shelter Appendix to ESF 6, Mass Care, of the EOP, and existing interagency agreements.

### **3.1.5 Support Agencies**

- Public Works agencies may be used to assist in traffic control and providing transportation for evacuees.
- Volunteer groups, depending on the time factor and scope of the evacuation, may be used to assist in the evacuation.
- Resources to support an evacuation may be obtained from school districts through use of their buses or buildings.
- The North Bend Bus Company may provide buses or handicapped transportation vehicles for either a large-scale or small-scale event, including a short-term evacuation where a bus might also serve temporary shelter needs.

### 3.1.6 State Government

- State agencies with an ongoing emergency role, such as the State Police, may assist in evacuation of threatened areas as resources allow (in small scale evacuations on a mutual aid basis).

Requests for State agency assistance for any major incidents are to be coordinated through County Emergency Management to the state Oregon Emergency Management.

- If time allows, additional state resources, such as the National Guard, may be ordered to assist in evacuation.

### 3.1.7 Federal Government

Federal agencies with an ongoing emergency role, such as the Air Force Reserve, may provide immediate resources to assist in evacuation of isolated areas.

## 3.2 Direction and Control

### 3.2.1 Executive Actions

- The directive to any given population within Coos County to evacuate their homes or work place may be given by the Incident Commander of any emergency incident or other public officials responsible for emergency management, depending on the availability of time.
- The implementation of an evacuation procedure is the responsibility of the Sheriff and Chief of the Law Enforcement agency responsible to the majority of the population affected.
- Declaration of Emergency must be made by the responsible jurisdiction to authorize the use of mandatory evacuation.

During a Level 1 or 2 emergency in which an evacuation is ordered, a written evacuation notice is optional. However, a written evacuation notice or order is required if a decision is made to conduct an evacuation during a Level 3 emergency.

### 3.2.2 Coordination

Any evacuation affecting multi-jurisdictions or a large segment of the population should be coordinated through County Emergency Management and any affected incorporated City's Emergency Management (if any).

## **4. Organization and Assignment of Responsibilities**

### **4.1 Organization**

The County Emergency Management organization shall respond in accordance with the direction provided in the County's EOP and this Appendix in conjunction with any emergency requiring a large scale evacuation.

The Sheriff's Office shall implement their own evacuation procedures and work within the framework of the County Emergency Management organization, coordinating with the EOC Staff at all times.

### **4.2 Task Assignments**

Task assignments for evacuation management shall be consistent with those outlined in the Basic Plan section of the EOP, the EOC Operations Appendix to ESF 5, and Sheriff's Office policies and procedures. Specific tasks are outlined below by the phases or stages of emergency management.

#### **4.2.1 Mitigation and Preparedness**

##### **4.2.1.1 County**

###### **4.2.1.1.1 Sheriff's Office**

- Using information available from the traffic engineering section of the County Road Department on "Critical Routes", identify those unincorporated areas of the county where pre-designated evacuation routes may be desirable and develop procedures for evacuations from incorporated cities as may be necessary.
- Provide training to personnel on the Incident Command System (ICS) (IS100, IS200, IS300 and IS400), National Incident Management System (NIMS) (IS700), National Response Plan (IS800), and evacuation procedures, including working as a member of an evacuation team.
- Participate in annual training exercises conducted by County Emergency Management.

###### **4.2.1.1.2 Road Department**

- Ensure that personnel are aware of need to support traffic control measures by providing signing for evacuation routes, detours, etc.
- Ensure that transportation resources for evacuation are pre-identified.
- Participate in annual training exercises conducted by County Emergency Management.

**4.2.1.1.3 Emergency Management**

Coordinate emergency preparedness planning activities and annual training exercises.

**4.2.1.2 Incorporated Cities**

- Police officials of incorporated cities should work with their local policy makers in performing mitigation/preparedness activities similar to those outlines above in conjunction with the city's EOP.
- Police officials of incorporated cities without their own EOP should utilize the mitigation/preparedness direction outlined above, as appropriate, and coordinate activities with the County Emergency Management program.

**4.2.1.3 Fire Districts**

- Identify special population groups such as schools, hospitals, nursing facilities, retirement centers, corrections facilities, etc. within the fire district's jurisdiction. Coordinate with the incorporated cities and Sheriff's Office, as appropriate, in promoting emergency preparedness for evacuation or shelter in place as a part of the overall prevention program (evacuation and shelter in place plans/procedures are the responsibility of facility administrators.)
- Provide training to personnel on evacuation procedures and working as a member of an evacuation team.

**4.2.1.4 American Red Cross**

- Identify potential shelter and feeding sites and develop procedures for activating and operating shelters for use in mass evacuation situations, including establishing written agreements with schools, churches, granges, etc.
- Coordinate planning activities with local Emergency Management officials.
- Provide training to personnel on disaster response/shelter management procedures.
- Participate in annual training exercises conducted by County Emergency Management.

## **4.2.2 Response**

### **4.2.2.1 County**

#### **4.2.2.1.1 Sheriff's Office**

In conjunction with the Incident Commander and/or the EOC staff, the Sheriff's Office is responsible for planning and implementing the evacuation process (see Appendix A, Evacuation Checklists, to ESF 13).

##### **4.2.2.1.1.1 Defining the Evacuation Area**

The definition of the area to be evacuated will be determined by those officials recommending the evacuation based on the advice of appropriate advisory agencies. In the case of hazardous materials incidents, evacuation information is available in 2004 Emergency Response Guidebook (little orange booklet) as well as provided by the Chemical Transportation Emergency Center (CHEMTREC 1-800-424-9300).

The command authority will ensure that the evacuation area is defined in terms clearly understandable by the general public and that this information is provided to the Public Information Officer (PIO) for rapid dissemination.

##### **4.2.2.1.1.2 Pre-evacuation Warning**

Slow moving events, such as dam failure or storm-related events, should be coordinated by the County EOC. Evacuation notice will be given to affected residents if it appears that hazardous conditions may warrant such action.

##### **4.2.2.1.1.3 Evacuation Warning**

An evacuation notice (see attachment to appendix) should be prepared, particularly if the Emergency Alert System (EAS) is to be used. All necessary warning modes will be utilized to direct the affected population to evacuate.

The use of pole sirens for notification will be utilized in areas of the county/city where installed.

The use of law enforcement and fire emergency vehicles moving through the affected area with vehicle sirens and public address is to be used. Door-to-door notification should be used when appropriate, particularly in rural areas.

Residential and health care institutions should be notified directly by the responsible authorities.

Law enforcement personnel will sweep the evacuated area after the initial notice to insure all persons have been advised and have responded. Persons who refuse to follow evacuation instructions will be left alone until all who are willing to leave have been provided for. Time permitting, further efforts may be made to persuade those who are still there to evacuate.

#### 4.2.2.1.1.4 Providing Emergency Public Information

The Operations Section Chief, or person assigned to manage the evacuation, will provide information to the Public Information Officer (PIO) who will ensure that evacuation information is disseminated to the media on a timely basis.

Instructions to the public such as pickup points for those needing transportation, traffic routes to be followed, location of temporary reception centers, as well as situation updates will be issued as that information becomes available.

#### 4.2.2.1.1.5 Primary Evacuation Routes

There are two major highways and one limited railroad system in Coos County.

- The railroad is mainly east west with north south arterials running from Coquille to Lakeside.
- One of the two major highway systems is State Highway 101 which runs north south with the second major highway system being State Highway 42 which runs east west.
- Below is a list of state and some county roadways that could possibly be affected by landslides and washouts:
  - highway 101
  - highway 42
  - highway 32s
  - highway 242 (Powers highway)
  - highway 241 (Coos River highway)
  - Fairview Road
  - Lone Pine Lane
  - Sitkum Lane
  - Lampa Lane
  - Fishtrap Road
  - Old Broadbent Road
  - North Bank Road
  - West Beaver Hill Lane
  - Seven Devils Road
  - Coos Sumner Lane
  - Catching Slough
  - Shinglehouse Road
  - Libby Lane
  - East Bay Road
  - North Bay Road
- Routes will be selected by immediate needs and expediency.
- Evacuation routes must be heavily policed and disciplined.



- Any blockages of traffic patterns will be cleared by any means necessary to insure normal traffic flow.
- If at all possible, two-way traffic will be maintained on all evacuation routes to allow continued access for emergency vehicles.
- Traffic control devices such as signs and barricades will be provided by the appropriate responding agency.

#### **4.2.2.1.1.6 Designating Evacuation Routes**

It is anticipated that the primary evacuation mode will be in private vehicles. Actual evacuation movement efforts will be controlled by the law enforcement agencies involved.

- Evacuation routes will be selected by law enforcement officials and approved by the Incident Commander at the time of the evacuation decision (“Critical Route” maps should be utilized, if available). Movement instructions will be part of the warning and subsequent public information releases.
- Providing routes for evacuees from cities or other counties passing through to pre-designated relocation areas will need to be a coordinated effort with local and state agencies.

#### **4.2.2.1.1.7 Identifying Special Evacuation Problems**

The local fire district should be utilized as a resource as they are tasked with the responsibility of identifying special population facilities within their district and advocating the development of evacuation plans and procedures.

- Residential care facilities may require additional assist to evacuate however, they are responsible to develop and activate the facilities evacuation plans.
- Correctional facilities may require additional assist to evacuate however, they are responsible to develop and activate the facilities evacuation plans.
- Schools (may have to assist; school administrators are responsible for evacuation plan).

#### **4.2.2.1.1.8 Providing Access Control and Security**

In an evacuation, the problem of access control and security for the evacuated areas becomes extremely important. Law enforcement agencies will establish a perimeter control to provide security and protection of property left behind. Disaster Area Permits may be used to limit sightseers for a major incident. Fire departments will take measures to ensure continued fire protection.

**4.2.2.1.1.9 Controlling Re-entry**

Reoccupation of an evacuated area requires the same consideration, coordination, and control of the items undertaken in the original evacuation. The re-entry decision and order will be made by the Incident Commander or the Emergency Management Director after the threat has passed and the evacuated area has been inspected by fire, law, and utilities personnel for safety. Some specific re-entry considerations are to:

- Ensure that the threat which caused evacuation is over.
- Ensure that homes have been inspected to determine if they are safe to return to. (Coordinate with Damage Assessment page \_\_\_\_\_)
- Determine the number of persons in shelter who will have to be transported back to their homes.
- Coordinate traffic control and movement back to the area.
- Determine the long-term housing requirements, if homes have been damaged.
- Inform the public of proper re-entry actions, particularly cautions they should take with regard to cleaning up and reactivating utilities.

**4.2.2.1.2 County Emergency Management**

- Coordinate with the on-scene Incident Commander, assessing situation and making appropriate notification to activate and staff the EOC.
- Determine which areas of Coos County should be evacuated and in conjunction with the Red Cross, deciding which reception areas should be used for receipt and care of the evacuees.
- Insure that citizens are advised to evacuate through an evacuation order when appropriate.
- Direct release of EAS announcements and information to the media on what areas are being evacuated, what areas are being used as reception areas and where the information on locating friends and relatives can be exchanged.
- Coordinate evacuation effort with local governments as well as with selected reception area governments.
- Direct relocation of essential resources (personnel, equipment, supplies) to reception areas.

#### **4.2.2.1.3 Road Department**

- Provide traffic control devices.
- Assist in keeping evacuation routes open.
- Coordinate transportation needs for special population groups and emergency goods and services through area schools, churches, and other organizations with transportation assets.
- Coordinate special transportation requirements to include relocation of essential resources to reception areas.

#### **4.2.2.1.4 Public Information Officer**

The Public Information Officer at the scene or at the County EOC will be responsible for disseminating emergency information from the Incident Commander or the EOC staff advising the public of evacuation action to be taken and coordination with area news media for news releases.

#### **4.2.2.2 Incorporated Cities**

- Police officials of incorporated cities should respond in accordance with their city EOP and coordinate evacuation activities, as appropriate, with the County's EOC staff.
- Police officials of incorporated cities without a city EOP should generally follow the response procedures as outlined above, coordinating activities with local policy makers and the County's EOC staff.

#### **4.2.2.3 Fire Districts**

##### **4.2.2.3.1 Incident Commander (on-scene)**

- Determine need to evacuate, scope of evacuation, ability to handle with available resources and coordination with agencies responsible for evacuation planning for the affected area (this may include private firms with site-specific evacuation planning because of hazardous materials, cities with their own specific plans and/or the county for major incidents).
- Assign evacuation planning and implementation responsibilities to the appropriate agency (if able to handle without implementing EOP for the jurisdiction).
- Coos County Red Cross liaison will contact the Red Cross if sheltering assistance is needed (Red Cross will help even if only one family has to be evacuated because of an emergency response, e.g., they will provide food and motel vouchers for a family that loses their home to a fire).

The Red Cross will likely have pre-existing shelter agreements with potential shelter facilities in the area.

- Contact the appropriate person to implement the EOP for the jurisdiction in which the incident has occurred, if current resources are not sufficient.
- Assist in evacuating, if needed and resources are available.
- Provide fire security in the vacated area, as able.

#### **4.2.2.3.2 Coos County Fire Chief**

The Coos County Fire Chief will coordinate multi-jurisdictional fire activities from the County EOC when it is implemented.

#### **4.2.2.4 American Red Cross – Oregon Pacific Trail Chapter**

- Responsible for activating emergency shelter and food systems for Coos County, when requested.
- Provide shelter and feeding and other welfare assistance to evacuees.
- Coordinate special care requirements for unaccompanied children, the aged, handicapped, and others requiring special consideration as well as helping people located and contact others to determine safety or status after the disaster.
- Provide a representative to coordinate operations from the EOC when activated.

### **4.2.3 Recovery**

#### **4.2.3.1 County**

##### **4.2.3.1.1 Sheriff's Office**

- Coordinate return of evacuees and maintain security for areas where access is not allowed.
- Assist other agencies with recovery operations, as appropriate.
- Return focus of service to maintenance of law and order, prevention, detection and investigation of crime releasing personnel and equipment for return to normal operations.
- Participate in a post-event debriefing, evaluating the evacuation process.

#### 4.2.3.1.2 County Emergency Management

- Coordinate with local, state, and federal agencies in damage assessment and cost recovery activities.
- Ensure necessary communication activities are accomplished in informing the public of disaster recovery activities.
- Continue to assist in restoration of normal services and operations, as appropriate.
- Conduct a post-event debriefing, evaluating the evacuation process.

#### 4.2.3.2 Incorporated Cities

- Coordinate return of evacuees and maintain security where access is not allowed.
- Coordinate with County EOC staff in recovery activities.
- Focus on restoration of normal service.
- Participate in a post-event debriefing, evaluating the evacuation process.

### 5. Appendix Development and Maintenance

The Emergency Management Program Manager and/or Program Coordinator will coordinate with the Coos County Sheriff's Office for ensuring that this appendix is updated and revised, as necessary. Each agency with evacuation responsibilities is expected to develop and maintain standard operating procedures.

The Sheriff's Office is responsible for developing and maintaining any related operational policies and procedures for evacuation of unincorporated areas and coordination of evacuations conducted by incorporated cities or neighboring counties which may impact the traffic flow on County roads and highways.

### 6. Sections

1. Emergency Evacuation Notice/Order
2. Emergency Evacuation Policy

## Section 1. Evacuation Notice/Order\*

Hazard description:

**\*AN “EVACUATION ORDER” SHALL ONLY BE ISSUED WHEN A DECLARATION OF EMERGENCY HAS BEEN MADE BY THE RESPONSIBLE JURISDICTION, AUTHORIZING MANDATORY EVACUATION. IN ALL OTHER SITUATIONS, USE THE TERM “EVACUATION NOTICE.”**

Because of the hazard involved to the citizens, the following evacuation notice/order is being issued. Failure to evacuate may result in endangerment of life.

1. Coos County is notifying citizens of the need for the immediate evacuation of/ ordering the immediate evacuation of:

2. Routes of evacuation:

3. Assembly points for those needing transportation:

4. Shelter locations:

5. Coos County is requesting those needing special assistance in evacuating to call (Coos County Sheriff's Office – Emergency Management).
6. Coos County is restricting all entry into the hazard area. No one will be allowed to re-enter the area after \_\_\_\_ a.m./p.m.
7. Coos County is putting into effect a security curfew of \_\_\_\_ a.m./p.m. to a.m./p.m. for all areas surrounding the hazard zone.
8. Coos County will advise the public of the termination of this notice/order when public safety is assured.
9. All public information and instructions from Coos County will be transmitted from local radio stations.

ISSUED BY: \_\_\_\_\_  
Incident Commander

DATE \_\_\_\_\_

TIME: \_\_\_\_\_

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COOS COUNTY, OREGON**

In the Matter of Ordering an Evacuation of )  
\_\_\_\_\_)  
\_\_\_\_\_)

**ORDER NO.** \_\_\_\_\_

**WHEREAS**, a \_\_\_\_\_ emergency exists within Coos County at the following location:  
\_\_\_\_\_; and

**WHEREAS**, the emergency poses a threat to the public living and working in that area; and

**WHEREAS**, the Coos County Comprehensive Emergency Management Plan allows the Incident Commander to recommend to the Board of County Commissioners an area to be evacuated; and

**WHEREAS**, the Incident Commander has carefully analyzed the emergency situation following the Evacuation Steps outlined in the Evacuation Operational Guidelines, and has specifically considered the threat to the public, the degree of safety provided by evacuation, the area affected, the population affected, and the type of response required to handle the incident; and

**WHEREAS**, the Incident Commander is recommending that an evacuation is necessary to ensure the safety of the public at risk;

**NOW, THEREFORE, IT IS HEREBY ORDERED** that the following area be evacuated as soon as possible, as directed by the Incident Commander:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**BOARD OF COUNTY COMMISSIONERS  
FOR COOS COUNTY, OREGON**

\_\_\_\_\_  
(Chair)

\_\_\_\_\_  
(Commissioner)

\_\_\_\_\_  
(Commissioner)



## Section 2. Coos County Emergency Evacuation Policy

### 1. Purpose

The following policy establishes authorization for the evacuation of citizens from hazardous areas of Coos County during an emergency or disaster.

### 2. Policy

Upon determination that there is an immediate danger to Coos County citizens, the County's Emergency Management Program Manager and Sheriff, or their designated staff, and the on-scene Incident Commander(s), including County Fire Chief representatives, may take action as outlined below.

- Issue an evacuation notice based on the determination that a hazard exists which is creating a threat to the health and safety of the public.

**NOTE: Evacuation may be mandated only after a declaration of emergency has been issued by the responsible jurisdiction to ensure the public safety or as may be necessary for the efficient conduct of activities that minimize or mitigate the effects of the emergency.**

- In an evacuation, close necessary county roads and restrict access to and from all affected areas of the County.
- In an evacuation, remove stalled and parked vehicles which impede the flow of traffic.
- In an evacuation, alter traffic flow direction on county roads as may be necessary.
- State road closures shall be coordinated with the State Police and State Highway Division.

The County's Emergency Management Division shall be notified of evacuations that meet **any** of the following criteria:

- Multi-residential evacuation in unincorporated area(s) of Coos County.
- Evacuation from a city to another jurisdiction.
- Any evacuation involving over 100 evacuees.