

Earthquake Appendix

1. Purpose

- To provide for the coordinated and safe response to earthquake incidents within Coos County.
- To provide procedures for the timely and efficient response by County personnel to earthquakes, to include associated landslides, fires, explosions, hazardous materials incidents and flooding (due to dam failure(s)).

2. Situation and Assumptions

2.1 Situation

- All government facilities, including public schools, libraries, reservoirs, and recreation facilities are subject to damage from even moderate earthquake.
- Recent evaluation of the earthquake threat to Oregon indicates the area may experience a ‘great’ subduction zone earthquake. Damage from this quake would be major to catastrophic with a possible 8.0 to 9.0 on the Richter scale and continuous ground shaking of 3 to 4 minutes. The last recorded catastrophic earthquake occurred January 26, 1700 and history indicates these types of quakes happen every 500 to 600 years, with intervals between events from 150 to 1000 years. Interior earthquakes up to magnitude 7 are also possible.
- Aftershocks will cause additional damages and hinder response capabilities and operations.

2.2 Assumptions

In addition to structural damage to bridges, buildings, utilities, and communications systems, an earthquake of magnitude 6.0 or greater may be expected to result in:

- Additional natural/environmental emergencies such as landslides
- Industrial/technological emergencies such as fire, explosions and hazardous materials incidents
- Disruption of vital services such as water, sewer, power, gas, and transportation
- Damage to, and disruption of, emergency response capabilities (facilities, resources, and systems)

- Loss of businesses and industries, reducing the county's economic base
- Civil unrest and political emergencies

Depending on when the earthquake occurs, a large number of county employees may be unable to make it to work or to the EOC.

Field units may need to self-initiate responses and work independently until centralized command, control and communications can be reestablished.

A 7.0 or greater earthquake has the potential to generate a tsunami affecting the entire west coast.

A 9.0 subduction zone earthquake affecting much of the western British Columbia, Washington, Oregon, and northern California could leave many or most county citizens without for at least 72 hours and possibly for a week or two.

3. Concept of Operations

3.1 General

Most procedures required for response to and recovery from an earthquake are already covered in the (ESF) Emergency Support Function Annexes and supporting appendices of the Emergency Operations Plan (EOP).

The initial concerns in the event of an earthquake are:

- 1) Emergency response
- 2) Situation analysis/damage assessment
- 3) Continuity of government

Aftershocks may generate a tsunami, additional incidents/emergencies, fatalities, injuries, and unsafe structures.

- Action should be taken to protect resources that survived the initial earthquake from damage due to aftershocks and a possible tsunami.
- Follow-up critical facility, damage, and building safety assessments may need to be conducted following all aftershocks.

3.1.1 Emergency Response

Emergency Response actions are those taken immediately after an earthquake to save lives, alleviate suffering, and prevent further damage.

The Emergency Response phase of a major earthquake can be expected to last at least 72 hours during which emergency services in Coos County will be overwhelmed by demand.

With major disruption of primary transportation routes due to infrastructure damage or destruction, the ability to respond will be greatly reduced or non-existent.

One of the most difficult aspects of Emergency Response after an earthquake will be identifying the specific types and locations of incidents that were caused by the earthquake and prioritizing available resources to respond to them.

- Sources of information on incident locations and the overall extent of damages may be received through various means including:
 - 1) Calls to 911
 - 2) Reports over the radio system from fire and law enforcement agencies.
 - 3) Calls to other call-taking points in the county and cities, i.e. government officials, road department, emergency operations center, amateur radio, news reports, and dispatched damage assessment teams, etc.
- 911 calls will be prioritized as received in accordance with their established procedures. Specific calls may be transferred to the emergency operations center, once activated. The basic priorities or response are:
 - 1) Life Safety--First Responders; Threatened public; and, General public
 - 2) Protection of Property
 - 3) Protection of Environment
- Field units may need to self-initiate responses and work independently until centralized command, control and communications can be reestablished.

3.1.2 Situation and Damage Assessments

Concurrent with emergency response activities is the need to gather information to provide an overall situation analysis and, secondarily, to gather information on damage sustained during the earthquake.

3.1.2.1 Situation Assessment

- The ability to obtain an initial situation analysis will depend on resources available and the viability of communications.
- Initial information gathered will focus on identification of situations requiring an emergency response and the condition of critical facilities, including roadways, bridges, and utilities.
- The most likely sources of information will be on-duty fire and police responders and a limited number of 911 calls.

- As field responders assess their response areas for emergency situations, they will also, to the extent possible, gather information on the overall situation and relay it to their appropriate commanders or control centers. This report should attempt to provide a general description of the area according to:
 - 1) the nature of damage
 - 2) the severity of damage
 - 3) the extent of damage
 - 4) estimated number of people affected

- Critical Facility Drive-by
 - 1) Immediately after a seismic event, a “drive-by” survey should be done of all “Critical Facilities.”
 - 2) These initial drive-bys will help identify major problems so that 911 calls and other operational control centers, i.e., EOC’s can prioritize limited resources and direct them to areas with the greatest need.
 - 3) Critical Facility drive-bys will be a county-side cooperative agreement and responsibilities for specific facilities will be pre-assigned to different agencies
 - 4) County and city engineers have the authority to condemn a structure as unsafe for occupation following an earthquake.

3.1.3 Continuity of Government

(Refer to the Continuity of Government Annex to the Basic Plan)

3.2 Recovery

- An assigned in the Emergency Support Function Annexes that will be used in conjunction with this Incident Annex Appendix.

- See the Catastrophic Recovery Plan (to be developed 2010).

4. Duties and Responsibilities

Duties and responsibilities are as assigned in the Basic Plan and Emergency Support Function Annexes.

NOTE: Fire Service will be the Lead Operational Agency.

5. Earthquake Unique Planning Considerations

5.1 Direction and Control

- It is essential for emergency response personnel to take immediate action to gather damage assessment information. This information is needed to determine the severity and extent of injuries and damages. This data is much of the information that decision makers need to implement and prioritize response actions for the following:

- a) Urban Search & Rescue activities
- b) Access control and re-entry to the impacted area
- c) Debris clearance
- d) Restoration of utilities and lifeline repairs
- e) The inspection, condemnation and/or demolition of buildings and other structures

5.2 Damage Assessment

Conduct ground and aerial surveys to determine the scope of damage, casualties, and the status of key facilities.

5.3 Search and Rescue

- Remove trapped and injured people from landslides and building collapses and administer first aid.
- Assist in transporting the seriously injured to medical facilities.
- This activity will depend upon the use of both professional and volunteer search teams including the use of dogs.
- Consideration should be given to the following:
 - a) Use of damage assessment information to identify the facilities and areas where Urban Search & Rescue operations are to be conducted and to establish a priority for conduct of those operations.
 - b) Request for Federal assistance to perform Urban Search & Rescue operations (these teams are available to state and local jurisdictions upon request and are covered in the Federal Response Plan's ESF-9).

5.4 Access Control and Re-Entry

Relevant considerations include, but are not limited to the following:

- Control of access to the area until it is made safe (only those directly involved in emergency response operations should be allowed to enter).
- Establish a protocol for determining the appropriate time to allow evacuees and the general public to re-enter the area that was severely impacted.

5.5 Debris Clearance

The identification, removal, and disposal of rubble, landslides, wreckage, and other material which blocks or hampers the performance of emergency response functions should be a high priority and may include:

- a) Demolition and other actions to clear obstructed roads.
- b) Repair or temporary reinforcement of roads and bridges.
- c) Construction of emergency detours and access roads.

5.6 Inspection, Condemnation, and Demolition

Inspection of buildings and other structures to determine whether it is safe to inhabit or use them and may include the following activities:

- a) Inspection of buildings and structures which are critical to emergency services operations and mass care activities (designated those that may be occupied as well as those that are unsafe – by use of signs). (See Appendices 1,2, and 3 for structures placards.)
- b) Inspection of other buildings and structures that may threaten public safety and also marking them with signs.
- c) Inspection of dams and levees (most people incorrectly call them dikes)
- d) Arrangement for the demolition of condemned structures.

5.7 Utilities and Lifeline Repairs

Restore and repair electrical power, natural gas, water, sewer, and telephone and other communications systems to minimize the impact on critical services and the public.

5.8 Emergency Public Information

The flow of accurate and timely emergency notifications, updates, warnings, and instructional messages is critical to protection of lives and property in the wake of a catastrophic earthquake.

- Survival tips for people on what to do during and immediately after an earthquake.
- Warnings and advice on the continuing threat of fire, unsafe areas to avoid, building collapses, aftershocks, and other hazards.

5.9 Evacuation

Immediately following an earthquake, people may need to be evacuated from structures that have been damaged and are likely to receive more damage when hit by one or more aftershocks. Managers/Administrators of custodial facilities, i.e., hospitals, jails, mental health facilities, nursing homes and retirement centers are required to have plans established for moving their residents.

6. Emergency Service Agency Actions

A severe earthquake can create the need for long periods of repair and restoration and may necessitate the commitment of personnel, equipment, materials, and supplies for long periods after the earthquake itself. The following are checklists of tasks which may need to be accomplished in response to, and recovery from, an earthquake. They should not be considered all-inclusive. Some emergencies will not require that all tasks be accomplished; others will require tasks which are not listed. The checklists are divided according to county departments and emergency operations center staff.

6.1 Assessor Department

6.1.1 Response

- a. ____ Account for all employees on duty – report missing employees to EOC (when activated) or 911
- b. ____ Briefly assess damage to resources/communication systems
- c. ____ Assign engineers and building inspectors to perform damage assessment according to priorities established by standard operating procedures and/or the EOC. (See Appendices H-1, H-2, and H-3 for structure placards under Damage Assessment Annex)
- d. ____ Recommend relocation of EOC activities if necessary
- e. ____ Condemn structures judged unsafe
- f. ____ Maintain documentation of condemned structures
- g. ____ Keep other departments informed of changes in conditions which will affect county and/or city operations
- h. ____ Coordinate inspections of electric, gas, and water systems with appropriate utilities and agencies
- i. ____ Provide protective action information and guidance to the information officer
- j. ____ Upon EOC activation, provide planning section with a list of resources deployed in response to the incident.
- k. ____ Upon EOC activation, provide logistics section with list of needed supplies and resources
- l. ____ Maintain expenditure and time records for presentation to EOC finance section upon their activation
- m. ____ Assign personnel to the situation unit leader to assist with situation analysis
- n. ____ Maintain a log of major decisions and actions taken using ICS-214, Unit Log form

6.1.2 Recovery

- a. ____ Provide personnel to lead (Federal) damage assessment teams
- b. ____ Release excess personnel and equipment when advised to do so by logistics section chief
- c. ____ Schedule appointments between managers of damaged businesses and facilities and FEMA/State Damage Assessment Teams
- d. ____ Assist in the compilation of damage estimates of structures, utilities, roads, bridges, etc. to support request for disaster assistance
- e. ____ Assign personnel to monitor and direct the long-term recovery process (responsibility may be shared with finance section chief)
- f. ____ Complete required paperwork and reports
- g. ____ Participate in after action evaluation

6.2 County Fire Chief (Rural Fire Protection Districts)

6.2.1 Response

- a. ____ Establish communications with field units.
- b. ____ Account for all employees on duty.
- c. ____ Briefly assess damage to workplaces.
- d. ____ Assess damage to department resources and communications systems and to water delivery systems.
- e. ____ Participate in aerial (if possible) damage assessment to determine the extent of fires and hazardous materials involvement.
- f. ____ Assume incident command at the EOC (recommend establishment of unified command with such agencies as Road Department and Law Enforcement).
- g. ____ Assign the operations section chief from a fire agency.
- h. ____ Direct urban search and rescue according to priorities established in the EOC and standard operating procedures. **The priority during this phase is restoring the county emergency response capability and then implementing life-saving measures. Fires and hazardous materials incidents which are not life-threatening have a lower priority than urban search and rescue.**
- i. ____ Consider the capability to maintain medical response.
- j. ____ Assess staffing:
 1. Urban search and rescue following a severe earthquake may require the commitment of all department personnel including volunteers and such groups as ALERT, Explorer Scouts, Sheriff's Office SAR, Army National Guard, and the Hauser and Lakeside Citizen Patrol.
 2. Consider staffing stations with additional EMT's to handle walk-in injured.
 3. Augment administrative staff to respond to direct calls for assistance.
- k. ____ Determine alternate sources of water for fire suppression if water systems have been damaged or destroyed.
- l. ____ Keep informed on road conditions and use appropriate access routes as conditions change. Keep other departments apprized of changes in use of such routes.
- m. ____ As personnel become available, coordinate with Law Enforcement and cooperating agencies to set up patrols in evacuated areas for protection of property and detection of fire. **Such patrols have a lower priority than urban search and rescue.**
- n. ____ Upon EOC activation, provide logistic section with a list of needed supplies and resources.
- o. ____ Upon EOC activation, provide planning section with a list of resources deployed in response to the incident.
- p. ____ Maintain expenditure and time records for presentation to EOC finance section upon their activation.
- q. ____ Coordinate use of emergent volunteers with the support branch director.
- r. ____ Maintain a log of major decisions and actions taken using ICS-214, Unit Log form.

6.2.2 Recovery

- a. ____ Assist in inspections and damage assessment as requested.
- b. ____ Complete necessary paperwork and reports.
- c. ____ Participate in after action evaluation.

6.3 Law Enforcement

6.3.1 Response

- a. ____ Establish communications with units in the field.
- b. ____ Account for all employees on duty.
- c. ____ Briefly assess damage to workplaces.
- d. ____ Assess damage to department resources and communications systems.
- e. ____ Assess staffing:
 1. Consider the activation of reserves, Posse, Army National Guard, and Explorer Scouts.
 2. Augment records staff to respond to direct calls for assistance.
- f. ____ Coordinate with Fire and Road Department to develop evacuation and emergency access routes in affected areas.
- g. ____ Assist in urban search and rescue.
- h. ____ Keep informed on road conditions and use appropriate access routes as conditions change. Keep other departments apprized of changes in use of such routes.
- i. ____ Maintain communication with field units.
- j. ____ Cordon off hazardous areas as necessary and limit travel inside those cordoned areas.
- k. ____ Maintain perimeters, and patrol evacuated areas as necessary.
- l. ____ Upon EOC activation, provide planning section with a list of resources deployed in response to the incident.
- m. ____ Upon EOC activation. Provide logistics section with list of needed supplies and resources.
- n. ____ Maintain expenditure and time records for presentation to EOC finance section upon their activation.
- o. ____ Coordinate use of emergent volunteers with the support branch director.
- p. ____ Maintain a log of major decisions and actions taken using ICS-214, Unit Log form.

6.3.2 Recovery

- a. ____ Assist in inspections and damage assessment as requested.
- b. ____ Complete necessary paperwork and reports.
- c. ____ Participate in after action evaluation.

6.4 Road Department

6.4.1 Response

- a. ____ Establish communications with units in the field.
- b. ____ Account for all employees on duty.
- c. ____ Briefly assess damage to workplaces.
- d. ____ Assess damage to department resources and communication systems.
- e. ____ Upon EOC activation, provide planning section with a list of resources deployed in response to the incident.
- f. ____ Upon EOC activation, provide logistics section with a list of needed supplies and resources.
- g. ____ Maintain expenditure and time records for presentation to EOC finance section upon their activation.
- h. ____ Provide situation unit leader with initial damage assessment information according to established priorities.
- i. ____ Maintain expenditure and time records for presentation to EOC finance section upon their activation.
- j. ____ Coordinate use of emergent volunteers with the support branch director.
- k. ____ Maintain a log of major decisions and actions taken using ICS-214, Unit Log form.

6.4.2 Recovery

- a. ____ Assist in inspections and damage assessment as requested.
- b. ____ Complete necessary paperwork and reports.
- c. ____ Participate in after action evaluation.

6.5 Emergency Management

6.5.1 Response

- a. ____ Assess impact to emergency response and communications capability. Assist in developing and implementing alternative communications systems as necessary.
- b. ____ Consider activation of the EOC.
- c. ____ Consider activation of ARES/RACES if appropriate.
- d. ____ Keep information on conditions updated.
- e. ____ Keep public and other agencies informed through use of the information officer.
- f. ____ Establish and maintain reporting and coordination contact with cooperating jurisdictions, state, and volunteer agencies.
- g. ____ Assist departments as requested/needed.
- h. ____ Upon EOC activation, assume position as Chief of Staff.
- i. ____ Upon EOC activation, brief EOC staff on current conditions, capabilities, and activities.
- j. ____ Upon EOC activation, provide planning section with a list of resources deployed in response to the incident and those available for assignment.
- k. ____ Upon EOC activation, provide logistics section with a list of outstanding or en route requests for additional supplies and resources.
- l. ____ Maintain expenditure and time records for finance section use.
- m. ____ Maintain ICS-214, Unit Log form of major decisions and actions taken.

6.5.2 Recovery

- a. ____ Assist in assessment of damages.
- b. ____ Provide coordination point for disaster recovery activities and agencies.
- c. ____ Assist Assessor, as able, to schedule appointments between managers of damaged businesses and facilities and FEMA/State Damage Assessment Teams.
- d. ____ Complete necessary paperwork and reports.
- e. ____ Conduct the after action evaluation.
- f. ____ Revise and update the Comprehensive Emergency Management Plan as indicated.

6.6 Board of County Commissioners

6.6.1 Response

- a. ____ Account for all employees on duty.
- b. ____ Assess damage to workplace.
- c. ____ Assess staffing. Unless specific instructions are given to the contrary, all county personnel are expected to report for work according to normal schedules.
- d. ____ Consider activation of the Emergency Operations Center.
- e. ____ Assess staffing (assign personnel to EOC as required/requested).
- f. ____ Maintain ICS 214, Unit Log form of major decisions and actions taken.

6.6.2 Recovery

- a. ____ Oversee preparation of requests for federal disaster assistance.
- b. ____ complete required reports and paperwork.
- c. ____ Participate in the after action evaluation.

6.7 County Counsel

6.7.1 Response

- a. ____ Account for all employees on duty.
- b. ____ Assess damage to resources and workplace.
- c. ____ Assess staffing. Unless specific instructions are given to the contrary, all county personnel are expected to report for work according to normal schedules.
- d. ____ Provide support to other departments and EOC as requested.

6.7.2 Recovery

- a. ____ Complete required paperwork and reports.
- b. ____ Participate in after action evaluation.
- c. ____ Ensure that meetings and records comply with public meetings and records restrictions.

6.8 Treasurer

Tracking the financial impact of the earthquake is a shared responsibility between each financial person assigned to each department and the treasurer's office. These departments will be the finance section in the EOC.

6.8.1 Response

- a. _____ Account for all employees on duty.
- b. _____ Assess damage to resources and workplace.
- c. _____ Assess staffing. Unless specific instructions are given to the contrary, all county personnel are expected to report for work according to normal schedules.
- d. _____ Assign personnel to staff the finance section in the EOC. Begin supporting documentation for a disaster declaration and assistance as indicated by the severity of the incident. Consider requesting a technical assistant from FEMA to begin the secondary assessment process.

6.8.2 Recovery

- a. _____ Organize and assign personnel to secondary damage assessment process.
- b. _____ Work with the Assessor to schedule appointments between managers of damaged businesses and facilities and FEMA/State Damage Assessment Teams.
- c. _____ Assign personnel to provide long-term financial tracking of the disaster recovery process and to administer disaster assistance funding.
- d. _____ Provide monetary figures necessary to support a request for a disaster declaration.
- e. _____ Complete necessary paperwork and reports.
- f. _____ Participate in the after action evaluation.
- g. _____ Maintain ICS-214, Unit Log form of major decisions and actions taken.

6.9 Human Resources

6.9.1 Response

- a. _____ Account for all employees on duty.
- b. _____ Assess damage to workplace and resources.
- c. _____ Assess staffing. Consider the need for additional personnel. Unless specific instructions are given to the contrary, all county personnel are expected to report for work according to normal schedules.
- d. _____ Provide staff to the logistics section to assist with the coordination and assignment of volunteer resources.

6.9.2 Recovery

- a. ____ Assist in the hiring of temporary employees and private contractors as necessary.
- b. ____ Complete necessary paperwork and reports.
- c. ____ Participate in the after action evaluation.

7. Emergency Operations Center (EOC) Staff Actions

7.1 Command Staff

In addition to the general guidance provided in the Basic Plan section and annexes in the CCEOP, an earthquake may require the following tasks:

- a. ____ If not already established, initiate an employee status reporting process.
- b. ____ Assign a Safety Officer(s) to monitor overall safety of operations including the need for critical incident stress defusing and debriefings.
- c. ____ If earthquake conditions hamper or overload response capabilities, determine priorities and cost restrictions on the basis of policy decisions made by the county policy group. Keep in mind the number of lives that may be saved, risk to response personnel, accessibility to the scene and the amount of time to accomplish the mission.
- d. ____ Establish a system for citizens to report damage.
- e. ____ Establish a system for identifying, organizing and assigning emergent volunteers. Coordinate with the Safety Officer, Liaison Officer, and Logistics Section Chief.
- f. ____ Ensure that the Initial Damage Assessment is completed (see Damage assessment Annex and EOC Operations Annex and Recovery Function Annex - to be developed).
- g. ____ Consult with policy group and County Counsel as to the need for additional emergency ordinances.
- h. ____ Ensure that the information officer staff establishes a system to manage visits by VIPs.
- i. ____ Establish procedure for emergency demolition of buildings.
- j. ____ Assign personnel to confirm status of families of on-duty staff.

7.2 Operations Section

- a. ____ Assess earthquake situation, scope and impact. Determine status of all county field resources.
- b. ____ Assign the Operations Section Chief from a fire agency.
- c. ____ Direct search and rescue according to priorities established in the EOC and Standard Operating Procedures. **The priority during this phase is restoring County (city) emergency response capability and then implementing life-saving measures. Fires and hazardous materials incidents which are not life-threatening have a lower priority than search and rescue.**
- d. ____ Consider the capability to maintain medical response.
- e. ____ Assess staffing:
 - 1. Search and rescue following a severe earthquake may require the commitment of all department personnel including volunteers and such groups as ALERT; Explorer Scouts; Civil Air Patrol; Posse; Reserves; etc.
 - 2. Consider staffing stations with additional EMTs to handle walk-in injured.
- f. ____ Determine alternate sources of water for fire suppression if water systems have been damaged.
- g. ____ Keep informed on road conditions and use appropriate access routes as conditions change. Keep other departments apprized of changes in use of such routes.
- h. ____ As personnel become available, coordinate with Law Enforcement and cooperating agencies to set up patrols in evacuated areas for protection of property and detection of fire. **Such patrols have a lower priority than search and rescue.**
- i. ____ Deploy resources to meet defined strategy. Perform search and rescue, clear roads, repair facilities, etc. according to established priorities.
- j. ____ Upon EOC activation, provide Planning Section with a list of resources deployed in response to the incident.
- k. ____ Upon EOC activation, provide Logistics Section with a list of needed supplies and resources.
- l. ____ Assist Planning section with Initial Damage Assessment.
- m. ____ Establish and maintain coordination amongst response agencies including Law Enforcement, Fire, Public Works, utility companies, and assisting jurisdictions.
- n. ____ Consider the need to provide security for damaged businesses.
- o. ____ Consider the need for additional technical expertise to assist with structural rescue.
- p. ____ Establish a method for tracking requests for inspections. It is likely that more than one request will be received per facility.
- q. ____ Ensure that access to damaged buildings is tied to degree of damage.
- r. ____ Determine whether search and rescue can safely be conducted after dark.
- s. ____ Confirm procedure on emergency demolition of buildings.
- t. ____ Maintain expenditure and time records for presentation to EOC.

7.3 Planning Section

- a. ____ Assess the earthquake situation with respect to areas affected; damage to response and communications systems, utilities, and other property; casualties; requirements for rescue and evacuation; etc.
- b. ____ Keep Command, Operations, and other sections advised.
- c. ____ Establish a schedule for requesting updated weather and aftershock information.
- d. ____ Assist the Command staff in evaluation of reports and overall conditions to determine whether local resources can meet requirements; whether mutual aid is feasible; and whether additional emergency personnel, equipment, and supplies should be acquired; and whether the EOC staff should be increased.
- e. ____ Develop and keep up-to-date information on conditions of routes, damage and status of relief efforts.
- f. ____ Keep other EOC staff informed, both at planning meetings and as significant events arise.
- g. ____ Establish and maintain reporting and coordination contact with cooperating jurisdictions and state agencies.
- h. ____ Gather lists and display resources committed to the incident and those available for assignment.
- i. ____ Ensure that all responding personnel, including volunteers, Reserves and Explorers are checked into and out of the incident.
- j. ____ Evaluate overall county situation and augment weather reports with other reports to maintain a continuing assessment of the situation.
- k. ____ Situation Unit Leader is to provide maps, charts, and graphs, of the incident in working with Operations.
- l. ____ Conduct planning meetings each shift.
- m. ____ Develop and reproduce a written Incident Action Plan (IAP).
- n. ____ Establish check-in points for citizens wishing to assist (after being processed by Logistics Supply Unit), organized volunteer agencies and other responding resources.
- o. ____ Provide a list of available resources to operations and other sections.
- p. ____ Maintain ICS-214, Unit Log form of major decisions and actions.

Revised: 4/26/2011

IA 2. Earthquake Appendix

Updated: 11/19/2009

7.4 Logistics Section

- a. _____ Establish and maintain coordination with cooperating jurisdictions and determine procedure for requesting additional resources.
- b. _____ Attend planning meetings.
- c. _____ Receive and process requests for outside assistance.
- d. _____ Determine needs of Red Cross and other human services for transportation, communication, etc. Assist as possible.
- e. _____ Assess adequacy of communications systems. Consider activation of ARES/RACES communications and/or requesting additional cellular or satellite phones.
- f. _____ Assess adequacy of transportation resources. Consider activation of 4 wheel drive clubs and/or the National Guard.
- g. _____ Assess adequacy of incident facilities. Consider additional activations if necessary. These may include medical assessment facilities, disaster application centers, food distribution centers, and temporary morgues.
- h. _____ Assess general resource needs of the incident. Resources which may be required in response to a major earthquake include search dog teams, potable water, heavy rescue teams, field hospitals, heavy equipment, generators, lighting equipment, large quantities of plywood, lumber for shoring, chain link fencing, etc.
- i. _____ Coordinate with the finance section for needed funds.
- j. _____ Provide planning and operations sections with status reports and estimated times of arrival of outstanding resource requests.
- k. _____ Maintain ICS-214, Unit Log form, of major decisions and actions.
- l. _____ Determine support needs of incident. This may include child care for EOC and other incident facilities, additional facilities for press and volunteers, warehouses for requested and donated equipment and materials, etc.
- m. _____ Establish a method for screening and assigning volunteer resources, including personnel, equipment and material. Coordinate with operations and planning sections.

7.5 Finance Section

- a. ____ If conditions warrant, gather supporting documentation for a Declaration of Emergency. Provide information to command staff and the planning section and advice as necessary.
- b. ____ Assess financial tracking needs of the incident. Provide staff and procedures to assure adequate financial records are kept. **Since the ability of the county to survive the financial impact of the disaster may depend upon federal reimbursement for expenditures, timely and accurate record-keeping is essential.**
- c. ____ Obtain detailed data on property damage and local financial resources expended in support of the incident.
- d. ____ Organize, deploy, and supervise secondary damage assessment teams. Coordinate secondary damage assessment activities with federal and state teams.
- e. ____ Oversee preparation of necessary damage and funding reports.
- f. ____ Maintain ICS-214, Unit Log form, of major decisions and actions.

8. Sections

- 1. Placard, Inspected – No Restriction on Use or Occupancy
- 2. Placard, Limited Entry – Off Limits to Unauthorized Personnel
- 3. Placard, Unsafe – do No Enter or Occupy
- 4. Guideline for Emergency Level I Bridge Inspections (below)

Section 8.4

GUIDELINE FOR EMERGENCY LEVEL I BRIDGE INSPECTIONS

PURPOSE

During a major earthquake event, there will not be enough bridge inspectors available to meet the immediate need for emergency bridge inspections. Many bridges may be on evacuation routes people are using, or need to use, and a rapid judgment call is necessary to keep them open or close them down. The purpose of this guideline is to establish a standardized process for all agencies to use to determine emergency-use bridge integrity.

GUIDELINE

- [] Ensure safety of own family.
- [] Assess the area for scene safety, i.e. downed power lines, fuel spills, landslides, aftershocks.
- [] Control traffic hazards while inspecting.
- [] Look for obvious freshly broken/hanging concrete or wood on ground near/under structure.
- [] Look for structural alignment, dips or bows by sighting down hand-railing.
- [] Look along the deck and points of support for misalignment, cracks, splits, pulled apart, or crushed.
- [] Check footings for sinking, avoid walking under the structure.
- [] After inspection and actions, mark bridge facing in a visible location, as below:

Red Color indicates closed, Green Color indicates open. If you do not have colored markers, use triage flagging (red or green) to clearly identify bridge status near your markings.

<i>AGENCY</i>	<i>INITIALS</i>
DATE	TIME

- [] Report your findings/actions to the county EOC.