



# **OPERATIONAL AREA EMERGENCY OPERATIONS PLAN**

**Glenn County**



**Glenn County Sheriff's Office –  
Office of Emergency Services  
September 18, 2019**

# Glenn County Operational Area Emergency Operations Plan

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## Table of Contents – Basic Plan

Approval and Implementation .....	5
Concurrence .....	5
Board Resolution.....	6
City of Orland Resolution .....	8
City of Willows Resolution .....	10
Plan Activation .....	12
Authority to Activate this Plan .....	12
Authority to Proclaim a Local Emergency .....	12
Plan Maintenance .....	13
Record of Changes .....	14
Record of Distribution.....	15
SECTION 1: BASIC PLAN.....	17
PREFACE .....	17
Plan Organization & Format.....	18
INTRODUCTION.....	20
I.    PURPOSE AND SCOPE .....	20
Scope.....	21
Plan Objectives.....	22
II.   SITUATION.....	22
III.  ASSUMPTIONS .....	23
IV.  AUTHORITIES & REFERENCES.....	23
Federal.....	23
State .....	24
Local .....	24
Other References .....	27
PLAN DEVELOPMENT AND MAINTENANCE .....	28
OVERVIEW OF EMERGENCY ORGANIZATION .....	29
INTRODUCTION.....	29
I.    EMERGENCY RESPONSE PHASES.....	30

# Glenn County Operational Area Emergency Operations Plan

---

Preparedness Phase .....	30
Response Phase.....	30
Recovery Phase .....	32
Mitigation Phase .....	32
II. SEMS/NIMS LEVELS & FUNCTIONS .....	34
SEMS/NIMS Levels .....	34
SEMS Functions .....	38
SEMS Components .....	41
National Incident Management System (NIMS) .....	43
III. MUTUAL AID SYSTEM .....	44
Coordination with Other Levels of Government.....	47
IV. ROLES & RESPONSIBILITIES .....	49
Director/Deputy Director Office of Emergency Services .....	49
Role of County, City, Special Districts, and Agencies .....	49
Role of County & City Employees as Disaster Service Workers (DSW) .....	50
Organization Responsibility Matrix .....	51
Role of Private Sector.....	53
V. CONTINUITY OF GOVERNMENT .....	58
Lines of Succession.....	58
Reconstitution of the Governing Body.....	61
Protection of Vital Records .....	62
PREPAREDNESS PHASE.....	63
INTRODUCTION.....	63
I. TRAINING & EXERCISES .....	64
Training.....	64
Exercises .....	67
II. PUBLIC AWARENESS & EDUCATION .....	69
III. HAZARD & THREAT ANALYSIS .....	70
Overview of Glenn County .....	70
Hazards and Vulnerabilities.....	71
CONCEPT OF OPERATIONS.....	73

# Glenn County Operational Area Emergency Operations Plan

---

INTRODUCTION.....	73
I. GOALS, PRIORITIES & STRATEGIES.....	73
II. INITIAL RESPONSE.....	74
III. INCREASED READINESS.....	75
Notifications – Increased Readiness Phase.....	76
Increased Readiness Procedure.....	76
IV. IMMEDIATE IMPACT.....	78
V. ACTIVATION & NOTIFICATION.....	79
Activation.....	79
Notification.....	80
VI. EMERGENCY OPERATIONS.....	81
Emergency Operations Center.....	81
Application of ICS, SEMS, & NIMS from Field to EOC.....	82
EOC Coordination across SEMS Levels.....	83
VII. ALERT & WARNING.....	86
Alert & Warning Modes.....	86
VIII. EMERGENCY PROCLAMATIONS.....	87
Local Emergency Proclamations.....	87
State of Emergency.....	88
State of War Emergency.....	89
Local Health Emergency Declaration.....	89
APPENDIX 1: GLOSSARY – ACRONYMS.....	91
ANNEXES.....	108
Functional Annexes.....	108
Annex A: EOC Operating Procedures.....	108
Annex B: Public Information & Warning.....	108
Annex C: Evacuation.....	108
Annex D: Mass Care & Shelter.....	108
Annex E: Public Health & Medical Services.....	108
Annex F: Animal Services.....	108
Annex G: Donations & Volunteer Management.....	108

# Glenn County Operational Area Emergency Operations Plan

---

Annex H: Utilities Disruption..... 108

Annex I: Emergency Resource Directory..... 108

Annex J: Damages & Debris Management..... 108

Annex K: Hazard Specific Procedures..... 108

Annex L: Recovery ..... 108

Annex M: Glenn County Multi-Jurisdiction Hazard Mitigation Plan ..... 109

# Glenn County Operational Area Emergency Operations Plan

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## Approval and Implementation

Transmitted herewith is the updated integrated Emergency Operations Plan for the Operational Area of the County of Glenn, California. This plan supersedes all other plans promulgated by Glenn County and the cities of Orland and Willows for this purpose. It provides a framework in which the departments of the county and cities can plan and perform their respective emergency functions during a disaster or national emergency. This plan recognizes the need for ongoing emergency management planning by all agencies within the Glenn County Operational Area.

This plan attempts to be all-inclusive in combining the four phases of emergency management: mitigation, preparedness, response, and recovery. This plan integrates the emergency operations plans of the Operational Area sub-jurisdictions of City of Willows and City of Orland, as well as, departmental plans including Health and Human Services, Air Pollution Control (CUPA), Planning and Public Works, and Sheriff's Office.

This plan is in accordance with existing federal, state and local statutes. It has been concurred by the Glenn County Board of Supervisors and the Glenn County Office of Emergency Services. It will be revised and updated as required. All recipients are requested to advise the Glenn County Office of Emergency Services of any changes which might result in improvement or increase its usefulness.

## Concurrence

Response agencies were provided a 30 day review and comment period, followed by an awareness level presentation on the Plan at the September 18, 2019, Glenn County Emergency Medical Coordinating Council meeting and the Disaster Council Meeting. Responder agencies, the City of Orland and the City of Willows, concur with the Plan as written and recommended it for approval by the governing bodies of Orland, Willows, and the County of Glenn.

# Glenn County Operational Area Emergency Operations Plan

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## Board Resolution

BOARD OF SUPERVISORS, GLENN COUNTY, CALIFORNIA

RESOLUTION NO: 2019-107

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**APPROVAL AND IMPLEMENTATION OF THE  
GLENN COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS PLAN**

\*\*\*\*\*

**WHEREAS**, disasters strike individuals, neighborhoods, communities, states, and nations from a variety of sources, disrupting the normal activities of life; and

**WHEREAS**, disasters may come from natural events, failure of (man-made) technology, or from acts of war, including terrorism; and

**WHEREAS**, disasters cannot be avoided, their impact can be mitigated through proper preparation, response, and recovery; and

**WHEREAS**, the Glenn County Sheriff's Office - Office of Emergency Services, in conjunction with other emergency planning agencies, developed an Operational Area Emergency Operations Plan (OA EOP), which addresses disaster preparation, response, and recovery for the Operational Area of Glenn County; and

**WHEREAS**, this plan conforms to and incorporates the principles of the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS); and

**WHEREAS**, this plan reflects the State of California Emergency Plan, and is an extension of that plan; and

**WHEREAS**, the local Office of Emergency Services and the Glenn County Disaster Council has submitted the aforementioned plan for review, approval, and implementation by this Board;

**NOW, THEREFORE BE IT RESOLVED** that the Glenn County Board of Supervisors approves this plan and its implementation and authorizes the Chairman to sign the Approval and Implementation page of the plan; and

# Glenn County Operational Area Emergency Operations Plan


**BE IT FURTHER RESOLVED** that all previous editions, versions, and revisions of the Glenn County Operational Area Emergency Operations Plan are superseded by this plan and no longer to be used.

The foregoing resolution was passed by the Board of Supervisors of the County of Glenn on by October 15, 2019 the following vote:

**AYES:** Supervisors Barr, Corum, McDaniel, Minto, and Viegas (Chairman)

**NOES:** None

**ABSENT OR ABSTAIN:** None

  
John Viegas, Chairman,  
Board of Supervisors  
County of Glenn, State of California

**ATTEST:**

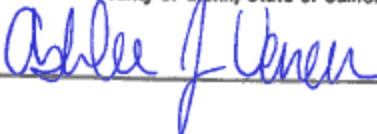
  
\_\_\_\_\_  
DI AULABAUGH, COUNTY CLERK  
and ex officio Clerk, Board of Supervisors  
Glenn County, California

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
WILLIAM VANASEK., County Counsel  
County of Glenn, State of California

The foregoing instrument is a correct copy of the original on file in this office

ATTEST: \_\_\_\_\_  
Di Aulabaugh  
Clerk of the Board of Supervisors  
County of Glenn, State of California

By:  \_\_\_\_\_ Deputy



# Glenn County Operational Area Emergency Operations Plan

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## City of Orland Resolution

### RESOLUTION NO. 2019-28

#### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORLAND FOR APPROVAL AND IMPLEMENTATION OF THE GLENN COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS PLAN

**WHEREAS**, disasters strike individuals, neighborhoods, communities, states, and nations from a variety of sources, disrupting the normal activities of life; and

**WHEREAS**, disasters may come from natural events, failure of (man-made) technology, or from acts of war, including terrorism; and

**WHEREAS**, disasters cannot be avoided, their impact can be mitigated through proper preparation, response, and recovery; and

**WHEREAS**, the Glenn County Sheriff's Office - Office of Emergency Services, in conjunction with other emergency planning agencies, developed an Operational Area Emergency Operations Plan (OA EOP), which addresses disaster preparation, response, and recovery for the Operational Area of Glenn County; and

**WHEREAS**, this plan conforms to and incorporates the principles of the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS); and

**WHEREAS**, this plan reflects the State of California Emergency Plan, and is an extension of that plan; and

**WHEREAS**, the local Office of Emergency Services and the Glenn County Disaster Council has submitted the aforementioned plan for review, approval, and implementation by this Council;

**NOW, THEREFORE BE IT RESOLVED** that the City Council approves this plan and its implementation and authorizes the Mayor to sign the Approval and Implementation page of the plan; and

# Glenn County Operational Area Emergency Operations Plan

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**BE IT FURTHER RESOLVED** that all previous editions, versions, and revisions of the Glenn County Operational Area Emergency Operations Plan are superseded by this plan and no longer to be used.

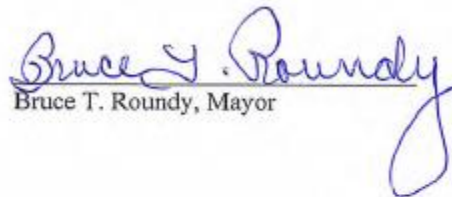
The foregoing resolution was passed by the City Council of the City of Orland at its meeting held on October 7<sup>th</sup>, 2019, by the following vote:

**AYES:** Councilmembers Hoffman, Paschall, Vice Mayor Edwards & Mayor Roundy

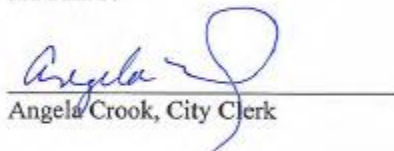
**NOES:** None

**ABSENT:** Councilmember Irvin

**ABSTAIN:** None

  
Bruce T. Roundy, Mayor

**ATTEST:**

  
Angela Crook, City Clerk

# Glenn County Operational Area Emergency Operations Plan

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## City of Willows Resolution

### CITY OF WILLOWS RESOLUTION NO. 20-2019

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ADOPTING THE 2019 GLENN COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS PLAN (OA EOP)**

**WHEREAS**, disasters strike individuals, neighborhoods, communities, states, and nations from a variety of sources, disrupting the normal activities of life; and

**WHEREAS**, disasters may come from natural events, failure of (man-made) technology, or from acts of war, including terrorism; and

**WHEREAS**, disasters cannot be avoided, their impact can be mitigated through proper preparation, response, and recovery; and

**WHEREAS**, the Glenn County Sheriff's Office - Office of Emergency Services, in conjunction with other emergency planning agencies, developed an Operational Area Emergency Operations Plan (OA EOP), which addresses disaster preparation, response, and recovery for the Operational Area of Glenn County, City of Willows; and

**WHEREAS**, this plan conforms to and incorporates the principles of the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS); and

**WHEREAS**, this plan reflects the State of California Emergency Plan, and is an extension of that plan; and

**WHEREAS**, the local Office of Emergency Services and the Glenn County Disaster Council has submitted the aforementioned plan for review, approval, and implementation by this Board;

**NOW, THEREFORE BE IT RESOLVED** that the City of Willows City Council approves this plan and its implementation and authorizes the Chairman to sign the Approval and Implementation page of the plan; and

**BE IT FURTHER RESOLVED** that all previous editions, versions, and revisions of the Glenn County Operational Area Emergency Operations Plan are superseded by this plan and no longer to be used.

The foregoing resolution was passed by the Willows City Council on by October 8, 2019 the following vote:

# Glenn County Operational Area Emergency Operations Plan

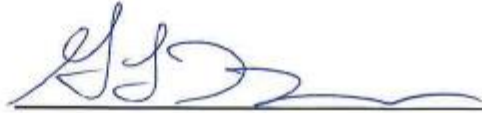
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**AYES:** Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

**NOES:**

**ABSENT**

**ABSTAIN:**



GARY HANSEN, MAYOR  
City Council, State of California

**ATTEST:**



TARA RUSTENHOVEN, CITY CLERK  
City of Willows, State of California

# Glenn County Operational Area Emergency Operations Plan

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## Plan Activation

### Authority to Activate this Plan

The Glenn County Operational Area Emergency Operations Plan may be activated by:

- Director Office of Emergency Services (OES)/Sheriff,
- Deputy Director OES,
- Undersheriff,
- City OES Director, or
- designated alternates

Activation of this Plan will occur under any of the following circumstances:

- On the order of the Director/Deputy Director Office of Emergency Services.
- Upon proclamation by the Governor that a STATE OF EMERGENCY exists in our area.
- Automatically on the proclamation of a STATE OF WAR EMERGENCY as defined in the California Emergency Services Act (Chapter 7, Division 1, Title 2, California Government Code.)
- Upon declaration by the President, of the existence of a National Emergency.
- Automatically, on receipt of an attack warning or actual attack on the United States, or upon occurrence of a catastrophic disaster that requires immediate government response.

### Authority to Proclaim a Local Emergency

The County of Glenn authorizes the following bodies (GCC 02.520.050) to proclaim existence of a local emergency and request assistance from the Governor's Office:

- Director of Office of Emergency Services/Sheriff
- Deputy Director of Office of Emergency Services
- Board of Supervisors

Proclamation of a local emergency must be ratified by the Board of Supervisors within 7 days and renewed every 60 days until terminated.

# Glenn County Operational Area Emergency Operations Plan

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## Plan Maintenance

The Glenn Operational Area Emergency Operations Plan is a living document. It is essential that it be reviewed and updated continually. Revisions are made under the authority of the Director of the Office of Emergency Services. The Deputy Director of the Office of Emergency Services will maintain this document. The EOP may be modified as a result of post-incident analyses and post-exercise critiques or if responsibilities, procedures, laws, rules, regulations, or practices pertaining to emergency management and operations change. It should also be reviewed and possibly modified if hazards, risks or their potential impacts change significantly for the Operational Area. The Office of Emergency Services will review the EOP no later than July 1 every two years (odd numbered years).

Those agencies having assigned responsibilities under this plan are obligated to inform the Deputy Director of OES when changes affecting this EOP occur, are imminent, or are deemed necessary or desirable. Proposed changes to the document will be submitted, in writing, to Glenn County Sheriff's Office - OES.

The Glenn County Sheriff's Office – OES must approve any annexes added to the EOP. Significant revision to the plan (restructure, significant content change etc.) may be brought before the Board for action at the discretion of the OES Director.

Approved changes will be published and sent out to the distribution list as needed. Old pages should be removed and replaced with new pages. The individual in each department/agency responsible for maintaining the document will log changes to each copy on this register.



# Glenn County Operational Area Emergency Operations Plan

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## Record of Distribution

Electronic distribution to partners.

Accessible publicly at <https://www.countyofglenn.net/dept/sheriff/office-emergency-services/response-agencies-plans>

Hard copies located at:

- Glenn County Operational Area Emergency Operations Center (OA EOC)
  - Primary EOC – Orland HHSA
  - Alternate EOC – Willows at Glenn County Public Health (Deputy Director OES office)
  - Alternate EOC – Willows City Hall
  - Alternate EOC – Orland Fire





## SECTION 1: BASIC PLAN

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### SECTION 1: BASIC PLAN

#### PREFACE

This plan was prepared for the Operational Area of Glenn County, California; including the county and the cities of Orland and Willows. This plan was developed as a joint project by the Glenn County Sheriff's Office – Office of Emergency Services (OES) and the cities of Orland and Willows. The plan development was funded by the Emergency Management Performance Grant program. This plan was developed utilizing the “best practices” from numerous Emergency Operations Plans from counties across California including Trinity, Sutter, Siskiyou, Yolo, Solano, Marin, and Tehama. This plan follows the guidelines and practices of the National Incident Management System (NIMS) and California's Standardized Emergency Management System (SEMS).

This plan is based on the authority of the local government(s) for emergency response and contains specific emergency support functions to be provided during an emergency, disaster. This plan applies to all jurisdictions and agencies that operate within Glenn County. This plan delegates Glenn County Sheriff's Office – Office of Emergency Services the authority and responsibility for the coordination and administration of emergency operations for the Operational Area of Glenn County. Any agency and jurisdiction within the Operational Area has the responsibility to develop and maintain plans, policies, and procedures pertaining to emergency and disaster response operations of their agencies and/or jurisdiction.

The information contained in the Basic Plan is available for public consumption, however, annexes may contain sections or appendices that are classified, For Official Use Only (FOUO), and should be handled as sensitive information not to be disclosed. No reproduction or distribution of this document, in whole or in part, is permitted without prior approval from the Glenn County Sheriff's Office – Office of Emergency Services.

# Glenn County Operational Area Emergency Operations Plan

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## Plan Organization & Format

This Plan is divided into several elements that contain general and specific information relating to county emergency management operations. The following elements make up the Glenn County OA EOP:

- **Basic Plan**
  - The Basic Plan provides the structure and organization of the Glenn County Operational Area emergency management, identifies individual roles and responsibilities, describes the concept of operations, and identifies how the County and OA integrate SEMS and NIMS into emergency management operations.
  
- **Functional Annexes**
  - Functional Annexes contain detailed methods that the County and Operational Area of Glenn follow for critical functions during emergency operations. Functional Annexes include:
    - A. Emergency Management - Emergency Operations Center (EOC) Procedures
    - B. Public Information & Warning
    - C. Evacuation
    - D. Mass Care & Shelter
    - E. Public Health & Medical Services
    - F. Animal Services
    - G. Donations & Volunteer Management
    - H. Utilities Disruption
    - I. Emergency Resource Directory
    - J. Damage Assessments & Debris Management Plan
  
- **Annex K - Hazard Annexes**
  - Hazard Annexes can be found in Annex K and contain detailed information pertaining to an identified hazard as well as methods to support response and coordination to the hazard. Hazard Annexes include:
    - Flood
    - Dam Failure
    - Severe Weather
    - Hazardous Materials
    - Wildfire
    - Seismic Events - Earthquake/Volcano
    - Transportation – Multi-Casualty Incident
    - Disease Epidemic – Pandemic
    - Terrorism

# Glenn County Operational Area Emergency Operations Plan

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- **Annex L - Recovery**
  - Recovery Annex, Annex L, provides the organization and management necessary to coordinate recovery phase operations.
- **Annex M - Mitigation Annex**
  - Mitigation Plan Annex, Annex M, The Glenn County Multi-Jurisdictional Hazard Mitigation Plan identifies natural hazards that may affect the OA, their impacts, and the desired mitigation actions to address and minimize the risk and future losses from natural hazards such as flooding, severe storms, earthquakes, and wildland fires.
- **Appendices**
  - The Appendices contain relevant forms, resources, and information to supplement the guidance throughout the Plan.

# Glenn County Operational Area Emergency Operations Plan

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## INTRODUCTION

### I. PURPOSE AND SCOPE

The Glenn County Operational Area Emergency Operations Plan (EOP) addresses the response to extraordinary emergency situations associated with natural disasters and technological (man-made) emergencies in, or affecting, the Operational Area. This Plan may also provide the structure for responding to a planned event within the Operational Area.

AN EMERGENCY IS A SITUATION THAT REQUIRES IMMEDIATE ACTION BEYOND THE SCOPE OF NORMAL OPERATIONS AND MUTUAL AID. It is beyond the control of the services, personnel, equipment, and facilities of that particular political subdivision and requires the combined forces of other political subdivisions to combat (California Emergency Services Act § 8558(c)).

Section 8559 of the California Government Code defines an operational area as “an intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county geographical area”. The Glenn operational area comprises the cities of Orland and Willows and the unincorporated areas of the County.

This EOP serves the following purpose:

- A. To describe the Glenn County Operational Area emergency organization
- B. To provide guidance for disaster education, training, drills and exercises
- C. To provide planning guidance and references to more detailed information
- D. To provide a framework for response during emergencies, to include authorities and responsibilities and operational priorities for all potential responders and response leadership
- E. During emergencies, to conduct effective assessment, set priorities and make sure that necessary functions are carried out effectively and efficiently
- F. To provide for continuity of government during emergencies
- G. To provide for continuity of operations for essential services, both governmental and non-governmental.

# Glenn County Operational Area Emergency Operations Plan

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This plan is not intended to replace the standardized operating plans, policies or procedures of any agency or other entity. The effective response operations depend upon agencies that respond within their established roles and capabilities.

Those documents developed by county departments and relating to emergency preparedness or operations are integrated and coordinated with this plan. Office of Emergency Services staff promotes and provides support for these cooperative planning efforts.

This plan provides channels for communication between agencies that do not frequently work together. It provides a means to access needed resources, a framework for recovery, and a method of organizing and confirming information for public release.

This plan is intended to be flexible enough to function in an emergency of any type and severity, and to facilitate sound response and early recovery activities.

## Scope

The policies, procedures, and provisions of this plan are applicable to all agencies and individuals, public and private, having responsibilities for emergency preparedness, response, recovery, and/or mitigation activities within the Glenn Operational Area.

This plan applies to any extraordinary emergency situation associated with any hazard, natural or human-caused (technological), which may affect part or all of the operational area. Such events often generate situations requiring planned, coordinated responses by multiple agencies and jurisdictions.

Examples of emergencies addressed by this plan are included in the Hazard Analysis and the hazard-specific annexes. These are not all-inclusive lists, but examples of past and potential incidents. Emergencies will vary in their nature, severity, complexity, duration, human and economic impacts, and other features and implications. The common denominator is that they cannot be effectively managed using only day-to-day resources, practices and systems.

# Glenn County Operational Area Emergency Operations Plan

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## Plan Objectives

These objectives apply to all phases of emergency management, including recovery and mitigation.

1. Establish a framework for the overall management and coordination of emergency operations.
2. Enable emergency response personnel to assess emergency situations and take appropriate actions to protect lives and reduce injuries, prevent or minimize damage to public and private property, and protect the environment.
3. Train emergency response personnel and local government staff to efficiently and effectively prepare for, respond to, and recover from emergencies and disasters.
4. Describe the overall emergency management organization in Glenn County.
5. Delineate the responsibilities of local, state, and federal agencies in the event of an emergency or disaster affecting Glenn County.
6. Establish lines of authority and coordination for the management and mitigation of emergencies and disasters.
7. Facilitate mutual aid to supplement local resources.
8. Describe the procedures for accessing state and federal assistance following an emergency or disaster.

## II. SITUATION

- A. Glenn County is a rural county located in the northern part of California. The population for Glenn County is approximately 29,000. The county is bisected by I-5 with the Mendocino Forest on the West and the Sacramento River on the East.
- B. The county is exposed to many hazards, all of which have the potential for disrupting the community, causing damage, and creating casualties. Potential hazards which may occur in or around the county are floods, severe weather, terrorism, dam failure, hazardous materials release incident (fixed facility or transportation), seismic events, multi-casualty incident, utility failure, disease, civil unrest, landslides, and wildfires.

# Glenn County Operational Area Emergency Operations Plan

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## III. ASSUMPTIONS

- A. An emergency or disaster may occur within the County at any time and without warning.
- B. Local jurisdictions have the capability to perform response and recovery operations for most emergencies, but a disaster may be of such magnitude that response and recovery requirements exceed the local resources and mutual aid from the region and/or state may be necessary.
- C. Local response agency personnel have been trained in the appropriate level of National Incident Management System (NIMS)/Standardized Emergency Management System (SEMS) for the position they will fill during a disaster.
- D. The Incident Command System (ICS) will be used to manage and document the disaster response and recovery.
- E. Glenn County will coordinate emergency response with adjacent jurisdictions, tribal entities, cities, agencies and individuals.
- F. The resources of Glenn County will be made available to local jurisdictions to respond to and recover from disaster.
- G. Glenn County will commit its resources to a reasonable degree before requesting mutual aid assistance.
- H. Mutual aid assistance will be requested when disaster relief requirements exceed Glenn County's ability to meet them.
- I. The plan outlines potential hazards and identifies recommended guidelines to coordinate response activities.
- J. 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.

## IV. AUTHORITIES & REFERENCES

The following references provide the authorities for conducting and/or supporting emergency management functions, and were used in the development of this plan. Full texts of these references are available.

### Federal

- Homeland Security Act of 2002, public Law 107-296
- Federal Civil Defense Act of 1950 (Public Law 920, as amended)



# Glenn County Operational Area Emergency Operations Plan

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- Disaster Relief Act of 1969
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended).
- Army Corps of Engineers Flood Fighting (Public Law 84-99).
- Homeland Security Presidential Directive 5

## State

- California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code).
- Standardized Emergency Management System (SEMS) Regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations) and (California Government Code §8607 et seq).
- California Disaster and Civil Defense Master Mutual Aid Agreement, 1950
- Hazardous Materials Area Plan Regulations (Chapter 4 of Division 2, Title 19, Article 3, §2720-2728 of the California Code of Regulations ) and (California Health and Safety Code, Division 20, Chapter 6.95, Section 25503.5)
- California Department of Water Resources Flood Control (California Water Code §128).
- California Natural Disaster Assistance Act (Title 2, Division 1, Chapter 7.5 of the Government Code)
- Orders and Regulations that may be selectively promulgated by the Governor during a State of Emergency.
- Orders and Regulations that may be selectively promulgated by the Governor to take effect upon the existence of a State of War.
- Public Health Officer authorities and regulations (California Health and Safety Code § 101000 et seq.)

## Local

Glenn County Code (GCC) Chapter 2.520 Emergency Services and Organizations, based on Ordinance 553, 1972

- 02.520.010 Chapter Purpose
  - A. The declared purposes of this chapter are to provide for the preparation and carrying out of plans for the protection of persons and property within this county in the event of an emergency; the direction of the emergency organization; and the coordination of the emergency functions of this county with all other public agencies, corporations, organizations, and affected private persons. (Ord. 553 § 1, 1972.)
- 02.520.020 Emergency Defined
  - A. As used in this chapter, "emergency" means the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this county caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which

# Glenn County Operational Area Emergency Operations Plan

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conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of this county, requiring the combined forces of other political subdivisions to combat. (Ord. 553 § 2, 1972.)

- 02.520.030 Disaster Council--Created--Membership
  - A. The Glenn County disaster council is created and shall consist of the following:
    - The chairman of the board, who shall be chairman;
    - The director of emergency services, who shall be vice chairman;
    - Such chiefs of emergency services as are provided for in a current emergency plan of this county, adopted pursuant to this chapter;
    - Such representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility, as may be appointed by the board  
(Ord. 553 § 3, 1972.)
- 02.520.040 Disaster Council--Powers & Duties
  - A. It shall be the duty of the Glenn County disaster council, and it is empowered, to develop and recommend for adoption by the board, emergency and mutual aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements. The disaster council shall meet upon call of the chairman or, in his absence from the county or inability to call such meeting, upon call of the vice chairman. (Ord. 553 § 4, 1972.)
- 02.520.050 Emergency Services Director & Assistant Director--Offices Created--Powers & Duties
  - A. There is created the office of director of emergency services who shall be appointed by the board.
  - B. There is created the office of assistant director of emergency services, who shall be appointed by the director.
  - C. The director is empowered to:
    - Request the board to proclaim the existence or threatened existence of a local emergency if the board is in session, or to issue such proclamation if the board is not in session. Whenever a local emergency is proclaimed by the director, the board shall take action to ratify the proclamation within seven days thereafter or the proclamation shall have no further force or effect;
    - Recommend that the chairman of the board request the Governor to proclaim a "State of Emergency" when, in the opinion of the director, the locally available resources are inadequate to cope with the emergency;
    - Control and direct the effort of the emergency organization of this county for the accomplishment of the purposes of this chapter;
    - Direct cooperation between and coordination of services and staff of the emergency organization of this county; and resolve questions of authority and responsibility that may arise between them;

# Glenn County Operational Area Emergency Operations Plan

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- Represent this county in all dealings with public or private agencies on matters pertaining to emergencies as defined in Section 2.52.020;
  - In the event of the proclamation of a "local emergency" as provided in Section 2.52.050 C (1) and (2), the proclamation of a "state of emergency" by the Governor or the Director of the State Office of Emergency Services, or the existence of a "state of war emergency," the director is empowered:
    - To make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the board;
    - To obtain vital supplies and equipment, and such other properties found lacking and needed for the protection of life and property and to bind the county for the fair value thereof, and, if required immediately, to commandeer the same for public use;
    - To require emergency services of any county officer or employee and, in the event of the proclamation of a "state emergency" in the county or the existence of a "state of war emergency", to command the aid of as many citizens of this county as he deems necessary in the execution of his duties; such persons shall be entitled to all privileges, benefits, and immunities as are provided by state law for registered disaster service workers;
    - To requisition necessary personnel or material of any county department or agency, and
    - To execute all of his ordinary power as director of emergency services, all of the special powers conferred upon him by this chapter or by resolution or emergency plan pursuant hereto adopted by the board, all powers conferred upon him by any statute, by any agreement approved by the board, and by any other lawful authority.
    - The director of emergency services shall designate the order of succession to that office, to take effect in the event the director is unavailable to attend meetings and otherwise perform his duties during an emergency. Such order of succession shall be approved by the board;
    - The director of emergency services shall, with the assistance of the emergency service chiefs, develop emergency plans and manage the emergency programs of this county, and shall have such other powers and duties as may be assigned by the board.  
(Ord. 555 § 1, 1972; Ord. 553 § 5, 1972.)
- 02.520.060 Emergency organization
    - A. All officers and employees of this county, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations, and persons who may

# Glenn County Operational Area Emergency Operations Plan

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by agreement or operation of law, including persons impressed into service under the provisions of Section 2.52.050 C (6)(c) of this chapter, be charged with duties incident to the protection of life and property in this county during such emergency, shall constitute the emergency organization of the county. (Ord. 553 § 6, 1972.)

- 02.520.070 Emergency Plan
  - A. The Glenn County disaster council shall be responsible for the development of the county emergency plan, which plan shall provide for the effective mobilization of all the resources of this county, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency; and shall provide for the organization, powers and duties, services, and staff of the emergency organization. Such plan shall take effect upon adoption by resolution of the board. (Ord. 553 § 7, 1972.)
- 02.520.080 Expenditures
  - A. Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the county. (Ord. 553 § 8, 1972.)
- 02.520.090 Acts Prohibited
  - A. No person shall, during a state of war or local emergency,
    - Willfully obstruct, hinder, or delay any public officer or employee in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed upon the officer or employee by virtue of this chapter;
    - Do any act forbidden by any lawful rule or regulation issued pursuant to this chapter, if such act is of such a nature as to give or be likely to give assistance to the enemy, or to imperil the lives or property of inhabitants of this county, or to prevent, hinder, or delay the defense or protection thereof;
    - Wear, carry, or display, without authority, any means of identification specified by the emergency agency of the state.  
(Ord. 1060 § 15, 1995; Ord. 553 § 9, 1972.)

## Other References

- NIMS and SEMS guidance documents
- California OES EOP Crosswalk
- Existing emergency operations and emergency action plans

# Glenn County Operational Area Emergency Operations Plan

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## PLAN DEVELOPMENT AND MAINTENANCE

The Glenn Operational Area Emergency Operations Plan is a living document. It is essential that it be reviewed and updated continually. Plan preparation and revisions are made under the authority of the Director of Emergency Services as a member of the Glenn County Disaster Council. Under Chapter 2.520.030, the Council comprises the Chair of the Board of Supervisors and the Director of Emergency Services. The Code also provides mechanisms for inclusion of “such chiefs of various emergency services” and/or “such representatives of civic, business, labor, veterans, professional, or other organizations” as may be deemed beneficial.

The Deputy Director of Office of Emergency Services will maintain this document. The EOP may be modified as a result of post-incident analyses and post-exercise critiques or if responsibilities, procedures, laws, rules, regulations, or practices pertaining to emergency management and operations change. It should also be reviewed and possibly modified if hazards, risks or their potential impacts change significantly for the Operational Area. The Office of Emergency Services will review the EOP no later than July 1 every two years (odd numbered years) and conduct necessary updates.

Those agencies having assigned responsibilities under this plan are obligated to inform the Deputy Director of OES when changes affecting this EOP occur, are imminent, or are deemed necessary or desirable. Proposed changes to the document will be submitted, in writing, to Glenn County Sheriff’s Office - OES.

The Glenn County Sheriff’s Office – OES must approve any additional annexes added to the EOP. Significant revision to the plan (restructure, significant content change etc.) may be brought before the Board for action at the discretion of the OES Director.

Approved changes will be published and sent out to the distribution list as needed. Old pages should be removed and replaced with new pages.

# Glenn County Operational Area Emergency Operations Plan

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## OVERVIEW OF EMERGENCY ORGANIZATION

### INTRODUCTION

Glenn County's emergency organization involves government departments, cities, special districts and independent organizations, including private, nonprofit, and volunteer groups. The County depends heavily on volunteers for fire suppression, emergency medical services, rescue, hazardous materials response and other assistance. Government workers often have multiple responsibilities. It is essential to define roles before a crisis so that each understands where to report and what duties to expect to perform without having to discuss how to cover other work or get approval from a supervisor at the time.

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 Glenn County Emergency Operations Plan and commitment of county emergency response resources. The Glenn County 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.

# Glenn County Operational Area Emergency Operations Plan

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## I. 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 county 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:

# Glenn County Operational Area Emergency Operations Plan

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- Evacuation of threatened populations to safe areas
- Advising threatened populations of the emergency and apprising them of safety measures to be implemented
- Advising Glenn County and the Board of Supervisors of the emergency
- Identifying the need for mutual aid and coordinating the request through the Glenn County Sheriff's- Office of Emergency Services
- Requesting an emergency proclamation by the Board of Supervisors

## *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 Glenn County 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 county during this phase:

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

## **Glenn County will give priority to the following operations:**

- Dissemination of accurate and timely emergency information and warning to the residents of Glenn County
- Situation analysis
- Resource allocation and control
- Evacuation and rescue operations
- Care and shelter operations
- Health and Medical system support
- Restoration of vital services

When Glenn County resources are committed and additional resources are required, requests for mutual aid will be initiated through the Glenn County Office of Emergency Services or the EOC. Glenn County Law Enforcement, Fire, Health, and Public Works Departments will request or render mutual aid directly through established channels. Any action which involves financial outlay by the county or a request for military assistance must be authorized by appropriate officials. Only the Governor can



# Glenn County Operational Area Emergency Operations Plan

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mobilize the State National Guard. If required, the California Office of Emergency Services (Cal-OES) may be requested by Glenn County 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 Glenn County Operational Area Emergency Operations Center (OA EOC) may be activated. Any activation of the jurisdiction EOC for emergency response will be reported to Cal-OES. A local emergency may be proclaimed at the city and/or county 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 Director of Cal- OES and/or the Governor. Cal-OES may also activate the Regional Emergency Operations Center (REOC) and/or the State Operations Center (SOC) to support local jurisdictions and other entities to coordinate of the state's emergency response.

## Recovery Phase

As soon as possible, the Cal-OES will bring together representatives of federal, state, county, and city agencies, as well as representatives of the non-governmental relief agencies, to coordinate the implementation of assistance programs and establishment of support priorities. The recovery period has major objectives that may overlap, including:

- Resumption of County and City services
- Restoration of essential utility services
- Permanent restoration of Glenn County 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.)

# Glenn County Operational Area Emergency Operations Plan

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- Structural measures
- Public information and community relations
- Land use planning
- Professional training

# Glenn County Operational Area Emergency Operations Plan

## II. SEMS/NIMS LEVELS & FUNCTIONS

### SEMS/NIMS Levels

There are five levels in the SEMS organization. Each level is activated as needed. The Incident Command System should be applied at all levels.

#### *Field*

The field response level is where emergency response personnel and resources, under the command of an appropriate authority, carry out tactical decisions and activities in direct response to an incident or threat. SEMS regulations require the use of ICS at the field response level of an incident.

ICS is to be used in the management of all emergency response operations. Incident commanders (ICs) are to be selected based on each incident's conditions and needs and the most qualified responder available. Presumptive ICs for some incidents include:

<b>Wildland fire:</b>	State or Federal fire agency with jurisdiction
<b>Highway/traffic:</b>	California Highway Patrol
<b>Hazardous materials:</b>	Agency with primary investigative authority
<b>Public health emergency:</b>	Glenn County Public Health
<b>Criminal/terrorist act:</b>	Law enforcement agency with jurisdiction
<b>Most other incidents:</b>	Glenn County Sheriff's Office – Office of Emergency Services

#### *Local*

In general, local governments include cities, counties, special districts, and can include tribal entities. Local governments manage and coordinate the overall emergency response and recovery activities within their jurisdictions. Local governments are required to use California's Standardized Emergency Management System (SEMS) when their emergency operations center is activated or a local emergency is declared or proclaimed in order to be eligible for state funding of response-related personnel costs. In SEMS, the local government emergency management organization and its relationship to the field response level may vary depending upon factors related to geographical size, population, function, and complexity.

#### *Tribal Government*

The United States government recognizes tribes as domestic, independent nations with the right to self-governance, tribal sovereignty and self-determination. Tribal governments are responsible for the protection and preservation of life, property and the environment on tribal lands. Responsibilities may include deploying field-level emergency response personnel and activating emergency operations centers and issuing orders to protect the public.

# Glenn County Operational Area Emergency Operations Plan

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Federal / State Authorities: The Stafford Act, in 42 U.S.C., Section 5122(B), defines an Indian tribe or authorized tribal organization as local governments. Under 28 U.S.C, Section 1360, California has criminal law enforcement jurisdiction over offenses committed by or against tribes and civil law enforcement jurisdiction over offenses to which the tribes are a party. Local ordinances are not applicable to tribes or tribal land.

Tribal governments maintain various levels of emergency preparedness, coordination, communication and collaboration with federal, state and local governments. When there is threat of an emergency or actual emergency tribal authorities must take the appropriate actions to cope with the situation and activate their tribal emergency preparedness procedures and plans.

Glenn County will make every effort to support the tribal communities in their response and recovery efforts. As conditions require and upon request from the tribe, the available and appropriate federal, state and local government resources will, in accordance with prior arrangements and as authorized by law, be committed to tribal lands to protect lives, property and the environment.

## *Operational Area*

Under SEMS, the Operational Area (OA) means an intermediate level of the state's emergency services organization which encompasses the county and all political subdivisions located within the county including special districts and cities. The operational area manages and/or coordinates information, resources, and priorities among local governments within the operational area, and serves as the coordination and communication link between the local government level and the regional level. The Glenn Operational Area has designated the County as the lead agency.

## *Regional*

Because of its size and geography, the state is divided into six mutual aid regions. The purpose of a mutual aid region is to provide for the effective application and coordination of mutual aid and other emergency related activities. In SEMS, the regional level manages and coordinates information and resources among operational areas within the mutual aid region, and between the operational areas and the state level. The regional level also coordinates overall state agency support for emergency response activities within the region.

When activated, coordination at the regional level will usually be carried out with the Inland Regional Emergency Operations Center (REOC), located in Sacramento. Liaisons from other OAs in the region and/or regional mutual aid coordinators may operate from the Glenn OA EOC.

Glenn County lies in Mutual Aid Region III and the Inland Administrative Region of California Office of Emergency Services.



# Glenn County Operational Area Emergency Operations Plan

## State

The state level of SEMS manages state resources in response to the emergency needs of the other levels, and coordinates mutual aid among the mutual aid regions and between the regional level and state level. The state level also serves as the coordination and communication link between the state and the federal disaster response system.

When activated, coordination at the state level will be carried out with the State Operations Center (SOC). State agency liaisons may operate from the Glenn OA EOC, an Incident Command Post (ICP), or other suitable location. County liaisons may be assigned to Incident Command Posts, an EOC, or state locations.

## Federal

Coordination with federal agencies will usually be carried out at the state level, however federal liaisons may operate from the Glenn OA EOC and/or one or more ICPs.

County liaisons may be assigned to Incident Command Posts (ICPs) and/or federal locations.

## Levels of Operations

*NOTE: SOME INCIDENTS MAY NOT STRICTLY FOLLOW THIS DESCRIPTION, E.G. WILDFIRE OR AIRCRAFT CRASH.*

Level	Examples
Federal	Federal On-Scene Coordinator; Federal Centers
State	State Emergency Operations Center (Sacramento); State Liaisons
Region III	Inland Regional Emergency Operations Center (Sacramento); Regional Fire, Law and Medical/Health Coordinators
Operational Area	Glenn OA Emergency Operations Center (EOC); County & sub-jurisdictions
Local	Local Entities; Departmental Operations Centers (DOCs)
Field	Field units; Incident Command Posts

# Glenn County Operational Area Emergency Operations Plan

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## SEMS Functions

At each level, the organization has five functions. These five functions are the foundation upon which the ICS organization develops. They apply to handling a routine emergency at the field level, organizing for a major incident at the local or Operational Area level, or managing a major response going clear to the state level.

On small incidents, the Incident Commander (IC)/EOC Manager may manage all five functions. As the scale grows, functions can be divided into sections and sections into branches, units, and groups as needed.

## Command/Management

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

### Command

A key concept in all emergency planning is to establish command and tactical control at the lowest level that can perform that role effectively in the organization. In the ICS, the Incident Commander (IC), with appropriate policy direction and authority from the responding agency, sets the objectives to be accomplished and approves the strategy and tactics to be used to meet those objectives. The IC must respond to higher authority. Depending upon the incident size and scope, the higher authority could be the next ranking level in the organization up to the agency or department executive. This relationship provides an operational link with policy executives who customarily reside in the DOC or EOC, when activated.

### Management

This function directs, orders, and controls resources by virtue of explicit legal, agency, or delegated authority. At the field level, it is the Command function. In the EOC or DOC, it is Management and is responsible for overall emergency policy and coordination through the joint efforts of governmental agencies and private organizations.

Management or command is ultimately led by the agency with primary jurisdictional or investigatory authority, with other command staff assigned based on incident response needs.

# Glenn County Operational Area Emergency Operations Plan

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The EOC serves as a central location from which multiple agencies or organizations coordinate information collection and evaluation, priority setting and resource management. Within the EOC, the Management function:

- Facilitates multi-agency coordination and executive decision making in support of the incident response
- Implements the policies established by the governing bodies
- Facilitates the activities of the Multi-Agency Coordination (MAC) Group

## Operations

Responsible for coordinating and supporting all jurisdictional operations supporting the response to the emergency through implementation of the organizational level's Action Plans (AP). At the Field Level, the Operations Section is responsible for the coordinated tactical response directly applicable to, or in support of the objectives in accordance with the Incident Action Plan (IAP). In the EOC, the Operations Section Chief manages functional coordinators who share information and decisions about discipline-specific operations. Requests for resources through the established mutual aid systems are coordinated by Operations.

## Logistics

Responsible for providing facilities, services, personnel, equipment and materials in support of the emergency. Unified ordering takes place through the Logistics Section to ensure controls and accountability over resource requests. As needed, Unit Coordinators are appointed to address the needs for communications, food, medical, supplies, facilities and ground support.

## Planning/Intelligence

Responsible for the collection, evaluation and dissemination of operational information related to the incident for the preparation and documentation of the IAP at the Field Level or the AP at an EOC. Planning/Intelligence also maintains information on the current and forecasted situation and on the status of resources assigned to the emergency or the EOC. As needed, Unit Coordinators are appointed to collect and analyze data, prepare situation reports, develop action plans, set Geographic Information Systems (GIS) priorities, compile and maintain documentation, conduct advance planning, manage technical specialists and coordinate demobilization.

## Finance/Administration

Responsible for all financial and cost analysis aspects of the emergency and for any administrative aspects not handled by the other functions. As needed, Unit Leaders are appointed to record time



# Glenn County Operational Area Emergency Operations Plan

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expended for incident or EOC personnel and equipment, coordinate procurement activities, process claims and track costs.

The field and EOC functions are further illustrated in the [Figure Comparison of Field and EOC SEMS Functions](#).

PRIMARY SEMS FUNCTION	FIELD RESPONSE LEVEL	EOCs AT OTHER SEMS LEVELS
Command/Management	Command is responsible for directing, ordering and/or controlling of resources.	Management is responsible for facilitation of overall policy, coordination and support of the incident.
Operations	The coordinated tactical response of all field operations in accordance with the Incident Action Plan.	The coordination of all jurisdictional operations in support of the response to the emergency in accordance with the EOC Action Plan.
Planning/Intelligence	The collection, evaluation, documentation and use of intelligence related to the incident.	Collecting, evaluating and disseminating information and maintaining documentation relative to all jurisdiction activities.
Logistics	Providing facilities, services, personnel, equipment and materials in support of the incident.	Providing facilities, services, personnel, equipment and materials in support of all jurisdiction activities as required.
Finance/Administration	Financial and cost analysis and administrative aspects not handled by the other functions.	Responsible for coordinating and supporting administrative and fiscal consideration surrounding an emergency incident.

# Glenn County Operational Area Emergency Operations Plan

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## SEMS Components

### *Management by Objectives*

The Management by Objectives (MBO) feature of ICS, as applied to SEMS, means that each SEMS Level establishes, for a given Operational Period, measurable and attainable objectives to be achieved. An objective is an aim or end of an action to be performed. Each objective may have one or more strategies and performance actions needed to achieve the objective.

### *Operational Period*

The Operational Period is the length of time set by command at the Field Response Level and by management at other levels to achieve a given set of objectives. The period may vary in length from a few hours to days, and will be determined by the situation.

### *Action Plans*

Action planning should be used at all SEMS Levels. There are two types of action plans in SEMS: Incident Action Plans and EOC Action Plans. Incident Action Plans (IAP) are used at the Field Response Level. The IAP can be either written or verbal although, for documentation purposes, the written IAP is preferable. The IAP contains objectives reflecting the overall incident strategy, specific tactical actions and supporting information for the next Operational Period. IAPs are an essential and required element in achieving objectives under ICS.

**EOC Action Plans** are crafted at Local Government, OA, Region and State EOC Levels. The use of EOC Action Plans provides designated personnel with knowledge of the objectives to be achieved and the steps required for achievement. EOC Action Plans not only provide direction, but also serve to provide a basis for measuring achievement of objectives and overall system performance. Action Plans can be extremely effective tools during all phases of a disaster.

### *Organizational Flexibility*

**A Modular Organization** – The intent of this SEMS feature is that at each SEMS Level, only those functional elements that are required to meet current objectives need to be activated. All elements of the organization can be arranged in various ways within or under the five SEMS essential functions. The functions of any non-activated element are the responsibility of the next highest element in the organization. Each activated element must have a person in charge; however, one supervisor may be in charge of more than one functional element.

### *Organizational Unity and Hierarchy of Command*

Organizational unity means that every individual within an organization has a designated supervisor. Hierarchy of command/management means that all functional elements within each activated SEMS Level are linked together to form a single overall organization with appropriate span of control limits.

# Glenn County Operational Area Emergency Operations Plan

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## *Span of Control*

Maintaining a reasonable span of control is the responsibility of every supervisor at all SEMS Levels. The optimum span of control is one-to-five, meaning that one supervisor has direct supervisory authority over five positions or resources. The recommended span of control for supervisory personnel at the Field Response Level and all EOC Levels should be in the one-to-three to one-to-seven ratio. A larger span of control may be acceptable when the supervised positions or resources are all performing a similar activity.

## *Personnel Accountability*

An important feature to all SEMS Levels is personnel accountability. This is accomplished through the Organizational Unity and Hierarchy of Command or Management features, along with the use of check-in forms, position logs and various status forms. The intent is to ensure that there are proper safeguards in place so all personnel at any SEMS Level can be accounted for at any time.

## *Common Terminology*

In SEMS, common terminology is applied to functional elements, position titles, facility designations and resources. The purpose of having common terminology is to rapidly enable multi-agency, multi-jurisdiction organizations and resources to work together effectively. This will vary from level to level in terms of directing, controlling, coordinating and resource inventorying. Procedures for effective resource management must be geared to the function and the level at which the function is performed.

## *Integrated Communications*

This feature of SEMS relates to hardware systems, planning for system selection and linking, and the procedures and processes for transferring information. At the Field Response Level, integrated communications are used on any emergency. At and between all SEMS Levels, there must be a dedicated effort to ensure that communications systems, planning and information flow are accomplished in an effective manner. The specifics of how this is accomplished at EOC Levels may be different than at the Field Response Level.

More on the SEMS Regulations and SEMS Guidelines can be found on the [Cal OES Website](#).

# Glenn County Operational Area Emergency Operations Plan

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## National Incident Management System (NIMS)

The terrorist attacks of September 11, 2001, illustrated the need for all levels of government, the private sector and nongovernmental agencies to prepare for, protect against, respond to and recover from a wide spectrum of events that exceed the capabilities of any single entity. These events require a unified and coordinated national approach to planning and to domestic incident management. To address this need, the President signed a series of Homeland Security Presidential Directives (HSPDs) that were intended to develop a common approach to preparedness and response. Two HSPDs that are of particular importance to emergency planners:

**HSPD-5, Management of Domestic Incidents:** identifies steps for improved coordination in response to incidents. It requires the Department of Homeland Security (DHS) to coordinate with other federal departments and/or agencies and state, local and tribal governments to establish a NRF and a National Incident Management System (NIMS).

**HSPD-8, National Preparedness:** describes the way Federal departments and agencies will prepare. It requires DHS to coordinate with other Federal departments and agencies—and with state, local and tribal governments to develop a National Preparedness Goal.

Together, NIMS, NRF and the National Preparedness Goal define what needs to be done to prevent, protect against, respond to and recover from a major event. These efforts align Federal, state, local, and tribal entities, the private sector and non-governmental agencies to provide an effective and efficient national structure for preparedness, incident management and emergency response.

NIMS structure provides a consistent framework for incident management at all jurisdictional levels, regardless of the cause, size or complexity of the incident. Building on ICS and NIMS, it provides the nation's first responders and authorities with the same foundation for incident management for terrorist attacks, natural disasters and all other emergencies. NIMS structure requires the institutionalization of ICS and its use to manage all domestic incidents.

NIMS structure integrates existing best practices into a consistent, nationwide approach to domestic incident management that is applicable at all jurisdictional levels and across functional disciplines. Six major components make up the NIMS's approach:

- Command and Management
- Preparedness
- Resource Management
- Communications and Information Management
- Supporting Technologies
- Ongoing Management and Maintenance

# Glenn County Operational Area Emergency Operations Plan

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## III. MUTUAL AID SYSTEM

The foundation of California's emergency planning and response is a statewide mutual aid system which is designed to ensure that adequate resources, facilities, and other support are provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation(s).

The basis for the system is the California Master Mutual Aid Agreement as referenced in the California Emergency Services Act. It created a formal process wherein each jurisdiction retains control of its own personnel and facilities but can give and receive help whenever it is needed.

State government is obligated to provide available resources to assist local jurisdictions in emergencies. To facilitate the coordination and flow of mutual aid, the state has been divided into six Mutual Aid Regions and three Administrative Regions (refer figure in this section). Glenn County is located within Mutual Aid Region III. The general flow of mutual aid resource requests is depicted in the diagram on the next page.

Emergency Managers Mutual Aid (EMMA) is a State plan to facilitate mutual aid to Emergency Operations by providing assistance from Operational Areas to other Operational Areas and/or to California Office of Emergency Services (Cal-OES) during disasters/emergencies. Trained emergency management personnel are deployed to disaster centers/locations providing expertise in one of the five functions of SEMS/ICS.

### *SEMS Levels of the Mutual Aid System*

#### Field Level Requests

Requests for MMAA resources originate from the Field Level and are managed by the Incident Commander (IC). If the IC is unable to obtain the resource through existing local channels, the request is elevated to the next successive government level until obtained or cancelled.

#### Local Government Request

Local jurisdictions are responsible for the protection of life and property within the municipal geographic boundaries. The local jurisdiction where the incident occurred should assess its resource inventory and existing local agreements to determine if the requested resources are available. When locally committed resources are exhausted and mutual aid is needed, the local official will request assistance from the OA Mutual Aid Coordinator.

# Glenn County Operational Area Emergency Operations Plan

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## Operational Area Requests

The OA is a composite of its political subdivisions, (i.e. municipalities, contract cities, special districts and county agencies). The OA Mutual Aid Coordinator assesses the availability of resources within the OA and fulfills the resources request based upon that assessment. In the event resources are unavailable at the OA level, the request is forwarded to the responsible Region Mutual Aid Coordinator to be filled.

## Region Level Requests

The State is geographically divided into six Mutual Aid Regions. For Law Enforcement Mutual Aid, Region I is divided into two sub-regions. Each Mutual Aid Region is comprised of multiple OAs and has a Regional Mutual Aid Coordinator. The Region Mutual Aid Coordinator is granted the authority to coordinate the mutual aid response of discipline-specific resources within the Region to support a mutual aid request by a jurisdiction also within the Region. In the event resources are unavailable at the Region Level, the request is forwarded to the State Mutual Aid Coordinator to be filled.

## State Level Requests

On behalf of the Governor, the Director of Cal OES has the responsibility for coordination of State mutual aid resources in support of local jurisdictions during times of emergency. The Director will analyze and coordinate the request by forwarding the request to an unaffected REOC or tasking an appropriate state agency to fill the need. Figure 11 - Discipline- Specific Mutual Aid Systems documents the flow of information, resource requests and resources within specific mutual aid agreements relative to the SEMS organization levels.

## *Discipline Specific Mutual Aid Coordinators*

The statewide system includes several discipline-specific mutual aid systems such as, but not limited to, fire and rescue, law enforcement and emergency management. The adoption of SEMS does not alter existing mutual aid systems.

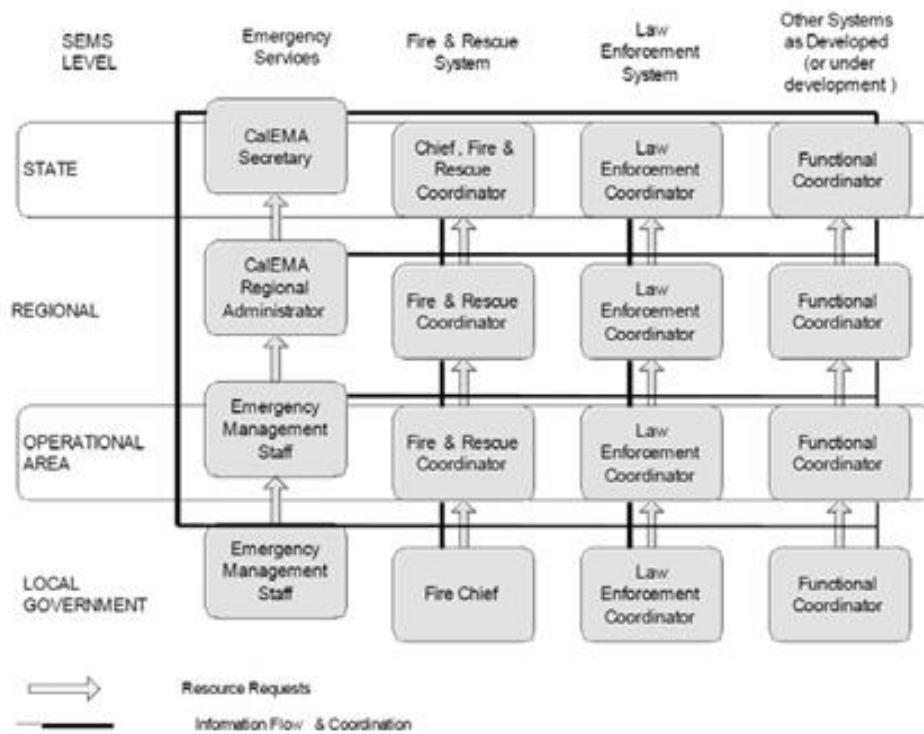
To further facilitate the mutual aid process, particularly during day-to-day emergencies involving public safety agencies, Fire and Law Enforcement Mutual Aid Coordinators have been selected and function at Operational Area, regional, and state levels.

The basic role of a Mutual Aid Coordinator (law/fire/medical-health) is to receive mutual aid requests, coordinate the provision of resources from within the coordinator's geographic area of responsibility, and pass on unfilled requests to the next SEMS level.

# Glenn County Operational Area Emergency Operations Plan

During a disaster, the Glenn County Operational Area Mutual Aid Coordinators will be assigned to the Glenn County Emergency Operations Center.

Figure - Discipline- Specific Mutual Aid Systems documents the flow of information, resource requests and resources within specific mutual aid agreements relative to the SEMS organization levels.



# Glenn County Operational Area Emergency Operations Plan

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## Coordination with Other Levels of Government

Glenn County has identified the cities, special districts, volunteer agencies, and private agencies within the County geographical area that may have an emergency response role during an emergency, or disaster, which affects Glenn County. Their emergency roles have been identified and provisions for coordination with each of them made.

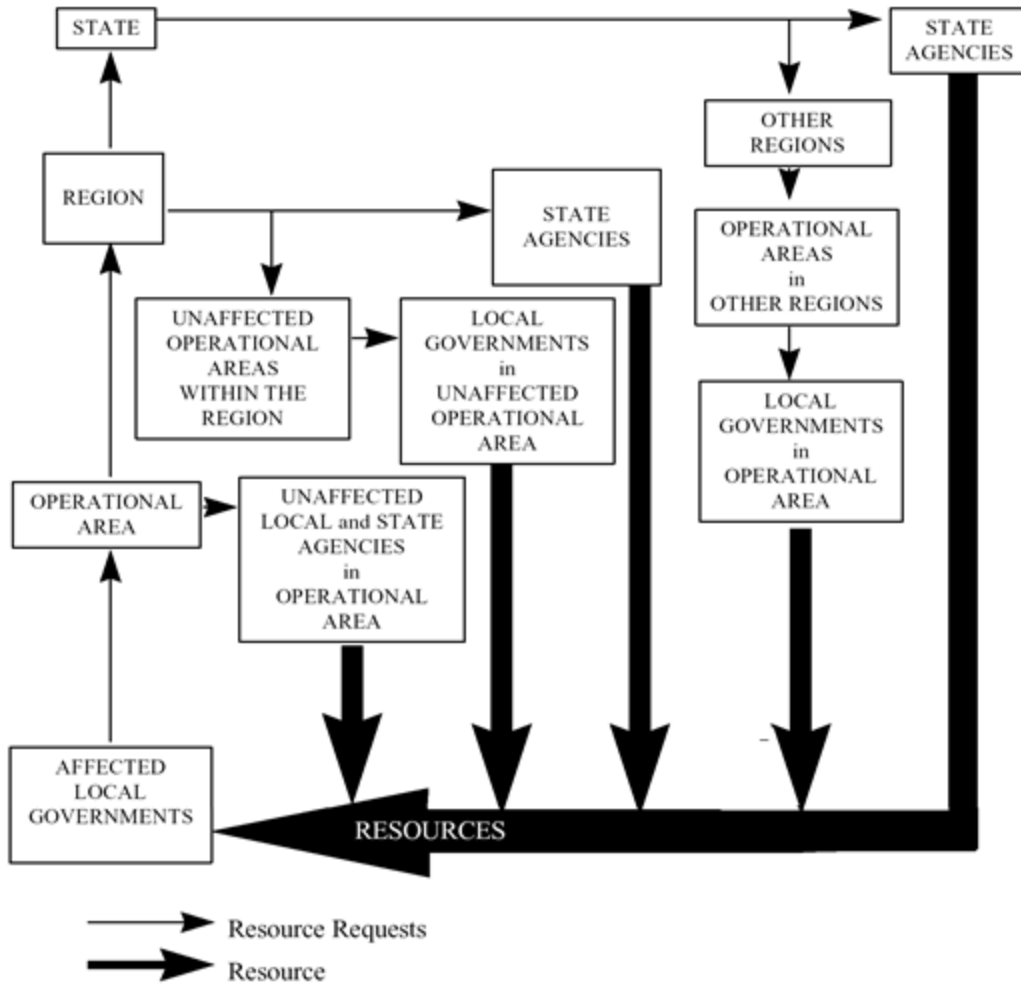
The County will also work with state and federal agencies that have emergency responsibilities to ensure they are integrated into County emergency operations.

A flow chart delineating the various paths for mutual aid and resource requests is shown on the following page.



# Glenn County Operational Area Emergency Operations Plan

## MUTUAL AID CONCEPT: Flow of Resource Requests



# Glenn County Operational Area Emergency Operations Plan

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## IV. ROLES & RESPONSIBILITIES

The County of Glenn's emergency management operation functions under the Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS). Glenn County is part of the California Office of Emergency Services' Administrative Inland Region and Mutual Aid Region III.

### Director/Deputy Director Office of Emergency Services

Within the County of Glenn government organization, the Sheriff's Office is responsible to the Glenn County Board of Supervisors for the County's OES program and had the authority to implement the program goals. The County has taken the necessary steps and has budgeted a full-time Deputy Director of OES that performs the overall emergency management program coordination and day-to-day emergency management functions and activities.

The Sheriff, as the Director of Emergency Services, heads the emergency management organization with day to day responsibility designated to the Deputy Director of Office of Emergency Services (OES). The Deputy Director OES is responsible for implementing the Emergency Operations Plan, as well as the overall emergency management program coordination. The Director and Deputy Director OES have the authority to activate and coordinate emergency services for the County and Operational Area of Glenn, proclaim a local emergency, and request mutual aid, State and Federal assistance. The Director and Deputy Director of OES shall command County and City staff for emergency response and recovery work, as Disaster Service Workers, during a proclaimed emergency. The Director and Deputy Director OES activate, direct, and manage the Operational Area Emergency Operations Center (OA EOC) and have the authority to delegate the functional responsibility of Director of the OA EOC to City OES Director, other mutual aid OES Director, or other qualified designee.

### Role of County, City, Special Districts, and Agencies

Within the emergency organization, departments and agencies have specified roles and responsibilities for certain functions. Two functional matrices, one for the response phase and one for the recovery phase, display the defined responsibilities (Functional Matrices). The Glenn County departments and the Operational Area member jurisdictions with responsibilities under this plan are responsible to prepare and maintain Standard Operating Procedures (SOPs) detailing their personnel assignments, policies, notification rosters, and resource lists. Emergency response personnel should be acquainted with these SOPs, and receive periodic training on the policies and procedures contained within the SOPs.

Each county department is responsible for identifying a principal coordinator for NIMS implementation within that department. The Office of Emergency Services will provide support to those coordinators.

# Glenn County Operational Area Emergency Operations Plan

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The cities of Orland and Willows do not have standalone Offices of Emergency Services and do not typically stand up City EOCs due to the overall size of the OA jurisdiction and the limited resources. Instead an integrated OA EOC is established to allow city and county staff, interchangeably, fill the necessary positions to accomplish a joint EOC effort.

During normal operations, this organization exists only on paper, but during an emergency it is designed to be activated and expanded as necessary. The number of people activated and the functions activated under each level will depend on the size, nature, and complexity of the incident.

For most hazards that might occur in the Glenn County OA, a Level 2 activation consisting of a small core group of individuals cross-trained in the different SEMS functions could likely manage an incident effectively and efficiently. Few events have the potential to require activation of a large component of people for an EOC. Events impacting the county's population centers have greater potential than do those in outlying areas.

In the case of a major event affecting many people or areas simultaneously, the OA EOC will be activated at a Level 1, highest level. An event of this magnitude will require extensive staffing and typically long duration. Emergency Management Mutual Aid (EMMA) coordinated through Cal-OES will likely be necessary to sufficiently staff and support operations.

## **Role of County & City Employees as Disaster Service Workers (DSW)**

During a disaster/emergency, public employees may be instructed by their employer to carry out disaster-related activities within the course and scope of their employment. During a disaster/emergency, the Glenn County Sheriff's Office - Office of Emergency Services will determine the need for, and identification of, those County employees who will be designated DSW. California Government Code 3100 provides that any public employee, by virtue of their public employment, may be assigned as a Disaster Service Worker (DSW) during a disaster, state of emergency, state of war emergency, or local emergency. The Office of Emergency Services will coordinate training opportunities including appropriate ICS and NIMS/SEMS certification with departments, who will ensure their employees are trained in their emergency operations roles.

# Glenn County Operational Area Emergency Operations Plan

## Organization Responsibility Matrix

### Response Functional Matrix

SEMS/NIMS FUNCTIONS	Mgt			Operations												
	EOC management	Public Information	Liaison	Alerting/Warning	Fire & rescue	Law Enforcement	Search & Rescue	Access & Movement	Animal Services	HazMat	Infrastructure	Utilities	Care & Shelter	Medical & EMS	Public / Mental Health	
DEPARTMENT/AGENCY																
L – Lead Responsibility L* - Co-Lead S – Support Responsibility																
Emergency Services	L*	L*	S	L*		S	L*			S					S	
Sheriff/Coroner	L*	L*	S	L*		L	L*	S	L*							
Police Chief/City OES	L*					L*										
City Fire Chief/City OES	L*				L*					S						
Fire Coordinator		S	S		L		S			S						
County Admin Officer/City Manager		S	L													
County/City Counsel		S	S													
Animal Control									L*							
Planning & Public Works	S							L			L	S				
Agriculture/ Air Pollution Control/CUPA									S	L						
Public Health	S	S	S	S									S	S	L*	
Mental Health													S		L*	
Environmental health										S	S					S
Social/human Services													L			
Auditor’s Office			S													
Recorder																
Assessor																
Personnel																
Finance																
Education				S				S								
Information Technology				S												
Children’s Services													S			
Glenn Medical Center				S										S	S	
SSV-EMS														L		
Non-governmental orgs			S								L	S	S			

# Glenn County Operational Area Emergency Operations Plan

## Response Functional Matrix Continued

SEMS/NIMS FUNCTIONS	Plans				logistics						finance			
	Situation Analysis	Documentation	Technical Services	Demobilization	Personnel	Transportation	Communications	Facilities	Resource Status	Supply & Procurement	Time Keeping	Purchasing & Contracts	Compensation & Claims	Cost Recovery
DEPARTMENT/AGENCY														
L – Lead Responsibility														
L* - Co-Lead														
S – Support Responsibility														
Emergency Services (City/County)	L*		L	L			L*	L*						S
Sheriff/Coroner	L*			S			L*							
Fire Coordinator	S													
County Admin Officer/City Manager					S						S			S
County/City Counsel														S
Animal Control														
Planning & Public Works	S		S	S		L		L						
Agriculture/ Air Pollution Control/CUPA	S		S											
Public Health	S		S				S							
Mental Health			S											
Environmental health			S											
Social/Human Services														
Auditor’s Office		S		S			S	S						
Recorder		L*								S				
Assessor														S
Personnel					L			S		L				
Finance		S						S	L	S	L	L	L	
Education						S								
Information Technology							S							
Children’s Services														
SSV-EMS														
Glenn Medical Center														
Non-governmental orgs						S	S	S						

# Glenn County Operational Area Emergency Operations Plan

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## Role of Private Sector

### *Businesses*

Much of Glenn County'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, as well as 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 local, State, and Federal 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 *Cal OES Hazardous Materials Program* requires businesses that handle hazardous materials that meet certain quantity or risk thresholds submit Business Program Plans and Risk Management Plans to the Glenn County Certified Unified Program Agency (CUPA). The CUPA has Hazardous Materials Area Plans to respond to a release of hazardous material within Glenn County.

### 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 shutdown procedures.
- A company command post.

# Glenn County Operational Area Emergency Operations Plan

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- 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. Local governments can effectively coordinate with businesses by establishing a business operations center that is linked to their existing EOC.

## *Volunteer Organizations*

Glenn County 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. Some examples of voluntary organizations in Glenn County are the following:

- American Red Cross
- Disaster Healthcare Volunteers
- Lutheran Disaster Relief
- AmeriCorps NCCC
- Volunteer Organizations Active in Disasters (VOAD)
- Salvation Army
- Tzu Chi
- North Valley Animal Disaster Group (NVDAG)

## *Public-Private Partnerships*

The private sector provides valuable assistance and resources to support emergency response and recovery activities. 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 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.

# Glenn County Operational Area Emergency Operations Plan

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## *Role of Glenn County Residents*

The residents of Glenn County are the primary beneficiaries of the County'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, registering for emergency alerting systems and being prepared to evacuate or shelter in-place for several days.

Many residents join disaster volunteer programs such as American Red Cross, Disaster Healthcare Volunteers etc. 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.

## *Populations with Disabilities and Other 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. 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 – temporary and/or lifelong
- Live in institutionalized settings
- Are elderly
- Are unaccompanied children
- Are from diverse cultures
- Have limited English proficiency or are non-English speaking
- Have sight or hearing losses (impairments)
- Are transportation disadvantaged
- Other situations that would require assistance

Lessons learned from recent emergencies concerning people with disabilities and other access and functional needs 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 other access and functional needs:



# Glenn County Operational Area Emergency Operations Plan

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**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 other access and functional needs transportation providers for identification and movement of people with mobility impairments and those with transportation disadvantages.

**Sheltering** – Care and shelter plans must address the needs of people with disabilities and other access and functional needs 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 / systems
- 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

It is the intent of this plan that every reasonable accommodation will be made for those residents and visitors with special needs, both before and during an emergency. It must be understood that a disaster, by its very nature, degrades the availability, quantity, quality, and timeliness of public services, including those ordinarily provided in an emergency. Resources and services will be at a premium, and under accepted emergency management practice, must be allocated for the greatest benefit of the entire population.

Family members and other pre-existing caregivers and support providers should be supported to the extent possible. This can both improve the services delivered and reduce the demand for specialized services provided by response agencies.

# Glenn County Operational Area Emergency Operations Plan

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Examples of accommodation for those with special needs are provided below. This is not intended as a complete list, but an illustration of measures in place or available to promote equitable service to all.

## Examples of Persons with Special Needs and Support Measures

Condition	Support Measures
Hearing Impairment	9-1-1 / County Communications Center has systems to exchange visual information, including TTY telephone and the ability to accept emergency requests via e-mail Instructions and other information will routinely be provided on the World Wide Web Appropriate services may be provided at locations for public briefings and shelters. Printed outlines of verbal briefings or press releases may be available at briefing locations.
Visual impairment	CodeRED System (reverse 911) provides auditory warnings, information, and updates Briefings, updates and instructions are routinely provided by voice
Mobility impairment	Transportation resources should include wheelchair accessible vehicles and assistance for those who ambulate only with devices, assistance, or difficulty Briefing locations and shelters should be established in locations that can accommodate wheelchairs, walkers, crutches, and similar devices
Cognitive impairment	Existing support provided by family members and caregivers can be supported during emergency operations Limited means may be available to provide services to small groups
Medically fragile	Although those with indwelling devices, special equipment, or other special needs should do whatever they can to maintain their normal systems, limited support may be available to assist them in an emergency
Age-related dependency	Dependent children and seniors will usually be served best by their familiar family members or caretakers. Those efforts should be supported to the extent possible; however unattended individuals or small groups will be accommodated within available resources.
Low English language proficiency or literacy	County 9-1-1 offers foreign language interpretation services for Spanish and other languages found in limited numbers in the county
General	Evacuation planning and operations should consider those who will be unable to hear warnings, answer their doors, or leave their locations independently. General shelter planning should include considerations for additional privacy or accommodation made necessary by some evacuees' physical, developmental, or other special needs.

# Glenn County Operational Area Emergency Operations Plan

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## V. CONTINUITY OF GOVERNMENT

Government at all levels is responsible for providing continuity of effective leadership and authority, direction of emergency operations and management of recovery operations. To this end, it is particularly essential that the County of Glenn, the cities, and nongovernmental entities fulfilling essential governmental or quasi-governmental functions continue to function. A major disaster could result in the death, injury, or loss of access to key government officials, the partial or complete destruction of established seats of government, and the destruction of public and private records essential to continued operations of government. The California Government Code and the Constitution of California provide the authority for state and local government to reconstitute itself in the event that incumbents are unable to serve.

### Lines of Succession

Section 8638, Article 15, Chapter 7, Division 1, Title 2 of the California Government Code provides for the appointment of up to three standby officers for each member of the governing body. This article also provides for the succession of officers who head departments responsible for maintaining law and order or for furnishing public services relating to health and safety. Additionally, Article 15 outlines procedures to assure continued functioning of political subdivisions in the event the governing body, including designated alternates, is unavailable to serve. The alternates shall have the same authority and powers as the regular officers or department heads. The succession list for the County of Glenn, City of Willows, and City of Orland, are provided on the following page.

Each department and organization listed in the table (Glenn County, City of Willows, City of Orland) Lines of Succession, should specify in writing each alternate title/position, the order of delegation, the duration of delegation, and any limits to the designated authorities and responsibilities. These delegations should be provided promptly to the Director of Emergency Services, and may be modified or revoked at any time by the official delegating the authority.

# Glenn County Operational Area Emergency Operations Plan

## Glenn County Lines of Succession

FUNCTION/ DEPARTMENT	ALTERNATE(S) TITLE/POSITION
Sheriff/Coroner	<ol style="list-style-type: none"> <li>1. Undersheriff/Assistant Coroner</li> <li>2. Lieutenant(s)</li> </ol>
Director of Emergency Services (OES)	<ol style="list-style-type: none"> <li>1. Deputy Director OES</li> <li>2. Undersheriff</li> </ol>
County Administrative Officer	<ol style="list-style-type: none"> <li>1. Chairman of the Board</li> </ol>
Director of Planning & Community Developmental Services	<ol style="list-style-type: none"> <li>1. Principle Planner</li> <li>2. Building Official</li> <li>3. Environmental Health Director</li> </ol>
Director of Public Works	<ol style="list-style-type: none"> <li>1. Assistant Director of Public Works</li> <li>2. PW Field Operations Manager(s)</li> </ol>
Fire Coordinator	<ol style="list-style-type: none"> <li>1. Rural Fire District Chief(s)</li> </ol>
Health Officer	<ol style="list-style-type: none"> <li>1. Public Health Nursing Director</li> <li>2. Public Health Nurse Program Manager</li> </ol>
Director of Health & Human Services	<ol style="list-style-type: none"> <li>1. Deputy Director (PH, MH, Admin, SS)</li> <li>2. Deputy Director (PH, MH, Admin, SS)</li> </ol>
CUPA (Air Pollution Control)	<ol style="list-style-type: none"> <li>1. Environmental Program Manager(s)</li> </ol>
Agriculture Commissioner	<ol style="list-style-type: none"> <li>1. Deputy Agriculture Commissioner</li> <li>2. Assistant Agriculture Commissioner</li> </ol>
Director of County Services	<ol style="list-style-type: none"> <li>1. Fleet Service Center Manager</li> <li>2. County Facilities Field Operations Manager</li> </ol>
County Superintendent of Schools	<ol style="list-style-type: none"> <li>1. Deputy Superintendent of Educational Services</li> <li>2. Director of Business</li> </ol>
County Counsel	<ol style="list-style-type: none"> <li>1. District Attorney serves as Deputy Co. Counsel</li> </ol>

## Glenn County Operational Area Emergency Operations Plan

FUNCTION/ DEPARTMENT	ALTERNATE(S) TITLE/POSITION
District Attorney	1. Deputy District Attorney
Director of Personnel	1. Personnel Assistant III
Director of Finance	1. Assistant Director of Finance 2. Supervising Accountant
Chief Probation Officer	1. Deputy Chief Probation Officer
County Assessor/Clerk Recorder	1. Assistant Clerk Recorder
Director of Child Support Services	1. Child Support Supervisor

### *City of Willows Lines of Succession*

FUNCTION/ DEPARTMENT	ALTERNATE(S) TITLE/POSITION
City Manager	1. Administrative Director 2. Director of Emergency Services
Director of Emergency Services	1. Community Services Director 2. County Deputy Director OES
Director of Public Works	1. Public Works Supervisor 2. Maintenance Worker 1
Fire Chief	1. Assistant Fire Chief 2. Training Officer
City Administrative Officer	1. Mayor 2. Vice Mayor
Administrative Director	1. Administrative Assistant

# Glenn County Operational Area Emergency Operations Plan

## *City of Orland Lines of Succession*

<b>FUNCTION/ DEPARTMENT</b>	<b>ALTERNATE(S) TITLE/POSITION</b>
City Manager	1. City Clerk/Asst. City Manager 2. Director of Public Works
Police Chief	1. Sergeant 1 (502) 2. Sergeant 2 (503) 3. Next most senior officer
Director of Public Works	1. Public Works Lead/Supervisor
Fire Chief	1. First Assistant Fire Chief 2. Second Assistant Fire Chief

## **Reconstitution of the Governing Body**

Section 8635 et seq., Article 15, Chapter 7, Division 1, Title 2 of the California Government Code establishes a method for reconstituting the governing body. Section 8644 authorizes that, should all members, including all standbys, be unavailable, temporary officers shall be appointed by the chairman of the board of the county in which the political subdivision is located or by the chairman of the board of any other county within 150 miles.

Section 8642 of Article 15 requires local governing bodies to convene as soon as possible whenever a state of emergency or local emergency exists and at a place not necessarily within the political subdivision. Under Article 15, the duties of a governing body during emergencies include determining the damage to the jurisdiction and its personnel and property, reconstituting itself and any subdivisions, and performing functions in preserving law and order and furnishing local services.

Section 23600 of the California Government Code provides that the Board of Supervisors shall designate alternative county seats that may be located outside county boundaries. (Real property cannot be purchased for this purpose.) A resolution designating the alternate county seats must be filed with the Secretary of State and additional seats may be designated subsequent to the original site designations if circumstances warrant.

# Glenn County Operational Area Emergency Operations Plan

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## Protection of Vital Records

In the County of Glenn, the Clerk Recorder is responsible for the preservation and protection of vital records. Additionally each County department is responsible for their essential records. Each department within the County must identify, maintain, and protect its essential records whether that is through the Clerk Recorder or through their department. Departments should evaluate their policies and practices to assure that as many records as possible, within budgetary constraints, are duplicated with backup copies stored off-premises in a secure location. Backups may be in print, microfilm, computer media or other suitable medium, or on a secure computer storage system remotely accessible by authorized personnel.

Vital records are defined as those records that are essential to the rights and interests of individuals, governments, corporations and other entities, including vital statistics, land and tax records, license registers, articles of incorporation, and historical information. Vital records also include those records essential for emergency response and recovery operations, including utility system maps, emergency supply and equipment locations, resource lists, emergency operations plans and procedures, and personnel rosters. These vital records will be essential to the re-establishment of normal Glenn County government functions, serving to protect the rights, interests, and functions of government. These rights and interests may include the constitutions, charters, statutes, ordinances, court records, official proceedings and financial records of Glenn County.

## PREPAREDNESS PHASE

### INTRODUCTION

Preparedness Phase is the focus of the most time and effort in Emergency Management work. Preparedness is an on-going task and often involves preparing for events that have a low occurrence rate but high devastation rate. The County Office of Emergency Services takes a lead role in preparedness efforts with partners from many other governmental agencies, public-private partnerships, the private sector, volunteer organizations, and others.

Emergency responders, including those without day-to-day response roles, should recognize a need to prepare (education), have adequate guidance on what to expect and how to respond (planning), learn what is necessary to fulfill their roles (training), and have the necessary resources to do the job (capability). They need to maintain readiness in the absence of events by practicing what would be done (exercises). They need to be alert to an impending or occurring emergency, and to take appropriate actions to prevent or reduce its impacts (mitigation). Additionally, relationships with neighboring jurisdictions, with regional and state agencies, and with various working groups must be established and maintained (coordination). Success relies on participation of many individuals and organizations throughout the emergency preparedness partnership.



# Glenn County Operational Area Emergency Operations Plan

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## I. TRAINING & EXERCISES

The Director of Emergency Services is responsible for establishing and maintaining an ongoing program of training and exercises, including county departments and private, nonprofit, volunteer, and other response and support organizations.

Individual county departments and potential emergency response and support organizations are responsible for providing and maintaining the capabilities of their personnel and organizations. The Glenn County Office of Emergency Services supports those activities.

**The purpose of the county's emergency training and exercise program is to:**

- Effectively carry out the county's functions in emergency preparedness, response, and recovery operations
- Establish and maintain compliance with SEMS, NIMS, and other regulations
- Qualify for state and federal grants to further develop preparedness and response capabilities
- Identify future training and exercise needs and opportunities
- Maintain high levels of cooperation and integration among county departments and allied organizations, including state and federal agencies.

### Training

NIMS compliance requires that personnel, including those in local government, private sector, and non-governmental organizations, meet specified training standards. Those training guidelines are provided in the tables on the following pages.

Additional training and exercise subjects should reflect the hazards, vulnerabilities, and response considerations in the county. Orientation to the OA EOP and to the EOC will be required for and provided by staff in the Office of Emergency Services. The Office of Emergency Services will strive to provide training to key EOC position holders as soon as practical following staff turnover.

FEMA's NIMS Integration Center provides the following training recommendations:

**The NIMS Training Program, September 2017 provides the following recommendations:**

**Type 1, 2, and 3 incidents\* should take the following training, at a minimum:**

- ICS-100 (Introductory Incident Command System)
- ICS-200 (Basic Incident Command System)
- ICS-300 (Intermediate Incident Command System)

# Glenn County Operational Area Emergency Operations Plan

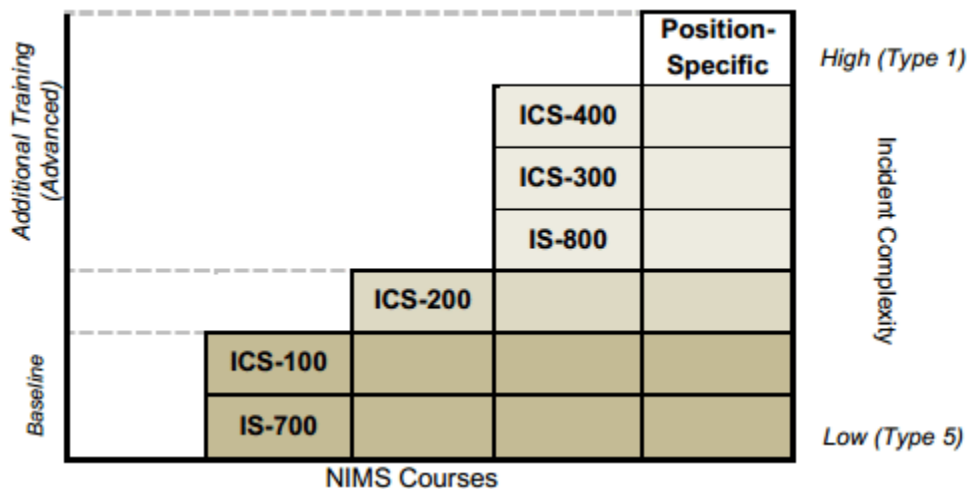
- ICS-400 (Advanced Incident Command System)
- IS-700 (The National Incident Management System, an Introduction)
- IS-800 (The National Response Framework)
- Appropriate ICS Position-specific courses

**Type 4 incidents\* should take the following training, at a minimum:**

- ICS-100 (Introductory Incident Command System)
- ICS-200 (Basic Incident Command System)
- IS-700 (The National Incident Management System, an Introduction)

**Type 5 incidents\* should take the following training, at a minimum:**

- ICS-100 (Introductory Incident Command System)
- IS-700 (The National Incident Management System, an Introduction)



**NIMS incident types are summarized below:**

**Type 1:** This type of incident is the most complex, requiring national resources for safe and effective management and operation.

**Type 2:** This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods.

**Type 3:** Some or all of the command and general staff positions may be activated, as well as division/group supervisor and/or unit leader level positions.

**Type 4:** Several resources are required to mitigate the incident, including a task force or strike team.

**Type 5:** The incident can be handled with one or two single resources with up to six personnel.

# Glenn County Operational Area Emergency Operations Plan

## ICS Field Operations Training Needs

Incident Type(s)	Core Courses	Additional Courses
1, 2	<ul style="list-style-type: none"> <li>• ICS-100</li> <li>• ICS-200</li> <li>• ICS-300</li> <li>• ICS-400</li> <li>• IS-700</li> <li>• IS-800</li> </ul>	<ul style="list-style-type: none"> <li>• Position-specific ICS courses (based on individual assignment or expected assignment)</li> <li>• G-191 EOC-ICS Interface workshop</li> <li>• E/L-947 Emergency Operations Center (EOC) – Incident Management Team (IMT) Interface Course</li> <li>• Training based on jurisdiction risk and/or specific interest</li> </ul>
3	<ul style="list-style-type: none"> <li>• ICS-100</li> <li>• ICS-200</li> <li>• ICS-300</li> <li>• ICS-400</li> <li>• IS-700</li> <li>• IS-800</li> </ul>	<ul style="list-style-type: none"> <li>• Position-specific ICS courses (based on individual assignment or expected assignment)</li> <li>• G-191 EOC-ICS Interface workshop</li> <li>• E/L-947</li> <li>• Training based on jurisdiction risk and/or specific interest</li> </ul>
4	<ul style="list-style-type: none"> <li>• ICS-100</li> <li>• ICS-200</li> <li>• IS-700</li> </ul>	<ul style="list-style-type: none"> <li>• Position-specific ICS courses (based on individual assignment or expected assignment)</li> <li>• Training based on jurisdiction risk and/or specific interest</li> </ul>
5	<ul style="list-style-type: none"> <li>• ICS-100</li> <li>• IS-700</li> </ul>	<ul style="list-style-type: none"> <li>• Position-specific ICS courses (based on individual assignment or expected assignment)</li> <li>• Training based on jurisdiction risk and/or specific interest</li> </ul>

Source: NIMS Training Program, September 2011

## EOC Training Needs

Core Courses	Additional Courses
<ul style="list-style-type: none"> <li>• ICS-100</li> <li>• ICS 200</li> <li>• ICS 300</li> <li>• ICS 400</li> <li>• IS-700</li> <li>• IS-701</li> <li>• IS-706</li> <li>• IS-800</li> </ul>	<p>Specific training based on EOC/emergency management role or expected role</p> <p>Training based on jurisdiction risk and/or specific interest</p> <ul style="list-style-type: none"> <li>• Position-specific ICS courses (based on individual assignment or expected assignment)</li> <li>• IS-775 EOC Management &amp; Operations</li> <li>• G-191 EOC-ICS Interface workshop</li> <li>• E/L-947 Emergency Operations Center (EOC) – Incident Management Team (IMT) Interface Course</li> </ul> <p>Training based on jurisdiction risk and/or specific interest</p>

Source: NIMS Training Program, September 2011

# Glenn County Operational Area Emergency Operations Plan

## Senior Elected and Appointed Officials Training Needs

Recommended Core Courses	Recommended Additional Courses
<ul style="list-style-type: none"> <li>G-402 <i>Incident Command System (ICS) Overview for Executives/Senior Officials</i></li> </ul>	IS-775 Training based on jurisdiction risk and/or specific interest

## Glenn County ICS/NIMS/SEMS Training Matrix

<b>Glenn Training Matrix:</b> National Incident Management Systems (NIMS) Standardized Emergency Management System (SEMS)	SEMS Introduction	SEMS Emergency Operations Center (EOC)	SEMS Executive	ICS 100 Introduction to ICS	ICS 200	ICS 402 NIMS Executive	ICS 700 Introduction to NIMS	ICS 800 National Response Framework	ICS 300 Intermediate ICS	ICS 400 Advanced ICS
General Employees (All non-management)	X			X			X			
Management Employees*	X	X		X	X		X	X	X	X
Executive Leaders and Department Heads	X	X	X	X	X	X	X	X	X	X
Elected Officials	X		X			X		X		
Public Safety	X			X	X		X			

\*Specific classifications - as identified by the applicable Department Head.

## Exercises

The best method of training emergency responders is through exercises. Exercises allow emergency responders to become familiar with the procedures, facilities and systems which they will actually use in emergency situations. The Office of Emergency Services is responsible for planning and conducting emergency exercises in Glenn County.

Exercises will be conducted on a regular basis to maintain readiness. The Office of Emergency Services will document exercises by conducting a critique, and using the information obtained from the critique to revise the emergency operations plan.

# Glenn County Operational Area Emergency Operations Plan

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Exercises are conducted in compliance Homeland Security Exercise and Evaluation Program (HSEEP) standards. Exercises include all levels, including game, tabletop, drill, functional and full scale. Whenever practical and appropriate, exercises should include multiple disciplines and organizations in their planning, execution, and after-action review. A full scale exercise should be conducted at least every two years. A five-year Training and Exercise Plan (TEP) is maintained by OES, and updated annually.

# Glenn County Operational Area Emergency Operations Plan

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## II. PUBLIC AWARENESS & EDUCATION

The public's response to any emergency is based on an understanding of the nature of the emergency, the potential hazards, the likely response of emergency services, and knowledge of what individuals and groups should do to increase their chances of survival and recovery. Public awareness and education prior to an emergency or disaster will directly affect Glenn County's emergency operations and recovery efforts.

The Glenn County Office of Emergency Services (OES) will make emergency preparedness information from local, state, and federal sources available to the Operational Area (OA) member jurisdictions and to the residents of Glenn County. Further, OES will provide special emphasis on specific hazards, as necessary, through its webpage and the local media to aid in the disaster preparation and education of the communities within the Glenn County Operational Area.

Additionally, OES will coordinate emergency information and media releases with Glenn County's Public Information Officer (PIO) to ensure consistent and accurate information in times of crisis. The PIO will be the OA lead in establishing a Joint Information System (JIS) during a large event/emergency/disaster.

The Public Information Officer and OES will collaborate on events for public outreach and awareness to ensure maximum dissemination of disaster preparedness and homeland security information to the residents of Glenn County.

### *Glenn County Official Outlets for Disaster Public Information include:*

County of Glenn Website – Sheriff/OES webpage:

- [www.countyofglenn.net/sheriff](http://www.countyofglenn.net/sheriff)

Glenn County Sheriff's Office Facebook Page:

- [www.facebook.com/glenncountysheriff/](http://www.facebook.com/glenncountysheriff/)

Glenn County OES Twitter Feed:

- <https://twitter.com/GlennCountyOES>

Glenn County Public Health Facebook Page:

- [www.facebook.com/glenncountypublichealth/](http://www.facebook.com/glenncountypublichealth/)

Glenn County Sheriff's Office – Emergency Alerts

- Nixle - <https://local.nixle.com/county/ca/glenn/>
- CodeRED - <https://public.coderedweb.com/CNE/en-US/BF7547645C5B>

# Glenn County Operational Area Emergency Operations Plan

## III. HAZARD & THREAT ANALYSIS

### Overview of Glenn County

Glenn County is located in northern California in the Sacramento Valley about half way between Sacramento and Redding in Northern California. The county has approximately 29,000 residents and encompasses 1315 square miles, much of it rural area with vast open spaces. Glenn County is primarily an agricultural community with mountains on the west, the Interstate 5 corridor taking you through rich farm land, and the Sacramento River bounding the east side of the County.

There are two incorporated cities in the county: Willows and Orland. Willows is the county seat with a population of approximately 6,000 and Orland has an approximate population of 8300. The remaining population live in county's unincorporated areas primarily composed of agricultural land.



#### Glenn County contains the following Cities and Towns:

- Elk Creek
- Hamilton City
- Orland
- Willows
- Butte City

Glenn County has one tribal nation, Grindstone Rancheria, located in the western region near Elk Creek.

# Glenn County Operational Area Emergency Operations Plan

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Major Highways include Interstate 5, State Route 32, State Route 45, and State Route 162. Glenn County contains two general aviation airports, Willows Glenn County Airport and Orland Haigh Field Airport.

Glenn County was incorporated on March 5, 1891. The County seat, Willows, was created March 11, 1891. Glenn County was developed out of the northern portion of Colusa County and was named for Dr. Hugh J. Glenn, who was the largest wheat farmer in the state during his lifetime, and a man of great prominence in political and commercial life in California. With over 1,188 farms, agriculture remains the primary source of Glenn County's economy. Major commodities include rice, almonds, milk products, prunes and livestock.

Glenn County has one acute care hospital, Glenn Medical Center, located in Willows. Glenn Medical Center is a Critical Access - Rural Designation hospital. Enloe Medical Center in Butte County provides Level 2 - Trauma and Control Facility services to Glenn County. Enloe Medical Center is approximately 35 miles east of Willows. There are several community clinics in Glenn County including Ampla Healthcare clinics (Orland & Hamilton City), Orland Immediate Care, Northern Valley Indian Health (NVIH- Willows), and GMC Family Care Center (Willows). There is one skilled nursing facility, Genesis Healthcare - Willows Center (Willows), and one assisted living and memory care facility, West Haven (Orland).

## Hazards and Vulnerabilities

A hazard represents an event or physical condition that has the potential to cause fatalities, injuries, property damage, infrastructure damage, agricultural losses, damage to the environment, interruption of business, or other types of harm or loss. Earthquakes, floods and wildfire hazards represent the pervasive and primary events that result in disaster losses. Secondary hazards include levee failure, landslide and tsunamis.

Vulnerability indicates the level of exposure of human life and property to damage from natural and manmade hazards. California and its people are vulnerable to a wide range of hazards that threaten communities, businesses, government and the environment.

### **Glenn County is vulnerable to the following hazards:**

- Hazardous materials incident/release (both fixed facility and transportation)
- Flood
- Severe weather (heat, storms, etc.)
- Levee Failure
- Transportation Mass Casualty Incident
- Utility Disruptions (communications, power, water, sewage)



# Glenn County Operational Area Emergency Operations Plan

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- Wildfires
- Disease Outbreak/Epidemic/Pandemic
- Dam Failure
- Landslide/mudslide
- Seismic events – Earthquake/Volcano
- Chemical, Biological, Radiological , Nuclear, Explosive (CBRNE) events
- Terrorism, Bio-Terrorism, Agroterrorism
- Social unrest

**Refer to Annex K: Hazards** for hazard situational overviews, risks, and procedures for response.

## ***Mitigation of Hazards***

Glenn County has taken a number of mitigation measures for each identified hazard to minimize the impact that is likely to result from an emergency. The Glenn County Multi-Hazard Mitigation Plan, approved by FEMA and adopted by the Board of Supervisors and City Councils in 2018, identifies mitigation efforts to reduce the likelihood that a defined hazard will impact Glenn County communities. As the cost of damage from natural disasters continues to increase nationwide, the County recognizes the importance of identifying effective ways to reduce their vulnerability to disastrous events.

# Glenn County Operational Area Emergency Operations Plan

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## CONCEPT OF OPERATIONS

### INTRODUCTION

This section covers response operations and actions for the Glenn Operational Area. Additional information on Emergency Operations Center activities are addressed in **Annex A: Glenn County Operational Area Emergency Operations Center (EOC) Operating Procedures**

#### I. GOALS, PRIORITIES & STRATEGIES

During the response phase, emergency managers set goals, prioritize actions and outline operational strategies. This plan provides a broad overview of those goals, priorities and strategies, and describes what should occur during each step, when and at whose direction.

##### *Operational Goals*

During the response phase, the agencies that are charged with responsibilities in this plan should focus on the following five goals:

- Mitigate hazards.
- Meet basic human needs.
- Address needs of people with disabilities and other access and functional needs.
- Restore essential services.
- Support community and economic recovery.

##### *Operational Priorities*

Operational priorities govern resource allocation and the response strategies for the County of Yolo and its political subdivisions during an emergency. Below are operational priorities addressed in this plan:

- **Save Lives** – The preservation of life is the top priority of emergency managers and first responders and takes precedence over all other considerations.
- **Protect Health and Safety** – Measures should be taken to mitigate the impact of the emergency on public health and safety.
- **Protect Property** – All feasible efforts must be made to protect public and private property and resources, including critical infrastructure, from damage during and after an emergency.

# Glenn County Operational Area Emergency Operations Plan

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- **Preserve the Environment** – All possible efforts must be made to preserve California’s environment and protect it from damage during an emergency.

## *Operational Strategies*

To meet the operational goals, emergency responders should consider the following strategies:

**Mitigate Hazards** – As soon as practical, suppress, reduce or eliminate hazards and/or risks to persons and property during the disaster response. Lessen the actual or potential effects and/or consequences of future emergencies.

**Meet Basic Human Needs** – All possible efforts must be made to supply resources to meet basic human needs, including food, water, shelter, medical treatment and security during

## **II. INITIAL RESPONSE**

Initial response begins upon notification of a potential event or an identified trigger point is reached and continues into the activation of the EOC and early mobilization of additional resources, through at least the first operational period of the EOC. The Incident Command System will be utilized to manage and control the response operations. The event may be managed solely by county emergency responders or with other agencies through the mutual aid system. If the resources available at the field response level, including mutual aid, are not sufficient to alleviate the situation, an emergency exists. The Incident Commander may request that the Glenn County Emergency Operations Center be activated to support immediate and anticipated field operations.

# Glenn County Operational Area Emergency Operations Plan

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## III. INCREASED READINESS

In some cases, the County may have advance warning of an impending event. This is common with flooding or severe storms where weather forecasts can give hours, if not days, of advance notice of the probability. Terrorist activity, volcanic eruption, dam failure, and some other hazards may be preceded by warning signs or intelligence. Drought develops slowly and should never catch the county unaware. When warning signs are evident, certain actions should be taken to prepare for a rapid response and to take mitigation measures. The national security threat levels are one example of increased readiness in practice.

Increased Readiness may include a variety of measures as authorized by the Emergency Services Director, county leadership, or others in authority. Depending on the nature, location, timing and potential impacts of an anticipated occurrence, measures to be considered may include the activities listed below, as well as others.

### *Considerations for Increased Readiness:*

- Alerting and updating points of contact for agencies and others potentially impacted or desired for incident response
- Increasing staffing and/or requesting increased staffing in key positions in potential response entities
- Modifying work schedules for potential response entities to provide improved off-hours staffing and/or availability
- Confirming and refining on-call information for potential response entities
- Deferring assignment and performance of non-essential duties and/or delivery of non-essential services by potential response entities
- Review by key personnel of the pertinent elements of the emergency plans, other pertinent plans and/or procedures, agreements and other documents; update as necessary
- Partial or virtual activation of the EOC
- Holding meetings to assess the situation and formulate incident-specific response and mitigation plans
- Providing information to the public via Telephone Emergency Notification System (TENS) system, mass media, Internet, and/or other methods suitable to the situation

# Glenn County Operational Area Emergency Operations Plan

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- Notifying potential mutual aid/cooperative assistance entities in the county
- Notifying potential providers of goods and services; Considering drafting, updating and/or executing agreements, purchase orders, and/or other instruments to facilitate acquisition of necessary resources
- Notifying regional mutual aid coordinators for law, fire/rescue, medical/health, emergency services, and/or other disciplines as appropriate
- Obtaining, developing, and/or delivering just-in-time training for potential response and mitigation personnel and leadership; Reviewing past training points as necessary; Reviewing, practicing and drilling pertinent skills and procedures
- Testing communications capabilities, including interoperable systems

## Notifications – Increased Readiness Phase

Indications of an impending situation need to be brought to the attention of the Director of Emergency Services and Emergency Services staff so that they can track developments. The Director or designee will make the decisions as to when and whom to alert. The Emergency Notification Checklist should be used. Departments will then follow their own operating procedures for internal preparations. Some action checklists are included here for guidance. Checklists should be reviewed before and during an incident and modified as necessary to meet response needs.

## Increased Readiness Procedure

Any agency aware of an immediate or imminent threat should notify the Sheriff's Office – Office of Emergency Services.

The Deputy Director of Emergency Services or designee will indicate on a copy of the notification checklist who else should be given the warning and will assign someone to make those notifications. When appropriate, he or she should also specify the priorities for those notifications. Notifications should include anticipated EOC staff, potential incident commanders, technical specialists, potentially affected entities and liaisons.

The assigned staff will make the notifications as directed and document all attempted contacts.

# Glenn County Operational Area Emergency Operations Plan

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As deemed necessary or desirable by the OES Deputy Director or designee, one or more meetings may be convened to address any or all of these activities:

- Assess the situation and its anticipated evolution
- Assess potential impacts
- Predict and provide for necessary response and mitigation resources and measures
- Develop early action plans
- Develop a public information strategy including potential messages and methods
- Make any other preparations or notifications necessary based on the situation

The Director/Deputy Director or designee will activate the EOC at an appropriate level and activate operations and planning sections of the EOC. An initial Action Plan will be developed and will include:

- Identification of one or more trigger points or thresholds, e.g. one or more occurrences or conditions that will move response from the increased readiness stage into direct action.
- Establish preliminary and/or automatic actions to be taken when any trigger point is reached.
- Provisions for monitoring of the situation.
- Development of a communications plan to notify appropriate agencies and departments when the trigger point is reached.
- Establish operational period.
- Determination of the level of staffing and hours for EOC operations during the increased readiness phase.
- Arrangements for any additional notifications to be made for increased readiness.
- Implement the Action Plan.
- When conditions warrant, the Director or designee will prepare a Local Emergency Proclamation and have ready for signature.

# Glenn County Operational Area Emergency Operations Plan

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## IV. IMMEDIATE IMPACT

Immediate Response Actions – During this phase, emphasis is placed on control of the situation, saving lives, and minimizing impacts of the incident.

### Immediately following notification of an event:

- Assess the situation
- Notify Crisis Action Team, and as necessary, hold an [Initial Threat Assessment Meeting](#) (ITAM) to determine next steps

### **If it is determined that the event is likely to impact the Operational Area (OA):**

- Activate this Plan
- Determine level of EOC activation – ***Refer to Annex A – EOC Procedures***
  - Identify EOC sections that need to be immediately stood up (Operations, Plans, etc.)
  - If physical EOC is activated:
    - Determine location (Willows, Orland)
    - Notify facilities staff to setup EOC
- Alert EOC staff to report to the EOC
- Notify:** Cal-OES and response entities within the OA of the EOC activation
- Determine if immediate emergency alert and warning needs to be issued to the public
- Mobilize response resources
- Identify any immediate resource needs
- Request current situation reports from field response commanders and develop initial Operational Area Situation Report (SITREP)
- Identify a Public Information Officer and determine need for immediate public information release
- Determine if an Emergency Proclamation is needed at this time
- Develop initial Action Plan

# Glenn County Operational Area Emergency Operations Plan

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## V. ACTIVATION & NOTIFICATION

### Activation

Emergency system activation occurs when the Operational Area Emergency Operations Center (OA EOC) are activated to coordinate a response to an unusual event or disaster.

#### *Activate this Plan and the EOC:*

The decision to activate is based on the situation or emergency event. Typical triggers for activation include:

- Event requires coordination at the operational area level
- Extended event of 12 hours or more
- Upon request to support a city or other sub-jurisdiction
- Emergency response resources are beyond the capability of the jurisdiction
- Major policy decisions may be required
- A local or state of emergency will be proclaimed

#### *Authority to Activate OA EOP and EOC:*

- Sheriff/Director of Office Emergency Services
- Deputy Director Office of Emergency Services
- Undersheriff
- City OES Director
- Designated alternates (authorized senior management backup)



# Glenn County Operational Area Emergency Operations Plan

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## Notification

### Immediately notify the following:

- **Crisis Action Team members** (Sheriff, Deputy Director OES, Public Works Director, Area Fire Chief, City OES, Medical Health Operational Area Coordinator)
- **Cal-OES** warning center and/or assigned regional Emergency Services Coordinator (ESC)
- **Response entities and dispatch centers** within the OA
- **EOC staff**
- *If terrorism is suspected, contact the Federal Bureau of Investigation (FBI)*

### Additional notifications to be made following completion of immediate activities:

- County/City department heads
- Board of Supervisors/City Council
- County Administrative Officer/City Managers

# Glenn County Operational Area Emergency Operations Plan

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## VI. EMERGENCY OPERATIONS

### Emergency Operations Center

Operational Area Emergency Operations Center (OA EOC) coordinates emergency activities within the Operational Area, augmenting, not replacing any member jurisdictions' emergency operations or field response operations. The OA EOC serves as a communication and coordination hub for the Operational Area, coordinating communication among responding entities and with region and state operations. Additionally, the OA EOC serves as a resource coordination center, filling resource needs locally or furthering the request to regional and state entities.

The OA EOC is staffed with city and county personnel who have training in intermediate and advanced Incident Command System. City and County staff may be used interchangeably in the EOC to fill the specific functional needs as set forth by the EOC Director.

### EOC Function

The EOC provides a centralized focus of authority and information and allows face-to-face coordination among personnel who must make decisions regarding priorities in the use of resources. *Refer to Annex A – EOC Operating Procedures for detailed information.*

### The following functions are performed in the Operational Area EOC:

- Receive and disseminate warnings
- Coordinate emergency operations between agencies and organizations
- Develop policies and determine the state of emergency for elected officials
- Collect intelligence from and disseminate information to the various EOC representatives, other jurisdictions, state, and federal agencies
- Maintain current maps and information display boards
- Prioritize response and the allocation of resources
- Control and coordinate the operations and logistical support resources
- Coordinate mutual aid
- Coordinate public information

# Glenn County Operational Area Emergency Operations Plan

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## **Application of ICS, SEMS, & NIMS from Field to EOC**

The Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) will be used at all levels for emergency operations within the Glenn Operational Area. The fundamental element of SEMS and NIMS is the Incident Command System (ICS). ICS is suited for application to any incident of any size.

Detailed information on all of those systems is now widely available, so is not included in this document. Those interested in more information are welcome to contact Office of Emergency Services staff for assistance.

## ***Single Large Incident***

When the initial response takes place, each incident will designate an incident commander (IC) and establish an incident command post (ICP). When the IC becomes aware that a single incident may exceed the capabilities of the local jurisdiction and normal mutual aid resources, the IC may request through the dispatch that the EOC be activated. Dispatch will contact the Director of Emergency Services or designee.

## ***Multiple Incidents***

When multiple incidents of significant cumulative scale or complexity occur, dispatch will automatically notify the Director of Emergency Services or designee of the situation. The Director, in coordination with the Incident Commanders and/or others, will determine whether the EOC should be activated.

## ***Field Level Responsibilities***

Once the EOC is activated, some responsibilities of the IC may be shifted to the EOC. The IC focuses primarily the on-scene operations and planning functions for that particular incident. Once activated, many aspects of Logistics, Finance, and Administration are often handled by the EOC. Communications between the IC and the EOC must be ongoing. Elements of the Command function, particularly Public Information, must be closely coordinated with the EOC.

# Glenn County Operational Area Emergency Operations Plan

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## *EOC Responsibilities*

Information and requests for resources flow from the ICP to the EOC. The EOC places the information into the larger context of everything happening in the Operational Area, evaluates resource requests, and prioritizes assignment of incoming resources to on Incident Commanders. The EOC, in turn, keeps the ICP informed of the overall situation. Good flow of information in both directions is critical to effective operations.

The EOC will generally maintain a more strategic situational awareness, handle broad support of mutual aid and inter-jurisdictional communications, and perform other functions that would be an undue burden or would be less effective or efficient if handled at the ICP level.

Public Information, in particular, should be led from the EOC. It is impractical to have PIOs at multiple incidents or locations, giving uncoordinated information to the media. The entire operation must speak with one voice and assure that only verified information is released.

## *EOC Coordination across SEMS Levels*

### *Coordination with Glenn County Departmental Operations Centers*

The appropriate Glenn OA EOC Section or Branch will coordinate with DOCs to obtain information for advance planning, logistical needs, available personnel and equipment resources, and other information as required. The DOCs will assist the OA EOC in supporting field operations. Glenn County is a small county with small departments. It is not uncommon for DOCs to fold into the overall OA EOC due to lack of staff resources to support the operation of multiple management centers. Plans within the OA are flexible to account for this transition.

### *Coordination with Field Response Level*

Communications and coordination must be established between the OA EOC and the field responders who are responding to both incorporated and unincorporated parts of the County.

Under normal circumstances, when no Departmental Operations Centers (DOCs) are activated, the Incident Commander(s) operating in the field will report directly to the Operations Section Chief in the OA EOC via the central dispatchers; or, if necessary, through the EOC radio operators or other means.

# Glenn County Operational Area Emergency Operations Plan

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When County Departments have activated their DOCs, the field Incident Commander will continue to report directly to the Operations Section Chief in the OA EOC and provide status reports to their DOC.

When the OA EOC is directly overseeing Incident Command teams, it is operating in a centralized coordination and direction mode.

## *Coordination with State and Federal Field Response*

There are some instances where a state or federal agency will have a field response. State agency field response may result because of a flood fight effort, oil spill, hazardous materials accident, or other hazard scenarios. Federal field response could result from the same scenarios, a military aircraft accident, or a terrorism situation.

When a state agency or federal agency is involved in field operations, coordination will be established with the appropriate section chief and the appropriate city EOC where the incident occurs. State or federal agencies operating in the field may be found in any ICS section, branch, unit, or as part of a Unified Command. The incident will determine their location and the scope of their involvement.

## *Coordination with Glenn Operational Area Member Jurisdictions*

Direct communications and coordination will be established between Glenn County and any Operational Area member jurisdictions' activated EOC/DOC. The cities of Willows and Orland will integrate into the OA EOC due to limited resources OA wide. City and County staff will be used interchangeably to staff the necessary functions of the OA EOC. Communications will be established with other member jurisdictions that have not activated their EOCs. Initially, communications will be established by any means available and with whoever is available, regardless of their functional EOC positions.

Whenever feasible, an agency representative from each jurisdiction that has activated its EOC/DOC, should be at the OA EOC.

## *Coordination with Special Districts*

The emergency response role of special districts is generally focused on their normal services or functional area of responsibility. During disasters, some types of special districts will be more extensively involved in the emergency response by directly coordinating, communicating, and assisting local governments such as fire, levee and reclamation districts.

Under normal circumstances, the Liaison Officer in the EOC will be responsible for establishing communications and coordination with each special district. If possible, the special district involved in

# Glenn County Operational Area Emergency Operations Plan

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the emergency response will have a representative at the OA EOC, serving as the focal point of coordination and work with other local government representatives in the EOC.

## *Coordination with Private and Volunteer Agencies*

Within Glenn County, coordination of response activities with many non-governmental agencies may occur primarily at the local government level. However, the OA EOC will establish coordination with private and volunteer agencies that have multi- jurisdictional or county-wide response roles. The agencies that play key roles in the response may have representatives at the OA EOC. (Example: healthcare facility).

## *Coordination with the Inland Region Emergency Operations Center*

Direct coordination and communications with the Inland Region Emergency Operations Center (REOC) are essential. There is one primary method and one alternate method for the Operational Area to coordinate with the Inland REOC:

- Primary Method - The REOC sends a field representative to the Operational Area.
- Alternate Method - The Operational Area and the REOC coordinate through various telecommunications systems.

OA EOC and the Inland Regional EOC will occur between the five SEMS functions. Direct coordination and communications will also be established between the Operational Area Mutual Aid Coordinators, who are located in the OA EOC, and the Region's Mutual Aid Coordinator, who are located in the State's Inland REOC. These coordinators may be functioning from their respective Operational Area and regional EOCs or from other locations depending on the situation and the mutual aid system.

# Operational Area Emergency Operations Plan

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## VII. ALERT & WARNING

Warning is the process of alerting Glenn County residents 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. ***Refer to Annex B – Public Information and Warning for detailed information.***

### Alert & Warning Modes

Depending upon the threat and time availability, the EOC/ Office of Emergency Services will initiate alerts and warnings utilizing any of the following methods:

- Activation of the CodeRED (Reverse 911)
- Use of Nixle for community alerts
- Activation of the Emergency Alert System (EAS) including Integrated Public Alert Warning System (IPAWS)
- Media broadcast alerts
- Social Media

As in any emergency, the effectiveness of any warning will be dependent upon many factors including:

- Time availability
- Initial notice of threat
- Time of day
- Language barriers
- Receiving challenges for the hearing and sight impaired

# Operational Area Emergency Operations Plan

## VIII. EMERGENCY PROCLAMATIONS

### Local Emergency Proclamations

***\*Refer to Annex A – EOC Operating Procedures, Appendix A-5 Emergency Proclamations for Proclamation templates***

#### **Definition of Local Emergency:**

“The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor’s warning of an earthquake or volcanic prediction, or an earthquake... or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat...” *Section 8558(c), Chapter 7 of Division 1 of Title 2 of the Government Code*

#### **Issued by:**

- Governing body of city, county, or city and county, or
- Director/Deputy Director of Office of Emergency Services

#### **Purpose:**

- Authorizes the undertaking of extraordinary police powers
- Provides limited immunity for emergency actions of public employees and governing bodies
- Authorizes the issuance of orders and regulations to protect life and property (e.g., curfews)
- Activates pre-established local emergency provisions such as special purchasing and contracting
- Prerequisite for requesting a Governor’s Proclamation of a State of Emergency and/or a Presidential Declaration of an Emergency or Major Disaster. \*
- A local emergency declaration enables the Operational Area and its members to request state assistance under the state Natural Disaster Assistance Act. It also allows the County Sheriff to establish curfews, take measures necessary to protect and preserve the public health and safety, and exercise all authority granted by local ordinance.
- Glenn Operational Area, the County Board of Supervisors may request that the Director, Governor’s Office of Emergency Services, concur and provide assistance under the state Natural Disaster Assistance Act. This Act provides



# Operational Area Emergency Operations Plan

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financial assistance for the permanent restoration of public real property other than facilities used solely for recreational purposes when it is damaged or destroyed by a natural disaster.

## 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.

# Operational Area Emergency Operations Plan

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## 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.

## Local Health Emergency Declaration

***Refer to Glenn County Public Health & Medical EOP for additional information on declaring a local health emergency***

Health and Safety Code (HSC) Section 101080 authorizes the local Health Officer to proclaim a local health emergency whenever there is an imminent and proximate threat of the introduction of any contagious, infectious or communicable disease, chemical agent, non-communicable biologic agent, toxin or radioactive agent in the jurisdiction or any area thereof affected by the threat to the public health.

Health and Safety Code 101040 authorizes the local Health Officer to take any preventive measure to protect and preserve the public health from any public health hazard during any “state of war emergency,” “state of emergency,” or “local emergency,” as defined by Section 8558 of the Government code.

## Definition of Local Emergency

“The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor’s warning of an earthquake or volcanic prediction, or an earthquake... or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat...” Government Code (GC) Section 8558(c).

## Health Officer Authority:

The California Health and Safety Code, Section 101040, states the following:

*“...the County Health Officer may take any preventive measure that is necessary to protect and preserve the public from any public health hazard during any ‘state of war emergency,’ ‘state of emergency,’ or ‘local*

# Operational Area Emergency Operations Plan

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*emergency' as defined by Section 8558 of the Government Code, within his or her jurisdiction."*

*"Preventive measure" for example, means abatement, correction, removal, or any other protective step that may be taken against any public health hazard that is caused by a disaster and affects the public health. Funds for these measures may be allowed pursuant to Sections 29127 to 29131, inclusive, and 53021 to 53023, inclusive, of the Government Code, and from any other money appropriated by a County Board of Supervisors or a City governing body to carry out the purposes of this section (Section 101040).*

A local emergency can be declared due to health-related reasons. Under the government code 8558(c), such health-related conditions as air pollution, epidemic and plant or animal infestation or disease...[and] upon the existence of "other conditions" that are or are likely to be beyond the control of the services, personnel, equipment and facilities of the political division.

Penal Code Section 409.5: The Local Health Officer has the authority to order an evacuation if there is an immediate menace to public health from a calamity such as flood, storm, fire, earthquake, explosion, accident or other disaster.

The California Health and Safety Code, Division 101, Part 3, Chapter 2, commencing with §101075 confers upon Local Health Officers of the political subdivisions of this state emergency powers necessary to protect public health and safety.

§101080 of the California Health and Safety Code, states that "the local health officer may declare a local health emergency in the jurisdiction or any area thereof" affected by hazardous waste which is an imminent threat to the public health.

## *Declaring a Local Health Emergency*

The Health Officer has the authority to proclaim a local health emergency under the situations listed in HSC Section 101080. Once the Health Officer has signed a written proclamation of local health emergency, the Glenn County Board of Supervisors must ratify the proclamation within 7 days.

# Operational Area Emergency Operations Plan

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## APPENDIX 1: GLOSSARY – ACRONYMS

The following list of acronyms and abbreviations that are used or may be useful as reference for the Glenn County Operational Area Emergency Operations Plan. For additional information on these terms, conduct an internet search of the term or refer to Office of Emergency Services staff.

### **A**

A&W	Alert and Warning
AA	Administrative Areas
AAR	After Action Report
ACP	Area Contingency Plan; or Access Control Point
ACS	Auxiliary Communications Service
ACS	Alternate Care Site (medical-health)
AG	Attorney General
ALS	Advanced Life Support
ANS	Alert and Notification System
ARB	Air Resources Board
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
ARP	Accidental Risk Prevention
ARS	Air Rescue Service
AT	Annual Training
ATSDR	Agency for Toxic Substances and Disease Registry

### **B**

BC	Base Camp
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management

# Operational Area Emergency Operations Plan

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BLS Basic Life Support  
BOR Bureau of Reclamation  
BOS Board of Supervisors  
BT Bio-Terrorism

## C

CAHAN CA Health Alert Network  
CAISO California Independent System Operator  
CALARP California Accidental Release Prevention  
CALAW California Law Enforcement Radio System  
Cal-Fire California Department of Forestry & Fire Protections  
CALEPA California Environmental Protection Agency  
CALESAR California Explorer Search and Rescue Team  
Cal-OES California Office of Emergency Services  
CALOSHA California Occupational Safety & Health Agency  
CALREP California Radiological Emergency Plan  
CALTRANS California Department of Transportation  
Cal-VO California Volcano Observatory  
CAP Civil Air Patrol, or Corrective Action Plan  
CARES California Animal Response in Emergency System  
CAT Crisis Action Team  
CBO Community-Based Organization  
CBRNE Chemical, Biological, Radiological, Nuclear, Explosive  
CCC California Conservation Corps.  
CCP Casualty Collection Point

# Operational Area Emergency Operations Plan

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CCR	California Code of Regulations
CD	Civil Defense
CD	Communicable Disease
CDA	California Disaster Assistance Act
CDC	Center for Disease Control & Prevention
CDCR	California Department of Corrections & Rehabilitation
CDE	California Department of Education
CDEC	California Data Exchange Center
CDFA	California Department of Food and Agriculture
CDFW	CA Department of Fish and Wildlife
CDPH	California Department of Public Health
CDSS	California Department of Social Services
CEC	California Energy Commission
CEO	Chief Executive Officer; or County Executive Officer
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CERC	Crisis Emergency Risk Communications
CERS	California Environmental Reporting System
CESRS	California Emergency Services Radio System
CERT	Community Emergency Response Team
CFO	Chief Financial Officer
CFR	Code of Federal Regulations
CHEMTREC	Chemical Manufacturers Association Chemical Transportation Emergency Center
CHIP	California Hazard Identification Program
CHP	California Highway Patrol
CIO	Chief Information Officer(s)

# Operational Area Emergency Operations Plan

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CIS Critical Incident Stress  
CISD Critical Incident Stress Debriefing  
CIWMB California Industrial Waste Management Board  
CLETS California Law Enforcement Telecommunications System  
CMAS Commercial Mobile Alert System  
CMDR Commander  
CMMC California Marine Mammal Center  
CNG California National Guard  
COG Continuity of Government  
COOP Continuity of Operations Plan  
CPUC California Public Utilities Commission  
CSFM California State Fire Marshall  
CSTI California Specialized Training Institute  
CUEA California Utilities Emergency Association  
CUPA Certified Unified Program Agency  
CVO Cascades Volcano Observatory  
CWA Clean Water Act

## **D**

DAC Disaster Assistance Center  
DART Drowning Accident Rescue Team  
DAT Damage Assessment Team  
DFA Department of Food and Agriculture  
DHCD Department of Housing and Community Development  
DHS US Department of Homeland Security

# Operational Area Emergency Operations Plan

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DHV Disaster Healthcare Volunteers of California

DMAT Disaster Medical Assistance Team

DMORT Disaster Mortuary Operational Response Team

DO Duty Officer

DOC Department Operations Center

DOD Department of Defense

DOE Department of Energy

DOF Department of Finance

DOI Department of the Interior

DOJ Department of Justice

DOL Department of Labor

DOT Department of Transportation

DPR Department of Parks and Recreation

DRS Disaster Relief Services

DSA Disaster Support Area

DSR Damage Survey Report

DSW Disaster Service Worker

DTSC Department of Toxic Substances Control

DUA Disaster Unemployment Assistance

DVA Department of Veterans Affairs

DWR Department of Water Resources

## E

EAP Emergency Action Plan

EAS Emergency Alert System



# Operational Area Emergency Operations Plan

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EDIS	Emergency Digital Information System (Cal-OES)
EERU	Environmental Emergency Response Unit
EF	Emergency Function
EH	Environmental Health
EID	Emerging Infectious Disease
ELT	Emergency Locater Transmitter
EMA	Emergency Management Assistance
EMAP	Emergency Management Assistance Program
EMCC	Emergency Medical Care Council
EMI	Emergency Management Institute
EMMA	Emergency Managers Mutual Aid
EMP	Electromagnetic Pulse
EMS	Emergency Medical Service
EMSA	Emergency Medical Services Authority
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOM	Emergency Operations Manual
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EPG	Emergency Planning Guide
EPIRB	Emergency Position Indicating Radio Beacon
EPO	Emergency Preparedness Office – of CDPH
ERP	Emergency Response Plan
ERT	Emergency Response Team
ESA	Emergency Services Act

# Operational Area Emergency Operations Plan

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- ESC Emergency Services Coordinator (Cal-OES)
- ESF Emergency Support Functions
- EST Emergency Support Team
- EVC Emergency Volunteer Center

## **E**

- FAA Federal Aviation Agency
- FAsT Field Assessment Team
- FAX Facsimile
- FBI Federal Bureau of Investigation
- FCC Federal Communications Commission
- FCO Federal Coordination Officer
- FDA Food & Drug Administration
- FEAT Governor's Flood Emergency Action Team
- FEMA Federal Emergency Management Agency
- FERC Federal Energy Regulatory Commission
- FFY Federal Fiscal Year
- FHBM Flood Hazard Boundary Map
- FIA Federal Insurance Administration
- FIR Final Inspection Reports
- FIRESCOPE Firefighting Resources of California Organized for Potential Emergencies
- FIRM Flood Insurance Rate Map
- FIS Flood Insurance Study
- FMA Flood Management Assistance
- FMAG Fire Management Assistance Grant

# Operational Area Emergency Operations Plan

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FOC	Flood Operations Center (DWR)
FOG	Field Operations Guide
FOUO	For Official Use Only
FPEIA	Final Programmatic Environmental Impact Statement
FRA	First Responder Awareness
FRERP	Federal Radiological Emergency Response Plan
FRP	Federal Response Plan
FSR	Feasibility Study Report
FTB	Franchise Tax Board
FTO	Field Training Officer
FTS	Field Treatment Site
FY	Fiscal Year

## **G**

GAR	Governor's Authorized Representative
GC	Government Code
GCSO	Glenn County Sheriff's Office
GETS	Government Emergency Telecommunications Service
GIS	Geographic Information System
GMC	Glenn Medical Center

## **H**

HAvBed	Hospital Available Beds for Emergencies and Disasters
HAZMAT	Hazardous Material Response Team
HAZMIT	Hazard Mitigation

# Operational Area Emergency Operations Plan

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HAZUS Hazards-United States (an earthquake damage assessment prediction tool)

HCC Hospital Command Center

HCD Housing and Community Development

HCF Health Care Facility

HHS Health and Human Services

HHSA Health & Human Services Agency

HIA Hazard Identification and Analysis Unit

HICS Hospital Incident Command System

HMEP Hazardous Materials Emergency Preparedness

HMGP Hazard Mitigation Grant Program

HMICP Hazardous Material Incident Contingency Plan

HO Health Officer

HPP Hospital Preparedness Program

HSC Health & Safety Code

HSEEP Homeland Security Exercise and Evaluation Program

HSPD Homeland Security Presidential Directive

HUD United States Department of Housing & Urban Development

## I

IA Individual Assistance

IAP Incident Action Plan

IC Incident Commander

ICC Interstate Commerce Commission

ICP Incident Command Post

ICS Incident Command System

# Operational Area Emergency Operations Plan

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IDE Initial Damage

IFGP Individual & Family Grant Program

IHSS In-Home Supportive services

IMT Incident Management Team

IND Improvised Nuclear Device

IPA Information and Public Affairs (state Office of Emergency Services)

IPAWS Integrated Public Alert and Warning System

IRG Incident Response Geographic Information System

IRZ Immediate Response Zone

ISO California Independent System Operator

ITAM Initial Threat Assessment Meeting

## J

JFO Joint Field Office

JIC Joint Information Center

JIS Joint Information system

JPA Joint Powers Agreement

JTF Joint Task Force

## L

LAC Local Assistance Center

LAN Local Area Network

LEA Law Enforcement Agency

LEMA Law Enforcement Mutual Aid

LEMSA Local Emergency Medical Services Agency

# Operational Area Emergency Operations Plan

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LEPC Local Emergency Planning Committee  
LHD Local Health Department  
LRN Laboratory Response Network  
LTCF Long Term Care Facility

## **M**

MACS Multi-Agency Coordination System  
MARAC Mutual Aid Regional Advisory Council  
MBSDA Monterey Bay Search Dog Association  
MCI Multi Casualty Incident  
MCO Mission Control Officer  
MFH Mobile Field Hospital  
MH Mental Health  
MHCC Medical Health Coordination Center (CDPH & EMSA)  
MHFP Multi-Hazard Functional Plan  
MHID Multi-Hazard Identification  
MHOAC Medical Health Operational Area Coordinator  
MIA Missing In Action  
MMAA Master Mutual Aid Agreement  
MOA Memorandum of Agreement  
MOU Memorandum of Understanding  
MSA Multi-purpose Staging Area

## **N**

NAWAS National Warning System

# Operational Area Emergency Operations Plan

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NCTC	National Counterterrorism Center
NDAA	Natural Disaster Assistance Act
NDMS	National Disaster Medical System
NDP	National Defense Plan
NIMS	National Incident Management System
NFA	National Fire Academy
NFIP	National Flood Insurance Program
NGO	Non-Governmental Organization
NOAA	National Oceanic and Atmospheric administration/Association
NPP	Nuclear Power Plant
NOC	National Operations Center
NRC	Nuclear Regulatory Commission
NRCC	National Response Coordinating Center
NRDA	Natural Resources Damage Assessment
NRF	National Response Framework
NRT	National Response Team
NTSB	National Transportation Safety Board
NVADG	North Valley Animal Disaster Group
NVIH	Northern Valley Indian Health
NVOAD	National Volunteer Organization in Disasters
NWR	NOAA Weather Radio
NWS	National Weather Service

# Operational Area Emergency Operations Plan

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## O

OA Operational Area

OA EOC Operational Area Emergency Operations Center

OASIS Operational Area Satellite Information System

OCD Office of Civil Defense

OEHHA Office of Environmental Health Hazard Assessment

OES Office of Emergency Services

OSC On-Scene Coordinator; or On Scene Commander

OSCA Oil Spill Cleanup Agents

OSHA U.S. Occupational Safety and Health Administration

OSHPD Occupational Safety and Health Protection Division

OSPR Office of Spill Prevention and Response (California Department of Fish and Game)

OSPRA Oil Spill Prevention and Response Act

## P

PA Public Assistance; or Public Address; or Public Affairs

PAO Public Affairs Officer

PC Personal Computer

PDA Preliminary Damage Assessment

PFO Principal Federal Official

PH Public Health

PHEP Public Health Emergency Preparedness

PIO Public Information Officer

POC Point Of Contact

PODS Point Of Dispensing Sites



# Operational Area Emergency Operations Plan

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POST Police Officer Standards and Training  
PPE Personal Protective Equipment  
PSA Public Service Announcement  
PSAR Preventive Search and Rescue  
PTR Project Time Report

## R

RACES Radio Amateur Civil Emergency Service  
RADEF Radiological Defense (program)  
RAP Radiological Assistance Program  
RAMP Regional Assessment of Mitigation Priorities  
RCP Regional Contingency Plan  
RDD Radiological Dispersal Device  
RDHMC Regional Disaster Medical Health Coordinator  
RDMHS Regional Disaster Medical Health Specialist  
RDO Radiological Defense Officer  
REOC Regional Emergency Operation Center (State OES)  
REPP Radiological Emergency Preparedness Program  
RES Regional Emergency Staff  
RFA Request for Federal Assistance  
RMP Risk Management Plan  
RPU Radiological Preparedness Unit (OES)  
RRCC Regional Response Coordination Center  
RTLT Resource Typing Library Tool

# Operational Area Emergency Operations Plan

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## S

SAC	State Agency Coordinator
SAP	Safety Assessment Program
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SARCOORD	Search and Rescue Coordinator
SARSAT	Search and Rescue Satellite Aided Tracking
SBA	Small Business Administration
SCIF	State Compensation Insurance Fund
SCO	State Coordinating Officer
SEMS	Standardized Emergency Management System
SITREP	Situation Report
SLA	State/Local Assistance
SMC	Search and Rescue Mission Coordinator
SNS	Strategic National Stockpile
SOA	State Operating Authority
SOC	State Operations Center
SONGS	San Onofre Nuclear Generating Station
SOP	Standard Operating Procedure
SPCC	Spill Prevention Containment and Countermeasures
SRD	Simple Radiological Device
SSC	Scientific Support Coordinator
SSGP	State Supplemental Grant Program
SWAT	Special Weapons and Tactics
SWEPC	Statewide Emergency Planning Committee

# Operational Area Emergency Operations Plan

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SWRCB State Water Resources Control Board

## I

- TAT Technical Assistance Team
- TCM Travel Cost Method
- TEC Travel Expense Claim
- TEP Training and Exercise Plan
- TRU Transuranic
- TSCP Toxic Substances Control Program
- TtT Train the Trainer

## U

- UC Unified Command
- UFC Uniform Fire Code
- UPA Unified Program Account
- USAR Urban Search and Rescue (also US&R)
- USCG United States Coast Guard
- USDA United States Department of Agriculture
- USEPA United States Environmental Protection Agency
- USFS United States Forest Service
- USFWS United States Fish and Wildlife Service
- USGS United States Geological Survey

## V

- VOAD Voluntary Organizations Active in Disaster

# Operational Area Emergency Operations Plan

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## W

WAN Wide Area Network

WC California State Warning Center

WEA Wireless Emergency Alerts

WMD Weapons of Mass Destruction

WPS Wireless Priority Service

# Operational Area Emergency Operations Plan

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## ANNEXES

Annexes to the OA EOP provide detailed information and procedures specific to functions of the response or particular hazards. Some of the information contained within annexes is For Official Use Only (FOUO) and are, therefore, not available to the general public. We have made every effort to make as much as possible public information. Some appendices may be noted as FOUO and removed from the public document. The contents of these annexes and appendices may retain confidential or sensitive information that is to be utilized by local government officials and emergency responders, etc. Access to this information is permitted through the Glenn County Sheriff's Office – Office of Emergency Services. Each annex is maintained as a separate document.

### Functional Annexes

**Annex A: EOC Operating Procedures**

**Annex B: Public Information & Warning**

**Annex C: Evacuation**

**Annex D: Mass Care & Shelter**

**Annex E: Public Health & Medical Services**

**Annex F: Animal Services**

**Annex G: Donations & Volunteer Management**

**Annex H: Utilities Disruption**

**Annex I: Emergency Resource Directory**

**Annex J: Damages & Debris Management**

**Annex K: Hazard Specific Procedures**

**Annex L: Recovery**

# Operational Area Emergency Operations Plan

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## Annex M: Glenn County Multi-Jurisdiction Hazard Mitigation Plan

### *MJHM Plan Purpose*

The purpose of the Glenn County MJHMP Update is to provide the County and the Cities of Orland and Willows with a blueprint for hazard mitigation planning to better protect the people and property of the County and the Cities of Orland and Willows from the effects of future natural hazard events. The Glenn County MJHMP is the official statement of the County's and the Cities' of Orland and Willows commitment to ensuring a resilient community and serves as a tool to assist decision makers in directing mitigation activities and resources. The MJHMP was also developed to ensure the County and the Cities of Orland and Willows eligibility for federal disaster assistance, including Federal Emergency Management Agency's (FEMA) Pre-Disaster Mitigation (PDM), Hazard Mitigation Grant Programs (HMGP), and Flood Mitigation Assistance Program (FMA).

*Link to Plan:*  [Glenn County MJHMP 100918.pdf](#)