ORDINANCE NO. 2013-43

AN ORDINANCE, amending WCC 4.52.010 pertaining to the City’s Comprehensive Emergency Management Plan.

WHEREAS, the City’s Comprehensive Emergency Management Plan (CEMP) was adopted in 2004 and subsequently amended in 2009; and

WHEREAS, periodic review and update of the CEMP are required under WAC 118-30-060; and

WHEREAS, the City’s CEMP was reviewed in 2013 and the proposed revisions approved by the Washington State Emergency Division on November 15, 2013 as required by RCW 38.52.070.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE AS FOLLOWS:

SECTION I

The Comprehensive Emergency Management Plan attached hereto as Exhibit “A” shall be and hereby is adopted by the City of Wenatchee. The Plan shall remain in full force and effect until modified by further action of the Council.

SECTION II

The Mayor shall be and hereby is authorized to issue a promulgation memorandum or letter consistent with WAC 118-30-060(6).

SECTION III

This Ordinance shall take effect thirty (30) days from and after publication as provided by law.
PASSED BY THE CITY COUNCIL OF THE CITY OF

WENATCHEE this 12th day of December, 2013.

CITY OF WENATCHEE, a municipal corporation

By

FRANK KUNTZ, Mayor

ATTEST:

By

TAMMY STANGER, City Clerk

APPROVED:

By

STEVE D. SMITH, City Attorney
CITY OF WENATCHEE
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Executive Summary

The City of Wenatchee Emergency Management Division sincerely appreciates the cooperation and support of the City Departments, Divisions and local public safety partner agencies that have contributed to the development and publication of the City of Wenatchee Comprehensive Emergency Management Plan (CEMP).

It is formatted to be consistent with the Chelan County CEMP and the Washington State CEMP. It is intended as the comprehensive framework for city-wide mitigation, preparedness, response, and recovery activities to an emergency or disaster within the City of Wenatchee.

The 2013 update is an attempt to simplify the Plan and reflects the FEMA 2010 Comprehensive Preparedness Guide, the Homeland Security 2011 National Preparedness Goal, and our recent emergency and disaster cooperative efforts and experiences.

The coordination of the plan represents a commitment and concerted effort of the City of Wenatchee, Chelan County Emergency Management and other local jurisdictions and agencies working together to enhance our local emergency management capabilities. The CEMP is a cooperative plan to minimize the impacts of emergencies and disasters on people, property, the economy, and the environments to the City of Wenatchee and the surrounding communities.
PROMULGATION MEMORANDUM

TO: Directors of Local and State Agencies and Citizens

FROM: Frank Kuntz, Mayor

SUBJECT: 2013 Comprehensive Emergency Management Plan Promulgation

The City of Wenatchee has adopted the October, 2013 revision of its Comprehensive Emergency Management Plan that was approved through the Washington State Emergency Management review process. The revised plan was noted as consistent with the National Response Framework (NRF), the National Incident Management System (NIMS), and the Washington State Comprehensive Emergency Management Plan (WACEMP).

The plan meets the requirements of RCW 38.52.070 and the criteria of WAC 118-30-060 containing the framework for mitigation preparedness, response, and recovery activities, as well as the framework to address the hazards of terrorism.

The plan represents a commitment and concerted effort of the City of Wenatchee, Chelan County Emergency Management and other local jurisdictions and agencies working together to enhance our local emergency management capabilities. The CEMP is a cooperative plan to minimize the impact of emergencies and disasters on people, property, the economy, and the environment to the City of Wenatchee and the surrounding communities.

The Comprehensive Emergency Management Plan is available electronically on the City website at www.wenatcheewa.gov by selecting the Fire Department Management page.

Frank Kuntz, Mayor

12/16/13

Date

Commitment To Excellence
ORDINANCE NO. 2000-18

AN ORDINANCE, of the City of Wenatchee, Washington, establishing an emergency management organization and providing for appointment of a director of emergency management.

WHEREAS, under RCW 38.52.070 each political subdivision of this state is authorized and directed to establish a local organization for emergency management in accordance with the State Emergency Services Plan and Program; and

WHEREAS, the Department of Emergency Management of the State of Washington has issued regulations Chapter 118-06 WAC regarding the establishment of such local emergency management organizations; and

WHEREAS, it is the intent of the City to comply with the requirements of state law and the regulations thereunder;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WENATCHEE DO HEREBY ORDAIN as follows:

SECTION I

ESTABLISHED. Pursuant to RCW Chapter 38.52, there is hereby established in the City of Wenatchee an emergency management organization for the purpose of performing local emergency management functions. The emergency management organization shall represent only the City of Wenatchee and shall perform its functions only within the City.
SECTION II

DIRECTOR. The Director of the Emergency Management Organization shall be the City of Wenatchee Fire Chief or designated representative, unless and until another person is appointed by the Mayor. The Director shall be directly responsible for the organization, administration, and operation of the emergency management organization.

SECTION III

POWERS. The emergency management organization shall have all powers granted under RCW Chapter 38.52 as now or hereafter amended and as may otherwise be provided by law.

SECTION IV

EFFECTIVE DATE. This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 32 day of June, 2000.

CITY OF WENATCHEE, a Municipal Corporation

By: DENNIS JOHNSON, Mayor

ORDINANCE NO. 2000-18
Page 2.
WAC 118-30-040
Responsibilities of political subdivisions

(1) Each political subdivision must establish an emergency management organization by ordinance or resolution passed by the legislative body of the political subdivision. Two or more political subdivisions may join in the establishment of an emergency management organization.

(2) Each political subdivision shall develop, promulgate and submit a comprehensive emergency management plan.

(3) Each political subdivision shall submit an emergency management program paper annually to the director not less than sixty days prior to the beginning of the calendar year.

(4) Political subdivisions that have joined together to form a joint emergency management organization may submit a single plan and program paper.

WAC 118-30-060
Emergency Plan

(1) Each political subdivision shall maintain a current plan of operations which shall be based on a hazard analysis and as a minimum, include a basic document with the following elements:

   (a) Mission or purpose - Each plan shall contain a section which provides an explanation of why the plan is established, the citation of authorizing or enabling federal, state, and local statute, and an explanation of the situations and assumptions from which the plan is based.

   (b) Organization and responsibilities - The plan shall contain a section which defines the emergency responsibilities for each agency involved in the plan and provide a brief explanation of the chain of command and organizational relationship among such agencies.

   (c) Concept of operations - Each plan shall contain a section which provides a general explanation of how the plan is to be implemented and how the general functions are to be performed.

   (d) Administration and logistics - Each plan shall contain a section which outlines the measures for the administration and the utilization of resources in response and recovery actions and which defines how such actions will be financed.

   (e) Direction and control - Each plan shall contain a section which describes the location of emergency operating centers, and the mechanisms for maintaining continuity of civil government within the political subdivision.

(2) The plan shall also include a functional description of how each of the following operational components will be addressed. It is recommended these components be in annex form in the order listed herein:

   (a) Direction, control and coordination

   (b) Continuity of government

   (c) Emergency resource management

   (d) Warning
WAC 118-30-060
Emergency Plan, continued

(e) Emergency public information
(f) Response and recovery operation reports
(g) Movement (evacuation)
(h) Shelter
(i) Human resources (manpower)
(j) Mass care and individual assistance
(k) Medical, health and mortuary
(l) Communication
(m) Food
(n) Transportation
(o) Radiological and technological protection
(p) Law enforcement
(q) Fire protection
(r) Emergency engineering services
(s) Search and rescue
(t) Military support
(u) Religious and volunteer agency affairs
(v) Emergency administrative procedures
(w) Emergency fiscal procedures and records
(x) Training and education
(y) Energy and utilities

(2) Special subjects
   (Political subdivisions may develop special contingency procedures for specific hazards or events).

(3) It is recommended the annexes be written using the following format:

(a) Purpose
(b) Operational concepts
WAC 118-30-060
Emergency Plan, continued

(c) Responsibilities

(i) Local agencies

(ii) Volunteer or private agencies or organizations

(d) Agency functions by time phase

(i) Mitigation and preparedness

(ii) Response

(iii) Recovery

(e) Appendices

(i) Organization chart

(ii) Standard operation procedures as necessary

(iii) Attachments.

(4) The plan may vary from the annex format, such as using chapters or sections, provided that each of the operational components listed in subsection (2) of this section is addressed. In such case, the plan must include a cross-reference index which specifies exactly where the operational components are located in the plan.

(5) The plan shall address or include the following items:

(a) Local ordinances or resolutions establishing the emergency management organization, mutual aid agreements, memoranda of understanding, and other documents important to the adoption or implementation of the plan shall be referenced in the plan or included in the plan's appendices.

(b) The month and year of the most recent revision shall be identified on each page of the plan and its associated procedures and checklists.

(c) Each page shall be numbered.

(6) The plan shall be promulgated by letter signed by the current executive head.

(7) The plan shall be reviewed and updated at least once every two calendar years.

(8) No less than once each calendar year, the operational capabilities shall be tested by an emergency operations exercise or by an actual local emergency declaration.

(9) Revised or updated portions of the plan shall be submitted to the director within ninety calendar days of revision.
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I. INTRODUCTION
A. Mission

The mission of emergency management is to coordinate and facilitate resources to minimize the impact of disasters and emergencies on people, public health, property, environment, and the economy of the city of Wenatchee. Through planning, coordination, education, training, and community awareness we will prepare for, respond to, recover from, and mitigate the effects of emergencies for all who live, work, or visit our community.

B. Purpose

The purpose of the Wenatchee Comprehensive Emergency Management Plan (CEMP) is to establish responsibilities for the local emergency management capabilities within the city, Chelan County, and other agencies and organizations for the preparedness, response, recovery, and mitigation activities to an emergency or disaster.

- **Preparedness** includes plans or preparations made to get ready for an emergency or disaster to save lives and to help response-and-rescue operations.
- **Response** is putting the preparedness plans into action to save lives and prevent further property damage in a disaster or emergency situation.
- **Recovery** is the process taken to return to a normal or even safer situation following an emergency or disaster.
- **Mitigation** includes activities taken before or after an emergency that prevent or minimize the risk of recurrence, or reduce the damaging effects of an emergency or disaster.

C. Scope

The City of Wenatchee CEMP is an all-hazard plan that is promulgated by the Mayor of Wenatchee and applies to all local, public and private entities and organizations participating and included in the plan. It is an all-hazard approach to emergencies and disaster situations likely to occur in the city as described in the City of Wenatchee Hazard Identification and Vulnerability Analysis (HIVA) and provides the foundation for:

1. The establishment of an organization and responsibilities for efficient and effective use of government, private sector and volunteer resources.
2. An outline of local government responsibilities in emergency management activities as described under RCW 38.52 and other applicable laws.
3. An outline of other participants’ responsibilities in emergency management activities as agreed upon by the participating agencies.

D. Organization

The CEMP includes:

A. The Basic Plan identifies emergency management policies; situation overviews of potential emergencies or disasters; concepts of operation for emergency management using the NIMS Incident Command System; and agency/organization responsibilities.

B. Support annexes describe the role of the city departments and other agencies to coordinate and execute common emergency management strategies. They support:
- Information Collection, Analysis and Planning
- Continuity of Government and Operations;
- And Administration and Finance during all types of emergencies or disasters.

C. The Emergency Support Functions (ESFs), which address specific activities critical to emergency response and recovery, are utilized to identify the concepts of operation and responsibilities of primary and support agencies involved in emergency management activities.

The CEMP incorporates the National Incident Management System (NIMS) for command, control, and coordination of emergency management incidents of all levels and phases of operations.

The Fire Chief has been designated as the Director of Emergency Management and is responsible for the maintenance of the CEMP and emergency management coordination and operations.

II. POLICIES

A. Authorities

This plan is developed under the following local, state and federal statutes and regulations:

2. Revised Code of Washington (RCW) Chapters 38.52 and 39.34.

7. Public Law 99-499, The Community Right to Know Act SARA Title III (Superfund Amendments and Reauthorization Act of 1986). The regulations identified above are not all inclusive. Additional statutes and regulations are found in Appendix 3, References of the Basic Plan.


B. Assignment of Responsibilities

The City of Wenatchee, with legislative authority as a political subdivision of the State of Washington, is the local government responsible.

The basic plan portion of the Wenatchee Comprehensive Emergency Management Plan identifies the functional responsibilities of City of Wenatchee departments / divisions and those assigned to other organizations.

The support annexes provide City department directors (leadership team) and the policy group (Mayor and Council) the framework and strategies to coordinate and carry out the provisions of the emergency management plan. This includes utilizing the city’s personnel, services, equipment, supplies and facilities and coordinating their emergency management capabilities with county emergency management and other support jurisdictions and agencies.

Specific responsibilities are identified under the section of this plan titled Emergency Support Functions (ESF’s). ESF’s have also been established to designate mitigation, preparedness, response, and recovery activities for specific emergency management functions. There is either one agency or joint primary agencies with primary responsibility for coordinating each ESF, while other agencies are tasked with ESF supporting roles. The ESF’s in this plan are to be used as guidelines for the development of departmental standard operating procedures that will support the responsibilities outlined in each ESF.

C. Limitations

The City of Wenatchee will attempt to make every reasonable effort to respond in the event of an emergency or disaster. However, the City of Wenatchee’s resources and systems are vulnerable to natural and technological disaster events, and may be overwhelmed. The City of Wenatchee can only attempt to make every reasonable effort to respond based on the situation, information, and resources available at the time of the disaster.

There is no guarantee implied by this plan that a perfect response to an emergency or disaster incident will be practical or possible. Neither the
City of Wenatchee nor any City of Wenatchee official or employee shall be liable for any claim based upon the exercise or performance of, or the failure to exercise or perform a public duty or a discretionary function or duty, while carrying out the provisions of this plan.

The disaster response and relief activities of government may be limited by:

1. Inability of the general citizenry to survive on their own for more than three days (72 hours) without additional supplies of water, food, shelter and medical supplies.
2. Lack of police, fire, emergency medical service and public works response due to damage to facilities, equipment and shortages of personnel.
3. The shortage of critical drugs and medicines at medical facilities.
4. The shortage of trained response personnel and equipment needed to handle a disaster.
5. Damage to lifelines, such as roads, rail, utilities and communication networks.
6. Damage to response communication networks, telephone and/or overload of the 9-1-1 system.
7. The delay of arrival of outside assistance from either the state or federal level.

In the event of severe devastation throughout North Central Washington and/or the City of Wenatchee, fundamental resources such as water, food first aid supplies, utilities, fuels, shelter and sanitation supplies may be needed. The City of Wenatchee does not have sufficient supplies and equipment on hand for long term needs.

III. SITUATION

A. Emergency / Disaster Conditions and Hazards

The City of Wenatchee is vulnerable to the effects of natural and technological hazards. The city’s Hazard Identification and Vulnerability Analysis (HIVA) plan identifies these hazards and Wenatchee’s vulnerability to each, providing a basis for emergency / disaster planning. Natural hazards are events caused by nature and include but are not limited to earthquakes, floods, severe storms and wildland fires. Technological hazards are defined as events that are caused by people and refer to dam failures, hazardous materials releases, terrorism acts, transportation accidents and urban fires.
B. Planning Assumptions

Some emergencies or disasters will occur with enough warning that appropriate notification will be issued to achieve some level of preparedness. Other situations will occur with no advance warning.

The City of Wenatchee will be unable to satisfy all emergency resource requests during a major emergency or disaster.

Shortages of fundamental resources such as food, shelter, fuel, sanitation and first aid supplies are highly probable. Utility services such as water, sanitary sewer, electric and telecommunications may be disrupted for an extended period of time. As a result, City of Wenatchee residents, businesses and industry will have to utilize their own resources and be self-sufficient following an emergency or disaster for a minimum of three days and most likely much longer. Priority of response will be to life safety, public health, the protection of property, the environment and the economy. Restoration of City of Wenatchee functions and basic infrastructure (utilities, transportation, and economy) will be critical to returning to “normal” operations.

Normal business procedures may require modification to provide essential resources and services.

Due to transportation limitations, it is highly probably that disaster response services and supporting resources will be those locally available for the initial three days or more following a major event.

Communications systems will be overloaded and may suffer disruption and loss of staff, complicating response efforts and reducing the capability to warn or direct action of the public.

Structural damages and high numbers of casualties will result in the overloading of medical facilities creating the need for mass temporary care, treatment and shelter facilities.

Shortages of emergency response personnel will create the need for auxiliary fire, police, search and rescue, emergency medical, and public works personnel. Private sector support will need to augment government disaster response and recovery efforts.

Limitations described in Section II-C should also be considered part of planning assumptions.

County, state, and federal agencies will respond, when requested, according to their established plans and will incorporate into the local Incident Management System, as appropriate.

IV. CONCEPT OF OPERATIONS

A. General

Emergency Management in the City of Wenatchee is conducted under the universally accepted four emergency management phases of mitigation,
preparedness, response and recovery. Emergency preparedness is a constant and continuous process.

Prior to a disaster, mitigation and preparedness activities are the responsibility of each City department and supporting agency within their respective areas.

The comprehensive emergency management plan is designed to support the actions of local city departments and divisions in their efforts to conduct the four phases of emergency management activities.

The City of Wenatchee Fire Chief is responsible for the organization, administration and operation of the emergency management organization.

B. Emergency Management Concepts

Protection of life, public health, property, the environment and economy are the primary concerns of the City of Wenatchee. Wenatchee City Ordinance #2000-8 established an emergency management organization and the Director of Emergency Management.

The elected and appointed Wenatchee city officials, departments / divisions and supporting agencies will maintain their operations, identity and reporting structures, but will function under this plan as an emergency organization with direction from the Mayor. The essential activities of the emergency organization will be coordinated through the city department directors from their department’s or an established Emergency Operations Center (EOC). Qualified and trained liaison personnel supplied, as requested, by department heads will staff essential positions of the EOC. Representatives of other organizations such as the American Red Cross, utility companies, or liaison personnel from State and Federal agencies may also be assembled in the EOC or in a City/County EOC for large events. Emergency operations will be conducted on a 24-hour basis, as required and in accordance with the NIMS Incident Command System.

When a disaster is imminent, or has occurred, participating jurisdictions / agencies operate under these basic guidelines:

1. Determine the scope of the situation, mobilize and commit initial emergency response resources as required by the nature of the emergency.
2. Establish incident command and assume coordination of local resources. Take action to protect lives, property and the environment.
3. Activate the appropriate segments of the emergency management organization and/or contact Chelan County Emergency Management for assistance with emergency management and EOC operations.
4. Activate and staff an Emergency Operations Center (EOC), Expanded Dispatch, or Mobile EOC as appropriate.
5. Establish a liaison with adjacent jurisdictions, if appropriate.

6. Call for mutual aid resources, if needed.

7. Obtain proclamation of emergency, if necessary, to activate emergency powers. Suspend normal non-essential activities, and divert local resources to augment disaster response and recovery.

8. If disaster conditions appear likely to exceed local capabilities, request support from Chelan County Emergency Management and the State Emergency Operations Center. A local proclamation of emergency will be necessary.

9. The Washington State Emergency Operations Center will evaluate local resource commitment, and state resources may be authorized if available.

10. In the event that the capabilities of state government are exceeded, federal disaster assistance may be requested by the Governor. A disaster declaration by the President will be necessary in order to release certain federal aid.

11. Establish local policies and control mechanisms to restore equilibrium; minimize economic dislocation; stabilize prices; preserve existing institutions and organizations; and re-establish community services.

12. Mobilize available local, state and federal resources to restore the community to its pre-disaster state to the fullest extent possible.

Standard operating procedures will be developed by individual departments to be used when carrying out essential activities necessary to accomplish responsibilities in support of this plan. All public information disseminated to the news media or the public regarding the City of Wenatchee’s emergency operations will be approved by incident command before release. The Joint Information System (JIS) concept will be utilized and a Joint Information Center (JIC) will be established in the event of a multi-jurisdictional emergency or disaster. The coordinating EOC will designate an Emergency Public Information Officer to ensure the information released is consistent and accurate.

C. Direction and Control

The Incident Command System (ICS), established by the National Incident Management System (NIMS), is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. The authority of the incident commander is limited to those powers specifically granted by statute or derived from the plan. Emergency response and supporting departments and divisions agree to
carry out their objectives in support of the incident command structure to the fullest extent possible.

D. Emergency Operations Facilities

Mobile Command Post (MCP): Incident command can be facilitated by the use of a Mobile Command Post. The MCP can be used for site-specific direction and control of incidents or it can be used as an alternate EOC, as appropriate.

A Mobile Command Bus is maintained by the Douglas County Sheriff. The bus has the ability to be self-sufficient with generator, heat and air conditioning. The bus is equipped with public safety communications capabilities (radios, cell phones, computer, scanner, printer, and 500 ft. of hard wire phone lines).

Emergency Operations Center (EOC): The City of Wenatchee EOC is located at the Wenatchee Police Station, 140 South Mission Street. The EOC is utilized in large scale incidents for coordination of resources; incident information coordination and as a point of contact for legislative authorities. Public safety departments will make available command level personnel for staffing of the EOC and all other departments will make personnel available to the EOC, as appropriate. Large scale incidents will most likely involve city and county jurisdictions.

The Chelan County EOC is located at 408 N. Western Avenue. The Chelan County EOC is utilized in large scale multi-jurisdiction incidents for coordination of resources; incident information coordination and as a point of contact for legislative authorities. When the Chelan County EOC is activated command level personnel from public safety or other city departments may be assigned to staff the EOC.

Staffing Responsibility: Each participating department or division will identify and train personnel in incident command positions as identified in the plan, as appropriate.

E. Mitigation Activities

The Disaster Mitigation Act of 2000 (44 CFR 201.6) requires local governments to have an approved local mitigation plan prior to receipt of federal funding for all disasters declared on or after November 1, 2004.

The City of Wenatchee, in partnership with the Chelan County Emergency Management Council, has been an active participant in the development of the Chelan County Natural Hazardous Mitigation Plan to meet this mitigation plan requirement.

The City of Wenatchee sub-plan builds on the county-wide plan and further delineates the hazards, vulnerabilities, and mitigation actions specific to the City.
City departments and divisions should also establish interim and long-term actions to eliminate hazards, or to reduce the effects of those hazards that cannot be eliminated.

F. Preparedness Activities

1. City departments and divisions should develop and implement actions to be taken in advance of an emergency to develop operational capabilities and facilitate an effective response in the event a disaster occurs.

2. Lines of authority should be identified and documents for the continuity of operations and government should be protected.

G. Response Activities

1. City departments and divisions should establish response strategies and actions to be taken immediately before, during, or directly after an emergency occurs, to save lives, protect public health, minimize damage to property, and enhance the effectiveness in disaster recovery and business resumption.

2. City departments and divisions should establish the following response procedures for:
   A. Processing emergency call information.
   B. Activation of disaster management plan.
   C. Notification of personnel with disaster management duties.
   C. Mobilization or demobilization of services.
   E. Continuity of government.

3. Communications procedures, including data and voice, in support of disaster management should be established.

4. Procedures to disseminate and respond to requests for pre-disaster, disaster and post-disaster information involving employees, responders, the public, and the media should be established.

5. Procedure to authorize, initiate and accomplish evacuation or sheltering in place should be established.

H. Recovery Activities

1. Departments and divisions will establish disaster recovery and business resumption strategies and activities to return vital life support systems to minimum operating standards and long-term activity designed to return life and business operations to normal levels.
2. The City and other public and private agencies should identify recovery task and responsibilities in order to achieve short and long term goals and objectives. Agencies should include, but not limited to, the following recovery tasks and responsibilities into their disaster management plan:

   A. Organization and staffing for continuity of government.
   B. Essential records recovery and restoration.
   C. Resource procurement.
   D. Restoration of utility services.
   E. Record keeping and documentation.
   F. Public and employee information.
   G. Agency, entity, and community coordination.
   H. Debris and waste removal.
   I. Restoration and salvage.
   J. Personnel reunification.
   K. Identifying of resources and obtaining funding.

V. RESPONSIBILITIES

A. Federal Government

The Federal Government, through the Federal Emergency Management Agency (FEMA), is expected to provide assistance in a timely manner to save lives and to protect property. The Robert T. Stafford Disaster Relief and Emergency Assistance Act was written to provide and orderly and continuing means of providing assistance to state and local governments while carrying out their responsibilities to alleviate the suffering and damage resulting from significant emergencies or disasters.

B. State Government

The State of Washington is expected to coordinate, through its Comprehensive Emergency Management Plan (CEMP) and Emergency Operations Center (EOC), emergency management activities to protect lives and property of the people, and preserve the environment. Further, it will take appropriate actions to mitigate the effects of, prepare for, respond to, and recover from the impacts of emergencies or disasters.

State government departments are responsible for providing various services such as specialized skills, equipment, and resources, in support of county and local government emergency operations.

The Washington State Military Department National Guard is responsible to analyze threats and prepare plans for response to civil authorities.
Proclamations of Emergency, based on information gathered from local and county jurisdictions, allow the Governor a method to request federal assistance through FEMA (Federal Emergency Management Agency).

C. County Government

Chelan County government has the responsibility for disaster mitigation, preparedness, response, and recovery for unincorporated Chelan County. Chelan County government also supports local governments and special purpose jurisdictions regionally by coordinating response and recovery operations and resources.

Proclamations of Emergency issued by the Chelan County Executive will prompt similar action by the Governor, allowing the issuance of a request for federal assistance through FEMA.

Responsibilities and essential activities for Chelan County emergency management operations are found in the appropriate Emergency Support Function’s (ESF’s) of the Chelan County Emergency Management Plan.

D. City of Wenatchee

1. Mayor
   A. Provides overall direction and control.
   B. Proclaims a State of Emergency when necessary, by filing a Proclamation of Emergency form. This Emergency Proclamation allows the waiver or reduction of compliance to normal City purchasing policies as authorized in RCW 38.52.070. This Proclamation also allows for the request of outside assistance from county, state, and federal agencies.
   C. Transfers budgeted funds to meet emergency needs as outlined in RCW 35A.33.120.
   D. Participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

2. City Council
   A. Maintains normal Council activities as appropriate.
   B. Provides legislative and other appropriate support to the City’s response and recovery efforts as necessary.
   C. Participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

3. Director of Emergency Management
A. The Fire Chief, under the parameters established by the Mayor, provides direction and control of emergency or disaster events.

B. Develops and maintains the City of Wenatchee Comprehensive Emergency Management Plan (CEMP).

C. Develops and maintains standard operating procedures in support of this Plan, its Support Annexes, and Emergency Support Functions which provide guidance for the Mayor, City Council and Operations.

D. Orders the activation of the EOC.

E. Prepares Emergency Proclamations for the Mayor.

F. Facilitates necessary decisions within the Mayors leadership team that are essential to overall disaster operations and continuity of Wenatchee government.

G. Provides incident briefings to the Mayor regarding response and recovery activities.

H. Requests Public Information Officers to report to the EOC.

I. Acts as liaison between the Mayor, Emergency Public Information Officer and the Emergency Coordinator (Incident Command).

J. Coordinates standardized inventory and resource reporting in accordance with FEMA Resource Typing Standards for all City Departments.

K. Establishes, maintains and reviews mutual-aid and or private/public partnership agreements that support emergency or disaster operations.

L. Recovers all eligible expenses and serves as the City’s applicant agent for processing federal financial assistance under Public Law 93-288, the Disaster Relief Act of 1974.

M. Provides coordination among local, county, state, federal, private and volunteer organizations.

N. Participates in emergency management training, drills and exercises in support of this plan and its Emergency Support Functions.
O. Directs post incident reviews and examines response and recovery efforts making recommendations for procedural and operational improvements.

4. Executive Services Director

A. Upon activation of the Emergency Operations Center (EOC), reports to the area designated for the Mayors Leadership Team.

B. Facilitates decisions necessary for the continuity of Wenatchee government during the emergency or disaster.

C. Supports the Mayor and City Council in providing direction and control for City operations.

D. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

5. City Attorney

A. Reviews this plan, emergency agreements, contracts and disaster-related documents as the representative of the City.

B. If requested, reports to the Mayors Leadership Team at the Emergency Operations Center (EOC).

C. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

6. City Clerk

1. Coordinates a City records retention system in accordance with Chapter 40.10 RCW that identifies and safeguards essential records against emergencies or disasters. This standardized system is intended to provide guidance to all City Departments in the protection of essential record.

B. Provides representation to the personnel check-in area of the Emergency Operations Center (EOC) as requested.

C. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

7. Human Resources
A. Provides representation to the personnel check-in area of the Emergency Operations Center (EOC) as requested.

B. Coordinates the hiring of additional personnel needed in a disaster.

C. Registers volunteer emergency workers for the City pursuant to Chapter 118.04 WAC.

D. Coordinates with the State Retirement System, and family members in case of a Wenatchee City Employee injury or fatality.

E. Provides for Critical Incident Stress Debriefing (CISD) services for debriefing emergency responders.

F. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

G. Participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

8. Finance Department

A. Provides for the identification and preservation of essential records as outlined in the records retention program.

B. Coordinates the accounting of emergency and disaster-related purchases and expenditures.

C. Assists with the compilation of disaster related financial information.

D. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

9. Information Services

A. Establishes a mitigation program for all City computer and communications system that protects them from the effects of an emergency or disaster.

B. Participates in damage assessment activities.

C. Provides resources support to the Emergency Operations Center (EOC) as requested.

D. Provides for the restoration of computer hardware, software and data systems after an emergency or disaster.
E. Provides telecommunication resources to support the Emergency Operations Center (EOC).

F. Provides liaison with telephone service providers for the establishment of telephone systems to City government, prioritizing essential communication systems necessary for emergency response activities.

G. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

10. Planning Department
   A. Provides for the identification and preservation of essential Planning and its Divisions’ records as outlined in the records retention program.
   B. Provides available personnel to support emergency operations, as requested.
   C. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

11. Fire & Rescue
   A. Develops and maintains standard operating procedures supporting fire and rescue operations and responsibilities identified in this plan and its Emergency Support Functions.
   B. Utilizes the Incident Command System, providing suppression and control of fires and supports other fire protection agencies if signatory of a mutual aid agreement.
   C. Provides representation to the Emergency Operations Center (EOC) as requested.
   D. Provides support for land and water search and rescue operations.
   E. Coordinates and controls urban search and rescue operations.
   F. Provides personnel, vehicles and communication capabilities and other resources to support emergency operations, including the EOC.
   G. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.
H. Acts as an advisor to the hazardous materials Incident Command regarding the enforcement of all city codes relating to the storage, handling, use and disposal of hazardous materials.

I. Determines the cause and origin of disaster related fires.

J. Produces and preserves essential records, reports, and expenses associated with an emergency or disaster for possible reimbursement.

K. Assists City departments in the review, maintenance and establishment of mutual-aid and private / public partnership agreements that support emergency or disaster operations.

L. Provides emergency mitigation, awareness and preparedness information programs for the community.

M. Provides liaison with local, county, state and federal elected officials.

N. Participates in damage assessment activities.

O. Coordinates FEMA Individual Assistance programs for Wenatchee. These programs include temporary housing, family grants and disaster loans.

P. Provides and participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

12. Parks Department

A. Makes park facilities available for use during an emergency or disaster as staging areas, mass care centers or temporary shelters in conjunction with the American Red Cross.

B. Participates in damage assessment activities as required including the assessment of park facilities, systems and improvements.

C. Provides resource support to other City departments, as available, upon request.

D. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

13. Police Department
A. Develops and maintains internal standard operating procedures supporting Police and Division responsibilities as identified in this Plan and Emergency Support Functions.

B. Provides law enforcement services and emergency traffic control.

C. Provides available personnel and equipment (including communication equipment) as available, to assist in the rapid dissemination of warnings and emergency information.

D. Activates, equips, and staffs the Emergency Operation Center (EOC) as needed.

E. Provides security to the Emergency Operations Center (EOC).

F. Pre-identifies and designates an alternate EOC to be used during an emergency or disaster.

G. Provides for the identification and preservation of essential Police and its Divisions’ records as outlined in the records retention program.

H. Establishes, maintains and reviews mutual-aid and or private/public partnership agreements that support Police and its Division’s emergency or disaster operations.

I. Provides a Police Department and its Divisions’ succession of management list to be used during emergencies or disasters to fill functional roles within the EOC and to identify persons holding departmental authority for operational decisions.

J. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

K. Provides for Critical Incident Stress Debriefing (CISD) Services for debriefing emergency responders.

L. Participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

14. Public Works Department

A. Develops and maintains internal standard operating procedures supporting Public Works responsibilities as identified in this Plan and its Emergency Support Functions.
B. Maintains inventory and resource contact information to identify resource vendors, suppliers or locations where departmentally controlled assets may be supplemented, replaced or repaired during an emergency or disaster.

C. Provides a Public Works and its Divisions’ succession of management list to be used during emergencies or disasters to fill functional roles within the EOC and to identify persons holding departmental authority for operational decisions.

D. Establishes, maintains and reviews mutual-aid and or private/public partnership agreements that support emergency or disaster operations.

E. Provides for the identification and preservation of essential records as outlined in the records retention program.

F. Implements hazard mitigation in the development of policy, issuing of permits, design, maintenance and construction of City structures and systems, including water and sewer. This mitigation program will include the designation of methods to support emergency power generation for City wells, sewer pumping stations and fuel supplies necessary to Public Works operations.

G. Establishes a nonstructural hazard mitigation program for City facilities that safeguards the public and City employees. These mitigation efforts should include, but not be limited to suspended ceiling grid anchoring, mechanical and electrical systems protection.

H. Pre-identifies and designates main and alternate Departmental Operations Centers (DOC) to be used during an emergency or disaster.

I. Establishes an emergency food and water program which stocks and maintains all city facilities with enough food and water to support City employees for a minimum of 72 hours.

J. Participates in damage assessment activities including inspection of facilities and their systems, roads, bridges, water and sewer facilities for public safety concerns; and compilation of damage loss totals.

K. Provides for the emergency procurement and restocking of normal facilities supplied items.
L. Coordinates the emergency repair and relocation of City facilities.
M. Provides available personnel and equipment as requested to support the EOC.
N. Provides for emergency restoration of City roads, water and sewer facilities.
O. Provides debris clearance, emergency protective measures, emergency and temporary repairs, and/or construction efforts to protect City property.
P. Provides traffic control signs and barricades for road closures and detours, and provides operational control of traffic signals and flashers under City jurisdiction.
Q. Provides resource support to other City departments, as available, upon request.
R. Directs the use of available resources required to conduct City flood fighting operations.
S. Performs or contracts major recovery work to restore damaged public facilities under Public Law 93-288, the Disaster Relief Act of 1974.
T. Provides technical advice and limited resources for emergency waste disposal.
U. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.
V. Participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

E. Other Agencies

1. Central Washington Hospital
   A. Develops facility hazard mitigation and emergency plans in accordance with federal, state and regional guidance and policy.
   B. Develops damage assessment teams and procedures for the inspection of site structures and systems following an emergency or disaster.
   C. Activates Hospital Emergency Incident Command system (HEICS) for the facility as appropriate for the level of emergency or disaster.
D. Activates Regional Hospital Bio-terrorism Preparedness & Response Plan in the event of an epidemic resulting from Bio-terrorism.
E. Participates in emergency training drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

2. Red Cross
A. Provide Red Cross Disaster Action Teams (trained Red Cross volunteers) at the scene of a disaster within minutes of its occurrence to provide immediate, identifiable emergency services to disaster victims and emergency workers.
B. Provides communications service between all Red Cross facilities within the disaster area.
C. Provides representation to the Emergency Operations Center (EOC) as requested.
D. Provide assistance with psychological and emotional impact of disaster on relief workers and affected individuals and committees (CISD)
E. Provide a Disaster Welfare Inquiry function for disaster relief operations.
F. Provide immediate response to disaster – caused needs for shelter and food for disaster victims and workers.
G. Provide Local Disaster Volunteers (LDV) function by recruiting, training and placing supporting and recognizing local disaster volunteers assigned to an operation.
H. Participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

3. RiverCom 911 Dispatch Center
A. Provides 911 dispatch services for emergency service agencies (PSAP Public Safety Answering Point) in Chelan and Douglas Counties.
B. Maintains primary and redundant telecommunications equipment and facilities for emergency dispatch services essential to incident management.
C. Supports North Central Washington interoperability communications plan and common radio channels for emergency communications and incident management.

D. Provides representation to the Emergency Operations Center (EOC) as requested.

E. Participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.

4. **Wenatchee School District**

A. Develops district and building hazard mitigation and emergency plans in accordance with state and district guidance and policy.

B. Develops damage assessment teams and procedures for the inspection of site structures and systems following an emergency or disaster.

C. Provides structurally safe school facilities for sheltering and feeding by agreement with the Red Cross.

D. Provides buses on a temporary rental/lease basis, subject to individual school district approval, as per RCW 28A.160.080.

E. Participates in emergency management training, drills, exercises and post incident reviews in support of this plan and its Emergency Support Functions.
I. PURPOSE
The purpose of this Emergency Support Annex is to collect, evaluate, and disseminate information regarding a potential or actual emergency or disaster to support the response and recovery activities of the City of Wenatchee.

II. CONCEPT OF OPERATIONS
A. City of Wenatchee Emergency Management (Fire & Rescue Department) is the primary department for the coordination, collection, and dissemination of information during major emergency incidents and disasters that require multi-agency response and EOC activations.

B. Emergency response actions and strategies to localized emergency incidents will be taken by city departments according to Standard Operating Procedures and Guidelines (SOP and SOG) and Automatic and Mutual Aid Agreements.

C. City of Wenatchee will coordinate with Chelan County Emergency Management when the Chelan County EOC or alternate site is activated for information analysis and planning functions.

D. Incident Commanders and support agencies will coordinate incident information with the lead jurisdiction and Emergency Management. This includes:
   1. Contact person and call back number, etc.
   2. Incident status and projected plan of action
3. Area affected
4. Resource status and needs
5. Public information news releases

E. The City of Wenatchee Emergency Management Leadership Team will conduct an initial informational meeting regarding potential or actual emergency or disaster incidents prior to or within the first hour of the incident. The emergency management leadership team will include:

- Fire Chief, or designee
- Police Chief, or designee
- Public Works Director, or designee

1. Information will be used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes.

2. Additional parameters for information meetings will be established to facilitate:

- Information from the incident commander who is responsible for providing updates.
- Coordination of Emergency Alert System activation and of public information.
- Planning for extended events and additional operational periods.
- Coordinating the potential impact to other city departments and the continuity of government and operations.
- Coordinate the collection, analysis, and sharing of information with Chelan County Emergency Management/EOC.
- Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities.

F. Information Gathering

1. **Monitoring Hazard Information Sources** – Information on potential hazards is monitored through a variety of services.

   - My State USA weather alerts
   - National Weather Service forecasts and hazardous weather outlook
   - Inci-Web National Wildfire Incident Information
   - Washington Crime Information Center
   - Washington State Fusion Center (Homeland Security)

2. **Situation Status Information** – As potential hazards and incidents develop, information becomes more definitive and will
be used to analyze threats and make decisions on needed response actions.

3. It is especially important in escalating incidents such as wildfires, severe weather and flooding where forecasting plays a critical part in the response plan of action

- What is the current situation – its location, origins, impact, extent, and so on?
- How likely is the situation to worsen or escalate?
- What is the likely timeframe, and how will it impact decision making?
- What are the implications for preparatory, preventive, protective, or response actions?
- What additional information do we need for decision making?

4. **Operational Information** – Operational information about the incident regarding people, property, and the status of emergency services will be used to develop situation reports (sit-reps) as an incident progresses.

- Incident location and scope, and degree of containment or control.
- Impact assessments:
  - Injuries and fatalities
  - Critical infrastructure and property threatened, damaged, or lost
- Agencies involved and numbers of units on the scene and responding.
- Threats to responders and to the public
- Strategy and tactics

5. **Resource Information** – Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations. It may address:

- Resource typing and inventory
- Resource needs, including:
  - Types
  - Amounts
  - Locations
  - Estimated costs
- Resource availability
- Resource tracking, reporting, and accountability

6. **Management and Control Information** – Can be used to make decisions in support of the operational objectives.
- Safety issues
- Budgetary and legal matters, including determining the basis for declarations
- Political environment
- Personnel performance
- Interagency agreements and coordination issues
- Labor concerns and contractual problems

7. Public Information – Public information must be timely, accurate, and consistent information to keep the public informed.

- Alert system notices and other predictive information
- Information about degrees of threat to the general public, areas to avoid, and similar information.
- Instructions on protective measures such as evacuation routes and lifesaving measures.

III. RESPONSIBILITIES

A. The Fire Chief has been designated as the Director of Emergency Management and is responsible for the maintenance of the CEMP and emergency management coordination and operations.

B. The City of Wenatchee Emergency Management Leadership Team (Fire Chief, Police Chief, and Public Works Director) will conduct initial information briefings to coordinate information and planning regarding potential or actual emergency or disaster incidents. Information will be used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes.

C. The Mayor is responsible for policy decision needed to support an emergency or disaster. When the Mayor approves and signs a proclamation of emergency, emergency powers include emergency purchasing and resource procurement as outlined in Chapter 35.33 and 38.52 RCW. These powers include the ability to enter into contracts, incur obligations and re-appropriate budgeted funds towards response and recovery efforts that protect persons and property from harm.

D. The City of Wenatchee Emergency Management will coordinate with Chelan County Emergency Management when the Chelan County EOC or alternate site is activated to coordinate incident information planning, and operations.

Appendix 1 - City of Wenatchee Emergency Management Situation Report
### City of Wenatchee
#### Emergency Management Situation Report

<table>
<thead>
<tr>
<th>Incident Name:</th>
<th>Incident Type:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITREP#:</td>
<td>Jurisdiction:</td>
</tr>
<tr>
<td>Date:</td>
<td>Prepared By:</td>
</tr>
<tr>
<td>Report Type:</td>
<td>Time (24 hour):</td>
</tr>
<tr>
<td>Initial Report</td>
<td>Approved by:</td>
</tr>
</tbody>
</table>

1. **Situation**

2. **Casualty / Victim Totals**
   - a. Injured
   - b. Homeless (disaster caused)
   - c. Missing
   - d. Dead

3. **General Situation Status**
   - a. Secondary Incidents (uncontrolled fires, haz-mat, SAR, etc.)
   - b. Transportation Routes Closed or Restricted (air, land, waterways)
   - c. Major Utilities Disrupted (water, gas, electricity, phones, cable TV, etc.)
   - d. Other Damage or Losses (private property, agricultural losses)
4. Current Evacuation Status

<table>
<thead>
<tr>
<th># Evacuated / From</th>
<th>General Description of Situation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

5. Current Shelter Status

<table>
<thead>
<tr>
<th>Shelter Name</th>
<th>Address / Location</th>
<th>Shelter Capacity</th>
<th>Remaining Spaces</th>
</tr>
</thead>
<tbody>
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<td></td>
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</table>

6. Accomplishments / Updates for this Operational Period

7. Current Priority Needs

8. Future Outlook / Planned Actions

9. Weather

<table>
<thead>
<tr>
<th>Time of Report (24 hr.):</th>
<th>Wind FROM:</th>
<th>FORECAST:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Precipitation Type:</td>
<td>Wind TO:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Precipitation Amount:</td>
<td>Wind Speed:</td>
<td></td>
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</tbody>
</table>

10. Other Comments
CITY OF WENATCHEE, WASHINGTON
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

EMERGENCY SUPPORT ANNEX 2
CONTINUITY OF GOVERNMENT AND OPERATIONS

PRIMARY DEPARTMENTS:

Wenatchee Fire & Rescue
Wenatchee Police Department
Public Works Department

SUPPORT DEPARTMENTS AND AGENCIES:

City Information Services
All Other City Departments
RiverCom 911 Dispatch Center
Chelan County Emergency Management
American Red Cross
Washington State Emergency Management Division

I. PURPOSE

The purpose of this Emergency Support Annex is to ensure the continuity of the essential functions and critical operations performed by the city government, city departments and divisions during an incident or as quickly as possible following an incident.

II. CONCEPT OF OPERATIONS

A. Continuity of government operations plans address the preservation and/or reconstruction of government to ensure that legislative and/or administrative responsibilities are maintained.

B. Essential functions to ensure administrative and business continuity for the City of Wenatchee include:

1. Records management of essential records.
2. Coordinate and carry out all City Council regular and special meetings, work sessions, and committee meetings.
3. Serve as the point of contact for citizen requests, complaints, claims and requests.
4. Administer the city operations, carry out City Council policy and negotiate contracts or agreements that implement Council direction.

C. Continuity of operations plans for city departments and divisions address the continued performance of essential functions (core capabilities) and critical operations during any potential incident.
D. Essential functions to ensure continuity of operations for the City of Wenatchee that include:

1. Fire & Rescue Department
   a. Fire Suppression
   b. Technical Rescue Operations
   c. Hazard Response & Mitigation
   d. Emergency Medical Services
   e. Emergency Management

2. Police Department
   a. Patrol Operations, Public Safety & Security
   b. Criminal Investigations
   c. Warning & Evacuation
   d. Emergency Traffic Control

3. Information Systems Department
   a. Network and Desktop Services
   b. Phone Communications

4. Finance
   a. Coordinates the accounting of emergency and disaster-related purchases and expenditures.
   b. Produces and preserves essential records, reports and expenses associated with an emergency or disaster for possible reimbursement.

5. Public Works Department
   a. Heavy equipment resources for emergency access, debris removal, and temporary street repairs.
   b. Engineering services for damage assessment and emergency contracting to restore critical facilities.
   c. Emergency repair of water and wastewater facilities.
   d. Fleets and facilities maintenance and repairs.

III. RESPONSIBILITIES

A. City Departments will maintain operating procedures and guidelines for emergency operations including automatic and mutual aid agreements and continuity of operation plans to ensure the continuation of essential functions and critical operations.

B. City Emergency Management (Fire & Rescue) will coordinate with Chelan County Emergency Management when an EOC is activated to coordinate incident information, planning, and emergency operations.
I. PURPOSE
The purpose of this Emergency Support Annex is to describe the administration and financial authority and procedures necessary to support operations during emergencies or disasters.

II. CONCEPT OF OPERATIONS
A. The City of Wenatchee, with emergency management responsibilities, is required to establish, maintain, and protect vital records under a records retention program as defined in RCW 40.10.010. The City Clerk will coordinate a city-wide records retention program and all departments and divisions will use the standardized system to protect essential records.

B. Reports are required from all City of Wenatchee departments and divisions to provide the Mayor, Director of Emergency Management, and other government officials with information concerning the nature, magnitude, and impact of an emergency or disaster, and for use in evaluating and providing efficient and appropriate emergency or disaster response assets and services.

C. Immediate reports of damage losses and requests for assistance must be forwarded to the Emergency Management leadership team (Fire Chief, Police Chief, and Public Works Director) to brief the Mayor and Policy Group and coordinate with Chelan County Emergency Management or established EOC as a basis for declaring an
emergency. The County will forward damage reports to the Washington State Emergency Management Division or EOC.

D. The City of Wenatchee will use emergency workers as outlined in state law. “Emergency Worker” is defined in RCW 38.52.010(4), and rules and regulations concerning workers are outlined in RCW 38.52.310.

E. Liability Coverage

1. The State Emergency Management Division (EMD) Incident Numbers (Mission or Disaster Incident Number Series) are assigned to local jurisdictions for all actions taken that are intended to protect life, property and the environment during the incident period of any given event. They will be used by the City of Wenatchee for the duration of the incident and the recovery period.

2. Equipment and vehicles should only be used by trained, qualified personnel. Personal property that is not relevant to the mission will not be considered for compensation coverage.

F. All city services and facilities may be utilized during a declared disaster or emergency.

G. Replacement, repair, and restoration of damaged facilities may require environmental review or permit prior to final project approval. In instances where emergency work is performed to protect life and property, requirements for environmental review and permits may be waived or orally approved as per the following statutes and regulations See Appendix ESA 301.

H. Many structures, archaeological sites, or properties of historical significance are protected by law. Non-time-critical missions and recovery actions affecting such protected areas will be coordinated with the Department of Archaeology and Historic Preservation.

I. The State’s program of non-discrimination in disaster assistance will be carried out in accordance with Title 44 CFR, Section 205.16. This program will encompass all state and local jurisdiction actions to the Federal/State Agreement.

1. Federal financial assistance to the City of Wenatchee is conditional on full compliance with Title 44 CFR, Part 205.

2. All personnel carrying out federal major disaster or emergency assistance functions, including the distribution of supplies, the processing of applications, and other relief and assistance activities, shall perform their work in an equitable and impartial manner, without discrimination on the grounds of race, religion, sex, color, age, economic status, or national origin.

3. As a condition of participation in the distribution of assistance or supplies under Public Law 93-288, government bodies and other organizations shall provide a written assurance of their intent to
comply with regulations relating to nondiscrimination promulgated by the President or the administrator of the Federal Emergency Management Agency (FEMA), and shall comply with such other regulation applicable to activities within an area affected by a major disaster or emergency as the administration of FEMA deems necessary for the effective coordination of relief efforts.

4. The provisions of Title 44 CFR, Section 205.16 concerning non-discrimination in disaster assistance shall be included in this document by reference.


III. EMERGENCY FINANCIAL MANAGEMENT OPERATIONS

A. The City of Wenatchee will follow emergency procedures outlined in Chapter 35.33 RCW, Optional Municipal Code. Whenever an emergency necessitates an expenditure for the preservation of peace, health, or safety, or for the carrying out of the necessary work required by law of any Wenatchee Department or Division for which sufficient appropriations have not been made, the Mayor or the designated department head shall issue a written basis for the emergency determination accompanied by a description and/or specification and cost estimate of the contract after the commencement of the purchase, per Wenatchee City emergency purchasing policy.

B. The City of Wenatchee will incur disaster-related obligations and expenditures in accordance with the provisions of Chapter 38.52 RCW, which gives the Mayor power to enter into emergency recovery contracts without complying to normal procurement requirements. Chapter 35.33 RCW grants the City Council the authority to make expenditures without public notice or hearing and also gives the Mayor authority, subject to council imposed regulations, to redirect appropriations within any one fund of the City.

C. Records will be kept in such a manner to separately identify event-related expenditures and obligations from general programs and activities of the City of Wenatchee.

Complete and accurate records are necessary:

1. To document all requests for assistance
2. For reimbursement under approved applications pertaining to declared emergencies or major disasters.
3. For audit reports, detailed records will be kept from the onset of the event, which include, but are not limited to:
a) Work that is performed by force account.
   1) Appropriate extracts from payrolls, with any cross-references needed to locate original documents.
   2) A schedule of equipment used on the job.
   3) Invoices, warrants, and checks issued and paid for materials and supplies used on the job.

b) Work that is contracted out.
   1) Copies of request for bids.
   2) The contract that is let.
   3) Invoices submitted by the contractor.
   4) Warrants authorizing check issuance.

c) Work done under inter-community agreements and mutual aids.

d) All work above and beyond normal job duties and specific to the emergency or disaster.

D. Disaster-related expenditures and obligations of the City of Wenatchee may be reimbursed under a number of federal programs. Reimbursement of approved costs for work performed in the restoration of certain public facilities may be authorized by the federal government after a major disaster declaration by the President of the United States under the statutory authority of certain federal agencies.

E. Audits of emergency expenditures will be conducted following the closure of the incident. This audit will be used to support the eligibility of the costs claimed for reimbursement.
The City of Wenatchee Comprehensive Emergency Management Plan was developed and is maintained pursuant to, but not limited to, the following City of Wenatchee, State of Washington and Federal statutes and regulations, and existing plan documents. See each Appendix and each Emergency Support Function for other appropriate references.

**United States Governing Statutes**

- Public Law 93-288, The Disaster Relief Act of 1974, as amended by Public Law 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act
- Public Law 99-499, the Community Right to Know Act SARA Title III (Superfund Amendments and Reauthorization Act of 1986)
- Public Law 920, Federal Civil Defense Act of 1950, as amended
- Public Law 96-342, Improved Civil Defense 1980,
- Title 44 CFR, section 205 relating to non-discrimination
- Title 47 USC 151, 303, 524, 606 relating to FCC Rules and Regulations, Emergency Alert System

**Washington State Governing Statutes**

- Revised Code of Washington Chapter 34.05, Administrative Procedures Act
- Revised Code of Washington Chapter 35.21, Miscellaneous Provisions
- Revised Code of Washington Chapter 38.52, Emergency Management
- Revised Code of Washington Chapter 38.54, Fire Mobilization
- Revised Code of Washington Chapter 39.34, Inter-local Cooperation Act
- Revised Code of Washington Chapter 40.10, Records Retention
- Revised Code of Washington Chapter 42.30, relating to special meetings
- Revised Code of Washington Chapter 49.60, relating to human rights and non-discrimination
- Revised Code of Washington Chapter 70.102, Hazardous Substances Incidents
- Revised Code of Washington Chapter 70.136, Hazardous Materials Incidents
- Revised Code of Washington Chapter 75.20, Construction Projects in State Waters
- Revised Code of Washington Chapter 86.16, Flood Plan Management
- Washington State Administrative Code Chapter 118.04, Emergency Worker Program
- Washington State Administrative Code Chapter 118.06, Local Emergency Services Organizations
- Washington State Administrative Code Chapter 118.07, Local Emergency Service Plans
- Washington State Administrative Code Chapter 118.08, Emergency Services Programs
- Washington State Administrative Code Chapter 118.30, Emergency Management
- Washington State Administrative Code Chapter 118.40, Community Right to Know Act
- Washington State Administrative Code Chapter 173.14, relating to shoreline development
- Washington State Administrative Code Chapter 197.10, State Environmental Policy Act
- Washington State Administrative Code Chapter 468.200, Air Search and Rescue / Disaster Relief
City of Wenatchee Governing Statutes
Wenatchee City Ordinance No. 2000-18 (Establishing a local EM organization)
Wenatchee City Code Chapter 1.06, Organization
Wenatchee City Code Chapter 1.10, Finances
Wenatchee City Code Chapter 3.08, Fire Services
Wenatchee City Code Chapter 12.04, Environmental Policy
Wenatchee City Code Chapter 2.05, Flood Hazards Regulations

Plan References
American Red Cross Disaster Services Regulations and Procedures (ARC 3000 Series)
ATC-20 Post Earthquake Safety Evaluation of Buildings, as amended
City of Wenatchee Fire & Rescue Standard Operating Procedures/Guidelines
City of Wenatchee Hazard Identification and Vulnerability Analysis, as amended
Disaster Assistance for Local Government, as amended
FEMA Publication 262, Guide to Federal Aid in Disasters, as amended
Chelan County Amateur Radio Plan
Chelan County Emergency Management Plan, January
Chelan County Emergency Medical Services Protocol
Chelan County Hazard Vulnerability Analysis
Chelan-Douglas Health District Emergency Response Plan
Chelan/Douglas Local Emergency Planning Committee (LEPC) Hazardous Materials Plan
National Search and Rescue Plan (U.S. Dept. of Defense Joint Publication 3-50.1)
Region 7 Emergency Preparedness and Response Plan, as amended
Regional Hospital Plan Preparedness and Response for Bioterrorism Washington State
Department of Health Region 7
State of Washington Emergency Alert System State EAS Plan, as amended
Washington State Comprehensive Emergency Management Plan, as amended
Washington State Department of Transportation Disaster Plan
Washington State Fire Services Resource Mobilization Procedures
Washington State Public Assistance Manual, as amended
International Building Code, as amended
International Fire Code, as amended
Air Search and Rescue – Search and rescue operations for aircraft in distress, missing, or presumed down are conducted by the Washington State Department of Transportation, Aviation Division, under authority of Revised Code of Washington (RCW) Chapter 47.68 and Washington Administrative Code (WAC) Chapter 468.200. Related land SAR operations, including the rescue and/or recovery of victims of a downed aircraft incident, are the responsibility of the chief law enforcement officer in whose jurisdiction the incident site is located. Air search and rescue does not include air support of land search and rescue operations conducted under authority of Chapter 38.52 RCW. See also SEARCH AND RESCUE.

Alternate Communications Systems – Consists of backup communication systems or refers to the use of normal communication systems in non-typical ways to fulfill communication needs during an emergency or disaster.

Applicant Agent – The designated representative for a jurisdiction who submits a project application or request for direct federal assistance under the Disaster Relief Act or on whose behalf the Governor’s Authorized Representative tasks such action as a result of a declaration of a major disaster or emergency. An applicant agent is the representative for government or other legal entity to which a sub-grant is awarded and which is accountable to the Emergency Management Division for the use of the funds provided.


Comprehensive Emergency Management Network (CEMNET) – A dedicated two-way Very High Frequency (VHF) low band radio system. Provides direction and control capability for state and local jurisdictions for administrative use, and during an emergency or disaster. This is an emergency management net belonging to and managed by Washington State Emergency Management.

Comprehensive Emergency Management Plan – The preparation for and the carrying out of all emergency functions, (other than functions for which the military forces are primarily responsible) to mitigate, prepare for, respond to, and recover from emergencies and disasters, and to aid victims suffering from injury or damage, resulting from disasters caused by all hazards, whether natural or technological, and to provide support for search and rescue operations for persons and property in distress.

Conflagration – Fire causing major damage requiring resources above and beyond the capabilities of a local jurisdiction.
Damage Assessment – Process utilized to determine the magnitude of damage and the unmet needs of the public sector caused by a disaster or emergency event.

Departmental Operations Center – An operational control center, remote from the Emergency Operations Center (EOC) that coordinates department specific operations and receives strategic priorities and policy direction from the Emergency Coordination Center.

Disaster – An event, expected or unexpected, in which a community’s available, pertinent resources are expended; or the need for resources exceeds availability; and in which a community undergoes severe danger; incurring losses so that the social or economic structure of the community is disrupted; and the fulfillment of some or all of the community’s essential functions are prevented.

Disaster Application Center – A temporary facility where, under one roof, representatives of Federal agencies, local and state governments, and voluntary relief organizations can process applications form individuals, families, and business firms.

Disaster Field Office – The temporary office established in or near the designated area to support federal and state response and recovery operations. The Disaster Field Office houses the Federal Coordinating Officer (FCO) and the Emergency Response Team (ERT) and where possible, State Coordinating Officer (SCO) and support staff.

Disaster Search and Rescue – Large scale searches and rescue operations conducted as a result of a natural or technological emergency, or disaster.

Disaster Welfare Information System – A method in which to collect and disseminate family information such as location, injuries, death, etc. as well as the reunification of family members.

Earthquake – The sudden, powerful release of energy that may fracture the earth’s surface, shake the ground, cause the ground to roll, liquefy certain soils, and generate tremendous water waves called tsunamis. The formation of this energy is brought about by the continual sliding, colliding and overrunning of the massive pieces that combine together to form the earth’s outer crust. These pieces are called tectonic plates. The word tectonic is derived from the Greek word tektonikos, which means of a builder or carpenter. These plates are so named “tectonic plates” for their ability to build mountains and other formations on the earth’s surface as a result of the collisions of these plates.

Emergency – An event, expected or unexpected, involving shortages of time and resources; that places life, property, or the environment, in danger; that requires response beyond routine incident response resources.

Emergency Alert System (EAS) – An alert system established to enable the President, federal, state and local jurisdiction authorities to disseminate emergency information to the public via the Commercial Broadcast System. It is composed of amplitude modulation (AM), frequency modulation (FM), television
broadcasters, and the cable industry, and was formerly known as the Emergency Broadcast Systems (EBS).

**Emergency Medical Technician** - A professional level provider of emergency medical care who has received formal training and is state certified in a minimum of Basic Life Support.

**Emergency Operations Center** – A designated site from which public, private or voluntary agency officials can coordinate emergency operations in support of on-scene responders.

**Epicenter** – The point on the earth’s surface directly above the focus or the energy release point known as an earthquake.

**Evacuation** – Method used to move people, resources, supplies, inventory, and equipment, out of a threatened area.

**Executive Declaration of Emergency** – The formal declaration by the County Executive that an emergency or major disaster exists based upon the request for such a declaration by Local governments and with verification by preliminary damage assessment based on FEMA assessment criteria.

**Federal Emergency Management Agency (FEMA)** – Agency created in 1979 to provide a single point of accountability for all federal activities related to disaster mitigation, preparedness, response and recovery. FEMA manages the President’s Disaster Relief Fund, and coordinates the disaster assistance activities of all federal agencies in the event of a presidential disaster declaration.

**Fire Communications (FIRECOM)** – Statewide mutual aid firefighting frequency used by firefighters of different departments and districts for the command and coordination of fire suppression operations.

**Fire Safety** – Any behavior that prevents injury, death or property damage that are due to the effects of fire.

**Force Account** – The accounting of materials, labor, or equipment owned or employed by a local or county jurisdiction that either have been used or are being used to respond to, recover from or mitigate the effects of an emergency or disaster that has qualified for public assistance reimbursement, grants or loans.

**Hazardous Materials** – Materials or substances which can cause harm to people or the environment when released or outside their intended use.

**Immediately Dangerous to Life and Health (IDLH)** – The concentration of airborne contaminants which pose a threat of death, immediate or delayed permanent adverse health effects that could prevent escape from such an environment.

**Incident Action Plans** – A plan which is initially prepared at the first meeting of the command staff contains general control objectives reflecting the overall incident strategy, and specific action plans for the next operational period.

**Incident Command System (ICS)** – A standardized system to be utilized at all emergency scenes that includes: roles, responsibilities, operating requirements,
guidelines and procedures for organizing and operating an on-scene management structure.

**Incident Commander** – The person in overall command of an emergency incident. This person is responsible for the direction and coordination of the response effort.

**Incident Management Systems (IMS)** – An all-hazard, on-scene functional management system establishing common organizational, terminology and procedural standards with the responsibility of managing assigned resources and effectively accomplishing the stated incident objectives. This is a component of the National Incident Management System (NIMS).

**Infrastructure** – The permanent installations and basic frameworks of public systems that provide for the basic needs of the people such as roadways, bridges, water systems, sewer systems, communications systems, etc.

**Joint Information Center (JIC)** – The physical location where public information staff involved in incident management activities can collocate to perform critical emergency information, crisis communications, and public affairs functions.

**Liaison** – The contact for personnel assigned to the incident by assisting or cooperating departments or agencies and who has expertise in the capabilities, management and use of those personnel.

**Local Emergency Planning Committee (LEPC)** – The planning body designated by the Superfund Amendments and Reauthorization Act, Title III legislation as the committee responsible for preparing local hazardous materials emergency response plans. (Title 118 WAC)

**Mass Care Facility** – A public or private facility that is pre-designated and managed by the American Red Cross during an emergency, where evacuated or displaced persons may be housed, fed and provided first aid treatment.

**Mass Casualty Incident** – Any incident where the number of patients overwhelms our available resources.

**Mayoral Proclamation of Emergency** – The formal declaration by the Mayor, that an emergency or major disaster exists based on damage assessments of the City. Mayoral Proclamations are in turn used to prompt an Executive Declaration by the County Executive.

**Mission Number** – The number or name assigned by Department of Natural Resources or Washington State Department of Emergency Management to the incident and is required for reimbursement under the State Fire Mobilization Plan and the Washington State Public Assistance program.

**Mitigation** – Activities taken before or after an emergency that prevents or minimizes the risk of a recurrence, or reduces the damaging effects of unavoidable emergencies.

**Mutual Aid** – An agreement with neighboring agencies to respond to, and assist in, attempting to control an emergency or disaster incident.
Mutual Aid Agencies – A collaboration of public and private agencies within this state, that have developed arrangements for reciprocal emergency management aid and assistance in case of disaster too great to be dealt with unassisted (Chapter 38.52.090 RCW).

National Response Framework (NRF) – This is the framework on how the Nation conducts all-hazards response. It is built upon scalable, flexible, and adaptable coordinating structures to align key roles and responsibilities across the Nation, linking all levels of government, nongovernmental organizations, and the private sector. It is intended to capture specific authorities and best practices for managing incidents that range from the serious but purely local, to large-scale terrorist attacks or catastrophic natural disasters.

National Incident Management System (NIMS) – A comprehensive, national approach to incident management. It establishes a standard incident management process, procedures and protocols that are applicable to all jurisdictional levels across functional disciplines so responders can work together with maximum effectiveness.

National Search and Rescue Plan – A U.S. interagency agreement that provides a national plan for coordinating Search and Rescue services to meet domestic and international needs and commitments.

National Warning System (NAWAS) – The federal portion of the Civil Defense Warning System; it is used to disseminate warnings and other emergency information from the FEMA National or Regional Warning Centers to Warning Points in each state. The system is also used by state warning points to disseminate information to local primary warning points. It provides warning information to state and local jurisdictions concerning severe weather, earthquake, flooding, and other activities that affect public safety.

Natural Disaster – A disaster created by the effects of natural events including severe weather, flooding, earthquake, or volcanic eruptions.

NOAA Weather Radio – A weather radio that broadcasts continually updated weather reports by region, 24 hours per day and is provided by the National Oceanic and Atmospheric Administration.

Occupational Safety and Health Agency – The agency that is primarily responsible for workplace health and safety; it is an agency of the Department of Labor.

Office of Emergency Management – A local organization of emergency management created in accordance to Chapter 38.52.070 RCW.

Potable Water – Water suitable for drinking.

Preliminary Damage Assessment (PDA) – A joint local, state, and federal analyses of damage caused by a disaster that may result in a presidential disaster declaration. The preliminary Damage Assessment is documented through surveys, photographs, and other written information.
**Preparedness** – Actions taken in advance of an emergency to develop operational capabilities and facilitate an effective response in the event an emergency occurs. Preparedness measures include continuity of government, emergency communications, emergency operations centers, emergency operations plans, public information materials, public education programs, exercise of plans, mutual aid agreements, warning systems, stocking of supplies, and training of emergency response personnel.

**Presidential Disaster Declaration** – The formal declaration by the President that an Emergency or Major Disaster exists based upon the request for such a declaration by the Governor and with the verification of Federal Emergency Management Agency preliminary damage assessments.

**Primary Agency** – A City of Wenatchee department or other agency assigned primary responsibility to manage and coordinate a specific Emergency Support Function (ESF). Primary agencies are designated on the basis of their having the most authorities, resources, capabilities, or expertise relative to accomplishment of the specific Emergency Support Function (ESF). An example of a primary agency is the Wenatchee Public Works Department for ESF 1, Transportation.

**Public Assistance (PA)** – Supplementary federal assistance provided under the Robert T. Stafford Disaster Relief Act to state and local jurisdictions, special purpose districts, Native Americans, or eligible private, nonprofit organizations to repair or replace disaster damaged public facilities.

**Public Information Officer** – Individual responsible for interface with the media or other appropriate agencies requiring information.

**Radio Amateur Civil Emergency Services (RACES)** – Licensed amateur radio operators who support state local jurisdictions during emergencies or disasters.

**Recovery** – Activity to return vital life support systems to minimum operating standards and long term activity designed to return life to normal or improved levels, including some form of economic viability. Recovery measures include, but are not limited to, crisis counseling, damage assessment, debris clearance, disaster loans and grants, disaster unemployment assistance, public information, reassessment of emergency plans, reconstruction, temporary housing and business resumption full scale.

**Resources** – All personnel and major items of equipment available, or potentially available, for assignment to incident tasks on which status is maintained.

**Resource Directory** – A directly of private and public equipment, supplies and personnel, with the training and expertise to provide assistance during an emergency or disaster. The directory identifies a 24-hour contact and resource location.

**Resource Typing** – The categorization and description of resources that are commonly exchanged in disasters via mutual aid, by capacity and/or capability.
Response – Actions taken immediately before, during, or directly after an emergency occurs to save lives, minimize damage to property and the environment, and enhance the effectiveness of recovery. Response measures include, but are not limited to, emergency plan activation, emergency alert system activation, emergency instructions to the public, emergency media assistance, staffing the emergency operations center, public official alerting, reception and care, shelter and evacuation, search and rescue, resource mobilization, and warning systems activation.

Robert T. Stafford Disaster Relief and Emergency Assistance Act – (Public Law 93-288, as amended by Public Law 100-707) The act which authorizes the greatest single source of federal disaster assistance. It authorizes coordination of the activities of federal, state and volunteer agencies operating under their own authorities in providing disaster assistance, provision of direct federal assistance as necessary, and provision of financial grants to individuals and families. This act is commonly referred to as the Stafford Act.

SARA / EPCRA Title III Program – See Title III.

Search & Rescue – The act of searching for, rescuing, or recovering by ground, marine, or air activity any person who becomes lost, injured, or is killed while outdoors or as a result of a natural or human-caused event. This includes instances of searching for downed aircraft using ground personnel. This includes DISASTER, URBAN, AND WILDLAND SEARCH AND RESCUE and is also referred to as LAND SEARCH AND RESCUE or AIR SEARCH AND RESCUE.

Sheltering in Place – Making the decision to remain inside a structure and reduce the exposure to a hazardous material release or similar emergency; appropriate precautions include closing the windows, doors and outside air sources in an effort to minimize the exposure.

Stafford Act – See Robert T. Stafford Disaster Relief and Emergency Assistance Act

Staging – A temporary location where personnel and equipment may be assigned and available to the incident within 3 minutes.

Standard Operating Procedures – Guidelines for operational procedures during an emergency; includes equipment, processes and methods.

Support Agency – An agency designated to assist a specific primary or joint primary agency, with available resources, capabilities, or expertise in support of Emergency Support Function (ESF) activities, under the coordination of the primary or joint primary, agency. An example of a support agency is the American Red Cross for ESF 8, Health and Medical Services.

Task Force – A group of resources with common communications and a leader that may be pre-established and sent is to an incident, or formed at an incident.

Technological Disaster – A disaster caused by the failure, event, or deliberate use of technological developments, such as airplane crashes, hazmat releases or acts of war.
Title III – A major section of the Superfund Amendments and Reauthorization Act entitled the “Emergency Planning and Community Right-to-Know Act of 1986”. Law that requires the establishment of state and local planning jurisdictions, State Emergency Response Commissions and Local Emergency Planning Committees, and to conduct emergency planning for hazardous materials incidents. It requires (1) site-specific planning for extremely hazardous substances, (2) participation in the planning process by facilities storing or using hazardous substances, and (3) notifications to the commission or committee of release of specified hazardous substances. It also provides for mechanisms to provide information on hazardous chemicals and emergency plans for hazardous chemical events to the public.

Triage – The process of screening and classifying the sick, wounded or injured, to determine priority medical needs and ensure the efficient use of medical personnel, equipment and facilities.

Unified Command – An Incident Management System during multi-agency / multi-jurisdiction operations; it establishes a common set of incident objectives and strategies while maintaining individual agency / jurisdiction authority, responsibility, and accountability.

Urban Search and Rescue (USR) – Locating, extricating, and providing for the immediate medical treatment of victims trapped in collapsed or damaged structures.

Washington State Fire Services Resource Mobilization Plan – A process to quickly notify, assemble, and deploy firefighters and firefighting equipment to any local jurisdiction in the state that has expended all local and mutual aid resources in attempting to control an emergency incident.

Wildland Fire - An unplanned and uncontrolled fire that is spreading through vegetative fuels and at times may involve structures.

Wildland/Urban Interface – The area where improved property intersects and creates a defined boundary with wildland fuels.
COMMONLY USED ACRONYMS AND ABBREVIATIONS

AAR – After-Action Report
ALS – Advanced Life Support
ARC – American Red Cross
ARES – Amateur Radio Emergency Services
ACT-20 – Applied Technologies Council 20
BLS – Basic Life Support
CBRNE – Chemical, Biological, Radiological, Nuclear, Explosive
CCDEM – Chelan County Department of Emergency Management
CERCLA – Comprehensive Emergency Response Compensation, and Liability Act (Superfund)
CEMNET – Comprehensive Emergency Management Network
CEMP – Comprehensive Emergency Management Plan
CPR – Cardio Pulmonary Resuscitation
DFO – Disaster Field Office
DOC – Departmental Operations Center
DOE – Washington State Department of Ecology
DOT – Department of Transportation
DSR – Damage Survey Report
EAS – Emergency Alert System
EOC – Emergency Operations Center
EMD – Emergency Management Division
EMT – Emergency Medical Technician
EPA – U.S. Environmental Protection Agency
EPCRA – Emergency Planning Community Right-to-Know Act
EPIO – Emergency Public Information Officer
ESF – Emergency Support Function
FEMA – Federal Emergency Management Agency
FIRECOM – Fire Communications
HAZMAT – Hazardous Materials
HIVA – Hazard Identification and Vulnerability Analysis
IC – Incident Commander
ICS – Incident Command System
IDLH – Immediately Dangerous to Life and Health
IFC – International Fire Code
IMS – Incident Management System
JIC – Joint Information Center
LEPC – Local Emergency Planning Committee
MOA – Memorandum of Agreement
MRE – Meal Ready to Eat
NIMS – National Incident Management System
NOAA – National Oceanic Atmospheric Administration
NRF – National Response Framework
OEM – Office of Emergency Management
OSHA – Occupational Safety and Health Administration
PDA – Preliminary Damage Assessment
PIO – Public Information Officer
RACES – Radio Amateur Civil Emergency Services
RCW – Revised Code of Washington
SAR – Search and Rescue
SARA – Superfund Amendment Reauthorization Act
SBA – Small Business Administration
SERC – State Emergency Response Commission
USR (USAR) – Urban Search and Rescue
WAC – Washington Administrative Code
WAVOAD – Washington Association of Volunteer Organizations Active in Disasters
WNG – Washington National Guard
WSP – Washington State Patrol
INTRODUCTION
This appendix defines training and exercises to improve emergency management plans and capabilities for City of Wenatchee preparedness, response, and recovery in the event of emergencies or disasters.

CONCEPT OF OPERATIONS
A. General
Emergency Management training and exercises will focus on current needs of the City to test the plan and ensure and/or improve the City’s emergency preparedness, response, or recovery capabilities. Evaluations from training and exercises or After Action Reports from actual events will also provide areas for plans and capability improvement.

B. Training
Emergency management training includes local, regional, statewide, and federal, as well as on-line or commercially conducted training. Emergency Management will assist by coordinating and conducting training for agencies or organizations where practical.

1. Efforts will be made to coordinate training events so that they are conducted locally and tailored to meet the needs of City and other County emergency management and public safety personnel and organizations.

2. The Washington Emergency Management Division schedules and conducts a variety of emergency management courses each year. City, County, Region 7 and the Washington EMD provide information on planned training courses and the application procedures for emergency management and public safety personnel and organizations.

3. Federal Emergency Management Agency (FEMA) conducts resident training, exercise and workshops at the Emergency Management Institute (EMI). Travel and lodging are paid by FEMA for qualified students. They also provide non-resident self-study courses. Information on all courses is available to persons working in various fields of emergency management. Information on these courses is available at the FEMA web site at www.fema.gov/emi.
4. NIMS and ICS training provides established standardized incident management processes, protocols, and procedures that all responders (multi-jurisdiction, multi-agency, and multi-discipline) will use to coordinate and conduct incident management. As of 2013, NIMS compliance courses include:

<table>
<thead>
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<th>Course ID</th>
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<tr>
<td>IS-700</td>
<td>National Incident Management System (NIMS) an Introduction</td>
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<tr>
<td>IS-800</td>
<td>National Response Framework (NRF), an Introduction</td>
</tr>
<tr>
<td>ICS-100</td>
<td>Introduction to the Incident Command System</td>
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<td>ICS-200</td>
<td>ICS for Single Resources and Initial Action Incidents</td>
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<td>ICS-300</td>
<td>Intermediate ICS</td>
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<td>ICS-400</td>
<td>Advanced ICS</td>
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<td>IS-701</td>
<td>NIMS Multiagency Coordination System</td>
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<td>IS-702</td>
<td>NIMS Public Information Systems</td>
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<tr>
<td>IS-703</td>
<td>NIMS Resource Management</td>
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<tr>
<td>IS-704</td>
<td>NIMS Communication and Information Management</td>
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Each City department is responsible to determine the appropriate training level required for personnel based upon their role during an emergency.

C. Exercises

1. Emergency Management exercises will focus on current needs as part of a systemic effort to further the emergency readiness of the City of Wenatchee, the public, and the range of public safety agencies and organizations in the Wenatchee area.
2. The five elements of an exercise program include: orientations (informal seminars to familiarize participants to the plan), tabletop exercises (discussion of simulated emergency situation), drills (tests a single response procedure), functional exercises (activity to evaluate capability of an individual function), and full-scale exercises (evaluates the operational capability of emergency management systems over time).
3. The exercises and actual events will be evaluated and reviewed so that shortcomings in the plans, training, coordination, and other emergency management capabilities and procedures can be identified and corrected.

D. Public Education

Effective public information is a vital element of emergency management. Mitigation, preparedness, response and recovery must be equally emphasized to increase the public’s awareness of emergency management and how to better protect themselves during disasters.
RESPONSIBILITIES

A. General

1. City of Wenatchee emergency management will provide NIMS compliance guidelines to City Departments and Divisions to ensure personnel receive NIMS and ICS training so they are prepared to accomplish emergency operations tasks that may be assigned.

2. Other Wenatchee Departments and Divisions will provide training to support their internal emergency planning policies and standard operating procedures. This training may be included in monthly safety meetings. In addition, departments may be requested to participate in various EOC and emergency management training courses and exercises to support this plan.
PLAN MAINTENANCE & DISTRIBUTION

INTRODUCTION
This appendix defines the basic guidelines to maintain an effective and current Comprehensive Emergency Management Plan (CEMP) and procedures to review and update the Basic Plan and Emergency Support Functions (ESF).

CONCEPT OF OPERATIONS

A. General

1. This Comprehensive Emergency Management Plan is required by law and is the basis for an integrated Emergency Management system in the City of Wenatchee, in accordance with the requirements of Chapter 38.52 Revised Code of Washington and Washington Administrative Code 118.

2. The City of Wenatchee CEMP is an all-hazard plan that is promulgated by the Mayor of Wenatchee and applies to all local, public and private entities and organizations participating and included in the plan.

3. The CEMP incorporates the National Incident Management System (NIMS) for command, control, and coordination of emergency management incidents of all levels and phases of operations.

B. Plan Changes, Maintenance, and Review

1. The Plan, at a minimum, will be reviewed on a four-year cycle or in compliance with future applicable regulations.

2. It is the intent to review and update supporting documents and attachments to the Plan, that contain personnel, phone numbers and other like information, on an annual basis.

3. The Plan and procedures will also be reviewed after any Emergency Management exercises and actual occurrences that implement portions of the Plan.

4. Proposed changes to this plan will be accepted at any time, especially after a major emergency, disaster, exercise or any time a key element changes.

5. Plan changes will be published either using an entire new publication, by subsection, or by publishing only those pages that have changes. The changes are to be recorded on the Record of Revisions form.

6. Changes to the Appendices and Emergency Support Functions (ESFs) will be coordinated with the departments, agencies, and organizations impacted by the particular Appendix or ESF.
# Record of CEMP Changes

<table>
<thead>
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<th>Change #</th>
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<td>12-01</td>
<td>June, 2012</td>
<td>Update Elected Officials &amp; Contact Information</td>
<td></td>
</tr>
<tr>
<td>12-02</td>
<td>June, 2012</td>
<td>References to Deputy Clerk to updated to City Clerk</td>
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</tr>
<tr>
<td>12-03</td>
<td>June, 2012</td>
<td>Updates to HIVA</td>
<td></td>
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<tr>
<td>12-04</td>
<td>October, 2012 – October, 2013</td>
<td>Update and reorganization of CEMP Basic Plan</td>
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<tr>
<td>12-05</td>
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<td>Addition of Emergency Support Annexes 1, 2, &amp; 3</td>
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<tr>
<td>12-06</td>
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<td>Update and reorganization of Appendices</td>
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<td>12-07</td>
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<td>Update of ESF’s</td>
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Stan Smoke, Fire Chief  
Wenatchee Fire & Rescue  
136 South Chelan Avenue  
Wenatchee, WA  98801  
509-664-3950  Fax 509-664-3957  
ssmoke@wenatcheewa.gov

Use the following form to email, fax or mail suggestions or comments.

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<tr>
<th>Name:</th>
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C. Plan Distribution

**Record of Distribution**

This Comprehensive Emergency Management Plan will be distributed to City of Wenatchee departments, division and local agencies with primary functions and responsibilities in support of this plan.

**Hard Copy Distribution**

<table>
<thead>
<tr>
<th>Department</th>
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<tbody>
<tr>
<td>Chelan County Emergency Management</td>
<td>Lt. Kent Sisson</td>
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<tr>
<td>Mayor</td>
<td>Mayor Frank Kuntz</td>
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<td>City Council</td>
<td>Allison Williams</td>
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<td>Fire &amp; Rescue Department</td>
<td>Chief Stan Smoke</td>
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<td>Police Department</td>
<td>Chief Tom Robbins</td>
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<tr>
<td>Public Works Department</td>
<td>Director Dan Frazier</td>
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<tr>
<td>Community Development</td>
<td>Director Steve King</td>
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**Electronic Distribution**

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<tr>
<td>Wenatchee City Attorney</td>
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<tr>
<td>American Red Cross</td>
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<tr>
<td>Wenatchee City Council Members</td>
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<tr>
<td>Wenatchee City Directors</td>
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<tr>
<td>City Website</td>
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RESPONSIBILITIES

1. The Fire Chief has been designated as the Director of Emergency Management and is responsible for the maintenance of the CEMP and emergency management coordination and operations.

2. Maintain emergency operation plans and support emergency management coordination and activities.

Basic Plan
Emergency Support Annex 1 – Information, Analysis, and Planning
Emergency Support Annex 2 – Continuity of Government and Operations
Emergency Support Annex 3 – Administration and Finance
Appendix 1 – Authorities and References
Appendix 2 – Acronyms and Definitions
Appendix 3 – Training and Exercises
Appendix 4 – Plan Maintenance and Distribution
ESF 1 Transportation Systems & Infrastructure
ESF 2 Communications & Warning
ESF 3 Public Works & Engineering - Critical Infrastructure & Key Resource Restoration
ESF 4 Firefighting - Structural & Interface
ESF 5 Emergency Management - Direction, Control, & Coordination
ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services
ESF 7 Logistics Management & Resource Support
ESF 8 Public Health & Medical Services
ESF 9 Search & Rescue - Urban, Waterborne, Inland & Wilderness
ESF 10 Oil & Hazardous Materials Response
ESF 11 Agriculture & Natural Resources
ESF 12 Energy & Utilities
ESF 13 Public Safety, Law Enforcement & Security
ESF 14 Long-Term Community Recovery
ESF 15 Emergency Public Information
ESF 20 Military Support - State & Federal
ESF 24 Evacuation, Movement, and/or Sheltering in Place
EMERGENCY SUPPORT FUNCTION 1
TRANSPORTATION SYSTEMS AND INFRASTRUCTURE

Primary Department: City of Wenatchee Public Works

Support Departments and Agencies:
- City of Wenatchee Fire & Rescue
- City of Wenatchee Police Department
- Other City Departments
- Chelan County Public Works
- Chelan County Emergency Management
- Washington State Patrol
- Washington State Department of Transportation
- Chelan County PUD
- Private Rail Carriers
- Wenatchee School District
- LINK Transit

I. INTRODUCTION

A. Purpose
To manage and coordinate transportation resources and systems which are vital to public safety, emergency response and the restoration and recovery in the event of an emergency or disaster.

B. Scope
Transportation systems are a vital part of the city’s infrastructure and daily operations. Major damage and disruption of transportation systems will require coordination with County, State, and Federal agencies to provide temporary transportation solutions and to coordinate restoration and recovery of transportation and infrastructure systems.

II. POLICIES

A. The City of Wenatchee Public Works Department will act as the lead agency for transportation related issues.

B. If an emergency or disaster is beyond normal capabilities, Wenatchee Public Works will coordinate transportation system damage information, planning and emergency operations with City and County Emergency Management to facilitate requests for assistance and emergency declaration.

C. Upon activation of an EOC, Public Works will participate in the ICS structure within the Ground Support / Transportation Unit.

D. An emergency declaration gives the Mayor power to enter into emergency recovery contracts to provide restoration and recovery
of transportation systems and infrastructure to protect life, property, the environment and the economy.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions

The Hazard Identification and Vulnerability Analysis identifies the natural and technological emergencies or disasters the City of Wenatchee may experience that could severely damage the transportation systems. Local transportation systems and activities could be hampered by damaged infrastructures and disrupted communications.

B. Planning Assumptions

The local transportation infrastructure will most likely sustain damage. The damage will determine the effectiveness and efficiency of the response and recovery efforts.

The immediate need for the use of the transportation system for response and recovery activities will most likely exceed the capabilities of City resources, requiring assistance from private, county, state and federal agencies to support the local efforts.

IV. CONCEPT OF OPERATIONS

A. General

Emergency response to localized emergency incidents will be taken according to standard operating procedures and automatic and mutual aid agreements.

B. Organization

When the emergency or disaster situation exceeds the capabilities of city resources, the city will coordinate incident information, planning and operations with Chelan County Emergency Management.

C. Procedures

When an EOC is activated, a Transportation Unit will be established in the Logistics Section of the Incident Command System to coordinate requests for resources such as buses and heavy equipment.

Public transportation authorities are responsible for the restoration of transportation systems under their control.

City and/or County emergency proclamations will be initiated to authorize emergency purchasing and resource procurement and state and federal assistance.

D. Mitigation Activities

1. Primary Agency

City of Wenatchee Public Works Department
Inspection, repairs, and maintenance of public streets, right-of-ways, and transportation infrastructure

Maintenance and operational readiness of Public Works resources and equipment

2. Support Departments and Agencies

Maintenance and operational readiness of emergency resources and equipment

E. Preparedness Activities

1. Primary Agency

City of Wenatchee Public Works Department

a) Develop and maintain Standard Operating Procedures and checklists dealing with transportation response.

b) Assure that all personnel are trained in their responsibilities according to the departmental SOPs and checklists.

c) Develop and maintain a chain of command to ensure continuity within the department(s).

d) Assign and train personnel to function at the County EOC, to assist in coordination of transportation issues.

e) Develops an inventory of local transportation resources to facilitate emergency response, restoration and recovery.

f) Identifies transportation routes that would support an evacuation.

2. Support Departments and Agencies

a) Coordinate with Wenatchee Public Works Department to ensure operational readiness.

b) Develop and maintain inventories of transportation resources in coordination with Wenatchee Public Works Department.

c) Participate in emergency management training, drills and exercises in support of this ESF.

F. Response Activities

1. Primary Agency

City of Wenatchee Public Works Department

a) Conducts damage assessment to highway and road transportation routes.
b) Identifies and coordinates emergency transportation routes in the City of Wenatchee.

c) Briefs deployed personnel on the known hazards and designated assignments.

d) Forwards information of damaged transportation systems and emergency response routes to Emergency Management / EOC.

e) Provides limited transportation of critical supplies.

f) Provides a representative to the Emergency Operations Center, Transportation Unit Coordinator position, if requested.

2. Support Departments and Agencies

**City of Wenatchee Fire & Rescue**

a) Activates the Emergency Operations Center, when requested.

b) Coordinates the mobilization of personnel and equipment necessary for the assessment of transportation systems.

c) Coordinates the release of public information and warning.

d) Notifies the county or state of the need for activation of the Emergency Alert System (EAS) and the potential need for transportation resources.

**Wenatchee Police Department**

a) Activate City EOC, when requested.

b) Provide traffic control for temporary alternate transportation routes.

c) Coordinate evacuations as outlined in ESF 24.

d) Provides damage assessment information from the Windshield Triage Survey as outlined in ESF 14, Appendix 1.

**Washington State Department of Transportation**

a) Provides a liaison to the City, County or State EOC.

b) Provides personnel and equipment required for engineering services as related to the state transportation system.

G. Recovery Activities

1. Primary Agency
City of Wenatchee Public Works Department

a) Re-construct, repair and maintain the City transportation system, including the designation of alternate routes in accordance with the county and state.

b) Conducts damage assessment of City transportation system and facilities, as a member of the Preliminary Damage Assessment (PDA) Team.

c) Provides support and coordination with the State Department of Transportation for assessment and restoration of State transportation system through the EOC.

d) Provides documentation to the Emergency Operations Center of costs incurred for the response and recovery efforts of City transportation systems.

e) Provides information identifying alternate transportation routes to the Emergency Operations Center.

2. Support Departments and Agencies
Coordinate recovery activities with City Public Works Department.

V. RESPONSIBILITIES

A. Primary Agency

City of Wenatchee Public Works Department

1. Develop and maintain standard operating guidelines in support of the City’s Comprehensive Emergency Management Plan.

2. Acts as primary agency for damage assessment on all City transportation systems.

3. Provides a representative to the Emergency Operations Center to fill the Transportation Unit Coordinator position.

4. Coordinates with and provides transportation system information to the EOC.

B. Support Agencies

City of Wenatchee Fire & Rescue

1. Coordinates information and transportation resources with Public Works Department, county, state and outside agencies.

2. Coordinates transportation related emergency management activities in support of the City Comprehensive Emergency Management Plan.

City of Wenatchee Police Department
1. Activates the Emergency Operations Center.
2. Supports this Emergency Support Function by providing available resources for damage assessment and emergency traffic control.

**Washington State Department of Transportation**

**Washington State Patrol**

Support the City of Wenatchee in transportation emergency management activities for state transportation routes.

**Chelan County PUD**

Provide personnel and equipment, as requested, to restore City transportation routes affected by utility damage under their control.

**Private Rail Carriers**

Provide personnel and equipment, as requested, to restore City transportation affected by rail damage under their control.

**Wenatchee School District Transportation**

Support the City of Wenatchee by coordinating school buses for the movement of people.

**LINK**

Coordinate the use of available equipment and personnel resources to assist with emergency or disaster requirements.

VI. **RESOURCE REQUIREMENTS**

Refer to the Public Works Department Resource.

VII. **REFERENCES**

A. City of Wenatchee CEMP ESF 3, Public Works
B. City of Wenatchee Hazard Identification and Vulnerability Analysis
C. Chelan County Emergency Management Plan
D. Washington State Comprehensive Emergency Management Plan
D. Washington State Department of Transportation Disaster Plan

VIII. **TERMS AND DEFINITIONS** - See Appendix 2 of this Plan

IX. **APPENDICES** - None
Primary Departments and Agencies:

RiverCom Communications Center
City of Wenatchee Information Systems Department
City of Wenatchee Fire
City of Wenatchee Police
City of Wenatchee Public Works

Support Departments and Agencies:

City of Wenatchee Fire & Rescue
City of Wenatchee Public Works
City of Wenatchee Parks Department
RiverCom 911 Dispatch Center
RACES (Radio Amateur Civil Emergency Services)
Chelan County Emergency Management
Washington State Emergency Management
Private Communication Agencies

I. INTRODUCTION

A. Purpose

To provide guidance for organizing, establishing, and maintaining the communications capabilities necessary for the operational requirements for the City of Wenatchee in preparing for, responding to and recovering from emergencies and disasters.

To identify methods and guidance to rapidly alert and warn public safety agencies, City officials, and the general public of a potential or occurring emergency or disaster.

B. Scope

This Emergency Support Function and its appendices describe the methods and processes to establish and maintain communications and warning support in an emergency or disaster which affects the population and government operation in the City of Wenatchee.

These methods and systems include voice, data, and radio. The ESF also addresses coordination with county and state and other public safety agencies and telecommunication requests through the state of Washington State Division of Emergency Management and the EOC.

II. POLICIES

It is the policy of the City of Wenatchee to use normal communications and warning system as much as possible during an emergency or disaster.
The City of Wenatchee will prioritize available communications systems with life safety first, followed by critical government functions, the protection of property, the environment and the economy.

In the event communication support is needed, beyond our capabilities, the City of Wenatchee will request assistance through Chelan County Emergency Management or directly to Washington State Division of Emergency Management.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions

The Hazard Identification and Vulnerability Analysis identified the natural and technological emergencies or disasters the City of Wenatchee may experience that require full support of their communication systems. The City’s communications systems may be overwhelmed, damaged or destroyed by a natural or technological disaster when they are needed the most. As backup communication is limited, the Emergency Operations Center will be required to collect, prioritize and allocate the use of all working systems.

Emergency or disaster warning may originate from any level of government or other sources. Weather warnings, watches and advisories are issued by the National Weather Service and include, but are not limited to, floods, severe wind, thunder and snow storms. These warnings, watches and advisories are designed to provide as much lead-time to the incident as possible. In contrast to this system of warning, is the sudden occurrence of an event that cannot be predicted such as an earthquake, hazardous materials release, or a major transportation incident. Although warning is not possible for these latter events, the need to relay information and news of their occurrence is still necessary to lessen the possible impact to our community.

B. Planning Assumptions

The City of Wenatchee primary concern will be with lifesaving responses and the restoration of vital City Services, necessitating the use of communication systems. Communication systems are vulnerable, and depending on the nature of the disaster and the extent of damage, repairs to these systems may take months.

The City of Wenatchee does not have a single warning system to alert the citizens of an emergency or disaster. The nature of the incident may not allow the time to provide for warning as well. With the activation of the Emergency Alert System (EAS), the City of Wenatchee can announce emergency warning on the designated radio Station (KPQ AM) and the designated Cable Channel (Charter Communications).

Following the emergency or disaster, the citizens will need to be informed of the actions the City of Wenatchee is taking to protect life and property loss. This responsibility lies with the designated Public Information Officer
or if the Emergency Operations Center is activated, with the assigned Emergency Public Information Officer.

Alternate communication systems may be used when normal communication systems are overwhelmed or inadequate.

IV. CONCEPT OF OPERATIONS

A. General

It is essential for the City of Wenatchee to have reliable communications for day-to-day operations, warning capabilities, response and recovery efforts, and coordination with other organizations.

Methods of warning the public of threatening situations include the Emergency Alert System, cable television broadcasts, telephone or radio notifications, public address announcements, and person-to-person contact. The City of Wenatchee may request the activation of the Emergency Alert System (EAS) through Chelan County. See Appendix 1, Emergency Alert System.

MyStateUSA is a web-based, interoperable alerting and communication system that provides emergency messaging and public outreach via phone or internet. See Appendix 5 MyStateUSA.

The city website and social media are secondary methods that may be utilized to provide consistent and accurate public information.

When activated, the Emergency Operations Center may provide centralized communications to the field units and other organizations responsible for response and recovery efforts.

The Web EOC web-based emergency management communications system is a common link to all Region 7 emergency management jurisdictions as well as the Washington State Emergency Management Department. See Appendix 4 WebEOC Communication System.

Additional communications resources may be requested through Chelan County Emergency Management or the State of Washington directly.

Potential communication resources for the City of Wenatchee include:

1. Regular telephone, cellular telephone, pagers and facsimiles.
2. Primary radio transmitting and receiving capabilities for all city departments is with the 150 MHz system.
3. City of Wenatchee E-mail through the Information Systems (In house notification and warning only).
4. WebEOC Emergency Management Communications System (Secure connection through the Washington State Inter-Governmental Network) - see Appendix 4 WebEOC system.
6. CEMNET (Comprehensive Emergency Management Network)—Two way VHF radio systems for contact with the State Emergency Operations Center (Currently at the Chelan County Emergency Management office).

7. EAS (Emergency Alert System) Relay Network (Public Safety radio and the broadcast industry) (See Appendix 1 Emergency Alert System).

8. RACES (Radio Amateur Civil Emergency Services) and ARES (Amateur Radio Emergency Services)—Two-way communication via voice, CW, RTTY, and packet using amateur frequencies.

9. NAWAS (National Warning System) – Federal landline warning system connecting the state warning network. The primary “drop” is located in Chelan County Dispatch.

B. Organization

The responsibility for development, coordination and maintenance of communications systems for day to day operations falls with the individual departments. Technical expertise and support for these systems may be provided by the Wenatchee Information Systems Department.

RiverCom provides communications coverage over the entire Chelan County area. They act as the central receiving point for warning information and have the ability to disseminate information out to support agencies. RiverCom is able to activate the Emergency Alert System upon notification from Emergency Management.

In addition to the communications ability by RiverCom, Chelan County Emergency Management may be able to provide immediate communication capabilities by utilizing their Communications Van or portable repeater/radio setup. In addition, based on the situation, Emergency Management may choose to ask WA EMD to activate the EAS, rather than going through RiverCom.

In the event of an emergency or disaster, a secondary communications system will be set up, by use of amateur radio operators, between the EOC, Red Cross, command post and shelters. The local amateur radio operators have the ability to set up field communications to support public safety operations, as appropriate.

C. Procedures

When disaster conditions require the activation of the Emergency Operations Center, the Communication Unit of the Logistics Section will be responsible for emergency communication issues. EOC communication procedures include

Determine overall operational status of communications resources, provide coordination, maintain priorities for handling of messages and
communications traffic within the Chelan County EOC and between the EOC and field operations. Establish communications with adjacent counties, if necessary.

D. Mitigation Activities

1. Primary Departments and Agencies

   City of Wenatchee Emergency Management

   RiverCom Communications Center

   City of Wenatchee Information Systems

   Establish mitigation programs for City computer and communications systems to protect them from the effects of an emergency or disaster. This includes seismic protection of all essential City computer and communications systems.

2. Support Departments and Agencies

   Develop and maintain back-up systems and power sources.

E. Preparedness Activities

1. All Departments and Agencies

   a) Maintain day-to-day operations of communications system.

   b) Establish and maintain standard operating procedures for emergency operations.

   c) Establish and maintain communication and warning system testing to ensure performance for emergency operations.

F. Response Activities

1. Primary Departments

   a) Notify City officials and other City departments of emergency or disaster situation.

   b) Coordinate with RiverCom and PIO regarding dissemination of alert and warning information.

   c) Request communications support

   d) Activates public warning and alerting systems (Emergency Alert System, Radio, and possibly door to door notification).

   e) Activates the Emergency Operations Center and WebEOC, if requested.
f) Requests communications support from Chelan County Emergency Management EOC or Washington State Division of Emergency Management, if needed.

g) Follows standard operating procedures for emergency communication.

h) Radio Amateur Civil Emergency Services (RACES) - provide communications support, as requested.

G. Recovery

1. Primary Departments and Agencies

   a) Repair and restore communication systems or coordinate and provide direction to restore those systems.

   b) Continue to provide public information regarding recovery activities.

   c) RACES – Continue to provide communication support for emergency operations, as needed

   d) Involved departments and agencies coordinate after action reports regarding telecommunications and warning.

V. RESPONSIBILITIES

A. Primary Agency

   RiverCom

   1. Maintaining an inventory of existing radio frequencies and other communications resources available for local emergencies.

   b. Maintaining liaison with other agencies to insure upgraded communications capabilities are compatible with county-wide communications systems.

   c. Ensuring that all personnel within their jurisdiction / agency, including regulars, reserves or auxiliaries, are trained in radio operation and procedures.

   d. Ensuring that their agency will support emergency operations, as appropriate.

   e. Keeping their Suggested Operator Procedures regarding communications operations current and their personnel trained.

   f. Inventorizing their communications equipment and capabilities and providing the inventory list to Emergency Management.
B. Support Departments and Agencies
   1. Prepare, revise and implement current communications plans and procedures.
   2. Provide communication resources and support.

VI. RESOURCE REQUIREMENTS
Technical and support staff will be necessary to expedite the establishment of critical communication systems. Equipment and supplies should be cached to support operations for a minimum of 72 hours.

VII. REFERENCES
A. Chelan County CEMP ESF 2 Communications, Information Systems, and Warnings
B. Chelan County CEMP Appendix A – Telecommunications
C. Chelan County CEMP Appendix B – Warning
D. Chelan County Amateur Radio Plan
E. Chelan County Amateur Radio Plan

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDICES
Appendix 1 Emergency Alert System
Appendix 2 Radio Frequencies
Appendix 3 RACES
Appendix 4 WebEOC
Appendix 5 MyStateUSA
Primary Agency: City of Wenatchee Emergency Management (Fire & Rescue)

Support Agencies: Chelan County Emergency Management
RiverCom
KPQ 560 AM Radio / Cherry Creek Broadcasting
Morris Broadcasting
All Other City Departments/Divisions

I. INTRODUCTION

A. Purpose
This document is an appendix to the Emergency Support Function (ESF) 2: Communication and Warning. This appendix addresses the roles, responsibilities and procedures the City of Wenatchee will utilize when requesting the activation of the Emergency Alert System.

B. Scope
Procedures identified in this appendix support the guidelines for activating the EAS in the City of Wenatchee.

II. POLICIES

It is the policy of the City of Wenatchee to request activation of the EAS in order to alert and warn the community of life threatening emergencies. Request for activation will be utilized only if time limitations restrict normal communication methods.

Following the EAS activation, further instructions and information to the public will be disseminated to the media by public information officers as identified in this plan.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions
The City of Wenatchee and surrounding area may experience significant Emergencies or disasters that will require the dissemination of critical information to the community. Potential situations that may require warning and the activation of the EAS include both natural and
technological as identified in the Hazard Identification and Vulnerability Analysis.

**B. Planning Assumptions**

1. Public information and warning is critical to alerting citizens of an impending or ongoing emergency.

2. Without notification, the safety of life, property and the environment may be in jeopardy.

3. As there is no single method of warning available in the City of Wenatchee, a combination of warnings, including the emergency alert system, must be utilized. The EAS warning method is used in cooperation with the Chelan County Emergency Management.

4. EAS is a useful method only if televisions or radios are turned on.

5. Chelan County Emergency Management supports the City’s request for EAS activation.

6. Radio, television and cable providers will broadcast EAS messages in a timely manner.

**IV. CONCEPT OF OPERATIONS**

**A. General**

The Emergency Alert System is operated in the four county area of North Central Washington through Westcoast Broadcasting emergency communications using KPQ Radio / Cherry Creek Broadcasting (KPQ 560 AM, The Quake 102.1 FM, KWNC Quincy, 1370 AM).

Information from KPQ’s emergency broadcast is fed to Cherry Creek Radio Spanish channel KWWX 1340 AM (La Super z) and Morris Broadcasting Spanish channel KWLN 103.3 & 92.1 FM (LA Nueva). KPQ can also broadcast in Spanish, as well as English, upon request.

Emergency communications, including news and information, is disseminated at three levels.

**Level 1:** Level 1 includes notices of an informal nature that would affect travel or services in the community, notice of upcoming safety events and scheduled changes in service. Level 1 information is disseminated through KPQ news or the Community Calendar.

**Level 2:** Level 2 includes notices, communications and warnings of an urgent nature that would impact travel, services or personal safety in the community. Level 2 warnings are disseminated through KPQ news.

**Level 3:** Level 3 includes communications, warnings and directives of a critical nature that would severely impact travel, services, or personal safety in the city, county or multi-county area. Timelines of the information and the ability to reach the largest audience is important. The Emergency Alert System (EAS) would be activated to disseminate this of information.
The Emergency Alert System can be activated by request of the City of Wenatchee Director of Emergency Management or authorized local, county, state and federal agencies. The decision to activate the EAS for weather related incidents would generally be the responsibility of the National Weather Service. For localized non-weather related incidents, the City of Wenatchee authorized representatives, in cooperation with the Chelan County Emergency Management, will have authority to activate the EAS for a Wenatchee event.

B. Organization

The Mayor, the Director of Emergency Management/Fire Chief and the Police Chief, or their designated representatives, will have the authority to activate the Emergency Alert System.

Request for EAS activation by individual departments will follow the Incident Command System and be sent to the Mayor, the Director of Emergency Management/Fire Chief, Police Chief or their representatives.

C. Procedures

When an incident occurs that determines the need for an immediate notification of the public to save lives, the incident commander will request activation through the appropriate authority.

If times allows, the Chelan County Emergency Management and all city departments will be notified of an impending EAS activation. EAS activation, without notifications, will occur only when time is critical in warning the public.

The EAS is activated with phone or in-person contact with the KPQ News Department by authorized City of Wenatchee representatives or through Chelan County Emergency Management. EAS can be activated by RiverCom upon notification from authorized representatives.

V. RESOURCE REQUIREMENTS - None

VI. REFERENCES

KPQ EAS Information
Chelan County Emergency Management Plan
State of Washington Emergency Alert System State EAS Plan

VII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan
EMERGENCY SUPPORT FUNCTION 2
COMMUNICATION AND WARNING
Appendix 2
RADIO FREQUENCIES

Normal emergency service operations will use the local 150 MHz system frequencies.

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### Group 3
**NCW Regional Fire Radio Groups**

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<th>Tx</th>
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<th>Display</th>
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<th>Bandwidth</th>
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### Group 4
**NCW Regional Fire Radio Groups**

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<th>Bandwidth</th>
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<td>156.7 V-Tac 11 V-TAC 11</td>
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</table>
When communication needs of an emergency management operation exceed normal frequencies, an incident radio communications plan will be established.

An incident radio communications plan will be developed by a communications unit under the logistics section of the incident command system or established Emergency Operations Center (EOC).

The ICS 205 form (Incident Radio Communications Plan) will be utilized.

Major emergencies or disasters will utilize State wide frequencies such as:

- OSCCR 156.135 On-site Crash Coordination Radio; or
- RED NET 153.830 State Fire Disaster Net (Regional Emergency Disaster)

Additional radio frequencies from the Emergency Operations Center (EOC) Radio Frequency / Agency Listing resource list will be utilized.
1. The Radio Amateur Civil Emergency Service (RACES) serves as a “tertiary” back-up communications system for direction, control, warning, and coordination statewide. RACES is a public service that provides a reserve communications group within government agencies in times of extraordinary need. During periods of activation, amateur radio operators and equipment support state and local government emergency operations. Although the exact nature of each activation will be different, the common thread is communication.

2. Based on the State RACES Plan and as implemented through each city or county plan, amateur radio can be used to support the following needs:
   1. Back-up communications between state and city/county emergency operations centers.
   2. Back-up communications for E-9-1-1 centers, fire and/or police departments
   3. Emergency communications for shelters
   4. Other emergency support as needed

3. RACES Frequency Wenatchee

<table>
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<th>Frequency</th>
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<th>Call Sign</th>
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<td>3.985 MHX LSB Primary / 7.245 LSB Alternate</td>
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<td>VHF</td>
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<td>146.900-</td>
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<td>147.260+</td>
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<td>Naneum Ridge</td>
<td>KB7RII</td>
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<td>145.490-</td>
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WebEOC® is software designed to bring real-time crisis information management to the Washington State Emergency Operations Center (EOC) as well as to other local, state and federal EOCs, including the city of Wenatchee. It provides secure, real-time access details of operations to an unlimited number of users in the city, neighboring jurisdictions, including regional, state and national data vital to the efficient management of any contingency (e.g., weather trends, satellite images, mapping information, and local, regional or national resource status).

WebEOC's architecture uses Microsoft SQL Server 2000 as the database, Microsoft IIS 6.0 as the web server, and clients use Microsoft Internet Explorer Version 5.5 or above.

WebEOC can be accessed via the Washington State EMD website (https://fortress.wa.gov/mil/webeoc7/eoc7) and viewed on individual PC's or displayed on large screens or monitors. It will display text-based lists, reports and checkpoints in conjunction with graphics, maps, video, live TV camera, contact lists and other information needed in an emergency situation. Windows are scalable and movable; and any number of windows can be displayed on any screen, or any window can be displayed across all screens.
My State USA

MyStateUSA is a web-based, interoperable alerting and communication system that provides for emergency messaging and public outreach. During an emergency, messages can be sent via voice, text or image to land lines, cell phone, or email to alert all MyStateUSA Internal Users identified by the City of Wenatchee. The users will receive alerts and have access to the Internal Website for viewing alerts, sensitive material, and other information within the website. The City of Wenatchee will manage and the City’s internal users providing personal, login and contact information.

Alerts can be used for emergency communications and/or non-emergency communications. Alerts may be sent to Internal Groups that have been previously setup and or to individuals selected from the pool of Internal Users.

MyStateUSA is made up of three main components:

1. The public website - provides information appropriate for the public.
2. Internal website (requires a username and password) - Provides information for internal users, stored behind a username and password.
3. Administration website (required a username and password) - Allows users to send alerts, organize contact information, and editing of the other two websites.
Primary Agency: City of Wenatchee Public Works Department

Support Agencies: Chelan County Public Works
All Other City Departments /Divisions
Chelan County Emergency Management
LINK Transit
Army Corps of Engineers
Environmental Protection Agency
Greater Wenatchee Regional Transfer Station
Greater Wenatchee Regional Landfill

I. INTRODUCTION

A. Purpose
To provide for effective coordination of city engineering and public works operations and resources during emergency or disaster situations. Including emergency construction, demolition, repair, operation and management of water, sanitary sewer/storm and transportation systems, the safety, maintenance and repair of city vehicles and coordination of heavy equipment resources required to support City government emergency operations.

B. Scope
The Public Works Department operations during emergencies or disasters includes technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair of water and waste water facilities, emergency response to transportation routes, and provision of potable water. Activities within the scope include:

1. Coordination of mitigation and preparedness activities.
2. Assist in damage assessment immediately following the event.
3. Emergency clearance of debris to allow access to emergency responders to protect life, property and the environment.
4. Removal of debris from public streets and roads
5. Coordination of debris collection sites and disposal
6. Temporary repair or replacement of emergency access routes to include damaged streets, roads, bridges, and any
other facilities necessary for passage of emergency responders.

7. Emergency restoration of critical utility systems including temporary restoration of water supply, waste water collection systems and drainage

8. Emergency contracting to support public health and safety

9. Assist in the structural assessment of private residences, commercial buildings, and structures as necessary.

10. Assist in the preparation of Preliminary Damage Assessment reports as required.

11. Support other ESF’s as outlined in the City of Wenatchee Comprehensive Emergency Management Plan (CEMP).

II. POLICIES

It is the policy of the City of Wenatchee to provide public works response services to lands and facilities under City jurisdiction. Response to private property problems shall be performed only when a city facility, such as a utility is causing the problem or when life or public health is threatened. Public Works may assist in the evaluation of unsafe conditions to private property giving recommendations for repair or restoration. The Engineering Division may provide a structural engineer to assess conditions on private property if there is an immediate threat to life.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions

The Hazard Identification and Vulnerability Analysis identified the natural and technological emergencies or disasters the City of Wenatchee may experience that could overwhelm the primary agency for this ESF; The Wenatchee Public Works Department. An emergency or disaster could damage or destroy structures, streets, signals, or water, storm drainage and sewer utility systems.

Public Works personnel may also be affected by the event and unable to work or obtain the necessary equipment to perform their standard operating procedures. Additional resources may not be available to the City to meet emergency requirements. County, state or federal assistance may be necessary to deploy resources from outside the City of Wenatchee to ensure a timely, efficient, and effective response and recovery from the event.

B. Planning Assumptions

1. An emergency or disaster has occurred.

2. Damage assessment teams will need to be formed to establish response routes and potential work responsibilities.
3. Debris clearance and emergency road repairs will be given priority to support immediate lifesaving emergency response.

4. Water supplies and infrastructure for firefighting will be evaluated and priority given to those areas most critical.

5. City of Wenatchee engineering and construction personnel and equipment may be overwhelmed requiring resource assistance from outside the jurisdiction of the City.

6. Emergency supplies of potable drinking water will be coordinated system wide or at pre-designated locations such as functional water reservoirs.

7. Previously inspected structures and City utility systems will require re-evaluation when after-shocks occur following an earthquake.

IV. CONCEPT OF OPERATIONS

A. General

The Wenatchee Public Works Department will coordinate engineering and construction activities. A damage assessment will be conducted to develop incident action plans for response support, restoration, and recovery activities (see ESF 1 Transportation and ESF 14 Appendix 2, Damage Assessment).

B. Organization

The Primary Agency responsible for the coordination of this ESF is the Wenatchee Public Works Department. They will provide public works and engineering assistance, as resources allow, to meet the City’s needs in an emergency or disaster.

C. Procedures

Following a major emergency or disaster, damage assessments will be conducted to assess, prioritize and coordinate response, restoration, and recovery efforts (see ESF 14 Appendix 1, Damage Assessment).

1. Fire, Police, and Public Works departments will initiate Response Capability Assessments to determine the capability of their departments to respond to the event and provide vital city services.

2. Windshield Triage surveys will be conducted immediately following a response capability assessment.

3. The City of Wenatchee will coordinate with CCEM to activate an EOC for incident information, planning, and coordination of engineering and public works operations. This will include emergency construction, demolition, repair, operation and management of water, sanitary sewer/storm and
transportation systems; the safety, maintenance and repair of city vehicles; and coordination of the heavy equipment resources required to support City government emergency operations.

4. Preliminary damage assessments will determine the need for a local emergency proclamation, or a state declaration. If preliminary damage assessments result in a Presidential Disaster Declaration authorizing public assistance, detailed damage assessment of city facilities, buildings, equipment, infrastructure and systems will be conducted.

5. Public Works and Engineering activities include:

   a. Emergency clearance of debris to allow access to emergency responders to protect life, property and the environment
   b. Removal of debris from public streets and roads
   c. Coordination of debris collection sites and disposal
   d. Temporary repair or replacement of emergency access routes to include damaged streets, roads, bridges, and any other facilities necessary for passage of emergency responders
   e. Emergency restoration of critical utility systems including temporary restoration of water supply, waste water collection systems and drainage
   f. Emergency contracting to support public health and safety

D. Mitigation Activities

1. Primary Department

   City of Wenatchee Public Works Department

   a) Mitigates City utility systems to increase the integrity and decrease damage potential.

   b) Implements hazard mitigation in the development of policy, issuing of permits and the design and construction of City facilities, including water and sewer facilities and structures. This mitigation program will include the designation of methods to support emergency power sources for City water, sewer pumping stations and fuel supplies necessary to Public Works operations.
c) Identifies opportunities to lessen the effects of future emergencies or disasters and make them known to all agencies that could be impacted.

2. Support Departments and Agencies

Identify opportunities to lessen the effects of future emergencies or disasters and makes them known to the City of Wenatchee Public Works Department.

E. Preparedness Activities

1. Primary Department

City of Wenatchee Public Works Department

a) Develops and maintains policies, plans and procedures for emergency response and recovery for public works activities, i.e:

1. Plans for removal and disposal of disaster debris
2. Agreements with waste management contractor and landfill for emergency coordination
3. Procedures or waivers during emergency debris removal and disposal

b) Ensure that field personnel have training, proper protection and equipment necessary for response to an emergency or disaster.

c) Provides regular training to staff for home and work emergency preparedness.

d) Maintains liaison with City support agencies, Washington State Department of Transportation and Chelan County PUD.

e) Works with neighboring jurisdictions and public utility districts and waste management contractors to establish mutual aid and inter-local agreements, and emergency procedures for coordination of response and recovery activities.

f) Provides and participates in emergency management training, drills and exercises in support of this ESF.

2. Support Departments and Agencies

Participate in emergency management training, drills and exercises in support of this ESF.

Chelan County Emergency Management

Chelan County PUD
Washington State Department of Transportation

Provides training to ensure personnel are prepared to accomplish their response and recovery activities in support of the City of Wenatchee Public Works Department.

F. Response Activities

1. Primary Departments

City of Wenatchee Public Works – Engineering Division

a) Organizes trained personnel to perform preliminary damage assessment of city roads, bridges and utilities.

b) Coordinate the City flood fighting operations.

c) Coordinate with support agencies to supply requested services and resources.

d) Perform or contracts major recovery work to restore damaged public facilities under Public Law 93-288, the Disaster Relief Act.

e) Provide for the identification and preservation of essential records.

f) Provide operational control of traffic signals and flashers under the City’s jurisdiction.

g) Provides technical advice and limited resources for emergency disposal of contaminated soil on City property.

Public Works Department – Operations Division

a) Organize trained personnel to perform preliminary damage assessment of city roads, bridges, utility systems, City vehicles and equipment.

b) Provide debris clearance (except on private property), emergency protective measures, emergency and temporary repairs and/or construction on City lands, roads, dikes, drainage, storm/sanitary sewer and water systems, and facilities.

c) Provide light and heavy construction equipment, supplies and personnel.

d) Provides for emergency restoration of city roads, water and storm/sewer systems, construction equipment and emergency vehicles.

e) Coordinates and provides for the placement of traffic control signs and barricades for road closures, detours
and potential road hazards. Provide operational control of traffic signals and flashers under City jurisdiction.

f) Monitor City water supply for possible contamination

g) Coordinates with support agencies to supply requested services and resources.

h) Requests activation of the Emergency Operations Center, if necessary.

i) Requests public works resources from neighboring jurisdictions or districts through pre-existing verbal agreements.

j) Registers, trains and coordinates volunteer workers

k) Provides and maintains city vehicles.

2. Support Departments and Agencies

City of Wenatchee Fire & Rescue

a) Activates the Emergency Operations Center, when requested.

b) Requests activation of preliminary damage assessment teams.

c) Prepares and forwards situation reports to Chelan County Department Management or Washington State Military Department.

d) Provides hazardous materials personnel and equipment to support Public Works response and recovery activities, when requested.

e) Provides fire suppression personnel and equipment to support Public Works response and recovery activities.

f) Provides communication resources and support as needed.

g) Provides ATC-20 trained fire prevention personnel to the preliminary damage assessment teams.

City of Wenatchee Parks Department

Provide maintenance personnel and equipment to support public works response and recovery activities.

City of Wenatchee Community Development - Planning Division

Conducts ATC-20 preliminary damage assessment of Public Works structures in accordance with ESF #14, Damage Assessment.
City of Wenatchee Police Department
a) Provides police personnel and equipment to support public works response and recovery activities.
b) Provides communication resources and support.

All Other City Departments/Divisions
Provide personnel, technical assistance and equipment in support of public works response and recovery operations.

Chelan County Emergency Management
Provide support and resource allocation for Public Works response and recovery activities, when requested.

LINK
Provide resources and technical support for Wenatchee Public Works response and recovery activities.

Washington State Department of Transportation
a) Reconstructs, repairs, and maintains the state transportation system.
b) Notified Wenatchee Public Works as to the status of the state transportation systems through Wenatchee.
c) Coordinates with Wenatchee Public Works Department on the designation of alternate transportation routes.
d) Provides personnel to be part of the preliminary damage assessment team for Wenatchee Public Works transportation systems and facilities, when requested.

Chelan County PUD
Provide damage assessment evaluation to the Wenatchee Public Works Department or the Emergency Operations Center, to include identification of outages, main breaks, their locations, and probable restoration times on the utility systems within the City of Wenatchee’s jurisdiction.

Army Corps of Engineers
Environmental Protection Agency
Washington State Department of Ecology
Provide regulatory information, technical and resource support for the Wenatchee Public Works Department response and recovery activities.

G. Recovery
1. Primary Department
City of Wenatchee Public Works
a) Continue response and recovery activities until complete.
b) Provides documentation of costs incurred for the response and recovery efforts of City Public Works operations.

V. RESPONSIBILITIES
A. Primary Department

City of Wenatchee Public Works

1. Coordinates public works operations and engineering support to the City of Wenatchee for the emergency construction, demolition, repair, operation and management of essential facilities and the inspection of those facilities during or following an emergency or disaster.

2. Coordinates the inspection and repair of essential equipment and vehicles.

B. Support Departments and Agencies

City of Wenatchee Fire & Rescue
City of Wenatchee Parks Department
City of Wenatchee Planning Department
City of Wenatchee Police Department
All Other City Departments/Divisions
Chelan County Emergency Management
LINK
Chelan County PUD
Washington State Department of Ecology
Washington State Department of Transportation
Army Corps of Engineers
Environmental Protection Agency

Assist the Wenatchee Public Works Department by providing support for this ESF during an emergency or disaster.

VI. RESOURCE REQUIREMENTS
City of Wenatchee Public Works Emergency Procedures

VII. REFERENCES
A. Washington State Comprehensive Emergency Management Plan,
B. ATC-20 Post Earthquake Safety Evaluation of Buildings

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan
IX. APPENDICES - None
Primary Agencies: City of Wenatchee Fire & Rescue

Support Agencies: City of Wenatchee Public Works Department
City of Wenatchee Police Department
Chelan County Emergency Management
Mutual Aid Agencies
Utility Companies
RACES (Radio Amateur Civil Emergency Services)

I. INTRODUCTION
A. Purpose
To provide for effective coordination of city fire and rescue operations and resources during emergency or disaster situations

B. Scope
Fire service operations involve managing and coordinating a variety of firefighting, emergency medical, hazardous materials and special rescue emergencies. All-hazard emergency or disaster coordination and management may include multiple agencies, disciplines, or jurisdictions.

II. POLICIES
A. The City has adopted the Incident Command System (ICS) established by the National Incident Management System (NIMS) as the standard incident organizational structure for the management of all incidents.

B. Wenatchee Fire & Rescue Standard Operating Procedures and Guidelines (SOP / SOG) will establish the procedures and guidelines when using the Incident Command System for emergency operations.

C. In the event the City of Wenatchee Fire & Rescue Department has exhausted all resources through automatic and mutual aid agreements, Washington State Fire Services Resources Mobilization Plan (RCW 38.54.030) may be activated.

III. SITUATION
A. Emergency / Disaster Hazards and Conditions
Under ideal conditions, the management of large firefighting operations is complex and involves an immense staff, several different agencies and jurisdictions. Extremely large fires and those resulting from, or coinciding with a major earthquake or other disaster, will place extraordinary demands on available resources and logistics support systems.
A significant natural or technological event may result in many emergencies throughout the City of Wenatchee and Chelan County. Ignition sources could cause hundreds of fires during and after an earthquake. The damage potential from fires in urban areas during and after a major earthquake exceeds that of all other causes. Under the worst conditions, these fires will have the potential to spread rapidly, cause extensive damage, and pose a serious threat to life, property and the environment. Day to day and mutual aid firefighting resources will be difficult to obtain and utilize due to massive disruption of communications, transportation routes, utilities and water systems.

B. Planning Assumptions

1. Urban and urban-interface fires may result from, or occur coincidentally with, an earthquake, or as the result of another significant event.

2. All forms of communications may be disrupted, particularly landline forms such as telephone. Cellular phones and 150 MHz radio systems also rely on land based towers and repeaters, which may be damaged. Traffic from the attempted use of these systems and even fully functional systems may be overwhelmed, therefore should not be relied upon. Backup communications such as amateur radio may be needed. RiverCom (911 Dispatch Center) if operable, will be inundated with calls requiring the Fire & Rescue Department to dispatch their own responses.

3. Normal response will hampered by such occurrences as bridge failures, landslides, traffic congestion, fallen debris, flooding or fire. Fire & Rescue response times will be delayed and responses to occurrences will be prioritized.

4. Agencies, which commonly support large fire suppression operations, (mutual aid, fire mobilization, police, Department of Ecology, American Red Cross, etc.) will receive many fire and non-fire related requests. Many of these resources normally available for use in fighting large fires may be unavailable.

5. Support normally given by electric, gas and water utility companies may be hampered by the magnitude of the incident. Also, utility failure such as the disruption of firefighting water supply may compound, or add to the size of the incident.

IV. CONCEPT OF OPERATIONS

A. General

The Incident Command System will be utilized under this plan to manage disaster operations (See Appendix 2, definitions).
The City of Wenatchee Fire & Rescue Department will manage and coordinate firefighting activities within the City.

The Fire Chief will assume or designate an Operations Section Chief (or Branch Director) to be an overall coordinator of fire service activities during or following a disaster. The Operations Section Chief may operate from a field command post or the Emergency Operations Center as necessary. If the Operations Section Chief works from a field command post, a liaison will be designated to go to the Emergency Operations Center.

Fire & Rescue services within Wenatchee are signatory to the Chelan/Douglas County area Emergency Services Mutual Aid Agreement. This includes support from the North Central Washington Incident Management (Type III) Team established to provide assistance with incident safety, operational coordination, support and fiscal accountability.

Fire service also cooperates in a statewide mobilization plan. This plan is activated through a detailed request to the North Central Washington Regional Coordinator through RiverCom (911 Dispatch Center).

B. Organization

The Fire Chief for the City of Wenatchee has the responsibility for the accomplishment of firefighting activities in the City of Wenatchee. There are currently two fire stations that have pre-designated response areas and provide backup as necessary to each other as well as Chelan County Fire District #1 and Douglas County Fire District #2. The Fire Prevention Division is responsible for providing fire & life safety inspections, plan reviews, public education and fire investigations.

C. Procedures

Fire & Rescue Department Standard Operating Procedures and Guidelines provide operational procedures to coordinate and manage a variety of firefighting operations.

The NIMS ICS is used for command, control, and coordination of firefighting emergencies at all levels and phases of operations.

North Central Washington Incident Management (Type III) teams are available to provide overhead support for large or complex incidents.

In the event the City has exhausted all resources through automatic and mutual aid agreements, the Washington State Fire Services Resources Mobilization Plan may be activated.

D. Mitigation Activities

1. Primary Department

   City of Wenatchee Fire & Rescue
a) Develops and implements fire prevention and fire safety programs for the City of Wenatchee.
b) Reviews building plans, issues permits and performs business inspections in an effort to reduce the risk of fire.
c) Works with support agencies, mutual aid agencies, develop and implement fire prevention and fire safety programs in mutual aid jurisdictions.

2. Support Agencies

**Chelan County Emergency Management**

**RACES (Radio Amateur Civil Emergency Services)**

Will develop an amateur radio program that supports fire and rescue operations. Development of this program is also intended to meet the requirements of the Washington State Fire Services Resource Mobilization Plan.

**E. Preparedness Department**

1. Primary Department

**City of Wenatchee Fire & Rescue Department**

a) Provides training to fire personnel responsible for suppression operations. This training includes, but is not limited to; hose evolutions, search and rescue, medical emergencies, water rescue, Incident Command System, safety procedures, and communications.
b) Prepares site plans of large facilities in Wenatchee to enhance response capabilities.
c) Provides preparedness classes such as fire safety, emergency preparedness, and disaster planning to lessen the impact of an event.
e) Annually reviews mobilization communications needs with the North Central Washington Regional Coordinator per the Washington State Fire Services Resource Mobilization Plan.
f) Coordinates preparedness and planning efforts with hazardous material facilities in the City of Wenatchee under the Superfund Amendment and Reauthorization Act (SARA) Title III Program. The SARA Title III Program is covered in Emergency Support Function 10.

2. Support Agencies
City of Wenatchee Police Department  
City of Wenatchee Public Works Department  
RACES (Radio Amateur Civil Emergency Services)  
Mutual Aid Agencies  
Participate in emergency management training, drills and exercises in support of this ESF.

F. Response Activities

1. Primary Department

**City of Wenatchee Fire & Rescue Department**

a) Assumes full responsibility for fire suppression and immediate life safety services within the City of Wenatchee utilizing the Incident Command System. During disaster operations, the Operations Section Chief will assume this responsibility.

b) Requests the support of automatic mutual aid agreement signatories to the City of Wenatchee as well as responding to those signatories when requested, if manpower and the situation allows without reducing the protection in our jurisdiction.

c) Requests the assistance of support agencies.

d) Conducts rescue operations.

e) Provides a fire liaison and/or other personnel to the Emergency Operations Center, as requested.

f) Request additional personnel and resources as needed beyond mutual aid agreements, through the North Central Washington Fire Defense Plan or the Washington State Fire Services Resource Mobilization Plan.

g) Documents expenses following the guidelines outlined in the State Mobilization Guide.

h) Assists in the coordination and documentation necessary for the recovery of disaster expenses following a State Fire Mobilization or a Presidential Declared disaster.

2. Support Agencies

**City of Wenatchee Police Department**  
**City of Wenatchee Public Works Department**  
**Utility Companies**

a) Provides equipment and personnel to support fire suppression activities when requested, as available.
b) Provides documentation of costs incurred for the response and recovery efforts to the Finance Department.

**RACES (Radio Amateur Civil Emergency Services)**

Provide communication support to firefighting operations as requested.

**G. Recovery Activities**

1. **Primary Department**

   **City of Wenatchee Fire & Rescue Department**

   a) Conducts a post-incident review to evaluate the incident.

   b) Complies the appropriate documentation for the incident report.

   c) Provides estimates for damage and costs incurred by the incident to the Finance Department.

   d) Continues to assist in the coordination and documentation necessary for the expenses recovery process associated with a Presidential Declaration or State Fire Services Resource Mobilization.

2. **Support Agencies**

   **City of Wenatchee Police Department**

   **City of Wenatchee Public Works Department**

   **Utility Companies**

   a) Assists the Wenatchee Fire & Rescue Department in evaluating the incident and providing information for the incident report.

   b) Provides estimates for damage and costs incurred by the incident to the Finance Department.

   **Mutual Aid Agencies**

   Assist the Wenatchee Fire & Rescue Department in evaluating the incident and providing information for the incident report.

   **RACES (Radio Amateur Civil Emergency Services)**

   Continues to provide communications support as needed.

**V. RESPONSIBILITIES**

**A. Primary Department**

   **City of Wenatchee Fire & Rescue Department**
Manages and supports firefighting activities.

B. Support Agencies

City of Wenatchee Police Department
City of Wenatchee Public Works Department
Mutual Aid Agencies
RACES (Radio Amateur Civil Emergency Services)
Utility Companies

Support firefighting activities in the City of Wenatchee consistent with this Emergency Support Function and the Fire & Rescue Department SOP / SOG's.

VI. RESOURCE REQUIREMENTS

Prior to requesting additional resources through the Washington State Fire Services Mobilization Plan, the primary and support agencies will provide the available personnel, facilities and equipment to support their activities.

VII. REFERENCES

A. City of Wenatchee Fire & Rescue Department Standard Operating Guidelines and Procedures

B. Washington State Fire Services Resource Mobilization Plan

C. North Central Washington Regional Fire Defense Plan and Mutual Aid Agreement

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDICES - None
EMERGENCY SUPPORT FUNCTION 5
EMERGENCY MANAGEMENT – DIRECTION, CONTROL & COORDINATION

Primary Departments:  City of Wenatchee Fire & Rescue
City of Wenatchee Police Department
City of Wenatchee Public Works Department

Support Departments and Agencies:
City of Wenatchee Information Services
All other City of Wenatchee Departments
Chelan County Emergency Management
RiverCom 911 Dispatch Center
American Red Cross
Washington State Emergency Management Division

I. INTRODUCTION
A. Purpose
To provide effective direction, control and coordination of City emergency management activities and responsibilities during emergency and disaster situations

B. Scope
All-hazard emergency or disaster coordination involves establishing and maintaining a unified and coordinated operational structure that may include multiple agencies, disciplines, and jurisdictions.

II. POLICIES
a) The City has adopted the Incident Command System (ICS) established by the National Incident Management System (NIMS) as the standard incident organizational structure for the management of all incidents and phases of operations.

b) The City of Wenatchee will coordinate with Chelan County Emergency Management when the Chelan County EOC or alternate site is activated to coordinate incident information, planning, and emergency operations.

c) If an emergency or disaster is beyond the normal capabilities of the city and automatic and mutual aid agreement resources, a local proclamation of emergency in accordance with RCW 35.33.081 and RCW 38.52.070 is prepared by city emergency management and is approved and signed by the Mayor.
III. SITUATION

A. Emergency / Disaster Conditions and Hazards

The city hazard identification and vulnerability analysis (HIVA) identified the natural and technological emergencies or disasters the city may experience. Natural hazards are events caused by nature and include, but are not limited to, earthquakes, floods, severe storms and wildland fires. Technological emergencies are defined as manmade events such as dam failures, hazardous materials releases, terrorism acts, transportation accidents and urban fires. The impact of these potential hazards may threaten or cause injury and loss of life along with property and environmental damage in the city.

B. Planning Assumptions

Some emergencies or disasters will occur with enough warning that appropriate notification will be issued to achieve some level of preparedness. Other situations will occur with no advance warning.

City resources and systems are vulnerable to natural and technological disaster events and may be overwhelmed in the event of severe devastation.

Effective emergency management capabilities to command, control, and coordinate a disaster event will rely on county, state and federal assistance.

IV. CONCEPT OF OPERATIONS

A. General

During disasters or significant incidents, the need for rapid decisions and actions requires that emergency management plans and procedures replace normal city policies and procedures.

B. Organization

City Ordinance 2000-8 established the City of Wenatchee as an emergency management organization. The Fire Chief has been designated as the Director of Emergency Management and is responsible for the maintenance of the CEMP and emergency management coordination and operations.

The City of Wenatchee Emergency Management Leadership Team (Fire Chief, Police Chief, and Public Works Director) will conduct initial information briefings to coordinate information and planning regarding potential or actual emergency or disaster incidents. Information will be used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes (See Emergency Support Annex 1 – Information, Analysis, Planning).
The Mayor is responsible for policy decisions needed to support an emergency or disaster. When the Mayor approves and signs a proclamation of emergency, emergency powers include emergency purchasing and resource procurement as outlined in Chapter 35.33 and 38.52 RCW. These powers include the ability to enter into contracts, incur obligations and re-appropriate budgeted funds towards response and recovery efforts that protect persons and property from harm.

C. Procedures

Emergency response to localized emergency incidents will be taken according to standard operating procedures and guidelines and automatic and mutual aid agreements.

The NIMS Incident Command System (ICS) is used for command, control and coordination of emergency management at all levels and phases of operations (ICS organizational structure and positions).

The City of Wenatchee will coordinate with Chelan County Emergency Management when the Chelan County EOC or alternate site is activated to coordinate incident information planning, and operations.

When the emergency or disaster situation is beyond local capabilities city and/or county emergency proclamations will be initiated for state and federal assistance.

d) Emergency Operations Center (EOC) Operations

1. Coordination and Decision Making

An EOC provides a central location for department or interagency coordination and executive decision making in support of the incident response. The EOC does not command or control the on-scene response. It provides coordination of multiple jurisdictions, agencies, and organizations through information collection and evaluation; priority setting; and resource management.

2. City EOC Activation

Refer to the City of Wenatchee Emergency Operations Center Protocol

3. Chelan County EOC Activation

Refer to Chelan County CEMP ESF 5, Emergency Management

V. RESPONSIBILITIES

A. Primary Departments (Wenatchee Fire, Police, Public Works)

1. Maintain department SOG and SOPs for emergency operations, including automatic and mutual aid agreements.

2. Develop and maintain continuity of operations plans to include continuity of command.
3. Utilize NIMS ICS for command, control, and coordination at all levels and phases of operations.

4. Provide EOC representation and communications, when established.

B. Support Departments and Agencies

1. Maintain department / agency plans for emergency operations.

2. Support emergency management coordination and activities.

VI. RESOURCE REQUIREMENTS

VII. References

National Incident Management System (NIMS)

VIII. Terms and Definitions

See Appendix 2

IX. Appendices

Appendix 1 - City of Wenatchee Emergency Operations Organization Chart

Appendix 2 - City of Wenatchee Support Functions Matrix

Appendix 3 - City EOC Activation

Appendix 4 - Sample Proclamation of Emergency
City of Wenatchee
Emergency Management Operations
Organization Chart

Policy Group (City Council)
- Emergency Leadership Team
  - Fire Chief (EM Director)
  - Police Chief
  - Public Works Director

Finance/Administration
- Logistics
- Planning
- Purchasing
- Supplies Staging
- Transportation Fuel
- Tele-Communications Data Processing Clerical Support

Emergency Public Information Office
- Incident Action Plans
- Documentation
- Damage Assessment
- Technical Assistance
- Liaison to Outside Agencies

EOC Staff

Mayor

City Support Annexes for All Types of Emergencies
- Information Collection, Analysis and Planning
- Continuity of Government and Operations
- Administration and Finance
- Fire & Rescue
- Police
- Public Works
- EMS
- Red Cross
- RiverCom
- Public Health
<table>
<thead>
<tr>
<th>ESF #</th>
<th>Emergency Support Functions - Specific activities, essential to emergency response and recovery</th>
<th>City Departments</th>
<th>County &amp; Regional Agencies</th>
<th>State</th>
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Support Annexes – Used to coordinate planning for emergency management strategies:
- Information Collection, Analysis & Planning
- Continuity of Government & Operations
- Administration & Finance

**ESF**
- **P** = Primary Role
- **S** = Secondary Role
Appendix 3 City EOC Activation

CITY OF WENATCHEE
EMERGENCY OPERATIONS CENTER – PROTOCOL

- The City of Wenatchee Emergency Operation Center (EOC) is located in the conference/training room on the first floor of the police department. The EOC is accessed through the main public lobby or through the employee entrance, both of which are located on the north side of the building.

- The Wenatchee EOC has been designed to have an uninterrupted power supply through the use of batteries and a diesel generator. The EOC has also been designed with additional phone lines, network access, electrical outlets, cable access, and fax machine connections.

- The Wenatchee EOC is equipped with a small kitchen (microwave, refrigerator, and sink) for use during prolonged events. Bathroom facilities are adjacent to the EOC and shower facilities are on the third floor.

- Also located on the first floor of the police department are several offices, workspace cubicles, and secured parking. A separate room off the main public lobby is available for media releases.

- The Chief of Police conference room on the second floor has been designed as a secondary EOC. This room also has multiple network, electrical, and phone connections.

- Access to the police department and EOC is electronically controlled and monitored by a keycard access system. Additional programming of the security system and keycards can be completed as the need arises.

EMERGENCY OPERATIONS CENTER – ACTIVATION

Authority to Activate

The following City officials and personnel have the authority to activate the EOC

1. The Mayor, or designee
2. The Director of Emergency Operations / Fire Chief, or designee
3. The Police Chief, or designee
4. The Director of Public Works, or designee

When to Activate the EOC

Questions to Consider:

1. Does the event require coordination of City resources that go beyond everyday emergencies?
2. Is the situation likely to improve or deteriorate?
3. Will we need resources beyond our local capabilities?
4. Does the event create unusual anxiety within the community?
EMERGENCY OPERATIONS CENTER – LEVELS OF ACTIVATION

Level 1 – Limited Activation (Resource Coordination)

Emergencies or events which can be dealt with using local resources without outside help (or minimal mutual aid assistance), and which are short term in nature and limited in scope.

The Incident Command System (ICS) is routinely established and can be expanded as needed to manage the event.

A Command Post will be established and the EOC can be activated as a resource coordination center, as appropriate.

Level 1 – Limited Activation (Expanded Dispatch)

When careful scrutiny of an on-going emergency is advisable, limited activation of the Emergency Operations Center may be desirable.

This can be accomplished by using expanded dispatch. Personnel from Fire & Rescue or Police will augment RiverCom 911 Communication Center personnel to assist in incident coordination and resource coordination.

Level 1 – Limited Activation (Mobile Command Post)

Incident Command can be facilitated by the use of a Mobile Command Post (MCP).

The MCP can be used for site-specific direction and control of incidents or it can be used as an alternate EOC, as appropriate. Both Chelan County Emergency Management and Douglas County Emergency Management have MCP capabilities.

A Mobile command van maintained by Chelan County Emergency Management has the ability to be self-sufficient and is equipped with a power generator. It has public safety communications capabilities and can function as a back-up dispatch center in the event an incident forces the evacuation of RiverCom.

Douglas County Emergency Management’s mobile command trailer is a 34-foot command center with two slide-outs, a 12-kw diesel generator, a conference area, and a restroom. The trailer is equipped with public safety communication capabilities (radio, phone, computer, scanner, printer and 500 feet of hard-wire phone lines).

Level 2 – Limited Activation (Single Jurisdiction)

Situations that are larger in scope and that will require the use of mutual aide resources or special procedures for dealing with the emergency.

Level 2 emergencies are single jurisdiction / multi-agency events where broader application of the Incident Command System is required to ensure coordination.

The Command Post may require a Unified Command. An EOC will be activated as appropriate.

Level 3 – Full Activation

Broad-scope, community emergencies that represent a significant threat to life, property and/or the environment, and that will create a long-term impact.

Level 3 emergencies / disasters require a substantial commitment of personnel, apparatus, equipment and facilities that will require considerable outside help.

Level 3 emergencies / disasters are multi-jurisdictional / multi-agency events which require unified command in order to ensure effective coordination. An EOC should be activated to coordinate resources and information.

As centralized direction, control and coordination of disaster response activities becomes necessary for the management of large scale, multi-jurisdictional disaster operations, activation of the Chelan County EOC will occur. At this level of operations some of the functional positions of the City EOC may be moved to the Chelan County EOC.

Level 4 – Recovery Activities

These activities include long-term reconstruction of public facilities, detailed damage assessment (joint local, state, and federal teams), debris clearance, establishment of assistance centers and community restoration projects.
# City of Wenatchee – Emergency Operation Center
## Set-up Guidelines

### 1. Incident Name

### 2. Prepared by: (name)

<table>
<thead>
<tr>
<th>Date:</th>
<th>Time:</th>
</tr>
</thead>
</table>

### 3. Map/Sketch

(include sketch, showing the total area of operations)

---

4. **Current Situation:**

1. Arrange tables
2. Designate & label tables by positions adjacent to phone jacks/ports
3. Set up phones
4. Set up easels / white boards
5. Post maps
6. Set out supplies
7. Load fax paper
8. Set up computers
9. Establish WebEOC connection and display on monitor
Appendix 4  Sample Proclamation of Emergency

Whereas, the City of Wenatchee Director of Emergency Management has reported to the mayor, beginning (date), (event) has caused (list problems) within the city limits, and,

Whereas, these problems have caused a threat to life, property, and the environment, and,

Whereas, this constitutes an emergency as defined by the City of Wenatchee Comprehensive Emergency Management Plan and necessitates the utilization of emergency powers granted pursuant to RCW 38.52.070(2); therefore,

It is hereby proclaimed by the mayor of the City of Wenatchee that an emergency exists in the City of Wenatchee; therefore, Wenatchee Departments are authorized to do the following:

(1) Enter into contracts and incur obligations necessary to combat such emergency situations to protect the health and safety of persons, property and the environment, and,

(2) Request assistance from outside agencies.

(3) Provide appropriate emergency assistance to the victims of such disaster.

(4) Other as appropriate.

Each Wenatchee Department is authorized to exercise the powers vested under this proclamation in the light of the urgencies of an extreme emergency situation without regard to time consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements).

DATED THIS _____DAY OF _____, (YEAR)

__________________________________
MAYOR

RECOMMENDED BY:

__________________________________
EMERGENCY MANAGEMENT DIRECTOR

__________________________________
APPROVED AS TO FORM BY:  CITY ATTORNEY
EMERGENCY SUPPORT FUNCTION 6
MASS CARE, EMERGENCY ASSISTANCE, HOUSING & HUMAN SERVICES

Primary Agency: Apple Valley Chapter of the American Red Cross
City of Wenatchee Emergency Management (Fire & Rescue)

Support Agencies: Chelan County Emergency Management
All other City of Wenatchee Departments
RACES (Radio Amateur Civil Emergency Services)
North Central EMS and Trauma Care
RiverCom
Wenatchee Valley Humane Society

I. INTRODUCTION
A. Purpose
The purpose of this Emergency Support Function is to coordinate efforts in providing shelter, feeding, and emergency first aid following an emergency or disaster within the City of Wenatchee.

B. Scope
The needs of emergency workers and the general population are often the same during times of disaster. An emergency worker care program will be established by the City and the American Red Cross to meet these needs.

As part of the National Response Framework the American Red Cross, largely through volunteers, plans and prepares for regional mass care needs. The City of Wenatchee and other support agencies will work with the American Red Cross in an effort to facilitate delivery of the following mass care services established by the Red Cross and their volunteers.

1. Shelter
The provision of emergency shelter for victims includes the use of designated shelter sites in existing structures, creation of temporary facilities such as tent cities, or the temporary construction of shelters.

2. Feeding
The provision for feeding victims and emergency workers is through a combination of fixed sites, mobile feeding units, and bulk food distribution.

3. Health Services
Basic shelter nursing and first aid kits will be provided for minor nursing and first aid care to victims and workers at mass care
facilities and at designated sites within the affected area. This health service will be supplemental to ESF 8, Emergency Health and Medical Services.

4. **Disaster Welfare Information**

Disaster welfare information regarding individuals residing within the affected area will be collected and provided as capabilities allow to immediate family members outside the area, through the Disaster Welfare Information System. This will also help in the reunification of family members within the area who were separated at the time of the event.

5. **Bulk Distribution of Emergency Relief Items**

Sites will be established within the effect area for distribution of emergency relief items. The bulk distribution of these items will be determined by the requirements to meet urgent needs of victims for essential items.

Initial response activities will focus on meeting urgent needs of victims on a mass care basis. FEMA (the Federal Emergency Management Agency) and other government agencies will provide disaster assistance such as loans, grants, and temporary housing. Coordination of these assistance programs between the providers and the users will be required.

6. **Special Populations**

Human Services programs identify special populations within the event area. Individuals such as the elderly, people with disabilities, those who communicate in languages other than English, and others, may have special needs that must be addressed. Agencies providing services to individual clientele, and group care facilities, such as group homes for children, nursing homes, and assisted living facilities will ensure that emergency commodities provided are delivered to their clientele and facilities.

II. **POLICIES**

The American Red Cross (ARC) relief operations will conform to the ARC Board of Governor’s Disaster Services Policy Statements and will be performed following the ARC Disaster Services Regulations and Procedures: ARC 3000 Series. The American Red Cross will maintain administrative and financial control over its activities.

Other general public shelters may be designated and established through the regional planning guidance of the American Red Cross. All mass care shelters and services will attempt (but not guarantee), to meet the needs of those with disabilities. Services will be provided without regard to economic status or racial, religious, political, ethnic or other affiliation.
The City of Wenatchee has designated the Wenatchee Convention Center to be the primary shelter for emergency workers.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions

1. The amount of damage to structures, essential systems and services could rapidly overwhelm the capacity of the City of Wenatchee to assess the event and respond effectively to basic and emergency human needs. Damage to roads, airports, communications systems, etc. could hamper emergency response efforts. The movement of supplies could be seriously impeded. Many professional emergency workers and others who normally would help during an event could be unable to reach their assigned posts. Emergency facilities could be severely damaged or inaccessible.

2. Thousands of victims could be forced from their homes, depending on such factors as the time of occurrence, area demographics, building construction, and existing weather conditions. There may be numerous dead and injured. Thousands of family members may be separated immediately following a sudden-impact event, such as children at school and parents at work. There may be transients, tourists, etc. also involved.

B. Planning Assumptions

1. ESF 6 planning is based on a worst-case scenario in which an event occurs without warning at a time of day that will produce maximum casualties. Consideration should also be given to other events that could cause numerous casualties and require the temporary relocation of victims.

2. Emergency Management through an Emergency Operations Center (City or CCEM) will provide support and coordination with the American Red Cross for shelter operations in the City as resources allow.

3. American Red Cross volunteers in the affected area, upon request, will attempt to exercise their established plans and provide for feeding, shelter, and health services.

4. Many victims will remain with or near their damaged homes. Some will go to mass shelters, others will find shelter with friends and relatives, and some will also go to public areas such as fire and police stations looking for guidance. However, fire and police stations will not be viable locations for public shelter.
5. The magnitude of the event will determine the need for large, long-term shelters.

6. The restoration of communication systems, disrupted by damages and overloads, may take weeks.

7. Mass care shelter facilities will receive priority consideration for structural inspections to ensure the safety of occupants.

8. Large numbers of spontaneous volunteers require a planned staging area, registration and operational procedures.

IV. CONCEPT OF OPERATIONS

A. General

1. The Apple Valley Chapter of the American Red Cross is the primary agency responsible for managing the ESF 6 activities. Resources from the city, county, and private sector will also be applied to the response and recovery effort.

2. The City of Wenatchee will coordinate with the American Red Cross through an established city or county EOC. The capability of the Red Cross to provide representation to the EOC is not assumed. If American Red Cross liaison staff cannot support the EOC, other communications will be established through the County or State EOC.

3. Response and recovery activities focus on the immediate survival needs of victims. Close coordination among the primary and support agencies, and non-governmental organizations will be required.

4. Public information on shelter openings will be coordinated through a Joint Information Center (JIC), a centralized information group comprised of members of the City, Chelan County Emergency Management, and/or other responsible agencies for information collecting and sharing.

5. Companion animals are not allowed in shelters for humans. While there may be temporary animal shelters next to shelters for humans, this cannot always be expected. Arrangements for companion animals are generally the responsibility of the pet owners. Service animals (seeing-eye dogs, etc.) may be allowed in shelters. Disposition of companion animals will be coordinated with Wenatchee Valley Human Society.

B. Organization

The American Red Cross will manage the mass care needs of emergency workers with the support of other agencies such as the Salvation Army.
The American Red Cross with their personnel, network of volunteers and like agencies will deliver and manage the mass care services as described in this ESF to the general population, with support (as capabilities allow) from other City Departments.

C. Procedures

The American Red Cross will develop and maintain a mass care/shelter plan to support this ESF (see Appendix 1, Wenatchee Area Red Cross Shelters). They are responsible for inventorying potential shelter locations and have:

1. Identified usable shelters, to include, but not limited to, schools, churches, and campgrounds
2. Written agreements to use shelters, as appropriate
3. Trained volunteers for mass care and shelter operations
4. Established a communication system for communications between shelters, Red Cross HQ, and the EOC
5. Established, with other social service organizations, a crisis counseling system

D. Mitigation Activities

For the purposes of this ESF, mitigation and preparedness are combined.

E. Preparedness Activities

1. Primary Agency

   American Red Cross
   a) Develops plans and procedures for emergency worker shelter operations in coordination with the City and County Emergency Management.
   b) Develops and participates in emergency management training, drills and exercises in support of this ESF.

2. Support Agencies

   City of Wenatchee Emergency Management
   a) Coordinate with the Red Cross shelter and mass care issues.
   b) Facilitates partnership plans between the Wenatchee School District and the American Red Cross.
   c) Supports the development of and participates in emergency management training, drills and exercises in support of this ESF.
**Wenatchee Valley Humane Society**

a) Coordinate with local agencies to establish a system to reunite animals and owners.

b) Assist in releasing information on disaster planning and safety for animals.

**RACES**

Develops amateur radio program and communication support for mass care operations.

**F. Response Activities**

1. **Primary Agency**

**American Red Cross**

a) Coordinate planning and other mass care concerns with City or County Emergency Management EOC.

b) Coordinates mass care, housing, and human services with other community service organizations.

c) Provides and operates required mass care services and emergency worker shelter.

d) Provides meals at fixed feeding locations and provides mobile feeding, as required.

e) Provides basic health services in shelters and fixed feeding sites.

f) Distributes potable water and ice.

h) Distributes bulk emergency relief items, as needed.

i) Provides and coordinates Disaster Welfare Information.

j) Staffs and supplies shelters, feeding units, basic health services, and Disaster Welfare Information operation.

k) Secures transportation resources and needed supplies.

l) Establishes communications between shelters, feeding units, emergency first aid stations, and relief operation locations.

m) Manages American Red Cross logistical support and fiscal activities.

n) Maintains contact with the American Red Cross representatives.

n) Evaluates the mass care needs and makes recommendations to American Red Cross National Headquarters for the allocation of resources.
2. Support Agencies

**City of Wenatchee and Chelan County Emergency Management and other Support Agencies**

Supports the American Red Cross as resources and capabilities allow.

**RACES**

Provide communication support to mass care operations.

G. Recovery

1. Primary Agency

**American Red Cross**

a) Continue mass care operations through recovery, as needed.

b) Support recovery activities consistent with mission and capabilities of the American Red Cross.

2. Support Agencies

**City of Wenatchee and Chelan County Emergency Management and other Support Agencies**

Continue support to mass care operations ad needed.

V. RESPONSIBILITIES

A. **American Red Cross**

Coordinate efforts to provide sheltering, feeding, and basic health services following a natural or technological event requiring response and recovery assistance. Operates a Disaster Welfare Information System to collect, receive, and report information regarding the status of victims and assist with family reunification within the event area. Coordinates bulk distribution of emergency relief supplies necessary to the needs of this ESF.

B. **City and County Emergency Management / EOC**

Obtain and evaluate situation reports, identify current or potential needs for mass care, to include coordination of spontaneous volunteer resources. Identify potential resources for supporting or providing mass care. Provide direct and logistical support as appropriate and available.

When appropriate, communications between the shelter and the EOC will be established with assistance from amateur radio operators.

**All other City of Wenatchee Departments**

**Salvation Army**
Support the City and American Red Cross to accomplish ESF 6.

VI. RESOURCE REQUIREMENTS

A. Resources that may be mobilized in support of mass care activities include the transportation of cots, blankets, air mattresses, sleeping bags, portable toilets, water containers, cooking equipment, registration forms, tables, chairs, medical supplies and transport vehicles. Many of these supplies will already be in shelter locations or can be obtained through normal supply channels.

B. Personnel resources will include American Red Cross staff, volunteers such as veterans groups, labor unions, scouting organizations, professional associations, City of Wenatchee employees trained in shelter operations and private organizations with whom the American Red Cross has agreements. Especially skilled individuals will be identified from among these groups.

VII. REFERENCES

A. American Red Cross Disaster Services Regulations and Procedures (ARC 3000 Series)

B. Chelan County CEMP ESF 6 Mass Care, Housing, and Human Resources

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDICES

Appendix 1 – Wenatchee Area Red Cross Shelters

Appendix 1 – Wenatchee Area Red Cross Shelters

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Zip Code</th>
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</thead>
<tbody>
<tr>
<td>Clovis Point Intermediate School</td>
<td>1855 4th Street SE, East Wenatchee, WA 98802</td>
<td>98802</td>
</tr>
<tr>
<td>Eastmont High School</td>
<td>955 3rd Street NE, East Wenatchee, WA 98802</td>
<td>98802</td>
</tr>
<tr>
<td>Eastmont Junior High</td>
<td>905 8th Street NE, East Wenatchee, WA 98802</td>
<td>98802</td>
</tr>
<tr>
<td>Holy Apostles Catholic Church</td>
<td>1315 8th Street NE, East Wenatchee, WA 98802</td>
<td>98802</td>
</tr>
<tr>
<td>Pioneer Middle School</td>
<td>1620 Russell Street, Wenatchee, WA 98801</td>
<td>98801</td>
</tr>
<tr>
<td>Seventh Day Adventist Church</td>
<td>508 North Western, Avenue Wenatchee, WA 98801</td>
<td>98801</td>
</tr>
<tr>
<td>Wenatchee High School</td>
<td>1101 Millerdale Avenue, Wenatchee, WA 98801</td>
<td>98801</td>
</tr>
<tr>
<td>Wenatchee Valley Senior Center</td>
<td>1312 Maple Street Wenatchee, WA 98801</td>
<td>98801</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 7
LOGISTICS MANAGEMENT AND RESOURCE SUPPORT

Primary Departments: City of Wenatchee Finance
                      City of Wenatchee Emergency Management (Fire & Rescue)

Support Agencies: All Other City Departments / Divisions
                   Chelan County Emergency Management
                   Washington State Emergency Management Division
                   American Red Cross
                   Volunteer Organizations
                   Private Sector

I. INTRODUCTION

A. Purpose
   1. Ensure efficient utilization of resources during an emergency or disaster situation.
   2. Provide for the effective conservation and/or allocation of existing and requested resources during and after local major emergencies or disasters.
   3. To provide a framework for the process to establish mandatory controls on essential materials, supplies and services during and after major disasters, if adequate resources are not or will not be available.

B. Scope

   Resource support involves the procurement and allocation of resources beyond normal day to day operations. These resources include services, facilities, commodities, equipment, materials, supplies and personnel required to support the response and recovery phases of an emergency or disaster.

II. POLICIES

   It is the policy of the City of Wenatchee that departments/divisions utilize their own resources or mutual aid agreements before requesting outside resources. The initial request for outside resources will place this Emergency Support Function in effect.

   Emergency resource requests will be made through the Emergency Operations Center. In accordance with Chapter 38.52 RCW, RCW 35A.33.120, and Wenatchee City Emergency Procedures Policy, the City of Wenatchee has emergency powers that include purchasing and resource procurement necessary to combat disasters. RCW 35A.33.080
authorizes the City Council to approve expenditures without public notice or hearing. Under the policy direction of the Mayor, the Director of Finance is responsible for the direction and control of City emergency procurement. The Logistics Section of the EOC has the responsibility for the procurement process. The EOC Finance Section will offer support and documentation in the resource procurement process. This information will be coordinated with the Finance division of the City.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions

A significant emergency or disaster may damage or limit the existing resources needed to maintain vital City services.

The City of Wenatchee Hazard Identification and Vulnerability Analysis (HIVA) identifies natural and technological emergencies or disasters that the city may experience.

B. Planning Assumptions

1. Each responding organization has an established system for managing their resources.
   a) Dependent upon the area affected by the disaster, resources may have to be procured from out of state.

2. Public safety and Public Works agencies are familiar and utilize the National Incident Management System (NIMS).

3. Generally, sufficient resources necessary for an emergency operation are found locally.

IV. CONCEPT OF OPERATIONS

A. General

City departments/divisions will first utilize normal procedures for their day to day or mutual aid resources before requesting outside assistance. The City Finance Services Division may assist departments by providing procedural guidance for emergency resource procurement.

The Finance Director will forward major emergency resource requests to the Mayor for policy direction. The Mayor will establish parameters for operational procurement. The Logistics Section of the EOC is responsible for the procurement of emergency resources. The Finance Section may offer support and will document the resource procurement process.

Local and regional vendors or suppliers to supplement, replace, or repair controlled assets during an emergency or disaster, will be contracted or procured through an EOC, when activated.

When the emergency or disaster situation is beyond local capabilities city and or county emergency proclamations will be initiated for state and federal assistance.
B. Organization

The City Emergency Management Leadership Team will facilitate city logistics management and resource support during emergency management operations. The Finance Director will authorize procurement of needed operational resources within the parameters established by the Mayor.

The EOC Logistics Section is responsible for coordination of emergency or disaster resource requests and procurement. The Finance Section is responsible for the contracts and documentation of resources procured through the EOC.

C. Procedures

Resources requests beyond the capability of normal day to day operations will be received and processed through the Emergency Operations Center.

Personnel from City departments/divisions will be assigned in the EOC to coordinate resource requests.

Resource procurement will be driven by the operational needs of the incident. Therefore, normal procurement procedures established by the City may be waived to support the urgencies of the emergency or disaster. Waiver of these procedures is supported by the City of Wenatchee Emergency Purchasing Policy.

Outside resources will be demobilized as soon as possible.

D. Mitigation Activities

Primary and Support Departments

1. Develop and maintain continuity of government and operation plans to pre-plan many of the essential function and critical operation resource needs prior to emergencies or disasters. Necessary resources may include:
   a) Identify essential personnel and staffing for internal and external support requirements.
   b) Identify emergency supplies needed for personnel
   c) Identify essential records, equipment, office supplies, and office space requirements
   d) Identify additional transportation requirements and resources in support of emergency or disaster
   e) Identify and prioritize internal activities that may require assistance from Chelan County EM in an emergency or disaster
2. Provide programs for the reduction of outside resource needs and the facilitation of resource procurement during an emergency or disaster.
   
a) Public educational programs that encourage area populations including businesses to be self-sufficient for a minimum of 72 hours
   
b) Training of City departments/divisions that emphasize the need to safeguard City resources from the effects of an emergency or disaster
   
c) The collection and compilation of resource inventories, and procurement data

E. Preparedness Activities

Primary and Support Departments and Agencies

Maintain resource inventory and contact information that can be utilized when emergency or disaster response and recovery needs develop.

F. Response Activities

Primary Departments

1. Conduct initial and on-going Emergency Management Leadership Team meetings to determine scope of disaster, resource needs, EOC activation and participation (Emergency Support Annex 1).

2. Coordinate available city personnel and resources for essential city operations and emergency operations (Emergency Support Annex 2).

3. Brief Mayor and Policy Group and other required city departments on emergency administrative and finance procedures.

G. Recovery

Primary Departments

City of Wenatchee Emergency Management

1. Continue to support response and recovery activities.

2. Continue communication with the county and state through situation reports

3. Assist in compiling documentation for costs incurred by the emergency or disaster

4. Attend a post-incident review to evaluate the Emergency Operations Center procedures to include the resource procurement and allocation process
5. Revise EOC, CEMP and internal policies and procedures to correct deficiencies learned from the emergency or disaster.

6. Revise inventory lists of departmentally controlled assets and resources

7. Revise resource list of vendors and other suppliers or locations as a result of the disaster

8. Prepare after action report (AAR)

Support Departments and Agencies
Continue to provide resource support as requested.

V. RESPONSIBILITIES
A. Primary Departments

City of Wenatchee Finance Department
To coordinate resource support for the provision of personnel, facilities and services for required for essential city functions, response and recovery operations during and after major emergencies or disasters. Assure that resources are procured within the parameters established by the Mayor under the emergency powers provided by City Code and State Statute.

B. All other City Departments and Agencies
Provides resource support as available, to assist in the response and recovery phases of an emergency or disaster.

VI. RESOURCE REQUIREMENTS
Major emergencies and disasters will require EOC activation to provide facilities, personnel, communications and office equipment for interagency coordination and resource management.

VII. REFERENCES
A. Chapter 38.52 RCW
B. Chapter 35A.33 RCW
C. Chapter 118-04 WAC
D. Wenatchee City Emergency Purchasing Policy
E. Washington State Comprehensive Emergency Management Plan
F. Chelan County Comprehensive Emergency Management Plan

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan
EMERGENCY SUPPORT FUNCTION 8
PUBLIC HEALTH AND MEDICAL SERVICES

Primary Agencies: City of Wenatchee Fire & Rescue Department
Chelan County Emergency Management
Chelan/Douglas Health District
Central Washington Hospital
Private Ambulance Companies

Support Agencies: Other City Departments
Chelan County Medical Examiner
Washington State Department of Transportation
American Red Cross
NCW EMS and Trauma Care Council
Area Fire and EMS Agencies

I. INTRODUCTION

A. Purpose
Provide assistance for the emergency coordination of public health and medical care needs resulting from an emergency or disaster.

B. Scope
To identify and meet the public health and medical needs of emergency or disaster victims through coordination with the Chelan/Douglas Health District, Chelan County Emergency Management, Central Washington Hospital, local private ambulance companies, Wenatchee Fire & Rescue, and other area emergency medical service (EMS) agencies, public safety agencies, and community partners.

II. POLICIES

A. The City of Wenatchee will activate mutual aid agreements when additional emergency services are needed.

B. Additional State and Federal assistance will be requested through Chelan County Emergency Management.

C. The Chelan/Douglas Health District will coordinate regional health care and medical resources for large scale emergencies or disasters.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions
   1. A significant natural disaster or technological event that overwhelms local resources would necessitate both state and federal health and medical assistance in addition to mutual aid resources.
   2. Hospitals, nursing homes, pharmacies and other medical/health care facilities may be structurally damaged or
some destroyed. Facilities may be rendered unusable or only partially usable because of damage to utilities (power, water, and sewer) or the inability of staff to report for duty.

3. Medical supplies, medications and equipment will likely be in short supply.

4. Damage to transportation systems may delay medical transports, supplies, equipment and outside assistance from other agencies.

5. Damages to drinking and wastewater systems may complicate health care and possibly add to the victim or patient totals.


7. A mass casualty incident, epidemic or disaster could result in large numbers of fatalities. Morgue facilities, transportation for the deceased and related supplies and equipment may be in short supply.

B. Planning Assumptions

1. Resources within the affected area may be inadequate to clear casualties from the scene or treat them in local hospitals. Additional medical capabilities will urgently be needed to supplement and assist in triage and treat casualties in the affected area and to transport to Central Washington Hospital, or other alternative care facility (ACF). Medical re-supply will be needed throughout the event area.

2. Damage to chemical and industrial plants, sewer lines and water distribution systems, along with secondary hazards such as fires, will result in toxic environmental and public health hazards to the surviving population and response personnel.

3. The damage and destruction caused by a natural or technological event will produce urgent needs for mental health crisis counseling for victims and emergency responders.

4. Disruption of sanitation services and facilities, loss of power, and massing of people to shelters may increase the potential for disease and injury.

IV. CONCEPT OF OPERATIONS

A. General

City of Wenatchee emergency response and operations for mass casualty incidents, natural or technological disasters, or events such as
bioterrorism or epidemic disease will rely heavily on community partnerships with Chelan County Emergency Management and the Chelan Douglas Health District to coordinate additional regional, state and federal resources and assistance.

A mass casualty incident response may be activated based on patient count or resource needs through the RiverCom 911 Dispatch Center. Chelan County Emergency Management EOC activation may be requested to coordinate ESF8 response and recovery activities. The Chelan Douglas Health District, medical facilities, and response agencies will be notified of the potential for, or occurrence of, an event.

B. Organization

1. Emergency response operations to localized emergency incidents will be conducted by city departments according to standard operating procedures and with additional resources provided by automatic and mutual aid agreements.

2. The Greater Wenatchee Emergency Medical Services (EMS) Council establishes Chelan and South Douglas County operating procedures and patient care protocols under the supervision of the County Medical Program Director. Wenatchee Fire & Rescue provides basic emergency medical technician (EMT) level care for EMS. Private ambulance companies (Ballard and Lifeline) provide advanced life support paramedics and EMTs with ambulance and transport in Wenatchee and the North Central Washington area.

3. The Chelan Douglas Health District provides public health services and response under the Health District Administrator. Response by health professionals other than through the hospitals (veterinarians, pharmacists, mental health care workers), will be coordinated through the health district.

4. The Chelan County Coroner is responsible for temporary morgue operations and coordination.

5. Central Washington Hospital is the area’s trauma center. Other local hospitals participate in regional disaster response plans regarding situation updates.

6. The Red Cross provides shelter, food and mental health support for evacuated and displaced people.

7. Once the Chelan County EOC is activated, the EOC and Chelan/Douglas Health District staff will maintain communication and coordination with response agencies, medical and health facilities, and other organizations and officials to identify current and projected medical and public health status and requests for assistance.
Refer to Chelan County CEMP ESF 8 Public Health and Medical Services for additional information on Chelan County operations and the responsibilities of Chelan/Douglas Health District, Chelan County Emergency Management, and other county departments and support agencies to meet health, safety, and medical needs in the event of an emergency or disaster.

C. Procedures
Each city department and responding agencies will be responsible for developing and following their standard operating procedures dealing with response to an incident. Response to all incidents will follow the concepts of the National Incident Management System (NIMS).

D. Mitigation Activities
Public health and medical service mitigation activities have a long-term, sustained effect in promoting and building standards of health and safety in our community. One example, the Chelan/Douglas Health District works with regional, state, and federal programs and local community partners in promoting public awareness and the use of standard health and safety practices, maintenance of routine immunization levels, disease prevention, nutritional support and education and overview of water and on-site sewage systems.

E. Preparedness Activities
Preparedness involves the vast range of activities that include planning, resources, exercises and training, and organizing to build, sustain, and improve the operational capabilities of the city and other primary and secondary agencies identified in this ESF. Local preparedness activities have included updates to the local Mass Casualty Incident Response Plans; Regional Healthcare Response Plans; and functional exercises of the Alternative Care Facilities.

F. Response Activities
Response activities are immediate actions to save and sustain lives, meet basic human needs, and to protect property and the environment.

The City of Wenatchee will coordinate with Chelan County Emergency Management and the Chelan/Douglas Health District for:

1. Alerts and notifications to local hospitals and clinics in the event of:
   - A declared public health emergency
   - Potential events exceeding patient capacity
   - Unusual health threats requiring special preparation

2. Public information relating to health and medical emergency response (as outlined in ESF 15 Emergency Public Information)
G. Recovery Activities
Public health and medical service agencies will support and coordinate recovery activities consistent with their missions and capabilities, including continued mental health support, public information and education and serving as liaisons with regional, state, and federal agencies.

Chelan/Douglas Health District monitors recovery activities, assesses potential and actual health hazards during the recovery phase, and makes recommendations or carries out intervention, as needed.

V. RESOURCE REQUIREMENTS
Coordination of medical transportation, facilities, equipment and supplies during emergency and disaster situations will be established through emergency management (Chelan County EOC or alternate site activation) to coordinate incident information, planning, and requests for additional emergency operation resources.

VII. REFERENCES
A. Chelan County CEMP ESF 8 Public Health and Medical Services
B. Chelan/Douglas Mass Casualty Incident Plan
C. Chelan/South Douglas County EMS Operating Procedures and Patient Care Protocols

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan
IX. APPENDICES - None
I. INTRODUCTION

A. Purpose

Provide guidance and coordination for search and rescue operations.

B. Scope

State law encompasses both wildland and disaster search and rescue within the definition of search and rescue, RCW 38.52.010 Section 7. The Federal government separates the two and covers wildland search and rescue in the National Search and Rescue Plan and disaster search and rescue, specifically urban search and rescue, in the National Response Framework. Search and rescue in this ESF is defined as land and/or water search and rescue including both wildland and disaster search and rescue. Urban search and rescue will be coordinated by the Wenatchee Fire & Rescue Department and the Wenatchee Police Department and Chelan County Emergency Management.

Air search and rescue is defined by Chapter 47.68 RCW and Chapter 468.200 WAC.

II. POLICIES

A. The Incident Command System will be utilized for the on-scene management of search and rescue operations within the City of Wenatchee.

B. Land and/or water search and rescue operations will be initiated, coordinated, and directed by Wenatchee Fire & Rescue and Police Departments.

C. If city departments are not available to provide necessary equipment or resources the City of Wenatchee will request Search
and Rescue Services through Chelan County Emergency Management or other mutual aid agencies.

D. Urban SAR, after deployment of local resources, may require outside assistance obtained through Chelan County Emergency Management and Washington State Emergency Management Division.

E. Air search and rescue for missing or downed civil aircraft is the responsibility of the Department of Transportation (WSDOT) per Chapter 47.68 RCW.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions

1. The City of Wenatchee is vulnerable to a variety of disasters as described in the Hazard Identification and Analysis. Such disasters can result in large, multi-jurisdictional search and rescue operations.

2. Earthquakes pose a severe threat. A major earthquake would trigger search and rescue operations involving City of Wenatchee personnel, Chelan County Search and Rescue (SARS), statewide search and rescue volunteers, the Washington National Guard, responders from neighboring jurisdictions, federal response agencies including the military, and the Federal Emergency Management Agency Urban Search and Rescue Task Force.

B. Planning Assumptions

1. Natural and technological disasters will greatly increase the scope of search and rescue operations.

2. A major earthquake in Chelan County or the North Central Washington area will result in multi-jurisdictional search and rescue operations.

IV. CONCEPT OF OPERATIONS

A. General

1. Land and/or water search and rescue operations are primarily initiated, coordinated, and directed by the City of Wenatchee Fire & Rescue Department (first response for EMS and rescue) and Wenatchee Police Department (for law enforcement). Requests for additional resources including special skills, expertise, or equipment are coordinated through the Chelan County Emergency Management.
2. Air search and rescue for missing or drowned civil aircraft is the responsibility of Washington State Department of Transportation Aviation Division.

3. An Emergency Operations Center or a Mobile Command Vehicle may be activated to support search and rescue operations.

B. Organization

The City of Wenatchee Fire & Rescue (EMS and rescue) and Wenatchee Police Department (law enforcement) are responsible for search and rescue operations within our jurisdiction. All City Departments/Divisions, through the EOC, will provide support for this ESF.

C. Procedures

1. Land Search and Rescue
   a) The City of Wenatchee will request search and rescue resources through Chelan County Emergency Management. The Washington State Emergency Management Division will issue a mission number to an authorized official in response to a downed or missing aircraft and will coordinate this with the Washington State Department of Transportation Aviation Division. The Aviation Division Incident Commander may obtain the mission number on behalf of Chelan County Emergency Management in order to facilitate the response.
   b) The City of Wenatchee Public Works is responsible for providing heavy equipment in support of search and rescue operations.
   c) The City of Wenatchee Code Enforcement Division will provide technical advice concerning building safety and structural stability if needed.

2. Air Search and Rescue
   a) Air search and rescue for missing or downed civil aviation aircraft is the responsibility of Washington State Department of Transportation Aviation Division (Chapter 47.68 RCW).
   b) The Washington State Department of Transportation Aviation Incident Commander provides support as available and assumes responsibility for the crash site for investigation purposes.

3. Water Search and Rescue
a) The City of Wenatchee Fire & Rescue Department will initiate and perform surface water rescue and request additional resources as needed.

b) The City of Wenatchee Fire & Rescue will contact Chelan County Emergency Management for water rescue operations that involve the Columbia River.

D. Mitigation Activities
Primary Agency
None

E. Preparedness Activities
1. Primary Agency
City of Wenatchee Fire & Rescue Department
City of Wenatchee Police Department
a) Develops standing operating procedures to coordinate search and rescue operations.

b) Develops programs to provide education to the community and training to search and rescue personnel.

c) Coordinates and maintains liaison with the City of Wenatchee Emergency Operations Center, mutual aid agencies and area search and rescue teams.

d) Participates in emergency management training, drills and exercises in support of this ESF.

2. Support Agencies
All other City of Wenatchee Departments
Volunteer Organizations
Mutual Aid Agencies
a) Plans for and prepares to provide support to the Wenatchee Fire & Rescue or the EOC when activated, in support of this ESF.

b) Participates in emergency management training, drills and exercises in support of this ESF.

F. Response Activities
1. Primary Agency
City of Wenatchee Fire & Rescue Department
City of Wenatchee Police Department
a) Initiates, coordinates and directs land and/or water search and rescue operations within the City of Wenatchee.
b) Requests water and urban search and rescue assistance through Chelan County Emergency Management.
c) Activates the Emergency Operations Center if requested.
d) Coordinates resource requests.
e) Coordinates documentation and provides situation reports to the county or the state.
f) Supports volunteer worker activities.

2. Support Agencies

All other City of Wenatchee Departments

Volunteer Organizations

Mutual Aid Agencies
Provides personnel and equipment to support search and rescue activities.

City of Wenatchee Public Works Department
Provide ATC-20 trained personnel for technical advice concerning damage assessment of structures through ESF #14, Damage Assessment.

Washington State Department of Transportation
Directs and controls air search and rescue operations for downed or missing civil aircraft.

G. Recovery

1. Primary Agency

City of Wenatchee Fire & Rescue Department

City of Wenatchee Police Department
a) Conducts a post-incident review to evaluate the incident.
b) Compiles appropriate documentation for the incident report.
c) Provides documentation of costs incurred by the incident City Finance Department.
2. Support Agencies

City of Wenatchee Public Works Department
City of Wenatchee Code Enforcement
a) Participates in the post-incident review.
b) Provides documentation of costs incurred by the incident to the Office of Emergency Management.

Volunteer Organizations

Mutual Aid Agencies

Participate in the post-incident review.

V. RESPONSIBILITIES

A. Primary Agencies

City of Wenatchee Fire & Rescue Department
City of Wenatchee Police Department
Direct land and/or water search and rescue operations.

B. Support Agencies

Chelan County Emergency Management
City of Wenatchee Public Works Department
Volunteer Organizations

Mutual Aid Agencies

Provide appropriate support to the search and rescue programs.

VI. RESOURCE REQUIREMENTS

The City of Wenatchee will provide resources necessary for conducting search and rescue operations. When all resources are exhausted, a request will be made through Chelan County Emergency Management for additional resources specific to the response needs.

VII. REFERENCES

A. Wenatchee Fire & Rescue Department Standard Operating Procedures and Guidelines (SOP/SOG)
B. Chapter 38.52 RCW
C. Chapter 47.68 RCW
D. Chapter 118.04 WAC
E. Chapter 468.200 WAC
F. National Response Framework, ESF 9
G. National Search and Rescue Plan (U.S. Department of Defense Joint Publication 3-50.1)

H. Washington State Comprehensive Emergency Management Plan, ESF 9

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDICES - None
EMERGENCY SUPPORT FUNCTION 10
OIL AND HAZARDOUS MATERIALS RESPONSE

Primary Agency: City of Wenatchee Fire & Rescue Department
Support Agencies: City of Wenatchee Public Works Department
City of Wenatchee Police Department
City of Wenatchee Planning Department
Chelan County Emergency Management
Chelan/Douglas Health District
Chelan County Bomb Squad
Columbia River Drug Task Force
Washington State Patrol
Washington State Department of Transportation
Washington State Department of Ecology
Washington State Department of Labor and Industries
U.S. Department of Transportation, Coast Guard
Environmental Protection Agency
Mutual Aid Agencies

I. INTRODUCTION

A. Purpose
To prepare for, respond to, and recover from a hazardous materials
release that may affect the Wenatchee community. Hazardous materials
may be released during naturally occurring events like earthquakes or
during industrial accidents, terrorism or illegal activities.

B. Scope
To provide guidance for off-site emergency planning and notification to
minimize exposure and/or damage to human health and safety or to the
environmental as required by Title III of the Superfund Amendments and
Reauthorization Act of 1986 (SARA) now known as the Emergency
Planning and Community Right-to-Know Act (EPCRA).

II. POLICIES

OSHA regulation 29CFR 1910.120 (q) identifies the training levels of hazardous
materials response. This is the minimum level of training provided to the City of
Wenatchee.

The Chelan/Douglas County Emergency Planning Committee (LEPC)
coordinates planning, training and reporting with city responders, facility and
mutual aid representatives, and members of the LEPC. This is required under
the SARA/EPC program. It is the policy of the City of Wenatchee that in
supporting the EPC, the Fire & Rescue Department maintains information
provided by facilities requiring reporting and planning under Title III.
III. SITUATION

A. Emergency / Disaster Hazards and Conditions

The City of Wenatchee has a moderate volume of hazardous materials used, manufactured, stored and transported which increases the likelihood of a significant release. Illegal drug labs and dumping create yet another concern. The coordination of emergency response operations of hazardous materials incidents may require multi-agency and multi-disciplinary responses. Disciplines involved may include fire responders, law enforcement, environmental containment and cleanup specialists, fish and wildlife experts, emergency medical services, environmental health and other agencies.

SARA/EPCRA facilities are required to maintain plans for warning, notification, evacuation and site security under numerous regulations.

B. Planning Assumptions

1. A hazardous material incident may develop slowly or occur without warning.

2. Actual or threatened releases of hazardous materials often require immediate response.

3. Most hazardous material incidents are minor in scope and can be handled by facility personnel and/or City of Wenatchee Fire & Rescue Department hazardous material responders. However, potential exists for a large scale incident which would require multiple resources and the need for mass evacuation of downwind populations or sheltering in place.

4. The number and severity of major incidents can be minimized by prevention programs.

IV. CONCEPT OF OPERATIONS

A. General

The City of Wenatchee Fire & Rescue Department has the primary responsibility for protecting life and property threatened by hazardous materials incidents, except where this has been specifically preempted by state or federal laws or regulations. Hazardous materials response is organized under the Incident Management system. The agency with primary authority is dependent on the location of the event. Washington State Patrol is the Incident Command Agency for the city under Chapter 70.136 RCW. When an incident occurs on a state highway, the Washington State Patrol will establish a Unified Command System with fire departments, emergency medical services, and other state and federal agencies.
B. Organization
Response is organized under the Incident Management System.

The Director of Emergency Management has been designated the Community Emergency Coordinator as required under SARA/EPCRA for the City of Wenatchee.

The response and recovery efforts will be coordinated through the Incident Command System or the Emergency Operations Center (EOC), if activated.

C. Procedures
Based on the Hazardous Materials Response Plan and Procedures, the Response will vary dependent upon the location and magnitude of the hazardous materials released and the population impacted. Response and recovery efforts include containing and controlling the release, warning the public, request for assistance, notification to state and federal agencies, restoration of businesses and request for cleanup resources. Additionally, requests for recovery of response and cleanup costs and monitoring the site may be necessary.

D. Mitigation Activities
The International Fire and Building Codes, United States EPA regulations and Washington State Department of Ecology Codes have regulations and codes relating to the safe storage, use, handling and disposal methods of hazardous materials. Inspections by fire and building personnel also contribute to the overall safety of workers, the public and the environment. The City of Wenatchee provides assistance to residents with hazardous materials disposal problems.

E. Preparedness Activities
1. Primary Agency

   City of Wenatchee Fire & Rescue Department

   a) Participates in training required by 29 CFR 1910.120.

   b) Coordinates, participates and evaluates hazardous material drills and exercises for SARA / EPCRA title III facilities through the Local Emergency Planning Committee.

   c) Maintains emergency response plans and Tier two files for facilities that fall under the SARA/EPCRA Title III law.

   d) Manages and enforces city codes relating to the storage, use and handling of hazardous materials to lessen the impact of a hazardous material incident.
e) Enforces the International Fire Code requiring facilities to have hazardous materials management plans which provide local responders with vital information for hazardous materials response to specific facilities.

f) Provides emergency management training, drills and exercises in support of this ESF.

2. Support Agencies

City of Wenatchee Planning Department
City of Wenatchee Code Enforcement

Manages and enforces city codes relating to the storage, use and handling of hazardous materials to lessen the impact of a hazardous materials incident.

F. Response Activities

1. Primary Agency

City of Wenatchee Fire & Rescue Department

a) Provides initial response to and size-up of hazardous materials incident.

b) Assumes the role of On-Scene Incident Commander until the arrival of the Washington State Patrol.

c) Assists in containing and controlling the product.

d) Contact the appropriate outside agencies for assistance, if necessary.

e) Coordinates efforts with outside agencies.

f) Activates the Emergency Operations Center or Mobile Command Post if necessary.

g) Advises the Chelan County Department of Emergency Management of size and impact to the area.

2. Support Agencies

Mutual Aid Agencies

Provide response resources as requested by the Incident Commander per mutual aid agreements.

City of Wenatchee Public Works

a) Supplies information on the City of Wenatchee’s infrastructure and regulates critical utilities.
b) Provides necessary resources as requested by the Incident Commander.

c) Assists in traffic control.

**Chelan County Emergency Management**
**Chelan/Douglas Health District**
**Chelan County Bomb Squad**
**Washington State Patrol**
**Washington State Department of Transportation**
**Washington State Department of Ecology**
**Washington State Department of Labor and Industries**
**U.S. Department of Transportation, Coast Guard**
**Environmental Protection Agency**

Provide resources, technical support, guidance and possible enforcement, as necessary.

G. **Recovery**

Recovery activities are undertaken primarily by the party responsible for the release. Where the responsible party is not identified or cannot pay for cleanup, limited state and federal assistance may be provided for costs of both response and recovery. Title 4 RCW 4.24.314 identifies the owner or transporter as responsible for the cost of cleanup from a hazardous materials release.

Washington State Department of Ecology is the lead agency in the City of Wenatchee for recovery from hazardous materials incidents. Washington State Department of Health is the state lead for radiological incidents. The Chelan County Office of Emergency Management is the coordinating agency for these efforts.

V. **RESPONSIBILITIES**

A. **Primary Agency**

**City of Wenatchee Fire & Rescue Department**

1. Coordinates the response and recovery efforts to hazardous materials incidents.

2. Develop hazardous materials emergency response plans and procedures.


4. Maintains Tier II records and plans for facilities required under SARA Title III and the Clean Air Act.

5. Develops and distributes public education information related to hazardous materials issues per the Community Right To Know Act (SARA Title III).
6. Coordinates response and recovery activities related to disasters as described in ESF 5 – Emergency Management, Direction, Control, Coordination, and other portions of this plan as needed.

B. Support Agencies

City of Wenatchee Public Works Department
City of Wenatchee Police Department
Chelan County Emergency Management
Chelan/Douglas County Department of Public Health
Chelan County Bomb Squad
Washington State Patrol
Washington State Department of Transportation
Washington State Department of Ecology
Washington State Department of Labor and Industries
U.S. Department of Transportation, Coast Guard
Environmental Protection Agency
Mutual Aid Agencies

Assist in the response and recovery to hazardous materials releases.

VI. RESOURCE REQUIREMENTS

Hazardous material releases require substantial amounts of specialized equipment, supplies and training. Specialized monitoring devices may be needed as well as training, decontamination equipment and technical information resources.

VII. REFERENCES
B. SARA Title III, 40 CFR 355, PL 99-499, Chapter 118-40 WAC
C. International Fire Code
D. International Building Code
E. City of Wenatchee Hazard Identification and Vulnerability Analysis
F. Chapter 70.136 RCW

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan
IX. APPENDICES - None
EMERGENCY SUPPORT FUNCTION 11
AGRICULTURE AND NATURAL RESOURCES

Primary Agencies: City of Wenatchee Emergency Management

Support Agencies: City of Wenatchee Departments and Divisions
Wenatchee School District
Wenatchee Valley Humane Society
Apple Valley Chapter of American Red Cross
Chelan/Douglas Health District
Local Veterinarians
Chelan County Emergency Management
WSU Cooperative Extension
Washington State Emergency Management Division
State Area Veterinarian

I. INTRODUCTION

A. Purpose

The purpose of this Emergency Support Function is to:

1. Establish a working system where requests for food and water may be efficiently conveyed to the appropriate county, state or federal agency in an attempt to meet the needs imposed by an emergency or disaster that cannot be met by local resources.

2. Control and eradication of an outbreak of a highly contagious or economically devastating animal disease, highly infective plant disease or devastating infestation.

B. Scope

The ESF is applicable to situations within the City of Wenatchee where food and water is requested to maintain large groups of displaced people. This ESF will closely support ESF 6, Mass Care. The ESF also provides guidelines for events affecting the welfare of animals and the need for veterinary and animal care activities (Appendix A).

II. POLICIES

The City of Wenatchee Emergency Management through an established EOC will coordinate requests for food and water for the human population and the welfare of animals to outside agencies in the event of an emergency or disaster. These requests will be processed through Chelan County Emergency Management or the Washington State Emergency Management Division.
III. SITUATION

A. Emergency / Disaster Hazards and Conditions

A significant emergency or disaster will deprive substantial numbers of people of the ability to prepare or gain access to food and water. An emergency or disaster may cause disruption of the distribution system and partially or totally destroy the food products stored in the affected area. Such an event will also affect the welfare of animals.

B. Planning Assumptions

1. Significant numbers of individuals and families will be displaced from their homes and will be provided shelters by one or more volunteer organizations.

2. Food inventories at grocery stores and restaurants will be unusable or depleted.

3. On-hand food inventories at volunteer organizations will be inadequate to support the number of sheltered individuals.

4. A large percent of the water supply will be unusable.

5. There will be a near total disruption of emergency sources.

6. Most commercial cold storage and freezer facilities in the affected area will be inoperable.

7. Land delivery to affected areas will be temporarily cut off, requiring the use of water or air delivery.

8. Congregate care feeding areas will be the central location for the distribution of food and water supplies.

9. Due to the disruptions previously outlined, delivery time for outside supplies of food and water may be 72 hours or more, necessitating the need for preparedness.

10. Requests for animal response supplies, equipment and transport will be received at the EOC.

11. Pre-designated facilities should be identified and prepared to deal with an influx of animals.

IV. CONCEPT OF OPERATIONS

A. General

Request for food and water including the types, amounts, and destination locations will be processed through the City of Wenatchee and/or established EOC. The EOC will then process requests that are unable to be met by local resources through the Chelan County Emergency Management. Requests for assistance for animal needs and welfare will also be processed through the area EOC’s.
B. **Organization**  
The City of Wenatchee Emergency Management has the responsibility of coordinating this ESF.

C. **Procedures**  
Procedures for processing requests and distribution of resources will be coordinated with and/or through Chelan County Emergency Management.

D. **Mitigation Activities**  
Emergency Preparedness Education

E. **Preparedness Activities**  

1. Primary Department  

   **City of Wenatchee Fire & Rescue**  
   a) Provides emergency preparedness training encouraging people to be self-sufficient for a minimum of three days.  
   b) Maintains the EOC Resource Directory listing suppliers of food and water resources and animal welfare to support City emergency operations.

2. Support Agencies  

   **Other City Departments and Divisions**  
   Chelan County Emergency Management  
   Wenatchee School District  
   Wenatchee Valley Humane Society  
   Chelan/Douglas Health District  
   Washington State Emergency Management  
   US Department of Agriculture  
   American Red Cross  

   Follow existing procedures developed by each agency to support this ESF.

F. **Response Activities**  

1. Primary Agency  

   **City of Wenatchee Emergency Management**  
   a) Activates the Emergency Operations Center when requested.  
   b) Coordinates food and water needs for the emergency worker shelter through an established EOC.  
   c) Coordinates requests for distribution of food and water through an established EOC.
2. Support Agencies

Other City Departments
Chelan County Emergency Management
Wenatchee School District
Chelan/Douglas Health District
Washington State Emergency Management
Washington State Department of General Administration
Washington State Department of Transportation
Washington State Department of Agriculture
US Department of Agriculture
American Red Cross

Provide available resources to support the City of Wenatchee in an emergency or disaster, when requested.

G. Recovery Activities

1. Primary Agency

City of Wenatchee Emergency Management

a) Continues to support response activities as required.
b) Revises procedures based on the lessons learned from the emergency or disaster.

2. Support Agencies

Other City Departments
Chelan County Emergency Management
Wenatchee School District
Chelan/Douglas Health District
Washington State Emergency Management
Washington State Department of General Administration
Washington State Department of Transportation
Washington State Department of Agriculture
US Department of Agriculture
American Red Cross

a) Continues to support response activities, as required.
b) Revises procedures based on the lessons learned from the incident.

V. RESPONSIBILITIES

A. Primary Department

City of Wenatchee Emergency Management

Coordinate the requests for distribution of food and water for mass feeding through an established EOC.
B. Support Departments

Other City Departments
Chelan County Emergency Management
Wenatchee School District
Chelan/Douglas County Health District
Washington State Emergency Management
Washington State Department of General Administration
Washington State Department of Transportation
Washington State Department of Agriculture
US Department of Agriculture
American Red Cross

Support the City of Wenatchee Emergency Management in the accomplishment of ESF 11.

VI. RESOURCE REQUIREMENTS

A. The City of Wenatchee Departments/Divisions will be requested to staff an established EOC to coordinate this ESF.

B. Volunteer organizations, food storage sites, as well as the support from the Wenatchee School District for use of schools in distribution of food and water are all essential to the accomplishment of this ESF.

VII. REFERENCES

Chelan County CEMP, ESF 11 – Agriculture and Natural Resources

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDIX

Appendix 1 - Animal Response Plan
I. INTRODUCTION

A. Purpose

The purpose of this appendix to ESF 11 is to provide guidelines for rapid response to emergency or disaster events affecting the health, safety and welfare of human beings and animals.

B. Scope

This plan is applicable to situations within the City when it will be necessary to provide veterinary services and animal care to a large number of animals in order to keep both animals and humans safe. Veterinary services and animal care activities include, but are not limited to: small and large animal care, facility usage, animal rescue, evacuation, and animal carcass disposal.

II. POLICIES

A. The priority of providing care to animals will be based on acute need. Protection of human beings will be prioritized over domestic animals, fish and wildlife. In infestation and/or disease events among animals, it may be necessary to euthanize animals, which will be done according to acceptable veterinary practices. Procedures of the primary agencies for euthanization will be followed. More information on infestation and/or disease of animals is provided in the Washington State CEMP.

B. Disease outbreaks within the City will be reported through Chelan County Emergency Management by the State Area Veterinarian to the Washington State Department of Agriculture, the WSU Cooperative Extension Service. Zoonotic diseases will be reported to the Chelan/Douglas Health District. Animal events that overwhelm local jurisdictions will coordinate with the State EOC for...
assistance. The Washington State Department of Agriculture and the United States Department of Agriculture will be notified and will investigate, respond to, control, and if necessary eradicate foreign animal diseases.

C. The coordinating body responsible for planning animal health emergency response and recovery activities in Chelan County is the Washington State University Cooperative Extension Service. The WSU Extension works with State and local veterinarians, contacts local producers of animals, leverages local resources, and establishes protocol for the response process. This agency, in conjunction with the Chelan/Douglas Health District, WSDA, and USDA, may also identify the geopolitical boundary for which quarantine may be imposed. A local County Animal Response Team (CART) may be also be accessed for assistance. A CART is a team comprised of individuals from the agencies identified in this plan and may also include general volunteers. The WSDA has official quarantine authority for animal diseases in the State. Local law enforcement will assist in ensuring the security of a quarantine area.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

1. A significant emergency or disaster may deprive substantial numbers of animals of their basic needs including adequate food, water, shelter and veterinary care. Collection and relocation of displaced animals will be coordinated with Wenatchee Valley Humane Society.

2. A disaster involving infestation and/or disease which may spread from animal to animal or animal to humans (zoonotic) may require the need for a large scale animal response in order to protect life, property, and the agricultural industry. The disease may be a result of contact with a source, whether intentional acts (terrorism) or unintentional and otherwise natural processes.

3. Animal disposal may be required and methods for such activities will be approved by the Washington State Department of Agriculture and the State Department of Ecology, as required.

4. Small sized animals such as household pets (cats, dogs) may arrive at the Wenatchee Valley Humane Society which may become overwhelmed during a significant disaster due to its limited capacity. The Humane Society and Chelan County Emergency Management will coordinate with the Chelan County Fairgrounds to make shelters available for overflow.
Local veterinarian clinics having extra space for shelters may also be used.

5. Emergency Management and the WSU Extension will coordinate with the Chelan County Fairgrounds for available shelter for small to large size agricultural animals. Transportation such as trucks and trailers will be used to move animals to these locations. City and/or Chelan County Public Works may be called to assist with the transportation of animals. However, their work may be subject to the requirements of their particular Employee Association prior to any deployment of Public Works personnel.

B. Planning Assumptions

1. Requests for animal response supplies, equipment and transport will be received at the EOC.

2. The following conditions will exist within the event area:
   a. Pre-designated facilities will be identified and prepared to deal with an influx of animals. Shelters will be approved by at least one primary agency listed in this plan.
   b. Access to areas which have been subjected to infestation, disease, or other events affecting the health of animals will be controlled. Only personnel from the appropriate response agencies will be allowed in the affected area.
   c. Veterinarians will serve as the primary medical care agents for animals needing treatment; however, they may designate one or more qualified persons to fulfill similar duties at his or her discretion.

IV. CONCEPT OF OPERATIONS

A. General

Animal health events that overwhelm the City’s jurisdictional resources will be coordinated through the Chelan County EOC. Local jurisdictions will be consistent with Washington State Department of Agriculture statutory mandate. Response and recovery activities will be consistent with the CEMP.

B. Organizations

WSU Extension will provide staff to the EOC to fulfill duties associated with this plan. Emergency Management and support agencies will support primary agencies in their roles as the situation allows. All primary and support agency directors or supervisors will determine the extent to which their personnel respond to an animal health emergency. Each situation is unique and has limitations.

C. Procedures
Animal response agencies and private veterinarians will use their existing procedures for the care and medical treatment of animals. All operations will be coordinated through the EOC.

Representatives of animal care agencies will coordinate all press releases and public service announcements with the Public Information Officer at the EOC. Elected officials will approve the release of all public service announcements.

D. Mitigation Activities

City and Chelan County Emergency Management will conduct public education for emergency and disaster preparedness. Emergency Management maintains the Chelan County All-Hazards Mitigation Plan which is a multi-jurisdictional plan to reduce risks to the public.

E. Preparedness Activities:

1. Primary Agencies

   WSU Cooperative Extension
   The WSU Extension maintains a list of contacts in the public agricultural sections within Chelan County.

   State Area Veterinarian
   The State Area Veterinarian serves in a role designated by regional boundaries and the Washington State Department of Agriculture and participates in WSDA emergency planning efforts for animals. This individual participates in emergency planning at the local and State level.

   Veterinarians
   Daily practices and participation in planning.

2. Support Agencies

   Chelan County Emergency Management
   Chelan County Fairgrounds
   Chelan/Douglas Health District
   Wenatchee Valley Humane Society
   City of Wenatchee Public Works
   Chelan County Public Works
   Local Law Enforcement

F. Response Activities

1. Primary Agencies
The WSU Cooperative Extension and State Area Veterinarian are the primary organizations for coordination, direction, and control of animal care services and are responsible for determining which animal health care personnel are qualified and/or allowed to provide animal care and for coordination of all press releases and public service announcements with the EOC Public Information Officer.

2. Support Agencies

The Chelan County Department of Emergency Management, Local Law Enforcement, the Chelan/Douglas Health District, the Chelan County Fairgrounds and the City and/or County Public Works Department will provide assistance to primary agencies as required.

G. Recovery Activities

1. Primary Agencies

   The WSU Extension Service provides follow-up work with local area veterinarians and agricultural community to reestablish normal operations.

2. Support Agencies

   a. Continue to support response activities as required.

   b. Revises procedures based on the lessons learned from the emergency or disaster.

V. RESPONSIBILITIES

A. Primary Agencies

   WSU Extension, veterinarians, State Area Veterinarian are the primary organizations for coordination and direction and control of animal healthcare services and agencies assisting in emergencies and disasters and are responsible for the following:

1. Communication recognized animal health providers and agencies.

2. Appointments of Veterinarian Coordinator to the EOC.


4. Coordination of a multi-county event response and recovery with other county veterinarians and appropriate emergency response agencies.

5. Maintain a list of veterinarians, county animal emergency coordinators, veterinary technicians and exotic wildlife field personnel.
B. Support Agencies

The Chelan County Department of Emergency Management, Local Law Enforcement, the Chelan/Douglas Health District, the Chelan County Fairgrounds and the City and/or Chelan County Public Works Department will provide assistance to primary agencies as required.

VI. DIRECTION AND CONTROL

A. The primary point of contact for activation of this plan is the local director of the WSU Extension. This individual will notify his or her staff of the situation, then report to the City of Wenatchee and/or Chelan County EOC. This individual in conjunction with Emergency Management will request convening of the primary agencies at the EOC.

B. If the situation requires that a county emergency be declared, the Director of Emergency Management will contact Elected Officials who have the discretion to make the declaration.

C. If and when an animal event exceeds local capabilities and resources, Emergency Management will coordinate with the State EOC.

D. Local veterinarians, the local Veterinary Medical Association and the Humane Society will participate in emergency operations on a voluntary basis.

E. The use of the Incident Command System as outlined in the National Incident Management System shall be used to manage an incident and provide a smooth transition and integration of additional resources as required.

VII. REFERENCES

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDICES - None
EMERGENCY SUPPORT FUNCTION 12
ENERGY AND UTILITIES

Primary Department: City of Wenatchee Public Works Department

Support Departments and Agencies:
City of Wenatchee Fire & Rescue Department
Chelan County Emergency Management
Washington State Emergency Management Division
Chelan County PUD

I. INTRODUCTION
A. Purpose
To provide guidance for emergency coordination of available electric power, natural gas, and petroleum products required to meet essential needs, and to facilitate restoration of the City of Wenatchee energy systems affected by an emergency or disaster.

B. Scope
Response and recovery actions following any emergency or disaster will be determined by the specific event. This ESF outlines the procedures to assist energy and utility providers to restore essential services to city government, emergency operations, and the public during an emergency or disaster and the recovery period.

II. POLICIES
The City of Wenatchee Public Works Department will establish a liaison with public or private utility providers to coordinate disaster and emergency services.

III. SITUATION
A. Emergency / Disaster Hazards and Conditions
Emergencies and disasters could damage the facilities and infrastructure, and disrupt the ability to distribute essential energy and utility supplies and services. These include electric power, natural gas, water, sewer, telecommunications and petroleum products. Impacts from local as well as regional and out-of-area incidents may have adverse effects on the local capabilities.

B. Planning Assumptions
1. The occurrence of a major disaster could destroy or damage portions for the city’s energy and utility systems and disrupt petroleum supplies.
2. Widespread and possibly prolonged electric power failures could occur in a major disaster.
3. The transportation, media and telecommunications infrastructures will be affected.
4. Delays in production, refining, and delivery of petroleum products occur as a result of transportation infrastructure problems and loss of commercial electrical power.

IV. CONCEPT OF OPERATIONS

A. General
Responding to energy or petroleum shortages or disruptions and their effects is necessary for preservation of the public health, safety and general welfare of the City of Wenatchee’s citizens. Activities during an energy emergency could include:

1. Assessing fuel and electric power damage.
2. Assessing energy supply and demand.
3. Coordinate identification of requirements to repair energy systems.
4. Coordinate with county, state and federal officials as well as private agencies, to establish priorities for repair of damaged energy systems.
5. Coordinate temporary, alternate, or interim sources of emergency fuel and power; obtaining current information regarding damage to energy supply and distribution systems.

B. Organization

1. The electric power within Chelan County is managed by the Chelan County Public Utility District (PUD), which has its own hydroelectric power generating capability. Many end users with high reliability needs (medical facilities, public safety) have their own in-house power generation capability.
2. Natural gas in Wenatchee is brought in over Colockum Pass by Northwest Pipeline, Inc., and transferred to Cascade Natural Gas for commercial and residential service in Wenatchee. All other gas service is provided by the use of Propane, which is individually delivered to the specific customer.
3. Local petroleum supplies are through local independent vendors which will have to be coordinated with during an emergency or disaster situation.
4. Water supply systems are publically owned. Since these systems are not normally interconnected, like the electrical power system, emergency planning for water utilities is concerned with restoration efforts.

5. Each local energy and utility provider will maintain and operate their respective systems.

6. Each energy, utility and petroleum provider will provide services through their normal means based on established procedures to the maximum extent possible.

C. Procedures

The City of Wenatchee Public Works Director will establish liaison with utility providers to coordinate disaster and emergency needs and services.

Contact with utility providers may be established by the Emergency Operations Center (EOC) to coordinate resources, establish priorities, assess and document damages and provide information to the public. The EOC may initiate information programs to keep the public informed of utility status and any restrictions.

Utility providers may send a liaison to the EOC to facilitate coordination and may provide communications equipment to be in contact with field units.

Requests for assistance are primarily made by utility providers through existing mutual aid agreements with other providers. The City of Wenatchee Public Works Department or the EOC may assist with coordinating outside resources, upon request.

The Director of Public Works may advise public utilities operating in Wenatchee of federal or state restrictions, or any emergency restrictions or operating policies established by the City of Wenatchee. The Public Works Director will coordinate with the Chelan County Emergency Operations Center or the Emergency Resources Management Organization, if activated by the Governor.

D. Mitigation Activities

Energy and utility providers are encouraged to take preventative actions to reduce or eliminate the effects of natural hazards.

E. Preparedness Activities

Primary Department

City of Wenatchee Public Works Department

1. Develop and maintain operating procedures for actions to take during an emergency or disaster.

2. Ensure personnel are aware of emergency responsibilities and trained in emergency operations.
3. Maintain inventories of utilities, petroleum product suppliers and emergency resources including names, addresses and telephone numbers of key contact personnel.

4. Obtain current information regarding damage to energy supply and distributions systems.

5. Coordinate temporary, alternate or interim sources of emergency fuel and power.

6. Coordinate closely with Chelan County, city, federal, and state officials to establish priorities to repair damaged energy systems.

F. Response Activities

Primary Department

City of Wenatchee Public Works Department

1. Assists in clearing debris and emergency repairs to transportation systems to support the restoration of energy and utility supplies and distribution

2. Provides available resources to supplement temporary energy systems for the City.

3. Provide EOC liaison to coordinate volunteer, private, state and federal emergency supplemental energy and utility resources.

Support Departments and Agencies

Chelan County PUD and Utility Providers

1. Energy, utility and petroleum companies will compile damage assessment and situation reports and transmit them to the City of County Emergency Management or EOC.

2. If local control measures are necessary, local providers will work with Chelan County Emergency Management/EOC and the legislative authorities in the establishment and activation of control measures.

3. Each provider will compile damage assessment reports and transmit them to Chelan County Emergency Management.

4. If a provider needs additional resources, outside of established mutual aid or other agreements, these requests for assistance will be coordinated with Chelan Count Emergency Management/EOC.

5. Provide Chelan County Emergency Management with information on the public’s use of services.
6. Determine the status of energy sources available to Chelan County.
7. Assess energy and utility service system capabilities.
8. Coordinate, as appropriate, with federal, state and local officials to identify and establish priorities to repair and restore damaged systems.
10. Coordinate public information dissemination relative to emergency energy and utility capabilities and usage.
11. Maintain liaison with City or County EOC to keep them up-to-date on the situation.

Chelan County Emergency Management
1. Coordinate emergency activities
2. Coordinate assistance for providers needing additional resources, outside of established mutual aid or other agreements.
3. Provide energy, utility and petroleum information to county, city, state and federal officials, including WA State EMD/EOC, as needed or requested.
4. Inform the public on the proper use of services and current situation status.
5. Assist with determination of the requirements for restoration. These assessments will be relayed to the WA State EM/EOC for evaluation, as appropriate.
6. Coordinate with public and private energy and utility providers to facilitate the repair of damaged energy systems.
7. Work with the Public Information Officer to prepare media releases and participate in media interviews.

State of Washington
1. The control of any energy source is only possible at the state level and only after the Governor has signed a Disaster Proclamation. State authorities can access local petroleum suppliers and major oil companies to facilitate the

G. Recovery Activities
1. Primary and Support Departments and Agencies
   Continue to provide support for recovery operations.
V. RESPONSIBILITIES

A. Primary Agency

City of Wenatchee Public Works

Provide information or support during response to an energy emergency based upon the nature, severity, and extent of the emergency or disaster.

B. Support Agencies

Chelan County Emergency Management

Washington State Emergency Management Division

Chelan County PUD

Coordinates with the appropriate agencies to acquire or provide supplemental energy and utility needs in an emergency or disaster.

VI. RESOURCE REQUIREMENTS

Resources that may be necessary in an emergency may include supplemental electrical energy, reserve petroleum sources, utility contingency plans, maps and office supplies.

VII. REFERENCES - None

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDICES - None
EMERGENCY SUPPORT FUNCTION 13
PUBLIC SAFETY, LAW ENFORCEMENT AND SECURITY

Primary Agencies: City of Wenatchee Police Department

Support Agencies: City of Wenatchee Fire & Rescue
City of Wenatchee Public Works Department
Mutual Aid Agencies

I. INTRODUCTION
A. Purpose
To provide for effective coordination of city public safety and law enforcement operations and resources during emergency or disaster situations.

B. Scope
Law enforcement operations during emergencies and disasters include a wide range of public safety and security functions. These may include warning and evacuation, scene security, criminal investigation, access control and emergency traffic regulation enforcement. Law enforcement operations may include multiple agencies or jurisdictions.

II. POLICIES
A. The City has adopted the Incident Command System (ICS) established by the National Incident Management System (NIMS) as the standard incident organizational structure for the management of all incidents.

B. Wenatchee Police Department Standard Operating Procedures and Guidelines (SOP / SOG) will establish the procedures and guidelines when using the Incident Management System for emergency operations.

C. The City of Wenatchee Police Department will, within the limits of their resources and authority, coordinate and support essential law enforcement operations.

D. Coordination between the City of Wenatchee Police Department, the Chelan County Sheriff’s Office, and other law enforcement agencies is facilitated by the Washington Mutual Aid Peace Officers Powers Act (Chapter 10.93 RCW). City of Wenatchee Police Department personnel sent to assist other jurisdictions will maintain their own supervision and chain of command.
III. SITUATION

A. Emergency / Disaster Hazards and Conditions

The city hazard identification and vulnerability analysis (HIVA) identified the natural and technological emergencies or disasters the city may experience. Natural hazards are events caused by nature and include, but are not limited to, earthquakes, floods, severe storms and wildland fires. Technological emergencies are defined as manmade events such as dam failures, hazardous materials releases, terrorism acts, transportation accidents and urban fires. The impact of these potential hazards may threaten or cause injury and loss of life along with property and environmental damage in the city.

B. Planning Assumptions

1. The City of Wenatchee Police Department will exhaust their resources before requesting assistance from other agencies.

2. City of Wenatchee personnel will provide assistance and resources as available, during an emergency or disaster.

3. Landline communications may be interrupted. Cellular and radio communication will be relied upon heavily, if available. Congested frequencies should be expected.

4. RiverCom, if operable, will be inundated with calls possibly requiring the Wenatchee Police Department to dispatch their own calls.

5. Normal response will be hampered by such occurrences as bridge failures, landslides, fallen debris, flooding or fire. Police response times will be delayed and response to incidents may need to be prioritized.

6. Mutual Aid agencies and other resources normally available to support police operations may be unavailable as a result of the incident.

IV. CONCEPT OF OPERATIONS

A. General

In times of an emergency or disaster, law enforcement agencies are called upon to provide a wide range of public safety functions. These include, but are not limited to, warning and evacuation, search and rescue, emergency medical services, communications, access control, and enforcement of emergency traffic regulations.

Assistance between law enforcement agencies within the state is facilitated by the signatory agencies to a Mutual Law Enforcement Assistance Agreement.
When the City of Wenatchee Police Department resources are exhausted, supplemental assistance may be requested through local emergency management channels.

Law enforcement units provided by other level of government will remain under the command of their parent agency.

The City of Wenatchee Police Department will coordinate citywide emergency or disaster law enforcement activities.

B. Organization

Law enforcement operations are conducted by the City of Wenatchee Police Department within the limits of their resources and authority. In the event additional state law enforcement resources are required; they may be requested through the City of Wenatchee and/or the Washington State Emergency Management Division, Emergency Operations Center.

C. Procedures

1. City of Wenatchee law enforcement response will be in accordance with the operational procedures of the City of Wenatchee Police Department and City of Wenatchee Comprehensive Emergency Management Plan.

2. A Division Commander or designee of the Police Department will report to the City of Wenatchee Emergency Operations Center, if activated, to coordinate law enforcement activities with other response functions.

D. Mitigation Activities

1. Primary and Support Agencies - None

E. Preparedness Activities

1. Primary Agency

   City of Wenatchee Police Department

      a) Develops emergency standard operating procedures for effective use of the police department’s resources.

      b) Assists the City of Wenatchee Fire & Rescue in the coordination of emergency management plans.

      c) Provides and participates in emergency management training, drills and exercises in support of this ESF.

2. Support Agencies

   City of Wenatchee Fire & Rescue

   City of Wenatchee Public Works Department

   Mutual Aid Agencies
a) Develops and maintains procedures to help support the City of Wenatchee Police Department during emergencies or disasters.

b) Participates in emergency management training, drills and exercises in support of this ESF.

F. Response Activities

1. Primary Agency

City of Wenatchee Police Department

a) Provides law enforcement operations within the City of Wenatchee.

b) Activates the City of Wenatchee EOC.

c) Provides command representatives to the City of Wenatchee Emergency Operations Center (EOC) and coordinates requests for additional law enforcement assistance through the Incident Management System.

d) Assists the Wenatchee Fire & Rescue Department in the receipt and dissemination of warning information.

e) Provides security to city facilities, as requested.

f) Coordinates law enforcement and emergency traffic control throughout the City of Wenatchee.

g) Provides communication resources in support of emergency operational needs.

h) Provides Public Information Officer support to the EOC, if requested.

i) Issue warnings and requests activation of the Emergency Alert System, as necessary.

2. Support Agencies

City of Wenatchee Fire & Rescue Department

Provide fire, EMS and rescue operation resources to support law enforcement incidents and public safety.

City of Wenatchee Public Works Department

Provide public works resources to support law enforcement incidents and public safety.

Mutual Aid Agencies

Provide personnel and equipment to support the Wenatchee Police Department for special emergency assignments operations.
G. Recovery Activities
Primary and Support Agencies
See ESF 21, Recovery and Restoration.

V. RESPONSIBILITIES
A. Primary Agency
City of Wenatchee Police Department
Responsible for law enforcement activities within the City of Wenatchee as outlined under Concept of Operations in this ESF.

B. Support Agencies
City of Wenatchee Fire & Rescue
City of Wenatchee Public Works Department
Mutual Aid Agencies
Augments and supports the City of Wenatchee Police Department in the accomplishment of law enforcement operations during an emergency or disaster.

VI. RESOURCE REQUIREMENTS
The City of Wenatchee Police Department will provide their own internal support, i.e., vehicles, radios, etc. Support agencies will provide enforcement and commissioned officers, vehicles, and traffic control equipment as requested, if available.

VII. REFERENCES
A. Washington Mutual Aid Peace Officers Powers Act, RCW 10.93

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDICES - None
EMERGENCY SUPPORT FUNCTION 14
LONG-TERM COMMUNITY RECOVERY

Primary Departments:  City of Wenatchee Emergency Management
                     City of Wenatchee Public Works

Support Departments and Agencies:
  All Other City Departments
  Chelan County Emergency Management
  Chelan/Douglas Health District
  Chelan County Assessor
  Washington State Emergency Management
  FEMA (Federal Emergency Management Agency)
  American Red Cross
  Chelan County PUD

I. INTRODUCTION

A. Purpose
To enable city and community recovery from the long term consequences of a disaster, to provide for effective coordination for recovery and restoration tasks, including assessment of damages. This support consists of the available programs and resources of local departments and agencies to enable recovery and to reduce, mitigate, or eliminate risk from future incidents where possible.

B. Scope
The concepts in ESF 14 apply to the City of Wenatchee Departments and Divisions and various support agencies following a disaster or an Incident of National Significance that affects the long term recovery of a community. Support and resources may vary depending upon the extent and type of incident and the potential for long-term consequences, and the need for restoration. ESF 14 will likely be activated for large scale events that require local government assistance to address impacts in areas such as housing, business, employment, and infrastructure. This ESF may also be activated for smaller scale events when necessary.

II. POLICIES

A. Local government agencies provide recovery assistance to the affected areas while coordinating activities and assessments of the need for additional assistance through coordination of ESF 14. For most events, these activities begin at an Emergency Operations Center (EOC) in cooperation with the Chelan County EOC as staff work to gather data regarding the extent of damages.
B. ESF 14 will not address economic policymaking and economic stabilization prior to any event.

C. Local government support is based on the type, extent, and duration of the event and recovery period. Should the event exhaust local resources and mutual aid agreements, the State of Washington will be asked to provide assistance. Should the event exhaust State resources, the Federal government will be asked to provide assistance.

D. Long-term community recovery and mitigation efforts are focused on permanent restoration with emphasis on the mitigation of future impacts of disaster where possible. The Chelan County All-Hazards Mitigation Plan and City of Wenatchee Sub-Plan identifies mitigation actions to reduce the risks associated with potential losses within Chelan County.

E. When it is apparent that local jurisdictions will qualify for federal disaster relief, a Preliminary Damage Assessment (PDA) process must be completed. Emergency Management leads the PDA effort with quick evaluations of affected areas normally accomplished by driving through the affected areas for assessment.

III. SITUATION

A. Emergency or Disaster Conditions and Hazards
A natural or human-caused emergency or disaster may occur at any time, causing the need for documentation of the damage.

B. Planning Assumptions
If this ESF is activated, an emergency or disaster has occurred and may have caused significant damages.

IV. CONCEPT OF OPERATIONS

A. General
ESF #14 provides the coordination methods for the City of Wenatchee to:

1. Conduct preliminary and post event damage assessments, documentation, loss analyses and coordinate efforts to address long-term recovery and mitigation issues.

2. Determine responsibilities for recovery activities and provide continuity of government and other involved organizations to ensure follow through of recovery and hazard mitigation.

B. Organization

1. City of Wenatchee Emergency Management is organized to provide for City staff in an EOC in the event of disaster. It provides guidance to the involved primary and support
agencies during and after the disaster to include long term recovery and mitigation.

2. **The Chelan County Assessor’s Office** can appraise properties and maintains records of property values. It also provides mapping and basic property information via its Global Information Services (GIS) staff.

3. **The City of Wenatchee and Chelan County Public Works Department** has heavy equipment and transportation which may assist with debris removal after a disaster has occurred.

4. **The City of Wenatchee Fire Prevention and Building Departments** facilitate the application of loss reduction for the rebuilding of critical infrastructure by using building, fire, and other codes to mitigate potential losses in the future.

C. Procedures

1. Recovery and restoration operations begin at the City and County EOC. Those operations are based on situation and Preliminary Damage Assessments (PDAs). If the assessments identify significant damage has occurred, local damage assessment staff make a recommendation to the City and County Emergency Management Directors concerning the appropriateness for requesting emergency assistance.

2. The Director of Chelan County Emergency Management can provide PDAs to the Washington State Military Department, Emergency Management Division. In rare instances, the effects of disaster are so dramatic that the need for a PDA is eliminated in certain areas. In those cases, state and federal inspectors begin verifying claims for Public and Individual Assistance as quickly as possible.

3. If a jurisdiction has an active Presidential Disaster Declaration, teams of federal and state inspectors working from a Disaster Field Office (DFO) may inspect damaged public facilities with a jurisdiction representative and determine what aid, if any, may be due. Other damages suffered by individuals and businesses will be assessed for Individual Assistance when authorized.

4. The Mayor of Wenatchee and/or Chelan County Commissioners may direct the formation of the Recovery and Restoration Task Force (RRTF), which is a group that will provide guidance on the continuation of recovery and restoration agendas such as contamination clean-up and control of adulterated food. If an RRTF is developed and activated, their first major task is to formulate a recovery and
restoration plan. The team prioritizes efforts to restore critical infrastructure and adhere to reporting requirements from government authorities. The task force may need to identify alternating staff to cover various shift requirements.

D. Mitigation Activities (Long-Term Pre-Incident Planning and Operations)

The Chelan County Department of Emergency Management ensures procedures, programs, and contact information is up to date. The department discusses lessons learned from events and exercises with other coordinating agencies such County governments within Homeland Security Region 7, Washington State Emergency Management Division (EMD), and Federal agencies if the event is an Incident of National Significance. The department also develops plans identifying agency participation based on the nature and size of the incident.

The Chelan County All-Hazards Mitigation Plan and City of Wenatchee Sub-Plan serve as mitigation plans to provide many strategies to reduce the risks to hazards associated with disasters. The City and County Departments of Emergency Management maintain these plans, which are available for use by the primary and support agencies and the general public.

E. Preparedness Activities (Prior to incident when notice has been given)

Vulnerable critical facilities and City/County infrastructure will provide a basis for identifying recovery priorities. City Divisions and Departments will participate in incident and emergency management training, drills and exercises in support of this ESF.

F. Response Activities (Post-Event Planning and Operations)

The City of Wenatchee and Chelan County Emergency Management gather information from City and County departments and other agencies to assess the scope and magnitude of social and economic impacts from the affected area. To request state or federal assistance for long-term community recovery, the City must have a Proclamation of Emergency signed by the Mayor and forwarded to Chelan County Emergency Management and/or Washington State Emergency Management (See Appendix 1, Proclamation of Emergency). Damage Assessment information will enable the RRTF with the Mayor and Chelan County Commissioners and facilitate hazard mitigation and recovery planning efforts. The department also encourages information sharing among agencies to coordinate early resolution of issues. Chelan County Emergency Management will maintain a liaison with the State of Washington Emergency Management Division who
identifies the appropriate State programs to support implementation of long-term community recovery plans and to cover gaps within the local authorities funding where feasible.

V. Responsibilities

Primary Agencies

These agencies are responsible to lead the planning efforts in areas of agency-expertise on an on-going basis. They identify collaboration needs with support agencies and facilitate interagency efforts, while ensuring action is taken to avoid the duplication of efforts.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Wenatchee Emergency Management (Fire &amp; Public Works) Chelan County Emergency Management</td>
<td>Coordinates assignments of primary and secondary agency staff to complete Preliminary Damage Assessments. Leads local emergency management planning efforts and staffs the EOC when activated. Conducts and participates in exercises to practice various CEMP functions and other plans. Makes recommendations for restoring critical infrastructure.</td>
</tr>
<tr>
<td>Chelan County Assessor’s Office</td>
<td>Provides staff to assist with damage assessments. Determines the approximate value of property. Conducts GIS mapping services. Prepares damage assessment reports according to government requirements.</td>
</tr>
<tr>
<td>Public Works Department</td>
<td>Sends a representative to the EOC when necessary. Provides assistance with road engineering and transportation functions such as debris clearing and removal. Restores critical infrastructure for which the department is responsible. Provides trained staff to serve in these roles.</td>
</tr>
<tr>
<td>Building Department</td>
<td>Sends a representative to the field to assist with damage assessments. Inspects new and existing structures. Enforces building code within the City.</td>
</tr>
</tbody>
</table>

Support Agencies

These agencies are responsible to lead the planning efforts in areas of agency expertise and provide assistance in coordination with other departments and agencies when appropriate.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor or City Council and/or Chelan County Commissioners</td>
<td>Provides representatives to the EOC to review and approve public service announcements. Directs the formation of the Recovery and Restoration Task Force (RRTF) with assistance from Chelan County Emergency Management. Contacts State government when local resources are exhausted.</td>
</tr>
<tr>
<td>Department Heads</td>
<td>Sends representatives to the EOC as needed. Provides staff and resources to deliver recovery services to the public while minimizing the interruption of regular departmental duties.</td>
</tr>
<tr>
<td>Apple Valley Chapter of American Red Cross</td>
<td>Provides short-term shelters, food, volunteers and other resources and sends a representative to the EOC if necessary.</td>
</tr>
</tbody>
</table>
VI. RESOURCE REQUIREMENTS
The resources necessary to accomplish long and short term recovery will be determined by the situation, and established by the RRTF. Mitigation resources will be accessed and utilized as the situation allows.

VII. REFERENCES - Appendix 3 of the Basic Plan

VIII. TERMS AND DEFINITIONS - Appendix 2 of the Basic Plan

IX. APPENDIX
   Appendix 1 – Damage Assessment
Primary Departments:  City of Wenatchee Fire & Rescue
City of Wenatchee Public Works Department

Support Departments and Agencies:
City of Wenatchee Police Department
All Other City Departments/Divisions
Chelan County Emergency Management
Washington State Dept. of Emergency Management
Chelan/Douglas County Department of Public Health
Chelan County Public Utility District
The American Red Cross

I. INTRODUCTION

A. Purpose

The purpose of this Appendix is to establish uniform policies and procedures for damage and response capability assessment following an emergency or disaster in the City of Wenatchee.

B. Scope

Disasters can cause injury to individuals, damage to public and private property, and the environment. Damage assessment will determine a priority of response efforts, the need for additional resources and facilitate smooth coordination and administration of recovery, reconstruction and redevelopment efforts. Eligibility for various forms of disaster aid will also be determined from the damage assessment efforts of this Appendix.

II. POLICIES

A. Non-catastrophic Events

1. Response Capability Assessment

Following an event, all City departments will assess the condition of their personnel, structures and equipment. From this assessment, determination will be made as to the capability of that department to operationally respond to the needs of the event and provide vital City services. This information will be forwarded to the Emergency Operations Center (EOC) to evaluate the need for outside assistance to replace those resources lost to the event.

2. Windshield Triage Survey
This is conducted immediately following the Response Capability Assessment. The Windshield Triage Survey is used to further determine response capabilities by assessing response routes such as roadways and bridges. In addition to roadway assessment, the Windshield Triage Survey is used for drive-by triage of high hazard, high population areas and to provide a quick overview and assessment of the Wenatchee area to correctly dispatch response units to areas in greatest need. This information will be forwarded to the Director of Emergency Management to determine the need for mobilization of additional City resources or request outside resources. Additionally, this information will be used to provide a quick overview of Wenatchee’s condition to the Chelan County Department of Emergency Management. The goal of the Response Capability Assessment and Windshield Triage Survey is a completion time of three to six hours and can be performed by Fire, Police, Public Works, or other available City of Wenatchee personnel.

3. Digital Photo Log of Damages

Digital photos can provide documentation and a permanent visual record of damages following an emergency or disaster within the City. Digital photos can provide valuable information about the status of structures, utilities and other infrastructure.

Coordination of City departments and divisions (i.e. Fire & Rescue, Police, Public Works, and volunteers) to develop a comprehensive photo log will be provided through the EOC.

Computer files will be established for each emergency or disaster on the City of Wenatchee computer network shared files (currently the X drive). The digital photos will be labeled and organized to aid with reporting requirements (i.e. private property, public property, geographic area, or type of damage). Access to the files will be coordinated with the City of Wenatchee Information Systems Department.

4. Preliminary Damage Assessment

When an incident goes beyond normal response capabilities of the City of Wenatchee, and it becomes apparent the City may be eligible for federal disaster relief, a Preliminary Damage Assessment is completed and forwarded to Chelan County Office of Emergency Management.

The Preliminary Damage Assessment serves to further develop the status of Wenatchee by providing in depth assessment of the population, structures, utilities and other infrastructure.

This assessment begins to determine monetary loss values and identifies hazardous areas and structures unable to be documented
by the Windshield Triage Survey or Photo Log of Damages. All structure assessments will utilize procedures as established under the Applied Technologies Council structure assessment program known as ATC-20. The data collected from this assessment is an important element of the resource request process. Resources allocated by the County or State will be on a need and availability basis with those jurisdictions having the greatest damage or greatest need receiving the highest priority. Monetary loss values will also trigger Federal Assistance, making the timely assessment of the Wenatchee area even more important.

Results of the Response Capability Assessment and Windshield Triage Survey may identify the need for appropriate trained outside personnel to assist like trained City of Wenatchee personnel with this assessment. Targeted completion time for the Preliminary Damage Assessment is twenty-four (24) hours. Information gathered during this time and forwarded to the Director of Emergency Management or the Emergency Operations Center if activated, will serve to provide the data necessary for reporting to Chelan County.

5. Detailed City Damage Assessment

If the Preliminary Damage Assessments result in a Presidential Disaster Declaration authorizing “Public Assistance,” then detailed damage assessments of City of Wenatchee facilities, buildings, equipment, infrastructure and systems must be completed by all City Departments and submitted to the Wenatchee Emergency Operations Center.

Eligible costs include but are not limited to activities that go above and beyond normal job duties and are specific to the event. Tracking documentation of expenses, overtime emergency work carried out by City personnel, contracted cost of outside agencies, and the repair or restoration of damaged facilities and infrastructure to their pre-disaster condition, are among reimbursable costs. There will be an “incident period” established by the Federal Emergency Management Agency (FEMA) and generally begins at the start of the event and lasts as long as necessary, to include all normal damages from the event. Damage assessment reports will be completed jointly by the City of Wenatchee, state and federal personnel from these costs.

6. General Building Damage Assessment

Building damage assessments may be made of buildings or structures in the event that damage constitutes a probable hazard to life safety or “Individual Assistance” is authorized by the President Disaster Declaration. The Development Services Division will assemble teams comprised of Building Inspectors, Fire
Inspectors, Public Works Engineers, and/or other personnel trained under ATC-20 procedures to inspect and placard damaged structures. Inspection records will also be kept in accordance with Applied Technology Council (ATC-20) procedures. The inspection and placard records created by Inspectors will be compiled and submitted to Chelan County by the Wenatchee Director of Emergency Management, with duplicate copies being kept and forwarded to the Code Enforcement Division of the City of Wenatchee for reference in recovery and reconstruction.

B. Catastrophic Events

As in non-catastrophic events, the Response Capability Assessment and Windshield Triage Survey will be, or at least attempted to be performed. It may be determined from these two steps that the disaster is overwhelming and beyond Wenatchee’s resource capability to obtain the preliminary monetary damage assessment as requested by Chelan County. In this case, the Washington State Comprehensive Emergency Management Plan states under Emergency Support Function 14, II Policies B – Catastrophic Events, “that the need for the Preliminary Damage Assessment is eliminated for those jurisdictions that are especially hit hard.” In those cases, the City of Wenatchee will request resources through Chelan County to assess damage for Public and Individual Assistance in the City.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions

See Hazard Identification and Vulnerability Analysis (HIVA) and the Basic Plan

B. Planning Assumptions

1. An emergency or disaster has occurred.

2. The emergency or disaster has caused enough damage to require an assessment of damages responses.

3. City departments and surrounding local agencies will assist in the damage assessment.

IV. CONCEPT OF OPERATIONS

A. General

Response Capability Assessments, Windshield Triage Surveys, digital photo logs, and Preliminary Damage Assessments are tools used to determine the safety needs of the citizens in Wenatchee as well as to determine the eligibility for disaster assistance. The Wenatchee Fire and Rescue Department is the lead emergency management department for coordinating damage assessment throughout the City of Wenatchee and will normally escort state and federal inspectors through damaged areas.
The damage assessments for the City of Wenatchee will be forwarded to Chelan County and on the State to seek federal disaster assistance.

B. Organization

The City of Wenatchee Emergency Management leadership team (Fire Chief, Police Chief, and Public Works Director) will coordinate public safety and essential service personnel to perform initial damage assessments. Collection of damage assessment information will be conducted through the Incident Management System. The Code Enforcement Division of the City providing building damage assessment data to the Incident Commander or his Planning Section. After compiling the assessments from all departments, the Emergency Operations Center will separate the private and public damage, and forward the results to Chelan County Emergency Management. Duplicate copies of building damage assessments are forwarded to the Code Enforcement Division.

The results of the Preliminary Damage Assessments will determine if a local Proclamation of Emergency is required through the Mayor of the City of Wenatchee.

C. Procedures

1. Response Capability Assessment and Windshield Survey

Procedures are performed as outlined in the Policies section of this Appendix. In addition, City personnel are instructed to report areas of damage they observe during response efforts, or while out in the field to their supervisor or the Emergency Operations Center. The Emergency Operations Center will then determine the appropriate level of damage assessment to proceed with assigning the appropriate personnel.

Damage assessment needs to be restarted following every aftershock from a major earthquake.

2. Damage Assessment

If the level of damage is beyond the scope of the Windshield Triage Survey or the Emergency Operations Center will request detailed City damage assessments from all City departments/divisions. If determined by or the Emergency Operations Center to be necessary, the Code Enforcement Division will conduct building damage assessments, utilizing ATC-20 trained Building Inspectors and/or ATC-20 trained teams of Fire Inspectors, Building Inspectors, Engineers and others. The individual inspectors or teams will be assigned to perform rapid surveys, place appropriate placards on the buildings and prepare building damage assessment reports.

Damage assessment reports collected will be forwarded to Chelan County Office of Emergency Management with duplicate copies of
building damage assessments being forwarded to the Code Enforcement Division.

As determined appropriate by the ATC-20 inspectors and/or teams for individual structures where damage assessment is severe or difficult to determine, the rapid survey will be required, followed by a detailed damage assessment by engineers employed by the property owners.

3. Damage Verification

After a Presidential disaster declaration, City and Chelan County Emergency Management will request Preliminary Damage Assessments and repair estimations for damages incurred to public facilities, systems and infrastructure along with all other costs incurred by City Departments as a result of the incident. City and Chelan County representatives will then meet with teams of federal and state inspectors who will determine the eligibility of the costs submitted. This follows the federal guidelines of the Public Assistance Program.

D. Mitigation Activities

1. Primary Departments
   City of Wenatchee Emergency Management (Fire & Rescue
   City of Wenatchee Planning / Building
   City of Wenatchee Community Development
   City of Wenatchee Engineering
   City of Wenatchee Regional Water

   Identify opportunities to lessen the effects of future emergencies or disasters and makes them known to all City Departments that could be impacted.

2. Support Departments and Agencies
   City of Wenatchee Public Works Department
   City of Wenatchee Police Department
   Chelan County Emergency Management
   Washington State Department of Emergency Management
   Chelan County PUD
   Chelan/Douglas Health District
   The American Red Cross

   Identifies opportunities to lessen the effects of future emergencies or disasters and makes them known to the City.

E. Preparedness Activities

1. Primary Departments
City of Wenatchee Emergency Management (Fire & Rescue)

a) Prepares detailed administrative procedures to implement damage assessment programs for all City departments.
b) Supplies damage assessment resources for field use.
c) Provides emergency management training, drills and exercises in support of this Appendix to City departments/divisions and support agencies.

2. Support Departments

City of Wenatchee Public Works Department

City of Wenatchee Police Department

a) Develop procedures to evaluate damage to public and private property, infrastructure utilities, etc.
b) Identifies and trains staff to conduct Response Capability Assessments, Windshield Triage Surveys, digital photo logs, and Preliminary Damage Assessments.
c) Participates in emergency management training, drills and exercises in support of this Appendix.

City of Wenatchee Planning Department: Code Enforcement Division

a) Follows pre-determined procedures developed by the Wenatchee Fire & Rescue Department to conduct damage assessment of City facilities following an emergency or disaster.
b) Develops procedures in accordance with the Applied Technologies Council-20 (ATC-20) Standards to conduct building damage assessments.
c) Identifies and trains staff to conduct Building Damage Assessments in accordance with ATC-20.
d) Participates in emergency management training, drills and exercises in support of this Appendix.

All Other City Departments/Divisions

a) Develops procedures to conduct damage assessment of department facilities following an emergency or disaster.
b) Identifies and trains staff to conduct Response Capability Assessments, Windshield Triage Surveys,
digital photo logs, and Preliminary Damage Assessments.

c) Participates in emergency management training, drills and exercises in support of this Appendix.

F. Response Activities

1. Primary Departments

City of Wenatchee Emergency Management Leadership Team (Fire & Rescue, Police, and Public Works)

a) Request Response Capability Assessments, Windshield Triage Surveys, digital photo logs, and Preliminary Damage Assessment to determine initial damage reports.

b) Determine the ability to provide service to the community.

c) Activate the Emergency Operations Center if requested.

d) Coordinate damage assessment team.

e) Assemble damage assessment information at the Emergency Operations Center.

f) Request detailed City damage assessments from the City departments/divisions.

2. Support Departments and Agencies

City of Wenatchee Police Department

City of Wenatchee Public Works Department

a) Conducts an evaluation of damage to City facilities infrastructure and utilities through completion of the Response Capability Assessment and the Windshield Triage Survey and digital photos.

b) Determines the ability to provide service to the community.

c) Provides completed damage assessments to the EOC, if activated.

d) Provides available ATC-20 trained staff to Code Enforcement Division for building damage assessment assignments.

All Other City Departments / Divisions
a) Conducts damage assessments for City facilities through completion of the Response Capability Assessment.
b) Determines the ability to provide service to the community.
c) Provides completed damage assessments to Emergency Management or the EOC, if activated.

Chelan County PUD
Provide damage assessment evaluation to the EOC for identification of outages, main breaks, their locations, and probable restoration times on the utility systems within the City of Wenatchee’s jurisdiction.

The American Red Cross
Coordinate with the EOC in conducting Preliminary Damage Assessments for private property and residences.

G. Recovery Activities

1. Primary Departments

City of Wenatchee Emergency Management (Fire & Rescue)

City of Wenatchee Public Works (Engineering, Planning, & Community Development)
a) Continue to conduct damage and impact assessments.
b) Prepare damage assessment reports and forwards them to Chelan County Office of Emergency Management and or Washington State Department of Emergency Management.
c) Notify Mayor of impacts to the City from the emergency or disaster.
d) Maintains City copies of building damage assessment reports.

City of Wenatchee Public Works Department
a) Continue to coordinate debris clearing, removal and disposal.

2. Support Departments and Agencies

All Other City Departments
a) Continues to conduct damage and impact assessments.
b) Prepare damage assessment reports and provides them to the EOC.

Chelan County PUD

The American Red Cross

Continue to conduct damage and impact assessments.

V. RESPONSIBILITIES

A. Primary Departments

City of Wenatchee Emergency Management (Fire & Rescue)
City of Wenatchee Public Works (Engineering, Planning, & Community Development)

Coordinate the collection, dissemination, and evaluation of damage information.

B. Support Departments and Agencies

All Other City Departments
Chelan County Emergency Management
Washington State Department of Emergency Management
Chelan County PUD
Chelan/Douglas Health District
The American Red Cross

Perform damage assessment tasks in support of ESF 14 Long-Term Community Recovery and Mitigation and this Appendix.

VI. RESOURCE REQUIREMENTS

A. Damage assessment resources are requested through the Emergency Operations Center.

1. Fire, Police, and Building vehicles will be utilized first and additional vehicles will be requested from Engineering, Equipment Rental or Facilities Division Motor Pool.

2. Office space for the damage assessment personnel during the recovery process.

VII. REFERENCES

A. Washington State Public Assistance Manual, February
B. Washington State Comprehensive Emergency Management Plan
C. FEMA Publication 262, Guide to Federal Aid in Disasters
D. ATC-20 Post Earthquake Safety Evaluation of Buildings

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan

IX. APPENDICES - None
Primary Departments: City of Wenatchee Fire & Rescue  
City of Wenatchee Police  
City of Wenatchee Public Works  
Support Departments & Agencies:  
Other City Departments  
Chelan/Douglas Health District  
Chelan County Emergency Management  
Washington State Emergency Management  
Federal Emergency Management Agency  
American Red Cross  

I. INTRODUCTION  
A. Purpose  
To establish guidelines for the development, coordination, and dissemination of information and instruction to the public using all available communications media prior to, during, and following an emergency or disaster  
B. Scope  
Emergency public information functions prior to, during, and following any emergency or disaster will be determined by the severity of the event. A significant emergency public information response will involve many City departments, other public safety agencies and organizations, county, state, and possibly Federal agencies.

II. POLICIES  
A. During disasters, the flow of public information and facts concerning the event, as well as the government’s response to save lives and protect property must be consolidated. The details provided to the public must reflect the best information available.  
B. A Public Information Officer (PIO) will be appointed by the Incident Commander based on the type of emergency/incident that is occurring (i.e., fire or law).  
C. The Joint Information (JIS) concept will be utilized and a Joint Information Center (JIC) will be established in the event of a multi-jurisdictional emergency or disaster.  
D. City personnel trained as a PIO may be designated to work in an EOC or JIC during the time of a declared emergency.
III. SITUATION

A. Emergency / Disaster Conditions and Hazards

A natural or technological emergency or disaster could occur at any time. The City of Wenatchee may experience emergency situations that require the dissemination of critical information to the public and news media. Public information is critical to alerting citizens of an impending emergency, directing and informing them during the emergency, and assisting them in the recovery process.

B. Planning Assumptions

The Emergency Alert System (See ESF 2) is the primary method to issue emergency information and warnings to the public in any emergency or disaster that poses a danger to life and property.

The city website and social media are secondary methods that may be utilized to provide consistent and accurate public information.

Once the initial warning is accomplished, the Emergency Public Information Officer (EPIO) has the task of keeping the public informed.

Normal means of communications may not be available. In those situations, non-traditional means of communicating with the public must be established and utilized.

The public may perceive there to be a larger problem due to misinformation, rumors, etc. creating unnecessary distress among citizens. The EPIO must focus on stopping rumors and providing accurate and timely information to reduce public concerns.

IV. CONCEPT OF OPERATIONS

A. General

The level of EPIO function will be based on the size and scope of the emergency or disaster. The initial response will normally be covered by operating the public information function through the Incident Command System of the incident. The Incident Commanders PIO will handle distribution of public information until the activation of the EOC and the designation of an EPIO.

B. Organization

The Director of Emergency Management will designate an Emergency Public Information Officer when activation of an Emergency Operations Center occurs. All EPIO actions will be accomplished in a coordinated fashion with the EOC. During activation of the EOC, qualified Public Information Officer(s) will no longer be available for their regular work assignments and will need to be available to staff an EOC. Requests by individual departments for public information support will be prioritized through the EOC.
C. Procedures
Public Information Officers or community relations’ personnel must be pre-identified to be utilized during EOC operations. To provide consistent and accurate information to the public, these personnel must receive initial and refresher training in emergency or disaster PIO procedures.

JIC activation will be recommended by the EOC Manager or Incident Commander.

During the response, the EPIO(s) will coordinate the dissemination of all emergency or disaster information. The EPIO(s) will provide public information news to the media by news releases, news conferences, telephone, and approved website and social media formats.

The emergency information will continue through the recovery period, providing information and instructions in regards to the City of Wenatchee, Chelan County, State of Washington and Federal emergency operations. This will include future plans for restoration of disaster-affected areas and instructions on how to apply for federal disaster assistance programs administered by the state.

V. RESPONSIBILITIES
A. Primary Departments
1. Primary departments shall identify and train personnel to implement the public information responsibilities.
2. Primary departments shall prepare and coordinate public information resource material that might be needed by their department or the city during an emergency.
3. An EPIO and alternate will be appointed by the Incident Commander based on the type of emergency/incident that is occurring.

B. Support Departments and Agencies
1. When public or private agencies and organizations come together to respond to an emergency event, efficient information flow is critical to effectively carry out the PIO responsibilities and meet public expectations.
2. A JIC is a co-located group or representatives from organizations and agencies involved in an event that are designated to handle public information needs. The JIC structure is designated to work equally well for large or small situations and can expand or contract to meet the needs of the incident.

VI. RESOURCE REQUIREMENTS
Resource requirements are identified in supporting plans and procedures.
VII. REFERENCES
Chelan County CEMP Appendix 2 – Emergency Public Information
Chelan County CEMP ESF 15 Public Affairs
North Central Washington EAS Local Area Plan

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan
EMERGENCY SUPPORT FUNCTION 20
(MILITARY SUPPORT) – COUNTY, STATE AND FEDERAL

Primary Agencies: Chelan County Emergency Management
Washington State Military Department National Guard

Secondary Agencies: Washington State Emergency Management Division
United States Army
FEMA

I. INTRODUCTION

A. Purpose
The information in this ESF is provided for an overview of how Chelan County Government, the State of Washington, and the Federal Government will support the City of Wenatchee in mitigation, preparedness, response and recovery for emergency management.

B. Scope
This ESF provides only a general overview of how support is provided to the City of Wenatchee by other government entities. For specific information on how support will be provided by county, state and federal agencies, refer to those agencies specific plans and procedures.

(Example: Washington State CEMP ESF 20 Military Support to Civil Authorities establishes the circumstances and procedures for the Governor to order the Washington National Guard or any part thereof into active state service, and to provide for the effective coordination and use of military assets during an emergency or disaster).

II. POLICIES

It is the Policy of the City of Wenatchee that by planning and preparing for an emergency or disaster, locally elected officials will have the ability to remain in control of the City of Wenatchee government during all emergencies and disasters.

III. SITUATION

A. Emergency / Disaster Hazards and Conditions
See the Basic Plan and the Hazard Identification and Vulnerability Analysis.

B. Planning Assumptions
County, state and federal governments will support the City of Wenatchee disaster response efforts, when requested. When there is a wide spread
disaster that impacts a significant portion of the county or state, it may take at least three days before county, state or federal resources arrive to assist the city and county.

IV. CONCEPT OF OPERATIONS

A. General

Pursuant to Chapter 38.52 RCW, the City of Wenatchee has established an emergency management program. It is the responsibility of the City of Wenatchee to provide for the safety and welfare of its citizens and economic well being, subject to the limitations outlined in this plan.

The City of Wenatchee will request resources and support from Chelan County Emergency Management to coordinate emergency and disaster operations.

B. Organization

The City of Wenatchee Emergency Management (Fire & Rescue) or the Emergency Operations Center (EOC) will send situation reports to Chelan County Department of Emergency Management during an emergency or disaster. Chelan County will then send all information to the State of Washington.

C. Procedures

The City of Wenatchee Emergency Management (Fire & Rescue) Department will work in partnership with other government agencies, private and nonprofit sectors to better prepare our community through mitigation, preparedness, response and recovery efforts.

D. Mitigation Activities

1. Primary Agencies

Chelan County

Chelan County Government provides coordination and support for mitigation efforts within the county.

Washington State Military Department, National Guard

The primary activities of the Washington National Guard (WNG) are generally limited to the preparation and response phases.

2. Support Agencies

Washington State Military Department, Emergency Management Division

The Emergency Management Division (EMD) maintains the state’s Hazard Identification and Vulnerability Assessment (HIVA) to the WNG as foundation and basis for mitigation activities.
Federal Government
Following a disaster FEMA administers a mitigation program funding projects that will mitigate disasters of a similar nature in the future. The State of Washington following federal criteria administers this program.

E. Preparedness Activities
1. Primary Agencies

Chelan County
Chelan County Emergency Management delivers a range of training classes to enhance the emergency planning and response capabilities of Chelan County employees, schools, businesses, emergency workers, and the public.

Washington State Military Department, National Guard
WNG uses the HIVA and other sources to analyze threats, prepare plans for response to civil authorities. The response may take the form of trained experts to work with local jurisdictions or staff officers to brief emergency managers on WNG capabilities.

2. Support Agencies

Washington State Military Department, Emergency Management Division
Washington State Emergency Management Division (EMD) is organized to provide planning, training, public education and exercise assistance to local jurisdictions at the city and county level. They work in cooperation with the Federal Emergency Management Agency (FEMA) to provide training classes throughout the state. EMD also administers the

State and Local Assistance program, which provides some federal funding for the County’s emergency management program.

Federal Government

a. Fifth United States Army/US Army Forces Command (FORSCOM)

FORSCOM establishes joint measures for coordinating the employment of Army forces and resources within the western United States.

b. FEMA

FEMA provides funding to support planning, training and exercising at the county level. These funds are provided and administered by the state. Technical assistance is also available from FEMA for assistance with specific hazards or communications equipment.
F. Response Activities

1. Primary Agencies

Chelan County

The Emergency Operations Center (EOC) for Chelan County is the facility used for direction and control. It is managed by the Department of Emergency Management of the Chelan County Sheriff's Department.

When activated for a disaster, the County EOC accumulates damage assessment data and situation reports from Chelan County cities. The information gathered is then forwarded to the State of Washington EOC. If the assistance required exceeds the County’s resources, additional resources will be requested through the State of Washington by an Executive Declaration of Emergency.

Washington State Military Department, National Guard

National Guard resources are available after local resources have been committed. Prior to making National Guard resources, the state will explore use of other available resources at its disposal. Resources available through the National Guard include: limited mass feeding, mobile/fixed communications, delivery of supplies, security and quarantine of shelter sites, emergency shelter, limited electrical power, limited medical supplies, aerial reconnaissance, and limited potable water.

The Governor acting as Commander in Chief calls the National Guard to active duty and resources are coordinated through the Washington State EOC. The state pays for non-appropriate costs.

2. Support Agencies

Washington State Military Department, Emergency Management Division

The Washington State EMD operates the Washington State Emergency Operations Center (EOC). This includes the operation of a 24-hour Duty Officer position that provides for early warning and information dissemination to local jurisdictions and state agencies. When activated for disasters the State EOC accumulates damage assessment data from counties and state agencies. After collecting and analyzing the data the EOC makes recommendations to the Governor regarding response and recovery assistance needs. The Governor may proclaim a disaster to suspend normal contracting and budgetary procedures. If the assistance required exceeds the state’s resources, the Governor may request help from the federal government.
**Washington State Department of Transportation (WSDOT)**

WSDOT Supports repair of state and interstate roads in Washington State.

WSDOT will deploy Incident Response Teams (IRT’s) to coordinate with the Washington State Patrol and other emergency responders to assist with traffic control for incident management.

**Washington State Department of Ecology (DOE)**

The DOE provides cleanup funds for hazardous materials spills and spill response teams where the responsible party cannot be identified or is fiscally unable to effect cleanup of a release.

**Washington State Department of Health**

Lead agency in Washington State for evaluating and certifying re-entry of a population to a radiological contaminated area.

**Fifth United States Army/US Army Forces Command (FORSCOM)**

FORSCOM exercises direction and control of U.S. Department of Defense (DOD) emergency military support operations.

**Federal Government FEMA**

The federal government will initially begin operations to respond to a disaster from their FEMA Region X Regional Operations Center located in Bothell. National level disaster teams may be dispatched from other areas of the country to assist with the regional damage assessment and response. A Disaster Field Office will be established jointly with the state at a location near the disaster area. The Disaster Field Office will remain activated through the response effort and the initial recovery period. When requested by the governor the US Department of Defense, US Army Corps of Engineers is authorized to provide emergency potable water.

G. Recovery Activities

1. Primary Agencies

**Chelan County**

Chelan County Government is primarily responsible for providing assistance to the population of unincorporated Chelan County. Chelan County Government also supports local governments and special purpose districts on a regional basis by coordinating recovery resources.

**Washington State Military Department, National Guard**

WNG personnel and equipment are released as soon as local authorities or state agencies have regained control of the emergency or disaster.
2. Support Agencies

**Washington State Military Department, Emergency Management Division**

Washington State administers federally funded recovery programs. Some programs may be available without a presidential declaration of a disaster. See federal responsibilities listed below for a general description of what programs are administered by federal agencies. Following a Presidential Declared disaster, the state and federal government will jointly establish a Disaster Field Office from which they will temporarily operate to finish the response efforts to a disaster and direct recovery efforts.

**Federal Government**

Recovery is a long-term process that may take years to fully accomplish. There are numerous federal programs that are available during emergencies or disasters. Some require that a Presidential Disaster be declared others do not require such a declaration. The listing below is not comprehensive in nature. Additional information can be found by contacting the federal department listed or referring to their specific publications.

**Federal Recovery Assistance**

See FEMA 229(4), Disaster Assistance

Law prohibits Federal agencies from rendering assistance in duplication of assistance provided under insurance or by another federal agency. Assistance is available at Disaster Application Centers and is coordinated with the Chelan County EOC where assistance is applicable.

**US Small Business Administration**

Economic Injury Loans for working capital to small businesses and agricultural cooperatives. Physical Disaster Loans for business losses of machinery, equipment or real estate. Physical Disaster Loans for individuals are available for real estate replacement or repair and for personal property.

**US Department of Agriculture**

They may provide loans and technical assistance for family farmers and ranchers losses. Water Assistance Grants are available for obtaining potable water that meets the Safe Drinking Water Acts standards. Emergency Watershed Protection funds and assistance is available to individuals to install or repair soil conservation structures. Animals: Emergency Hay and Grazing and Livestock Feed Program assist farmers. Business and Industrial loans are also guaranteed under USDA provisions.
Farm Operating loans are available for well drilling, farm supplies and livestock and needed improvements. Food Distribution donates USDA purchased foodstuffs for school children, certain charitable agencies, the elderly and elderly Indian nutrition programs on reservations. Food Stamps are provided to low income households on a temporary or extended term bases on income level. Catastrophic Risk Protection for crop damage. Water and wastewater disposal loans and grants are available for communities for 10,000 or less.

**US Environmental Protection Agency**

Water Pollution Control grants are available for prevention and control of surface water and ground water pollution. CERCLA funds are available for cleanup of hazardous materials sites. Local Governments Response funds are available for local governments for recovery of hazardous materials response expenses.

**US Social Security Administration**

Provides survivor benefits and assists with lost checks and pending claims.

**US Department of Veteran Affairs**

Provide direct loans to veterans for housing of disabled veterans with disaster needs.

**US General Services Administration**

Coordinate the sale, exchange or donation of property and goods benefiting state and local governments, public health organizations and services for the homeless.

**US Department of Commerce, Economic Development Admin**

Several programs are available for technical assistance and grants to help communities recover economically from the impact of natural disasters. The Fisheries Act of 1986 provides formula grants through NOAA for restoration of resources damaged by a natural disaster.

**US Department of Defense US Army Corps of Engineers**

Beach Erosion Control includes 50/50 grants to control beach and shore erosion, Flood Control Works rehabilitation from wind, flood, wave or water action. Watercourse Navigation: Prevention and Clearing Grants are available to remove obstruction from waterways for navigation or flood control. Following major disaster USACE may perform emergency work on public and private land, clear debris, and provide temporary housing for disaster victims.

**US Department of Transportation, Federal Highway Administration**
Emergency Relief Program: Federal-aid road damages are 100% covered if repairs are done within 180 days of the disaster. Airport Improvement Program for runways, aprons and taxi ways.

**US Department of Health and Human Services**

Community Service Block Grants: provide meal services, legal assistance for seniors, grants to assist low income persons find employment, living arrangements and provide nutritious foods.

**US Department of Interior**

Conservation Grants are available for habitat restoration and enhancement, purchase and development of recreation areas, and to assist farmers to perform control of wind erosion, floods and other natural disasters.

**US Internal Revenue Service**

The federal tax codes provides for the limited deductibility of losses from current income. Qualifying expenses and losses in excess of 10% of the adjusted gross income may be applied. Losses in excess of $3,000 may be carried over to following years until exhausted. Taxpayers may prepare an amended return for the prior year and receive a refund rather than wait to claim the disaster loss on the current year’s tax return. Information is usually provided via an 800-phone number or representative in the local Disaster Assistance Council.

**US Department of Housing and Urban Development**

Community Development Block grants provides long term reconstruction, rehabilitation or acquisition of damaged properties including debris clearance and demolition. They may be used along with FEMA and SBA assistance. The Home Investment Partnerships Program provides permanent housing for low-income homeowners or renters in large cities and urban counties.

**US Department of the Treasury**

Savings Bond Replacement is available for documents lost due to major disasters or emergencies under the Stafford Act.

**US Department of Labor**

Finances the creation of temporary jobs for displaced workers as well as retraining when permanently displaced. Under Disaster Unemployment Assistance, individuals are eligible for unemployment benefits when left jobless by a disaster.

**Public Sector Recovery Programs**

Community Disaster Loan Programs for local governments with severe losses in tax base and other revenue from disasters.
Hazard Mitigation Grants and Public Assistance Program for local governments and certain private non-profit organizations to repair or replace damaged structures, utilities, roads and bridges, water control facilities and recreational facilities. Funds are often available for debris clearance from public areas and for emergency measures. Grants are split 75% Federal and 25% State and Local funding.

**FEMA Individual Assistance**

Cora C. Brown fund may provide broad relief for individuals, historic site repair and restoration. The Disaster Housing Program provides transient accommodation reimbursement for short-term housing, home repairs, and mortgage and rental assistance. Individual and Family Grants up to $12,900 where other sources of assistance are exhausted. Also, legal services for disaster victims including referrals and insurance claims assistance.

**V. RESPONSIBILITIES**

**A. Primary Agencies**

**Chelan County**

Chelan County Emergency Management is responsible for providing emergency management services to unincorporated areas of the county, and to coordinate the support of Chelan County cities on a regional basis.

**Washington State Military Department, Emergency Management Div**

1. Provides support to civil authorities consistent with their designated mission and capabilities.
2. Controls and directs use of state military resources employed in state active service.

**B. Support Agencies**

**Washington State EMD**

Emergency management is an assigned responsibility for the Washington State Military Department. This is a separate and distinct civilian division that is not under the Washington State National Guard.

**Federal Government FEMA**

The Federal Emergency Management Agency (FEMA) is the federal agency charged with coordinating the emergency management function in the federal government.

**VI. RESOURCE REQUIREMENTS** - See ESF 21 Recovery

**VII. REFERENCES**

**A. City of Wenatchee Hazard Identification and Vulnerability Assessment**
B. Chelan County Emergency Management Plan
C. Chelan County Hazard Identification and Vulnerability Assessment
D. Washington State Comprehensive Emergency Management Plan
E. National Response Framework

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan.

IX. APPENDICES - None
Primary Agencies:  
City of Wenatchee Police Department  
Chelan County Sheriff’s Office  
Executive Authorities  

Support Agencies:  
City of Wenatchee Fire and Rescue  
City and Chelan County Emergency Management  
City of Wenatchee Public Works Department  
American Red Cross / Human Service Organizations  
RiverCom 911 Dispatch  
Private Ambulance Companies  
LINK Transit  
Wenatchee School District  
Wenatchee Valley Humane Society  
Mutual Aid Agencies  
Washington State Patrol  
Washington State Department of Transportation  
Other Area County and State agencies  

I. INTRODUCTION  

A. Purpose  
The purpose of this Emergency Support Function is to coordinate efforts in safely evacuating the public from a threat to their life and/or health.  

B. Scope  
Evacuation and movement involves the coordination of varying agencies and good communications with the public. Evacuation and movement is the responsibility of public safety and executive authorities of the City or Chelan County when our populations are threatened by an emergency.  

C. Limitations  
An emergency or disaster situation involving the City or portions of Chelan County could require the evacuation of a large number of people in or near a threatened area. The coordination of a major evacuation may be extremely difficult due to the difficulty of providing sufficient warning and means of transportation for the movement of many people. This is especially true for those individuals who are at risk medically, the elderly, and the handicapped.  

In addition, although an evacuation can be ordered by government, people cannot be forced by government to leave. Government has only the responsibility to warn and advise the public to evacuate.
II. POLICIES

It is the Policy of the City of Wenatchee to assign the highest priority to the protection of human life during an emergency or disaster. The evacuation, movement and/or sheltering-in-place, of populations from hazardous areas or environments will be used to fulfill this policy.

The Incident Commander (IC) of a particular situation has the authority to call for an evacuation to protect the life and health of the populous immediately in harm’s way.

The Wenatchee Police Department is operationally in charge of evacuations in the City and would coordinate evacuations with the Chelan County Sheriff and other law enforcement agencies assisting the City.

III. SITUATION

A. Emergency /Disaster Hazards and Conditions

The Hazard Identification and Vulnerability Analysis (HIVA) identifies emergencies or disasters that allow warning time for evacuation, movement or sheltering-in-place. A wildland/urban interface fire situation or a hazardous material release incident could cause the need for a major evacuation with very little time to plan for the specific evacuation. Depending on the hazard, the risk area requiring population protection could range from the occupants of one structure to the entire population of the City.

Under ideal conditions, the movement of traffic in the Wenatchee area can, at times, be classified as gridlocked. When combined with the complications of an emergency or disaster, conditions for moving traffic out of the Wenatchee area will become very difficult.

Hazards may include congested debris littered slow moving roadways, which if not kept open and moving may further expose populations to the risk they are being evacuated from. Additionally the increased possibility of traffic accidents, shortages of emergency response personnel and inadequate warning time to safely move or shelter populations from potential hazards are also conditions that will exist.

Collection and relocation of displaced animals will be coordinated with Wenatchee Valley Humane Society.

B. Planning Assumptions

1. Individuals and families may be displaced from their homes and may be provided shelters by the Red Cross or other volunteer organizations. Approximately 10 percent of the populous may seek shelter in organized shelters. The rest usually will find their own shelter through friends, family, or commercial sources.
2. Evacuation will cause higher than normal traffic flows creating the need for traffic direction and control.

3. Obstructions and damage to transportation systems such as bridge failures, landslides, fallen debris, flooding or fire, as a result of a disaster may limit evacuation routes.

4. Displaced persons may require transportation to shelter facilities. This should be provided by private transportation. The availability of resources such as buses and emergency workers may be compromised or non-existent, prompting the need to utilize mutual aid, private, county and state agencies for support. Agencies that commonly support these efforts may be unavailable due to other commitments as a result of the emergency or disaster.

5. The needs of special populations such as the non-ambulatory, the elderly and handicapped will further tax available resources and require specific planning.

6. Available resources may be utilized to support evacuation, movement, and shelter-in-place before being used in other capacities.

7. The City of Wenatchee does not have a single warning system to alert the citizens of an emergency or disaster. The Emergency Alert System (EAS) broadcast over radio and television may not be effective, creating the need for door-to-door evacuation notices.

8. People may be unwilling to leave their property.

9. Treatment of injured victims along evacuation routes has the potential to slow traffic and the process of evacuation. Therefore, these victims will be treated in accordance with North Central Washington Trauma Emergency Medical Services protocols for Mass Casualty Incidents in an effort to minimize disruption of the evacuation process.

10. A significant emergency or disaster may deprive substantial numbers of animals of their basic needs including adequate food, water, shelter, and veterinary care.

IV. CONCEPT OF OPERATIONS

A. General

1. The method used to safeguard populations will need to be planned for at the time of the incident. Unless an evacuation is of an emergency nature, Police and Fire and Rescue Departments will coordinate with the Mayor regarding the decision to evacuate.
2. Evacuation refers to the removal of entire populations in a given area. Movement refers to the relocation of populations for smaller isolated danger areas to areas of safety. Sheltering-in-place refers to leaving populations in the protection to their own homes or businesses with the directive to close windows or doors and to shut down outside air vent systems. Sheltering may be used in the event of a hazardous material release or to protect populations from the fallout of volcanic ash.

3. Levels have been established as follows:
   a. **Level 1** – A danger exists in the area. The public should be aware of the danger and monitor local media outlets for information.
   b. **Level 2** – A danger exists in the area. There is a high likelihood that it will affect you. People should evacuate the area, and at the least be prepared to leave at a moment’s notice.
   c. **Level 3** – A danger is affecting your area. People should leave immediately.

For planning purposes it is assumed private vehicles may provide the means of evacuation for the majority of people in the evacuation zone. Public transportation resources will be utilized, if possible, to evacuate those without other means of transportation.

4. Warning will be accomplished by all means available. Successful evacuation, movement or sheltering-in-place is a multi-departmental, personnel intense operation. Therefore, the need to protect populations must be communicated and an Emergency Operations Center will need to be activated. Dependent upon the nature and extent of the incident, the Incident Commander or Fire and Rescue or Police Department Command Staff Officers will provide the general direction for evacuation, movement, and sheltering-in-place. Actions taken will be communicated to the appropriate mutual aid, private, county or state agencies to ensure adequate assistance.

**B. Organization**

The Incident Commander will coordinate with Law Enforcement and Emergency Management for the evacuation, movement or sheltering-in-place during an emergency or disaster. Support will be provided by other departments and agencies as needed to coordinate this ESF.
C. Procedures

1. Existing agency procedures for the operation of shelters, feeding and movement will be followed.

2. Evacuation - The nature and extent of the incident will be used to determine evacuation routes. Consideration will be given to the specific needs of the populations to be evacuated and appropriate resources dispatched requested.

Public notification for the need to evacuate will be provided through the Emergency Alert System (EAS) broadcast over radio and television; public address systems found on City emergency response vehicles; or personal contact made by uniformed or City identified personnel. Information regarding established evacuation routes, shelter locations and if feasible, reminders to safely secure their property will be provided as well.

3. Movement - Evacuation routes will be monitored and maintained as capabilities allow, to keep accidents, stalled vehicles and other obstructions clear, and traffic moving.

4. Sheltering-in-Place - Populations will be instructed to remain in their homes or businesses through the same notification procedures as described under evacuation. In addition, they may be instructed to keep windows, doors and other outside sources of air closed to protect them from exposure to hazardous airborne materials. Sheltering-in-place is used when the treat of exposure does not allow time for evacuation or movement.

5. Displaced Animals - A significant emergency or disaster may deprive substantial numbers of animals of their basic needs including adequate food, water, shelter and veterinary care. Collection and relocation of displaced animals will be coordinated with Wenatchee Valley Humane Society.

D. Mitigation Activities

  American Red Cross

Ensure shelters are capable of handling influx of evacuees.

E. Preparedness Activities

  City of Wenatchee Fire & Rescue

a) Develops and maintains standard operating procedures in support of this ESF, including the identification of likely evacuation routes for the given situation.

b) Provides and participates in emergency management training, drills and exercises in support of this ESF to
appropriate City departments / divisions and support agencies.

c) Provides public education information for evacuation, movement and sheltering-in-place.

**City of Wenatchee Police Department**

a) Develops and maintains evacuation procedures in support of this ESF and ensure that personnel are trained in the implementation of these procedures.

b) Identifying likely evacuation routes and establishes procedures for keeping evacuation routes clear.

c) Develops and maintains mutual aid agreements with Chelan County Regional Jail that support evacuation, movement and sheltering-in-place of populations located at the Regional Justice and Detention Center.

d) Participates in emergency management training, drills and exercises in support of this ESF.

**RiverCom 911 Dispatch**

a) Maintain the My State USA alerting system.

b) Provides and participates in training with City departments, divisions, and support agencies.

c) Participates in emergency management training, drills, and exercises in support of this ESF.

**Chelan County Regional Jail**

a) Develops and maintains standard operating procedures for the evacuation, movement and sheltering-in-place of populations located at the Regional Jail in support of this ESF.

b) Provides and participates in training, support internal procedures developed to support this ESF.

c) Participates in emergency management training, drills, and exercises developed by the City of Wenatchee support of this ESF.

**Other Support Agencies**

a) Develop and maintain procedures on their roles and responsibilities during an evacuation.

b) Ensure personnel are trained in the implementation of their roles and responsibilities during an evacuation.
F. Response Activities

1. Primary Agency

City of Wenatchee Police Department

a) Assists in the evacuation, movement and sheltering-in-place activities.
b) Activates EOC if requested.
c) Provides representation to the EOC, as requested.
d) Provides traffic and crowd control along evacuation routes.
e) Provides resources to assist in the alert and warning process.
f) Performs response activities and responsibilities as outlined in Emergency Support Function (ESF) 2, Communications and Warning.
g) Provides security to evacuate structures and areas.
h) Follows established procedures for keeping evacuation routes clear.

1. Support Agency

City of Wenatchee Fire and Rescue and/or Police Department (Incident Commander)

a) In the event an incident requires an emergency evacuation, such as a Hazardous Materials incident, flooding, fire, or any other localized incident, the incident commander has emergency authority to call for an emergency evacuation of a potentially affected area.
b) Alert the Red Cross as soon as possible for the opening of shelters.
c) Document justification for calling an evacuation

d) Advise the Mayor as soon as practical.

City of Wenatchee Fire & Rescue

a) Coordinates the collection and release of information supporting evacuation and movement activities.
b) Coordinates the collection and release of information supporting sheltering-in-place activities.
c) Activates the Emergency Operations Center (EOC) if requested.
d) Notifies City officials of population protection measures.
e) Provides resources to assist in the alert and warning process.

f) Performs response activities and responsibilities as outlined in Emergency Support Function (ESF) 2, Communications and Warning.

g) Follows established procedures for keeping evacuation routes clear.

h) Provides representation to the EOC, as requested.

i) Perform response activities and responsibilities as outlined in Emergency Support Function (ESF) 2, Communications and Warning.

j) Collects damage assessment information to be used in the designation of population protection measures and evacuation routes.

k) Coordinates necessary information through the EOC to evaluate or determine evacuation routes.

l) Coordinates requests for additional resources necessary for the movement of people.

City of Wenatchee Public Works Department

a) Provides resources to assist in the alert and warning process.

b) Designates evacuation routes to be used based on assessment information gathered regarding the event.

c) Performs response activities and responsibilities as outlined in Emergency Support Function (ESF) 2, Communications and Warning.

d) Follows established procedures for keeping evacuation routes clear.

e) Assists the Police Department with crowd and traffic control by providing and placing signs and barricades.

Washington State Patrol & Department of Transportation

a) The Washington State Department of Transportation (WSDOT) will deploy Incident Response Teams (IRT’s).

b) IRT’s will coordinate with the Washington State Patrol and other emergency responders.

c) Assist with traffic control and provide incident and traffic condition information.
RiverCom
a) Provides operational frequencies to support the population protection measures.
b) Dispatches requested resources.
c) Provides notification to emergency personnel or population groups using MyStateUSA alerting system as directed.

Chelan County Emergency Management
LINK Transit
Washington State Emergency Management Division
Private Ambulance Companies
Mutual Aid Agencies

Provides available resources support as requested.

Wenatchee School District

Support population protection measures by providing buses and/or sheltering facilities in accordance with Chapter 28A.24 RCW

American Red Cross

Provides for the sheltering of evacuated populations

G. Recovery Activities

1. Primary Agency

City of Wenatchee Police Department
a) Maintains site security for evacuated areas as capabilities.
b) Participate in post incident reviews to evaluate the incident and procedures used.

City of Wenatchee Fire & Rescue
a) Provides, facilities or participates in post incident reviews to evaluate the incident and improve this ESF
b) Compiles appropriate documentation for the recovery process.

2. Support Agencies

City of Wenatchee Public Works Department
Chelan County Emergency Management
LINK Transit
Washington State Emergency Management Division
Washington State Patrol
Wenatchee School District
V. RESPONSIBILITIES

A. Primary Agency

City of Wenatchee Police Department
City of Wenatchee Fire & Rescue
1. Coordinates the development of evacuation, movement and sheltering-in-place procedures.
2. Supports evacuation, movement and sheltering-in-place operations.

B. Support Agencies

City of Wenatchee Public Works Department
Chelan County Emergency Management
LINK Transit
Washington State Emergency Management Division
Washington State Patrol
Wenatchee School District
RiverCom
The American Red Cross
Private Ambulance Companies
Mutual Aid Agencies

Assist in the response and recovery efforts of evacuation, movement and sheltering-in-place.

VI. RESOURCE REQUIREMENTS

A. 1. Trained Personnel
2. Reception areas and tracking of displaced person procedures.
3. Equipment to facilitate moving the populous, such as:
   a. Vehicles
   b. Barricades
   c. Communication equipment

B. Prior to requesting additional resources from Washington State, the Primary and Support Agencies will provide available personnel, facilities and equipment to support their activities.

VII. REFERENCES - None

VIII. TERMS AND DEFINITIONS - See Appendix 2 of this Plan.

IX. APPENDICES - None