Appendix C

Major Emergency Operations Plan

SACRAMENTO METROPOLITAN

FIRE DISTRICT

MAJOR

EMERGENCY OPERATIONS

PLAN

(EOP)

The Sacramento Metropolitan Fire District
Emergency Planning and Special Operation Division
2101 Hurley Way
Sacramento CA 95825
(916) 566-4000

PART I

Management Framework

Major Emergency Operations Plan
Distribution List

Fire Chief
Operations Deputy Chief
Support Services Assistant Chief
Operations Assistant Chiefs (3)
Training Assistant Chief
EMS Assistant Chief
Fire Marshal Assistant Chief
Community Services
Terrorism Early Warning Group Representative
Safety Division
Fleet Facilities Division Manager
Logistics Division Manager
Finance Division Manager
Technical Services Division Manager
Human Resources Assistant Chief
Hazardous Materials Response Team Coordinator
Technical Rescue Team Coordinator
C.E.R.T Program Manager
Legal Counsel

Battalion 5	Battalion 9	Battalion 13
Battalion 7		Battalion 14

Station 21		Station 61	Station 106
Station 22	Station 41	Station 62	Station 107
Station 23	Station 42	Station 63	Station 108
Station 24	Station 50	Station 64	Station 109
Station 25	Station 51	Station 65	Station 110
Station 26	Station 53	Station 66	Station 111
Station 27	Station 54	Station 67	Station 112
Station 28	Station 55	Station 101	Station 114
Station 29	Station 58	Station 102	Station 115
Station 31	Station 59	Station 103	Station 116
Station 32	Station 60	Station 105	Station 117

FOREWORD

The Emergency Operations Disaster Plan (EOP) provides guidance for the District's response to extraordinary emergency situations associated with natural disasters and technological incidents. This plan does not address ordinary day-to-day emergencies or the established district procedures used to manage such incidents. Rather, this plan concentrates on operational concepts and response procedures relative to large-scale disasters that may pose major threats to life and property requiring unusual emergency responses.

The EOP supports the Sacramento Operational Area Plan (SOAP) providing guidance for an Operational Area response to extraordinary emergency situations. An operational area is an intermediate level of organization, cooperation, and planning between public entities within the Sacramento County boundaries. Sacramento Metropolitan Fire District is a signatory member of SOAP and as such, agrees to participate in an organizational structure that provides a planning partnership for a systematic approach to exchanging disaster intelligence and resource requests. This relationship facilitates an effective flow of disaster information and resource requests during major emergencies and ensures emergency preparedness on a day-to-day basis through training and exercise activities. The County and City of Sacramento are designated lead agencies for this agreement.

The Sacramento Metropolitan Fire District has adopted the Incident Command System (ICS) and the Standardized Emergency Management System (SEMS) as the framework for managing and coordinating emergency incidents.

ACKNOWLEDGEMENTS

The efforts of many individuals and Divisions within Metro Fire contributed to the development of the Metro Fire Emergency Operations Plan. As many different disciplines have been addressed, their input was imperative to a comprehensive plan. It is our hope that this plan not only addressed existing and updated Metro Fire, but also incorporated the experiences and knowledge that our members have gained over the last several decades and throughout the history of this region. As such, this plan will hopefully use their input to assist our field personnel to complete their missions safely and efficiently during a disaster.
Personnel that invested a considerable amount of time and shared their experiences to improve this plan include:

Battalion Chief Stephen Cantelme – EOP Program Manager/Contributing Author
Battalion Chief Ron Hord – Contributing Author
Battalion Chief Jim Woodward – Contributing Author
Firefighter/HazMat Specialist Adam House
Engineer/CERT Program Manager Allen Getreu
Captain Dave Stoddard
Engineer Ed Morell
Assistant Chief Mike Johnson
Battalion Chief Jim Eastman
Battalion Chief Jeff Gordon
Captain Bob Baumann
Captain Scott Cockrum
Captain Anthony Kastros
Captain Brad Schumacher
Shari Martucci
Susan Tuvell

Special Thanks given to Firefighter Jason Vestal – Contributing Author/EOP Coordinator – for his dedication and hard work in getting this project completed.

Numerous other individuals contributed by promptly replying to emails and phone requests for information that was imperative to ensuring the accuracy of this plan.

Additionally, several agencies outside of Metro Fire assisted with the development of various aspects of this plan. Significant contributors include:

Doug Cater, Water Quality Supervisor, Sacramento Suburban Water District
Heather Collins, Sacramento County Environmental Management Division
Tami Randolph, Sacramento County Sheriff's Office

To all involved, thank you very much for your time, input, and patience.

Comment Tracking

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SECTION I - MANAGEMENT FRAMEWORK

PURPOSE

The Metro Fire Emergency Operation Plan (EOP) addresses the District's planned methods of coordination, communication, and prioritization of resources in response to extraordinary emergency incidents. The EOP supports the components of the Operational Area organization by providing guidance for District personnel in their response to extraordinary emergency situations associated with natural disasters and technological incidents. Incidents addressed by this plan include but are not limited to floods, earthquakes, catastrophic fires, structural collapses, transportation disasters, and terrorist acts involving nuclear, biological, or chemical weapons.

This plan does not address ordinary day-to-day emergencies or the established District procedures used to cope with such incidents. Rather, this plan concentrates on operational concepts and response procedures relative to large-scale disasters and major emergency operations. It is the intent of this plan to maintain consistency with the Sacramento County Multi-Hazard Plan and the Sacramento County HAZMAT Response Area Plan.

SCOPE

The Emergency Operations Plan applies to District operations but is not intended to limit the authority of the Fire Chief or his designees to perform operations as needed to mitigate emergencies. This plan is intended to assist those incident response and management personnel that will be relied upon to manage major incident response operations during the first operational period of a major disaster. Furthermore, the Metro Fire EOP serves as a means to communicate what will be expected of all Metro Fire employees and all our various Divisions during a major disaster. For specific strategic and tactical guidance to mitigate such incidents, it is recommended that employees refer to the Metro Fire Operations Manual.

ORGANIZATION

This plan is divided into two parts. Part I addresses the management framework and its application during a major disaster. Components of the management framework that are discussed include the Standardized Emergency Management System, Incident Command System, and a description and method of activation of the local Fire Operations and Emergency Operations Centers. Part II provide incident specific Metro Fire Field Operation Guides that offer initial arriving resources and incident commanders checklists to assist in the management of incidents in their early stages while also providing an organized methodology to facilitate the development of strategic and tactical objectives. Personnel are encouraged to expand on these foundations as they see appropriate.

USE

This plan should not only be reviewed and referenced prior to a major disaster occurring, but should also be used during the incident by the incident commander as a resource guide for managing the incident. Checklists are provided in Part II, Sections I-XI to help Incident Commanders with establishing incident objectives while ICS forms have been provided in the appendix to assist with the documentation of the incident. Personnel assigned to overhead positions can utilize this plan as a guide to assist them through the activation of various levels of incident management while using the ICS and RIMS forms provided for all of their documentation needs. Whether on the scene of the emergency, at the incident command post, or at the operational center, personnel should use this plan and supporting forms to help manage and document the incident.

AUTHORITIES AND REFERENCES

Health and Safety Code (Sec. 13862 of Chapter 5 of Part 2.7 Fire District Law of 1987)

California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code)

Standardized Emergency Management System (SEMS) Regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations)

Sacramento Operational Area Plan (Sacramento County Environmental Management Department, 2001)

SECTION II - MAJOR INCIDENT MANAGEMENT

INTRODUCTION

During a major disaster, large numbers of emergency response resources will be required and requested to mitigate these incidents and restore order. If this occurs in the Sacramento County area, Metro Fire will be required to respond numerous resources including personnel, engines, urban search and rescue teams, strike teams, dozer strike teams, feeding units, morgue units, etc. In order to ensure the efficient use of these resources and manage the crisis in an expedient and professional manner, it is essential that Metro Fire personnel utilize an effective incident management system. This chapter provides a summary of the incident management systems that are recognized by the California Office of Emergency Services and that have been adopted by Metro Fire for use in local disasters.

STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS)

The Standardized Emergency Management System (SEMS) is the incident management system required by California Government Code Section 8607(a) for managing response to multi-agency and multi-jurisdictional emergencies in California. SEMS consists of five organizational levels that can be activated as necessary:

- ✓ Field/Initial response
- ✓ Local government
- ✓ Operational area (county-wide)
- ✓ OES Mutual Aid Regions
- ✓ State government.

SEMS incorporates the use of the Incident Command System (ICS), the Master Mutual Aid agreement and mutual aid systems, the Operational Area concept, the Operational Area Satellite Information System (OASIS), and multi-agency or inter-agency coordination.

Sacramento County, the City of Sacramento, and Metro Fire have adopted SEMS for managing responses to multi-agency and multi-jurisdiction emergencies, including the coordination of communications between all levels within the system and among all responding agencies.

In accordance with the Sacramento Operational Area Plan, Metro Fire will utilize the Incident Command System for field operations, District Command Posts, and the Fire Operations Center, (FOC).

Metro Fire is classified as a Special District in the State of California. Under SEMS, a special district is a unit of local government that is responsible for

coordinating disaster management with other local governments at the field response and the operational area levels. Local governments are also responsible for providing mutual aid within their capabilities including supporting the management and coordination roles of local government as well as providing for the five essential SEMS functions of management which are:

- ✓ Incident Command
- ✓ Operations
- ✓ Planning/intelligence
- ✓ Logistics
- ✓ Finance/Administration

The EOC organization structuring is based upon these five functions. The EOC will be established using these management sections and accordingly, Metro Fire will provide support staff as needed to assist with these functions. A Metro Fire Agency Representative will respond to the FOC and may respond to the EOC to participate in the organizational responsibilities of the Operational Area.

INCIDENT COMMAND SYSTEM (ICS)

Introduction

The Incident Command System, (ICS), is a nationally recognized and standardized on-scene emergency management concept, originally designed for the fire service, that allows the user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of resources to effectively accomplish stated objectives related to an incident.

In the event of a major disaster in the Metro Fire response area, the use of ICS early in the incident is critical to the successful achievement of goals determined throughout the incident. ICS will be utilized by the FOC as it is applied in SEMS and in accordance with the Sacramento Operational Area Plan (SOAP). Furthermore, the Metro Fire EOP supports the use of ICS and its associated components throughout this document.

Functions

The five functions of the ICS organization are command, operations, planning, logistics, and finance. Command is responsible for directing, ordering, and controlling resources by virtue of explicit legal, agency, or delegated authority. Operations is responsible for the coordinated tactical response of all field operations directly applicable to or in support of the mission(s) in accordance with the Incident Action Plan. Planning is responsible for the collection,

evaluation, documentation, and use of information about the development of the incident. Logistics is responsible for providing facilities, services, personnel, equipment, and tracking the status of resources and materials in support of the incident. Finance is responsible for all financial and cost analysis aspects of the incident, and/or any administrative aspects not handled by the other functions.

Principles

The principles of ICS are that the system provides the following operations:

- ✓ Single jurisdictional/agency responsibility
- ✓ Single jurisdictional responsibility with multiple agency involvement
- ✓ Multiple jurisdictional responsibility with multiple agency involvement

The system's organizational structure adapts to any emergency or incident and has the added benefit of being applicable and acceptable to all user agencies, such as law enforcement and public works. ICS is also readily adaptable to technological changes and has the ability to expand or contract rapidly and logically from an initial response to a major incident and back down again as the incident is mitigated or as organizational needs dictate.

Components

- Common terminology
- Modular organization
- Unified command structure
- Consolidated action plans
- Manageable span-of-control
- Pre-designated incident facilities
- Comprehensive resource management
- Integrated communications

IMPLEMENTATION

During the early phases of a major disaster, it is required that the Incident Commander and/or emergency responding personnel implement ICS immediately. This can be facilitated by using the major incident response guide checklists in Part II, the ICS and RIMS Forms in Appendix A, and the FIRESCOPE and National Wildfire Coordination Group Field Guides carried on Metro Fire emergency response apparatus. As ICS is used throughout California and nationwide by such resources as the Federal Emergency Management Agency, National Urban Search and Rescue teams, and the United States Forest service, management personnel can ensure the continuity of the management system and objectives they establish through utilization of ICS.

SECTION III - CONCEPTS OF OPERATIONS

INTRODUCTION

Local government is responsible for providing public safety and the associated response to disasters and major emergencies. Emergency response agencies within local government must be prepared to respond to any emergency in an effective and efficient manner. An effective response requires a plan for gathering information, coordinating resources, prioritizing the response and managing the incident within the operational area. Associated with every large-scale disaster are four emergency phases of management: preparedness, response, recovery, and mitigation. As the Metro Fire Major Emergency Operations Plan applies only to the first operational periods of a major incident, only the preparedness and response phases are covered in this document. For strategies and tactics used in the recovery and mitigation phases, refer to established District operational policies and plans including target hazard plans and pre-fire plans.

PREPAREDNESS

Preparedness involves activities taken in advance of an emergency. These activities include development of communication and coordination links within the operational area as well as within the regional level, establishing resource directories, delivery of training and exercises programs and the development of emergency response plans.

RESPONSE

During the response phase of an emergency, the district will be active in four areas:

Information: Gathering and providing intelligence/status reports to the Fire Operations Center (FOC), pertinent to the level and extent of the emergency as well as ensuring the channeling of information to the regional level via the Operational Area.

Resources: Metro Fire and surrounding agencies shall be surveyed to determine the adequacy of resources, facilities, and other support services needed to effectively respond to large-scale disasters. If there is a need to request additional resources either within or outside the Operational Area, the request shall be made through the FOC for communication to the Operational Area.

Priorities: Incident management personnel will be required to allocate available resources as dictated by information that is available. To

coordinate the distribution of mutual aid resources, personnel will maintain communications with field operations personnel, district incident command posts, FOC personnel, and Operational Area EOC personnel.

Deployment: Includes the response of Metro Fire operational resources, Operational Area resources, and mutual aid resources assigned to incidents managed by Metro Fire.

LEVELS OF ACTIVATION

Emergency information resources and priorities shall be coordinated in the Operational Area in one of three modes depending on the magnitude of the emergency. For planning purposes, State OES has established three levels of emergency response that are based on the severity of the situation and the availability of local resources.

Level I - Decentralized Coordination and Direction
A minor to moderate incident wherein local resources are adequate and available. A Local Emergency may or may not be proclaimed. The local jurisdiction FOC may or may not be activated. The Operational Area organization may be activated but the Operational Area EOC will not be activated.

Level II - Centralized Coordination and Decentralized Direction
A moderate to severe emergency wherein local resources are not adequate and mutual aid may be required on a regional or even statewide basis. Key management level personnel from the principal agencies will co-locate in a central location to provide jurisdictional or multi-jurisdictional coordination. The FOC should be activated. A Local Emergency will be proclaimed and a State of Emergency may be proclaimed. The Operational Area organization will be activated and the Operational Area EOC may be activated.

Level III - Centralized Coordination and Direction
Major local or regional disasters wherein resources in or near the impacted area are overwhelmed and extensive state and/or federal resources are required. A Local Emergency and a State of Emergency will be proclaimed and a Presidential Declaration of an Emergency or Major Disaster will be requested. Response and early recovery activities will be directed from the EOC. The Operational Area EOC will be activated.

OPERATIONAL AREA ACTIVATION: ALERTING / NOTIFICATION

The Sacramento Regional Fire and Emergency Communications Center, (SRFECC), will notify Metro Fire by telephone, fax, or alternative means that the operational area organization has been activated and that the Operational Area EOC is being established.

SECTION IV - ACTIVATION OF THE OPERATIONAL AREA

INTRODUCTION

In order for the emergency response agencies in Sacramento County to operate effectively during major disasters, it is necessary for the various Agency Representatives to be assembled in a central location. This centralization provides the framework for effective inter-agency communication and helps to ensure the efficient sharing of resources. This chapter will present the various conditions that require activation of the Operational Area Emergency Operations Center as well as the responsibilities of the Metro Fire Agency Representative who will work closely with Fire Operations Center and Emergency Operations Center representatives.

CONDITIONS OF ACTIVATION

Activation of the Operational Area during a State of Emergency or a Local Emergency is required by SEMS regulations under the following conditions:

- ✓ A local government within the Operational Area has activated its Local EOC and requested activation of the Operational Area EOC to support their emergency operations
- ✓ Two or more cities within the Operational Area have proclaimed a local emergency
- ✓ The county and one or more cities have proclaimed a local emergency
- ✓ A city, city and county, or county has requested a governor's proclamation of a state of emergency, as defined in California Government Code Section 8558(b)
- ✓ The Governor of California proclaims a state of emergency for the county, or two or more cities within the Operational Area
- ✓ The Operational Area is requesting resources from outside its boundaries - excluding resources used in normal day-to-day operations, which are obtained through existing mutual aid agreements
- ✓ The Operational Area has received resource requests from outside operational boundaries. This excludes resources used in normal day-to-day operations, which are obtained through existing mutual aid agreements

OPERATIONAL AREA PARTICIPANTS RESPONSIBILITIES

During an activation of the Operational Area organization and/or Operational Area EOC, participating jurisdictions are responsible for:

- ✓ Designating an agency/jurisdiction representative to coordinate with the Operational Area
- ✓ Establishing communication and coordination with the Operational Area
- ✓ Providing status reports of emergency conditions within the jurisdiction
- ✓ Determining the utilization of agency resources and rendering mutual aid if possible when requested by the Operational Area
- ✓ Utilizing Operational Area mutual aid coordinators when requesting mutual aid resources
- ✓ Participating with other affected jurisdictions in the Operational Area in a multi-agency coordination group (unified command structure) when necessary

FIRE OPERATIONS CENTER

The Fire Operations Center (FOC) will provide Metro Fire field operations information through communication with Operational Area organization and/or the EOC. The purpose of the FOC is to serve as the coordination point for utilization of fire resources within the Sacramento Operational Area and the implementation of the County Coverage Plan (Appendix E). In addition, the FOC is a branch of the Sacramento Operational Area EOC that enhances the management of emergency response agencies and their respective resources. At a minimum, Agency Representatives from Metro Fire and the City of Sacramento Fire Department will staff the FOC.

The FOC will be at the SRFECC:

Sacramento Regional Fire/EMS Communications Center
10230 Systems Parkway
Sacramento, CA 95827
916/228-3060

OPERATIONAL AREA EOC

The purpose of the Operational Area EOC is to serve as the collection/coordination point for obtaining additional resources while coordinating information and priorities for a multitude of emergency response agencies. In Sacramento County, the Operational Area EOC is an inter-agency EOC operated by both the County and City of Sacramento. The Operational Area EOC may be partially or fully staffed to meet the demands of the situation, as will the level of Operational Area EOC activation, that is based on incident and resource needs.

EOC ACTIVATION

The Sacramento Operational Area EOC will be activated when one or more of the "Conditions of Activation" are met. In the event of a Level I activation, the agencies will be notified of the incident in progress and requested to remain available to respond to the Operational EOC. In the event of a Level II activation of the Operational Area, the Agency Representative will be notified and may be requested to respond to the EOC depending on the nature of the emergency. In the event of a Level III activation, the Agency Representative will be requested to respond to the Operational Area EOC.

Anytime the Sacramento Operational Area EOC is activated, all participating agencies will be immediately notified.

Operational Area EOC Activation Authority

The power to activate the Operational Area EOC is vested in the mutual aid agreement of the County and City of Sacramento as designated in the Sacramento Operational Area Plan.

Sacramento County EOC Locations

Throughout Sacramento County, there are several pre-established EOC locations. Necessary communications equipment and management resources are provided to each of these facilities to ensure the rapid establishment and functioning of an EOC during the early stages of a disaster in Sacramento County. By providing several locations throughout the greater Sacramento region, incident management personnel have the flexibility to establish an EOC that is easy to access, while at the same time maintaining a proper and safe distance to the disaster scene so as not to either endanger EOC personnel or interfere with incident operations.

The following locations have been identified as possible sites where an Operational Area EOC may be established if necessary:

PRIMARY:

Joint Sacramento Operational Area EOC
La Sierra Community Center
5325 Engle Road
Carmichael CA 95608

SECONDARY:

Sacramento Convention Center
1301 L Street
Sacramento CA 95814

AGENCY EOC'S:

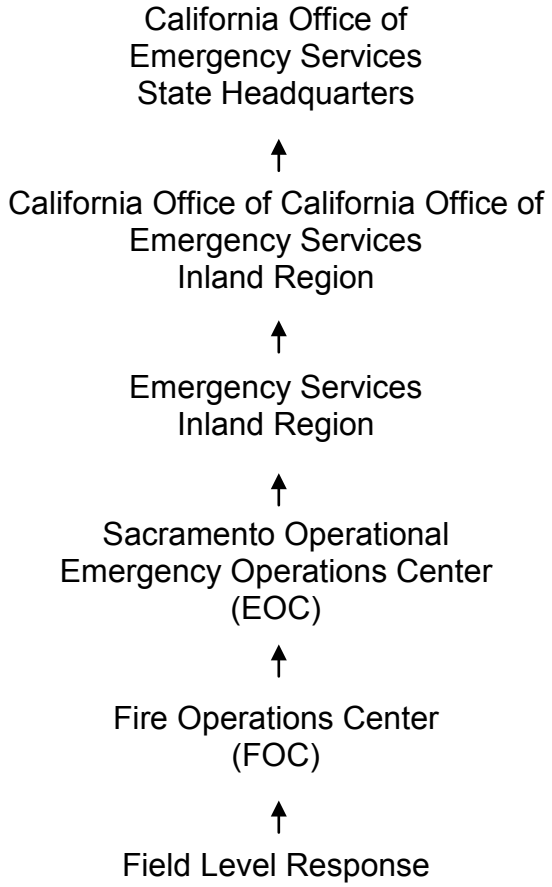
Metro Fire EOC (MOC)
Fire Station 115
McClellan CA 95652

Sacramento County Sheriff's Office EOC
1st Floor Conference Room
2500 Marconi Ave, Suite 100
Sacramento CA 95821

City of Sacramento Fire Department EOC
5770 Freeport Boulevard, Suite 22
Sacramento CA 95822

SACRAMENTO OPERATIONAL AREA COORDINATION SEQUENCE

When a major disaster occurs, the extent of EOC activations will be based on the magnitude of the incident and the number of resources needed. The following chart illustrates the sequence of OES EOC activation as required in the Sacramento Operational Area Plan.



SECTION V - MUTUAL AID

INTRODUCTION

California's emergency planning and response plan is a statewide mutual aid system designed to ensure that adequate resources, facilities and other support are provided to agencies whenever their own resources prove to be inadequate or unavailable to cope with a given situation. The Master Mutual Aid Agreement creates a formal structure wherein each agency retains control of it's own facilities, personnel and resources, but may also receive or render assistance to other jurisdictions within the state.

MUTUAL AID SYSTEM

A statewide mutual aid system allows for the progressive and rapid mobilization of resources to and from emergency response agencies, local governments, operational areas, regions, and state with the intent to provide requesting agencies with adequate resources.

Mutual Aid Coordinator

The OES Region IV, Fire and Rescue Coordinator will manage mutual aid fire and rescue resources assisting the Sacramento Operational Area during a major disaster. The OES Fire and Rescue Coordinator may function from an EOC, their normal departmental location or other locations depending on the circumstances. As per the Sacramento Operational Area Plan, when the Operational Area EOC is activated, the Region IV Fire and Rescue Coordinator will respond to the operational area EOC to facilitate coordination and information flow.

Mutual Aid Requests

Requests for fire and rescue mutual aid will be directed to the Fire Operations Center where they will be prioritized and directed to the OES Regional Fire and Rescue Mutual Aid Coordinator at the Operational Area Emergency Operations Center if activated.

Requests for mutual aid resources, other than fire resources, to assist fire operations will be directed to the FOC where they will be directed to Operational Area EOC for inter-agency coordination.

Requests for mutual aid should specify:

- ✓ Number and type of resource requested
- ✓ Reporting time, location, and check-in information
- ✓ Authority to whom resources should report
- ✓ Access routes
- ✓ Estimated duration of operations

PRIVATE AGENCIES COORDINATION

Requests for assistance or coordination with private agencies will be directed to the FOC where they will be forwarded to Operational Area EOC for inter-agency coordination. In some situations, a liaison representative from the private agency may be requested and available at the EOC. The use of civilian resources in hazardous situations shall be consistent with Metro Fire Operational Policies and will be approved by the Incident Commander prior to utilization.

AUTHORITIES AND REFERENCES

Mutual Aid assistance is authorized in the following authorities:

- California Master Mutual Aid Agreement
- California Fire and Rescue Emergency Plan
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended)-provides federal support to state and local disaster activities
- Local Aid agreements can be referenced in Appendix G

SECTION VI - AGENCY REPRESENTATIVE

INTRODUCTION

An Agency Representative is an individual from an operational area agency assigned to coordinate their respective operations with the Operational Area. The Agency Representative acts as a liaison between their agency and the Operational Area EOC and may function from their office, their agencies command center, the FOC, or may participate in a multi-agency coordination group at the Operational Area EOC. The physical location of the representative is dependent on the Operational Area's level of activation. The Agency Representative should be able to represent their agency within established limits and initiate the filling resource requests.

RESPONSIBILITIES

- ✓ Advise Operational Area staff on the capability of their represented agency/jurisdiction
- ✓ Facilitate mission-tasking requests for resources or support the resources provided by their agency/jurisdiction
- ✓ Provide reports to Operational Area staff concerning the activities of the represented agency/jurisdiction
- ✓ Provide intelligence gathered by the represented agency/jurisdiction to Operational Area EOC Staff

At the time of notification of Operational Area activation, the assigned Metro Fire Agency Representative should review the "Agency Representative FOC Action Checklist".

If requested to report to the Operational Area EOC, the Metro Fire Agency Representative should review the "Agency Representative EOC Action Checklist" as soon as possible.

AGENCY REPRESENTATIVE FOC CHECKLIST

Initial Actions

- ❑ Contact the Operational Area and report when the FOC has been activated

- ❑ Provide the Operational Area with a status report to include:
  - ✓ The extent of the disaster situation
  - ✓ What Operational Area agency representatives the local jurisdiction needs
  - ✓ Immediate life saving requirements in the jurisdiction

- Assess Metro Fire resource capabilities within the affected area and be prepared to request mutual aid resources if needed, or provide mutual aid assistance if requested by the Operational Area

- Implementation of the County Coverage Plan

- Projected resource needs (short term/long term)

- Complete Sacramento County EOC/RIMS Situation Report - 30 minutes, one hour, and two-hour intervals beginning at the onset of the emergency

Operational Phase FOC

- Receive FOC position assignment and review your position responsibilities

- Clarify any issues regarding your authority and assignment and the assignments of others in the organization. If necessary, clarify your decision-making authority within your agency

- Determine 24-hour staffing requirements and request additional support as required

- Request additional resources through the Operational Area Mutual Aid Coordinator

- Facilitate requests for support or information that your agency can provide

- Provide regular status report to the Operational Area through the FOC

- Keep current on the general status of resources and activity associated with your agency (County Coverage Plan, Appendix E)

- Plan ahead and anticipate situations, problems, and resource needs before they occur

- Using the appropriate ICS and RIMS Forms, (**Annex A**), maintain all required records and documentation to support After-Action Report and the history of the emergency/disaster. Document the following:

- ✓ Messages received / note time received
- ✓ Actions taken / note time action taken
- ✓ Justification and Rationale for decisions/actions
- ✓ Resource requests placed (time and amount)
- ✓ Resource requests filled to other agencies
- ✓ FOC personnel, time on duty and assignments

Deactivation Phase FOC

- ❑ Coordinate deactivation with OA Mutual Aid Coordinator or OA Coordinator. Before leaving, ensure that agency representation and the FOC is no longer needed

- ❑ When deactivation is ordered, contact any field operations, communications center, agencies, and/or personnel assigned and advise them of:

  - ✓ When deactivation will take place
  - ✓ Contact person/number responsible for ongoing actions
  - ✓ Paperwork from outside agencies will be required before demobilization or release (FC-33 forms, financial forms, ICS and RIMS forms)

- ❑ Ensure that your agency has completed the following within seven (7) days:

  - ✓ Completed all final reports
  - ✓ Closeout of section activity log
  - ✓ Transfer of ongoing missions and/or actions to appropriate staff or emergency services personnel
  - ✓ Reimbursement and financial considerations addressed

- ❑ Ensure copies of all documentation generated during the operation are submitted to the appropriate EOC, FOC, and/or agency staff.

- ❑ Confirm with the OA EOC coordinator that a representative from Metro Fire has been assigned to attend the After Action Review to be held within 10 working days of the OA EOC deactivation. The representative should be prepared to discuss:

  - ✓ General overview of coordination and resource allocation
  - ✓ General overview of OA operations
  - ✓ Procedures/concepts that worked well
  - ✓ Procedures/concepts that need improvement

- ❑ Provide a forwarding number for future contact

AGENCY REPRESENTATIVE, EOC CHECKLIST

Initial Actions

- Respond to the Operational Area EOC if requested. Report to the Operational Area Coordinator.

- Obtain a briefing on the situation

  - ✓ The current situation at the EOC level
  - ✓ The current situation at the FOC level
  - ✓ Any immediate tasks for the represented agencies
  - ✓ Authority the Agency Representative has to assign resources
  - ✓ Work space for the Agency Representative
  - ✓ The initial essential elements of information that are required by the Operational Area staff from the represented agency

Operational Phase (Upon Arrival at EOC)

- Establish assigned workstation(s) with available resources

- Obtain EOC organization chart, floor plan and telephone listing. Review locations and general duties of all sections that have been activated

- Establish and confirm communications numbers and FAX numbers with FOC and/or represented agency. If unable to communicate, request assistance from Logistics Section at EOC

- Open and maintain activity log (Appendix A)

- Request Maps and other printed resources as needed

- Request from FOC, information to complete Sacramento County EOC/RIMS Situation Report at 30 minutes, one hour, and at two-hour intervals beginning at the onset of the emergency (Appendix A)

- Coordinate with Operations and Logistics section staff to facilitate the processing of mutual aid resources to and from the represented agency

- Provide input for the Operational Area Situation Report to the Planning Section

- Represent agency at planning meeting as appropriate. Be prepared to provide updated briefings about agency's activities, priorities, and status
- Inform agency on Operational Area priorities and actions

- Determine operational periods and schedule staffing support as required. Notify Operational Area EOC coordinator of authorized personnel to receive access to EOC

- Brief your relief at shift change. Ensure that ongoing activities are identified and follow-up requirements are known. (See Chapter 7, Incident Support Team, Transition)

Deactivation Phase EOC

- Coordinate deactivation with Operational Area Mutual Aid Coordinator or Operational Area Coordinator. Ensure agency representation is no longer needed prior to leaving

- Contact agency representatives and/or assigned personnel to advise them:

  - ✓ When deactivation will take place
  - ✓ Whom they should contact (include phone number) for the completion of ongoing actions

- Ensure that your agency/jurisdiction has completed the following:

  - ✓ All final reports
  - ✓ Close out of section activity log
  - ✓ Transfer of ongoing missions and/or actions to appropriate full-time staff or appropriate emergency services staff personnel
  - ✓ Finance forms

- Ensure copies of all documentation generated during the operation are submitted to the appropriate Operational Area staff and agency/jurisdiction emergency services staff

  - ✓ Leave a contact number
  - ✓ Provide copies of all ICS and RIMS forms

- Designate a representative from Metro Fire to attend the After Action Review to be held within 10 working days of the Operational Area EOC deactivation. The representative should be prepared to discuss:

  - ✓ General overview of coordination and resource allocation

- ✓ General overview of Operational Area operations
- ✓ Procedures/concepts that worked well
- ✓ Procedures/concepts that need improvement

SECTION VII – METRO FIRE INCIDENT SUPPORT TEAMS

INTRODUCTION

During large-scale disaster incidents, initial attack resources will be responsible for establishing incident command, identifying objectives and developing the initial strategies and tactics to be employed by those first responding resources. Successful completion of these objectives will be supported through the use of the EOP, which helps to ensure that the incident commander's direct actions positively impact the incident during the first operational period – typically the first 24 hours. It is imperative that the initial incident commander request and organize the appropriate types and numbers of resources needed to support those actions while continuously monitoring the situation for any changes that may be needed.

To ensure a smooth and effective transition of incident command to incident support teams that will eventually arrive to either assist with or assume command of the major disaster scene at the FOC or EOC, the incident commander must maintain the organizational structure while continuing the information gathering process to assist in this planning.

PURPOSE

Incident Support Teams, (IST's) have been successfully used in the past to support major disasters such as catastrophic floods, wildland fires, hurricanes, and civil disturbances. An IST is a group of emergency management personnel with extensive incident management training and experience. They are typically comprised of members considered to be subject matter experts for the incident in which they have been requested. Metro Fire Incident Commanders and FOC personnel should consider IST's as a resource to not only support long duration operations, but also as supplement for tactical field personnel. Assigning IST personnel in this manner can effectively enhances company performance capabilities and crew continuity by freeing field personnel from those overhead/management assignments. Furthermore, IST's specialize in disaster management and provide a unique perspective that could prove to be invaluable for these types of incidents.

GUIDELINES

The establishment of IST's is the responsibility of the Incident Commander, FOC Coordinator, and Agency Representative. When possible it is recommended that the IST be comprised of Metro Fire personnel familiar with the specific demands of the current incident. Assigned personnel should have extensive training and experience in major incident management, resource management, resource ordering, and area command. IST's should be located in safe locations that

allow rapid access to incident surveillance and logistical support needed to make strategic and resource changes.

An initial incident commander that realizes early that the disaster will not be concluded within the first 24-48 hours can facilitate the success of IST's. Indications that IST's would be useful include the following:

- ✓ A written Incident Action Plan (ICS 201) will be needed for the next operational period
- ✓ Logistics Division support is needed
- ✓ There is a need to establish an Incident Base or Camps to feed, sleep, and supply incident personnel
- ✓ There is a need to fill most or all of the Command and General Staff and Support Unit Leader positions

Areas in which IST's can support the FOC and incident operations include:

- ✓ Supervising a very large incident organization
- ✓ Multiple operational periods
- ✓ Gathering information to develop written incident action plans
- ✓ Providing logistical support including the establishment and operation of bases or camps

For more complex disasters, IST's should receive significant consideration when the following incidents situations are present:

- ✓ All Command and General Staff positions are filled
- ✓ All Divisions/Groups are staffed with qualified Division/Group Supervisors
- ✓ The number of Divisions/Groups may require that Branches be activated to address span-of-control needs
- ✓ Operations personnel exceed 500 per operational period and/or total personnel on the incident exceeds 1000
- ✓ Aviation operations involving several types and numbers of aircraft

TRANSITION

Once the IST has been established and is available for assignment, the incoming personnel should obtain a complete briefing prior to taking any action on the incident. It is recommended that the IST first meet with the Agency Administrator at the FOC and receive an update briefing.

The Agency Representative should provide the following information to the IST:

- **General Information**

  - Name and number of the incident
  - Approximate size and location of incident
  - Name of the current Incident Commander
  - General weather conditions at incident site
  - Current strategies and tactics
  - ICP and base locations
  - Other incidents impacting strategy, tactics, and resources
  - Information about existing or anticipated Unified Command
  - Organizational structure
  - Names and skills of technical specialists assigned to incident
  - Metro Fire incident specific policy
  - Priorities for incident control
  - Media resources
  - Political considerations
  - Agreements in effect
  - Agencies currently on the incident and their agency representatives

- **Safety Issues**

  - Accidents that have occurred
  - Status of accident reports
  - Areas with existing or potential hazardous materials

- **Operations**

  - Strategy
  - Tactics

- **Planning**

  - Legal considerations (current investigations in progress)
  - Agency needs for release of in-place resources
  - Incident Status Summary (ICS 209)
  - Copy of the current Incident Status Summary
  - Training Specialist assigned or ordered
  - Status of current Incident Commander/Agency Representative
  - Capabilities for IST operations support
  - Rest and rotation policies
  - Rehabilitation policies
  - Demobilization concerns

- **Logistics**

  - Transportation routes
  - Ordering system to be used
  - Procurement unit in place/ordered
  - Incident feeding procedures
  - Available sleeping facilities
  - Disaster Control Facility (UCD) Coordination
  - Contacts with local law enforcement agencies

- **Finance/Administration**

  - Fiscal limitations and constraints
  - Any cost-share arrangements/agreements affecting the incident
  - Fiscal officers assigned
  - Potential for claims
  - Comptroller need or assigned

IST's should meet with the on-scene Incident Commander and obtain a brief overview of the following areas:

- **Incident Command/General Staff**

  - Incident Map
  - Time incident began
  - Weather (current and expected)
  - Topography
  - Incident predictions
  - Local hazards
  - Review of existing control plan
  - Copy of the current Incident Action Plan furnished to IST
  - Identification of any agency-specific resources currently assigned to the incident

- **Operations**

  - Safety
  - Objectives
  - Current strategy
  - Tactics
  - Aircraft use and availability
  - Specialty resource assignments
  - Helibase/spot locations (map)

- **Planning**

  - Resources currently available
  - Resources already ordered
  - Availability of aerial photos, usable maps
  - Infrared requests
  - Water availability
  - Weather forecasting resources

- **Logistics**

  - ICP and Base/Camp Sites
  - Access routes to incident
  - Communications resources
  - Communications plan available
  - Medical plan available
  - Known security problems
  - Feeding facilities available
  - Sanitation facilities available
  - Transportation resources available
  - Traffic plan available
  - Hazardous Materials management

- **Finance/Administration**

  - Rental agreements (private contractors, fire service agencies)
  - Cost share agreements
  - Current and anticipated claims
  - Payroll function and time reports
  - Cost to date

SUMMARY

While initial attack resources may not necessarily become part of the IST, the aforementioned checklists can be used by Agency Representatives and initial Incident Commanders to determine the information needed to collect and convey to IST personnel. A comprehensive collection and conveyance of information will facilitate an organized management transition, as well as a continuation of initial incident objectives and successful mitigation.

SECTION VIII - ALARM PROCEDURES

INTRODUCTION

When a major disaster occurs and initial attack resources are significantly committed to tactical operations, Metro Fire overhead personnel should receive notification of the emergency in progress and respond when necessary. Metro Fire personnel will not only be needed to fill key positions at the FOC and EOC, they may also serve as liaisons between the District and outside agencies such as the UC Davis Medical Center, the local television media, water districts, and the California Highway patrol. Overhead personnel are a valuable resource that can be made available to fill positions thereby freeing up company officers to focus on their tactical objectives, maintaining company continuity and personnel accountability.

This chapter presents the order in which various Metro Fire management personnel are notified and dispatched to major disasters according to the severity of the incident. This information provides field operations personnel with an understanding of the level of FOC or EOC activation that can be expected with each additional alarm, as well as the number of Command Staff personnel responding and their respective assignments.

MULTIPLE ALARM PROCEDURES

Alarm procedures follow the guidelines set forth in the SRFECC Operation Procedures and in the Metro Fire Operations Manual. The FOC will be activated when any single incident goes to a third alarm or greater, or when there are numerous incidents that deplete Metro Fire resources beyond that associated with a Third Alarm or greater incident. (i.e., two second alarm structures, periods of high winds with multiple alarms, periods of flood disaster, etc.)

Upon initiation of a major multiple alarm, Fire Dispatch will notify Metro Fire Command Staff using the District's paging system. The extent of response from the command staff will be dictated by the nature of the incident. For the purpose of this plan the Command Staff notification will include:

Administrative Division
Fire Chief

Operations Division
Deputy Chief, Operations
Assistant Chief, Operations
Assistant Chief, Shift
Assistant Chief, Training
Assistant Chief, EMS

Battalion Chief, Emergency Planning & Special Operations
Safety Officer

Support Division
Deputy Chief, Support Services

Fleet Division
Manager, Fleet Division
On-Call Mechanic

Fire Prevention
Fire Marshall
Deputy Fire Marshall

Community Services Division
Assistant Chief, Community Services
Community Services Officer (PIO)
C.E.R.T. Program Manager

2ND ALARM

The recommended responses are:

- ✓ Public Information Officer (PIO) to respond to scene,
- ✓ Safety Officer to respond to scene
- ✓ Shift Assistant Chief or his designee may respond to the incident or FOC

Unassigned Battalion Chiefs will contact Dispatch or County Coverage Coordinator if activated, and coordinate station coverage.

- Contact the P.I.O., Incident Safety Officer, or I.C. (in that order) for an update on the incident
- Activate additional companies as needed

3RD ALARM

- Senior Staff/Chief Officers may respond to the incident and may assume command. The initial incident commander (Company Officer or Battalion Chief) if relieved, may be reassigned as the Operations Section Chief for the incident or to other positions as needed

- A Chief Officer or designee will respond and be assigned to the FOC for 3rd Alarm incidents.

- Staff Officers will make themselves available to respond for additional incidents or to the scene as requested

- The FOC makes contact with Fire Dispatch to:

  - ✓ Update the Situation and Resource Status of Metro Fire
  - ✓ Request additional Battalion Chiefs for District needs
  - ✓ Coordinate the move up of Companies with Fire Dispatch according to the County Coverage Plan
  - ✓ The FOC may need to make personnel callbacks to augment District staffing needs and activate reserve apparatus. Day and off-duty personnel may be utilized. Callbacks may be assigned to a District staff position

- FOC contacts the Incident Commander and informs him when the FOC is activated and determines if support personnel are needed at the scene, District facilities, or FOC

  Activation of the FOC is for incidents that are active and still in the operational phase. A third alarm request to relieve on-scene personnel is not a need for the activation of the FOC. Any operation(s) beyond 12 hours may indicate the need to activate the FOC.

4TH ALARM

- FOC will coordinate coverage for stations. In the event of a large-scale disaster or prolonged operational incident, personnel may be required to remain on duty or off-duty personnel recalled for coverage. (See Appendix E, County Coverage Plan)

- Administrative Services Chief and/or Support Services Chief may be requested to respond to the FOC or other District facilities to provide direct or indirect support of District operations (i.e. Finance, Logistics, etc.)

- Upon request, a District Safety Officer may respond to the FOC after appointing an Assistant Safety Officer at the incident

- Upon request, the District PIO may respond to the FOC after appointing an Assistant PIO at the incident

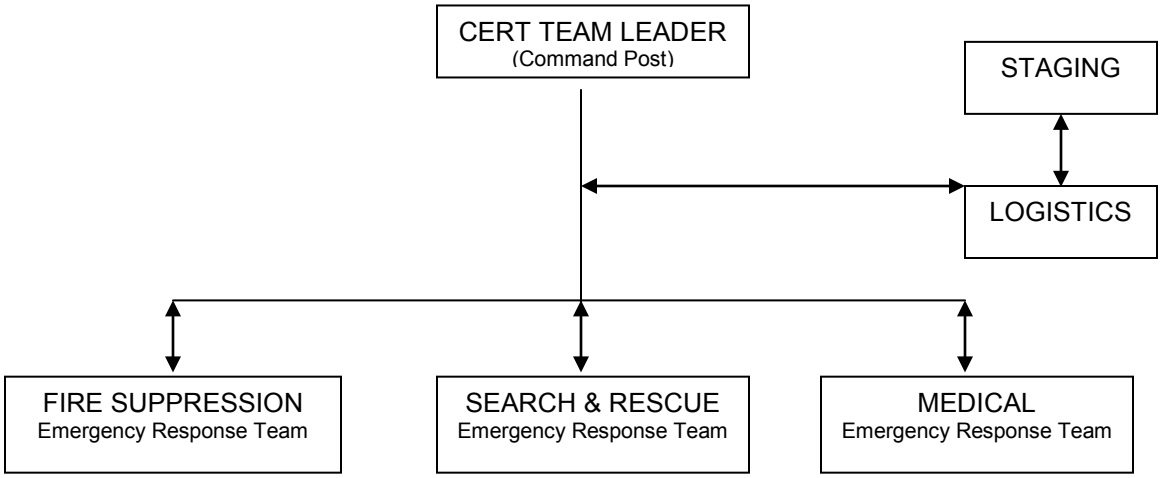
ADDITIONAL ALARMS

The Chief of the Metro Fire will respond to the incident, FOC, or the EOC and may assume command of the incident.

SECTION XIV - METRO FIRE COMMUNITY EMERGENCY RESPONSE TEAMS (CERT)

CERT PROGRAM DESCRIPTION

The Community Emergency Response Team (CERT) program provides an effective first-response capability until Metro Fire emergency response personnel are available. Acting as individuals first, and later as members of organized teams, trained CERT volunteers will patrol their assigned areas, gather intelligence, extinguish small fires, turn off utilities to damaged structures, perform light search and rescue, triage patients, and render basic medical treatment. These trained volunteers offer an important potential workforce to service organizations in non-hazardous functions such as shelter support, crowd control, and evacuation. The following is the organization structure of a team:



Individual CERT organizational structure

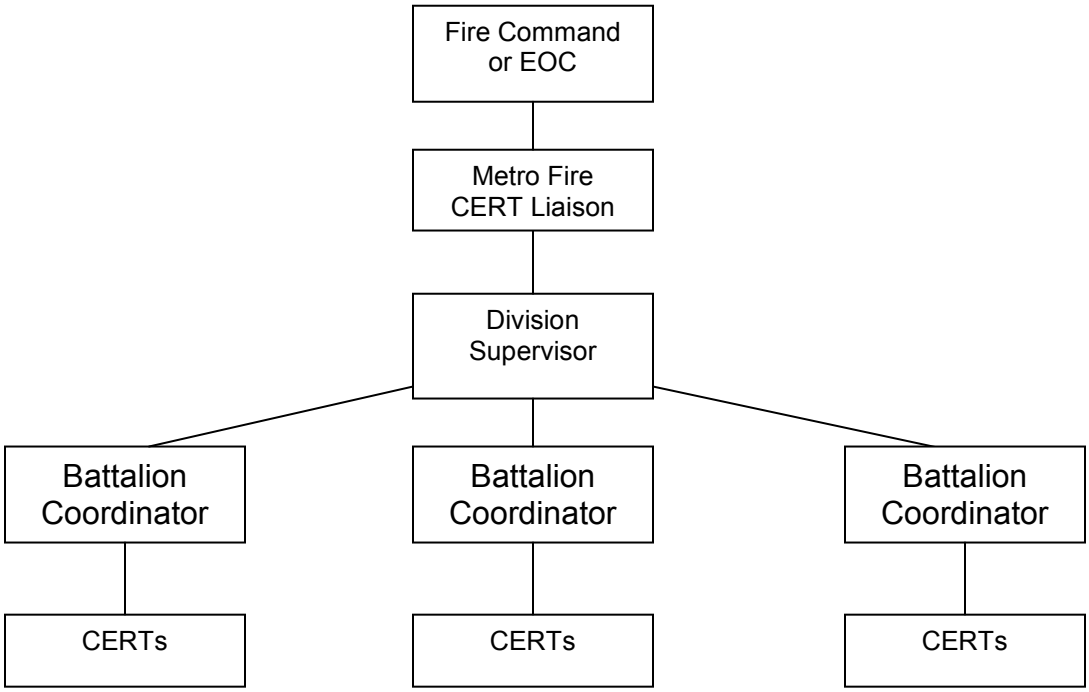
OBJECTIVES

The overall objective of the CERT program is to provide stabilization and recovery in the first few hours to few days of a disaster when governmental public services may be overtaxed and unable to respond to all requests for assistance and/or public telephone facilities are unable to communicate requests for assistance.

CERT personnel are trained to operate at multiple types of disasters, including floods, storms, wide spread power outages, earthquakes, wildland fires, hazardous materials, civil disturbance, and acts of terrorism.

METRO FIRE CERT ORGANIZATIONAL SYSTEM

The Metro Fire CERT Organizational System may be used in its entirety for multiple CERT teams on a large-scale disaster or in part, for small isolated incidents. CERT teams will not always communicate with a Battalion Coordinator, but may communicate directly with the Metro Fire CERT Liaison or other department representative (i.e. Engine Company). The following diagram illustrates the Metro CERT organizational structure:



Metro Fire CERT organizational system

The organization and plan are adapted for CERT use from the Incident Command System (ICS). Though the nomenclature and some of the procedures may appear overly formal to civilian volunteers, they are effective because they recognize functions that must be accomplished, are adaptable to a wide range of emergency responses, and are uniform and clear to all participants, both volunteer and professional.

Neighborhood teams provide direct assistance to neighbors in distress and constitute the majority of CERT members. Each team has a leader and several members with primary responsibility for responding in their own neighborhood.

The neighborhood teams are organized into Battalions. There are six (6) Battalions covering the entire Metro Fire area. A volunteer Battalion Coordinator, who is usually assisted by a small staff of volunteers, leads each Battalion. The Battalion personnel assist the neighborhood teams with overhead tasks such as coordination and communication. CERT Battalions may also be organized as operational units. When organized in this manner, CERT Battalions directly control field teams thereby improving span-of-control.

CERT is linked to the Metro Fire incident command structure, and to the emergency operations centers (EOC) of the County, by the Agency Liaison position. Specialists who are staff members of the agencies fill this role. Their responsibility is to function as a liaison between the CERT Battalions (or divisions), or in the case of wildfire, the field teams, and the Incident Commander during the critical early stages of a disaster when life and property are at risk. Engine and Truck Companies surveying their first-in area after a disaster can relay intelligence gathered by CERTs to the EOC.

ACTIVATION AND UTILIZATION DURING A DISASTER

CERT members will self-activate following a disaster by first checking on their own families or co-workers and then securing their own homes or offices. Next, they check on their immediate neighbors before responding to their CERT staging area to begin operating throughout their neighborhood or office complex.

Flooding and Storms

The Metro Fire Agency Representative or responsible government agency determines if a CERT level response is appropriate or possible during Floods or Storms. It is assumed that public safety resources will be available for response to immediate threats to life or property.

Response to a storm will typically be less intense than for other disasters. Public safety agencies, while busy, are expected to be able to respond to life threatening emergencies. Fewer neighborhoods will activate their CERT teams and when activated, will be less formal. For CERT to be formally activated, the Team Leader must communicate the activation with the Battalion Coordinator, Division Supervisor, Metro Fire CERT Liaison or the controlling government agency.

Field operations should be tailored to the situation. Teams may be sent out to report on conditions or to assist neighbors with immediate problems. Teams that become aware of hazardous situations, such as someone needing rescue from a rapidly flowing creek, should report the facts immediately to the incident commander or Fire Dispatch, either via the 911 system or the CERT radio system if it has been activated. CERT teams are not expected to engage in hazardous rescue activities.

- **CERTs will activate and report to their staging area during severe storms that:**

  - ✓ Cause flooding
  - ✓ Disable electric power for more than a few minutes
  - ✓ Create run-off with an apparent potential for damage
  - ✓ Require Sandbag Stations to be staffed
  - ✓ Require evacuations with temporary local shelters open
  - ✓ Freeze outside water more than an inch thick

- **Specific CERT actions include:**

  - ❑ Respond to Team Staging Area
  - ❑ Identify and tabulate damaged structures, roads and utilities
  - ❑ Monitor developing hazards
  - ❑ Communicate needs for outside assistance to government agencies via the CERT structure
  - ❑ Report conditions to the appropriate governmental agency, either directly or via the CERT structure if activated
  - ❑ Respond to sandbag stations as needed
  - ❑ Respond to “wires down” to free up First Responders if requested
  - ❑ Assist neighbors who are unable to occupy their homes in finding temporary local shelter
  - ❑ Care for animals in distress
  - ❑ Assist other neighborhoods when possible

Earthquakes

A major earthquake has occurred, with damage immediately evident, either by personal observation or as reported by news media.

- **CERT personnel will mobilize and report to their pre-determined staging areas under the following circumstances:**

  - ✓ Items fall from shelves, or
  - ✓ Furniture moves from its original position, or
  - ✓ News media report significant damage in the area

Specific CERT actions:

  - ❑ Respond to Team staging area
  - ❑ Locate and care for injured or vulnerable people
  - ❑ Perform rescues within the ability of the team
  - ❑ Shut off customer-level gas and electric utilities to reduce hazards

- Communicate needs for outside assistance to government agencies via the CERT structure
- Identify and tabulate damaged structures, roads, and utilities
- Report conditions to the appropriate governmental agency, either directly or via the CERT structure if activated
- Assist neighbors who are unable to occupy their homes in finding temporary local shelters
- Care for animals in distress
- Assist other neighborhoods when possible

Wildland fire

A rapidly developing fire is in or near the CERT area

➢ **Specific CERT actions:**

- Communicate information between the fire command and citizens
- Assist neighbors with preparations for and evacuation from a fire
- Assess and tabulate the status of residents during and after a fire
- Assist in the recovery immediately after a fire

Depending on the state of a fire and its proximity, CERT teams may:

- Provide information to and from the fire command center regarding the state of the fire
- Prepare property for the imminent arrival of a fire
- Notify residents of evacuation requirements, destinations, and routes
- Organize and assist neighbors at a safety zone/evacuation center
- Tabulate the status of residents/property during and after a fire
- Facilitate the entry of residents into controlled areas after a fire

*** CERTs will not perform organized fire fighting.**

The team's response depends on the state and location of the fire relative to the neighborhood. The following outline provides a general response to a range of fire conditions and the subsequent sections provide general plans for the major elements of the response.

Specific CERT actions:

Heavy smoke, with embers falling; or fire visible within a half mile or obscured by smoke; or fire advancing in your direction

- Gather the family, emergency equipment and supplies, including any CERT radios or other equipment and evacuate to the nearest safety zone
- Mobilize the neighborhood team or a larger ad-hoc team and report to the safety zone
- Assess and tabulate the personnel at the safety zone and identify the personnel that remained in the neighborhood
- Provide liaison and communication between the personnel at the safety zone and the Metro Fire CERT Liaison (or other agency representative) at the fire command

Fire or smoke visible more than a half-mile away - not advancing in your direction

- Prepare your own property for the arrival of fire
- Mobilize the neighborhood team at a staging area
- Initiate and maintain contact with the fire command center through the Metro Fire CERT Liaison
- Check and tabulate the status and plans of all the neighborhood residents advising them of the fire conditions and evacuation plans
- Time permitting, make simple fire preparations at homes where it will make a difference
- Stand by to evacuate to the safety zone or other location

Smoke or fire visible several miles away

- Same as above, with more emphasis on assisting residents to prepare for the arrival of fire

Knowledge of a fire in the area, but more than four or five miles away

- Report conditions to the appropriate governmental agency, either directly or via the CERT structure if activated

EMERGENCY CONTACTS

Engineer Allen Getreu
CERT Program Manager
Main: 916/566-4381
Emergency Cell: 916/616-2581
Emergency Pager: 916/875-2481

Community Service Division
Division Manager 916/566-4330
Cell 916/616-2430
Pager 916/875-2430

Section X – *MAJOR INCIDENT RESPONSE GUIDES*

INTRODUCTION

To provide the framework for managing major incidents and local disasters, Metro Fire developed the Major Incident Response Guides to assist emergency personnel and the incident commander with delivering an organized response to major disasters both natural and man-made (technological). These Guides provide a resource for arriving Metro Fire emergency personnel, incident commanders and senor staff for developing initial objectives, incident management resources, and information that will assist them with managing the incident during the first operational period while preparing for incident management transitions.

PURPOSE

The intent of the Guides is to give the Incident Commander and Senior Staff guidelines for managing major incidents or local disasters. The Response Guides provide for a logical transition from an initial response into larger incidents requiring the activation of the Sacramento Operational Area Emergency Operations Plan. In some cases, there may be multiple or concurrent incidents that require the prioritization of resources and implementation of a command structure as if a major incident is in progress. These Response Guides can be adapted to meet those needs.

It is not the intent, nor is it within the scope of the Metro Fire EOP to provide specific objectives/tactics relative to the incident. Rather, this plan serves to augment existing Metro Fire policies and procedures by providing guidelines to apply standard operating procedures to major emergencies and disasters. Should there be any questions on the guidelines provided, or if further information is needed on specific incidents, please refer to the Metro Fire Operations Manual.

INCIDENTS ADDRESSED

- ✓ Aircraft Emergencies
- ✓ Civil Unrest
- ✓ Earthquakes
- ✓ Floods or Dam Failures
- ✓ Freeway Incidents
- ✓ Hazardous Materials Releases
- ✓ High-Rise Fires
- ✓ Power Outages
- ✓ Structural Collapse
- ✓ Water Distribution/Water Treatment System Failure
- ✓ Wildland Fires
- ✓ WMD/Terrorist Acts

SECTION XI - *AIRCRAFT INCIDENT RESPONSE GUIDE*

INTRODUCTION

Metro Fire provides Aircraft Rescue and Firefighting (ARFF) services two airparks within District boundaries, McClellan Park and Mather airports, as well as to Sacramento International Airport through an Automatic Aid Agreement. Significant volumes of aircraft use the airfields for passenger as well as commercial transportation (over 50 flights per week from Mather Airport) and service contractor needs. It should be noted that in the event of an in-flight emergency involving large passenger aircraft departing or approaching the Sacramento International Airport, the troubled flight could be diverted to either McClellan or Mather Airfields for emergency landings when Sacramento International is not an option. These outlying airports could be used to prevent the closure or disruption of service to Sacramento International Airport, which has 150 departures per day, with an average flow of 8.5 million passengers per year.

In the event of a major aircraft incident, such as a low or high impact crash, response personnel will face numerous tactical and strategic challenges. Incident commanders will be faced with the need to mitigate large volumes of flammable liquid fires, a large number of casualties, hazardous materials, and requests for very diverse resources. In addition, the location of the incident may not be limited to the airfields but may occur in the surrounding Sacramento area. This scenario is especially problematic if the incident involves a terrorist act, which could involve specific targets such as government/public buildings, fuel storage tanks, transportation routes, dams, power generating plants/systems, etc.

INITIAL ACTIONS

Phase I Size-Up

- Initial Report

  - ✓ Assume Command
  - ✓ Identify incident location(s)
  - ✓ Identify Aircraft Type
  - ✓ Report condition of aircraft
  - ✓ Request tactical channel(s)
  - ✓ Position Foam Units (wind to back)
  - ✓ Secure access/egress to flight line
  - ✓ Resource requests
  - ✓ Request law enforcement/FAA

- Secondary Report

  - ✓ Additional alarms
  - ✓ Identify staging locations
  - ✓ Identify approach direction/routing
  - ✓ Activate the Fire Operations Center (FOC)
  - ✓ Update progress report
  - ✓ Notify Disaster Control Facility (UCD)
  - ✓ Advise of possible MCI

- Primary Assessment

  - ✓ Request closure of runways
  - ✓ Determine if there is one or multiple scenes
  - ✓ Identify weather/wind conditions
  - ✓ Establish rescue teams
  - ✓ Power down the engines & batteries
  - ✓ Shut down the fuel/control fuel runoff
  - ✓ Identify and move walking wounded to safe location
  - ✓ Additional resources

- Secondary Assessment

  - ✓ Establish perimeter
  - ✓ Identify hazards (cargo, fuel, auxiliary systems, explosives)
  - ✓ Assess need for stairs
  - ✓ Assess need for buses
  - ✓ Assess need for mobile morgue
  - ✓ Additional resources

Phase II - Operations

- Establish Groups

  - ✓ Fire Operations – one or more Groups
  - ✓ Medical – one or more Groups (treatment, transportation)
  - ✓ Extrication
  - ✓ Hazardous Materials
  - ✓ Staging
  - ✓ Assign a Metro Fire Liaison at Incident Command Post

    - ➢ Aviation Communication Liaison
    - ➢ Law Enforcement Liaison
    - ➢ Sacramento County Airports Liaison
    - ➢ FAA and NTSB Liaison
    - ➢ Airport /Aviation Liaison

- ✓ Rehabilitation Unit
- ✓ Interior
- ✓ Public Information Officer(s)

TASKS TO BE COMPLETED

- ✓ Runway closed
- ✓ Group Assignments
- ✓ Primary All-Clear
- ✓ Fire control
- ✓ Secondary All-Clear
- ✓ Power down batteries
- ✓ Fuel system shutdown
- ✓ Oxygen system shut-off
- ✓ Body markers
- ✓ Temporary Morgue
- ✓ Fire Operations Center
- ✓ Activation of:
  - ➢ Red Cross
  - ➢ Telephone communications
  - ➢ Behavioral Health
- ✓ Site lighting
- ✓ Perimeter security
- ✓ Personnel accountability report

RESOURCES BY ALARM – McClellan

First Alarm

- ARFF 114
- ARFF 2114
- 1 Battalion Chief
- 1 Engine Company (Water Tender 114)
- 1 Truck Company
- 1 Advanced Life Support Transporting Unit (Medic)
- 1 Foam Unit

Second Alarm

- 2 Engine Companies
- 1 Truck Company (with an Air Unit)
- 1 Water Tender (if in area with no water supply)
- 1 Battalion Chief
- 1 Public Information Officer

Additional Resource/Overhead Consideration (Special Call)

- ARFF Apparatus as needed
- Hazardous Materials Response Team
- Medic Units (ALS Transporting)
- Foam Units
- Water Tenders
- Battalion Chief (s)/Senior Chief Officer(s)
- Large Diameter Hose
- Law Enforcement

RESOURCES BY ALARM – Mather

First Alarm

- ARFF 67
- ARFF 267
- E62
- E66
- TR61
- B14
- Foam Unit – 1

Second Alarm

- Engines – 2
- Truck
- BC

SECTION XII - *CIVIL UNREST RESPONSE GUIDE*

INTRODUCTION

In large urban centers such as Sacramento County, civil disturbances present a realistic challenge to emergency resources. These events can be initiated by political rallies and/or demonstrations, sporting events, protests, court rulings, public gatherings, etc. As demonstrated by the 1992 Los Angeles Riots and the recent USDA Agriculture Conference demonstrations in June 2003, adequate planning and an organized response by law enforcement and fire agencies is imperative to the proper mitigation of such incidents. It can be expected that resources will be stretched thin and will require a dynamic response from those resources involved.

OPERATIONAL GUIDELINES

All Metro Fire units operating in an area of civil disobedience, or an area where civil disobedience is suspected, will ***not operate as a single resource***. The units and crews will stay together functioning as a single resource.

The Incident Commander may call for the activation of a task force when calling for a second alarm. The task force is notified and formed at a designated fire station or substitute location. Fire Dispatch will provide the responding address to the TASK FORCE and an escort will be provided by law enforcement to the scene. Law enforcement will remain on scene to provide security to the fire fighting crews.

In the event of widespread civil disorder, prearranged Task Forces will respond to the situation. A task force is a group of resources with common communications and a leader that may be pre-established and sent to an incident, or formed at an incident. Metro Fire Task Forces are composed of a minimum of 2 Engine Companies or 2 Engine Companies and 1 Truck Company and a Task Force Leader, most commonly a Battalion Chief. Each fire agency in California has a pre-assigned Agency Designator. In Sacramento County, examples include SAC for Metro Fire, SCR for the Sacramento Fire Department, FOL for the Folsom Fire Department, and EGR for the Elk Grove Fire Department. When a Task Force is assembled, the leader will be responsible for documenting the identifier of each unit in the task force and communicating this information to the FOC and EOC. Additionally, the Task Force Leader should anticipate that units might be dispatched to a rendezvous point using this identification system. Once the Task Force is assigned, the Task Force will be identified by their assigned California OES Operational Area Identifier. In Region IV, Sacramento County Task Forces are assigned XSA as their identifier, with an associated task force number following XSA. For example, the first Metro Fire Task Force formed during a major civil disturbance would be recognized as “Task Force XSA001”. If the second force formed during a civil disturbance consisted of one unit each from Metro Fire, Folsom Fire, and the Sacramento Fire Department, the designator would be “XSA002”. Communication with a Task Force shall follow the same procedures as communicating with a Strike Team at a major wildland fire. Early use of this system will provide for resource accountability and tracking as out of county mutual aid resources are dispatched and

assigned by the EOC, using Operational Area Identifiers (i.e. Task Force XPL001 for the first Placer County Task Force).

High-Risk Area Operations

- ✓ Firefighters will employ a "Hit and Run" tactic when on scene. No extensive overhaul, long hose lays or ground based “heavy appliances” should be employed. Stay mobile.

- ✓ Keep scene time at a minimum – return directly to quarters.

- ✓ Refrain from requesting a response from Fire Prevention – the volume of requests will quickly exceed their capacity to respond.

- ✓ Firefighters are to respond, function, and return to quarters in groups or task forces – no single resource operations.

Any threatening phone calls to the fire station shall be immediately reported to the B/C and forwarded to the Shift A/C. Make every attempt to note the information imparted in the threatening phone call.

Also, family members and visitors to the station should be curtailed until the period of conflict is over. Identification shall be required for all personnel entering stations or District property. District personnel should contact their respective Battalion Chief if unsure whether to admit personnel into stations.

During civil disturbances, all apparatus and personnel will remain inside the station except when responding or returning from an incident, or if remaining inside the station presents a greater threat to firefighter safety than exiting the station. Training drills, inspections, community services events, or sustenance missions are prohibited unless approved by your respective Battalion Chief.

COMMAND POSITIONS

Metro Fire command personnel will staff the FOC during civil disturbances. For information on the FOC refer to the FOC / EOC Guidelines section of this Plan.

RESPONSE PROCEDURES

As Task Forces are assigned, they will respond to staging stations. Recalled Off-duty suppression firefighters will staff reserve apparatus (see County Coverage Plan Appendix E). Apparatus will be assigned to stations and identified as Companies from that station (i.e. Reserve engine at Station 24 will become Engine 2-24).

- Companies will be placed into Task Forces as assigned by the FOC. Once assigned to a Task Force, the Task Force shall retain their OES Operational Area Designator Task Force identifier throughout the incident, (i.e. Task Force XSA001)

- Medic Units will be assigned to a Task Force as needed and/or appropriate.

- Medical treatment provided by engine companies will be in compliance with County and District protocols. The safety of the on-scene emergency personnel as well as the patient will determine whether the patient is transported immediately or if treatment is provided on-scene. Paramedics assigned to ALS Engine or Truck Companies will remain with their company and transfer care of their patients to the transporting paramedics.

- When ordered to form a Task Force, companies will rendezvous at a designated station or location. A law enforcement escort will be assigned to the Task Force and will report to the designated station or location.

- Battalion Chiefs will lead the fire units of the Task Force.

- Ensure all units assigned to Task Force can communicate with the law enforcement resource(s) they will be working with prior to entering any potentially dangerous scenes. (Use of pre-programmed Sacramento County Sheriff's and CLEMARS frequencies for CHP units is highly recommended).

- Do not enter scene until secured by law enforcement unit assigned to task force.

LAW ENFORCEMENT RESOURCES

In Sacramento County, the California Highway Patrol, (CHP), typically staffs 16 patrol cars with 1 officer during the day, 8 patrol cars with 2 officers during the night.

Sacramento County Sheriff and Sacramento City Police Department resources will be responsible for greater law enforcement and disturbance management. During these incidents, it is recommended that available CHP resources be assigned to escort fire resources into/from incident locations. This will include the appropriate number of CHP units assigned as part of an individual Task Force throughout the completion of the task force's assignment. During the Los Angeles Riots of 1992, this assignment of resources allowed local law enforcement to concentrate on securing areas progressively while CHP resources could remain mobile and maintain communications with assigned fire resources.

EMERGENCY CONTACTS

During a civil disturbance incident in the Metro Fire area, the most efficient way for incident command personnel to contact the appropriate law enforcement resources is to contact the Sheriff's Communication Center Supervisor. This Communication Center Supervisor can function as a single point of contact by serving as the County Coordinator for all law enforcement activities in Sacramento County. This Communication Center Supervisor is capable of filling any law enforcement resource requests and or notifications.

Sacramento County Sheriff's Office
Communications Center Supervisor, "S-1"
(916) 874-5111

Additional assistance and information needed by fire resources can be obtained by contacting:

Special Operations Division
Lieutenant Paul Tassone
(916) 874-0404

SECTION XIII - *WATER DISTRIBUTION/ WATER TREATMENT SYSTEM FAILURE RESPONSE GUIDE*

INTRODUCTION

Drinking water purveyors and water treatment plants in the Sacramento area provide an invaluable resource to the citizens of Sacramento County. In the event of a failure of either or both of these systems, local emergency response organizations in the Sacramento Area will not only be expected to assist in mitigating the initial cause of the failure, but will also be expected to assist in restoring service and ensuring that the citizens of Sacramento County are provided with potable drinking water. Incidents that could lead to the failure of these systems include earthquakes, floods, internal system failure, or acts of terrorism.

The failure of such systems would cause a major life safety issue for the public and effectively limit the firefighting capabilities of Metro Fire. In addition, the release of massive quantities of hazardous materials frequently stored and used at drinking water and treatment facilities could result in a major hazardous materials incident. Examples of such materials include chlorine, sulfur dioxide, and calcium hypochlorite. It is imperative that Metro Fire personnel be familiar with such facilities and the major hazards present at each location in their primary area of responsibility. It can be anticipated that Metro Fire resources may be requested to assist in obtaining and distributing drinking water throughout the community in the event of a water system failure.

WATER DISTICT EOCs

Most water districts in Sacramento County operate their own EOCs. During major fires, disasters, or system failures, water district system operators will staff these EOCs. This ensures system water quality and demands are maintained, in addition to ensuring firefighting resources are provided with sufficient fire flows. In the event of a major disaster that either affects or involves a water district in Sacramento County, Metro Fire Command Staff and incident commanders should consider assigning a representative from Metro Fire, (with a portable radio), at the location of the EOC. This will enable the needs of both agencies to be immediately communicated and addressed. Examples may include the need to increase either pressure in the system by 40 psi or increase flow by 3000 GPM to a hydrant zone that is supplying a major industrial fire. If multiple well sites are reporting toxic contaminant levels, operators could immediately notify the Metro Fire representative of multiple potential terrorist attacks, and immediate mitigation measures can be taken. Furthermore, many water district EOCs allow their operators to remotely control all wells and pumps from the EOC.

WATER DISTRICT CAPABILITIES

Water supply inter-connections are available and can be activated within each water district boundaries. With the assistance of water district personnel, these inter-ties and system valves can be controlled to increase/decrease water volume or pressures. Some locations within the districts have local, on-site water sources that may be supplemented via the inter-connections of the surrounding water districts.

Access to the inter-connection system can be made by contacting water district personnel via their 24-hour emergency service lines.

COMMAND TACTICAL CHECKLIST

INITIAL ACTIONS

- Obtain Information from Fire Dispatch on
  - ✓ Facility Status/Problem that has occurred
  - ✓ Why failure occurred (internal cause, natural disaster, terrorist act)
  - ✓ Identify Problem (For example: leak, explosion, spills, etc.)
  - ✓ Known dangerous properties of products involved in failure
  - ✓ Number of persons injured or exposed
  - ✓ Safest approach to scene
  - ✓ Request caller to go out and meet responding Fire companies
  - ✓ Prevailing wind speed and direction

PRIMARY ASSESSMENT

- Establish Command – begin, cautious deliberate size-up
- Determine evidence of vandalism or intrusion
- Consider possibility of secondary explosive devices
- Request additional/specialty resources as needed
  - ✓ Hazardous Materials Response Team (Chlorine release, piping repairs)
  - ✓ Technical Rescue Team (Confined Space rescue)
- Identify materials involved (labels, DOT id., NFPA diamond, shipping paper)
- Determine number, location, and condition of victims
- Evaluate effects of wind, topography, and location of situation
- Route other responding companies away from hazards
- Establish Level II staging (uphill, upwind)
- Contact company representative for resource
- Identify the "Hazard Area"

- ❑ Determine need for immediate action (rescue, fire control, evacuation, etc.)

SECONDARY ASSESSMENT

- ❑ Control of Hazardous Area
  - ✓ Establish Exclusion Zone (control with Site Access Control Leader)
  - ✓ Utilize fire or hazard tape to identify control zones
  - ✓ Establish Evacuation Zone (enforced by law enforcement officers)
  - ✓ Determine need for additional resources (personnel, equipment)
- ❑ Establish and Implement Action Plan
- ❑ Request the Water Supply/Treatment plant emergency plan (current)
- ❑ Assign Metro Fire representative Water District EOC, (with a portable radio)
- ❑ Isolate and secure areas of plant involved in major failure
- ❑ Assign HMRT, as appropriate, to identify and contain materials
  - ✓ Determine source and point of potential contamination/intrusion
  - ✓ Obtain available information on potential contaminant
  - ✓ Obtain information from water system operator on changes in water quality parameters (conductivity, disinfectant residual, color, dissolved oxygen, pH, TOC)
  - ✓ Determine time of travel from point of intrusion to first customer and/or proximity to sensitive locations (i.e. hospitals, schools, etc.)
- ❑ Determine need for delivering portable, potable water sources (i.e. at fire stations or other safe public facility)
- ❑ Notify Regional Response Agencies
  - ✓ FBI, Sacramento Field Office
  - ✓ California Department of Health Services
  - ✓ Sacramento Environmental Management Division
  - ✓ State of California OES, Sate Warning Center
- ❑

Groups

- ❑ Hazardous Materials
- ❑ Staging
- ❑ Evacuation
- ❑ Law Enforcement
- ❑ Medical
- ❑ Technical Rescue

EMERGENCY CONTACTS

Southern California Water Company (Arden-Cordova)
Michael Benbow
11088 Olson Drive Suite D
Rancho Cordova CA 95670
916/852-8563

24-Hour Emergency: 800/999-4033
800/758-6790

Carmichael Water District
Scott Bair, Generam Manager
7837 Fair Oaks Blvd
Carmichael CA 95608

#1: 916/483-2452

#2: 916/978-2363 (Emergency After Hours)

*Secondary
Steve Nugent

California-American Water District
David Armand
4701 Beloit Drive
Sacramento CA 95838
916/568-4200

#1: 800/652-6987
#2: 916/962-5190 (24-Hour Emergency Pager)

Citrus Heights Water District
Robert Churchill, General Manager
P.O. Box 286
Citrus Heights CA 95611-0286
Main: 916/725-6873
Answering Service: 916/962-6623

#1: John Townsell, Operations Superintendent
Pager: 916/353-8144
Cell: 916/599-3307

#2: Robert Churchill, General Manager
Cell: 916/837-9958

#3: Dave Kane, Assistant General Manager
Cell: 916/599-5901

#4: David Rossi
Cell: 916/599-1144

#5: Joseph Scherrer, Safety Coordinator
Answering Service: 916/962-6623

County of Sacramento
Department of Water Resources
Water Treatment
Dave Underwood
3847 Branch Center Road, Trailer #1
Sacramento CA 95827
916/875-6947

Graham McEntire, Safety Specialist
Sacramento Regional County Sanitation District
9660 Ecology Lane
Sacramento CA 95827
Office: (916) 876-6959
Cell: (916) 875-6911

Del Paso Manor Water District
4268 Lusk Drive
Sacramento CA 95864

#1: 24-Hour Emergency Answering Service
916/487-0419

#2: Roger Nelson, General Manager
Cell: 916/214-0419

#3: Richard Bolton, Superintendent
Cell: 916/214-1528

Elk Grove Water/Florin Resource Conservation District
Michael Kenny
9257 Elk Grove Blvd.
Elk Grove CA 95624
916/685-3556

Fair Oaks Water District
10317 Fair Oaks Blvd
Fair Oaks CA 95628-7187
916/967-5723

#1: 24-Hour On-Call Phone
916/967-5723

#2: Jason Plecker, Operations Manager
Cell: 916/257-4981

#3: Mitch Meyers, Superintendent
Cell: 916/257-4982

Florin County Water District
Richard Bedal
P.O. Box 292055
Sacramento CA 95829-2055
916/383-0808

#1: 24-Hour Emergency Pager
916/328-4251

Fruitridge Vista Water Company
Robert Cook
1108 Second Street
Sacramento CA 95814
916/443-2607

Orangevale Water Company
Sharon Wilcox, General Manager
P.O. Box 620800
Orangevale CA 95662-0800

#1: 24-Hour Emergency Call Center
916/988-1693

#2: Sharon Wilcox, GM
Cell: 916/257-8587
Mobile: 916/952-6532

#3: John Wingerter, Superintendent
Cell: 916/257-8588

#4: Mark DuBose, Field Operations Foreman
Cell: 916/257-8591

Rancho Murrieta Community Services District
P.O. Box 1050
Rancho Murieta, CA 95683
916/354-3700

#1: South Gate, 24-Hour Call Center
916/354-3743

#2: Ed Crouse, General Manager
Cell: 916/870-6402

#3: Field Operations Director
Cell: 916/870-6612

#4: Rob McLoude, Utility Supervisor
Cell: 916/870-6613

#5: John Bryant, Plant Operator
Cell: 916/870-6024

Rio Linda Water District
730 L Street
Rio Linda CA 95673

#1: 916/764-6963

Sacramento Suburban Water District
3701 Marconi Avenue, Suite 100
Sacramento CA 95821-5303
916/679-2887

#1: Doug Cater, Superintendent-Field Services
916/679-2887

#2: Dan York, Safety Officer
916/679-2880

#3: Bob Ames, Distribution Repairs
916/679-2889

San Juan Water District
Ben Martinez
9935 Auburn Folsom Road
Granite Bay CA 95746
916/791-0115

Tokay Water District
PO Box 292146
Sacramento CA 95829

Day: 916/379-0663
Night: 916/383-9878

SECTION XIV - *EARTHQUAKE RESPONSE GUIDE*

INTRODUCTION

The impact of a major earthquake occurring in the Sacramento region could cause significant fatalities, injuries, flooding, fires, power failure, and structural damage. Such a disaster would place a significant strain on local emergency response resources, as well as regional and state resources during initial operational periods. This would require Metro Fire resources to operate without assistance for an appreciable amount of time until available damage control and disaster relief resources could be requested and brought in to provide assistance.

Extensive search and rescue operations may be required to assist injured or trapped civilians. Emergency medical care, food, and temporary shelter would be required for displaced persons, as well as the various sensitive populations throughout our community. Identification and burial of deceased persons would pose difficult logistical and public health concerns. Following an earthquake, mass evacuations may be necessary to save lives, particularly in areas below dams and near locations of mass storage of hazardous materials. Many families would be separated, including those of our own employees, and a family inquiry or locator system would be essential to maintain morale. Emergency operations could be significantly hindered by the loss of communications and damage to transportation routes within and to/from affected areas. Furthermore, major disruptions to public utilities such as drinking water, electricity, gas, and sewers can be expected and will require serious attention.

EARTHQUAKE HAZARDS IN SACRAMENTO COUNTY

The two known faults that could directly affect Sacramento County are the Bear Mountain Faults and the Melones Fault. The two branches of the Bear Mountain Fault run through the foothills of the Auburn area and terminate in the eastern part of Sacramento County at Folsom Dam. The Melones fault is located in the foothills southeast of Sacramento County. Both faults are considered active; however there has been no significant activity in the last hundred years, (greater than or equal to 5 on the Richter Scale). The next nearest location where seismic activity is known to be present is in the Vacaville area west of Sacramento. While no other faults are known to exist within Sacramento County, it is possible that there are undetectable faults that may pose a significant earthquake threat.

The distance of these faults from sensitive areas of the county and the natural bedrock conditions throughout much of Sacramento County afford an appreciable amount of protection from the affects of earthquakes. Correspondingly, eastern Sacramento County has received a Mercalli Intensity Zone VI and the western portion of the county a Zone VIII rating on the Richter Seismic Rationalization Map. While most areas are on stable soils and most structures meet current earthquake resistance standards, older structures, dams, and areas in the southwestern portions of the county are susceptible to significant damage from earthquakes on the aforementioned faults or very large

earthquakes on the Bay Area faults, (such as the San Andreas, Calaveras, and Hayward Faults).

The primary threat posed by earthquakes in Sacramento County is damage to, and failure of, levees and dams, including dams as far away as Shasta and Oroville. Of greatest concern locally would be failure of the Nimbus and Folsom Dams. If earthquakes occurred during the rainy season when soil systems are saturated and dams and levees would be under considerable pressure, the potential for significant damage and failure should be anticipated.

Damage to high-rise buildings in the form of fire or collapse as a result of an earthquake or seismic event poses the other significant threat to Sacramento County. As stated before, the newer construction meets earthquake standards and has a greater probability of surviving an earthquake, however unreinforced masonry buildings, of which there are many in the greater Sacramento area, would likely sustain serious damage or failure. Other major affects would include damage to utility grids, water distribution systems, damage to fuel distribution lines, the psychological impact on the community and emergency response personnel, and the disruption of the regional economy.

INITIAL ACTIONS

- Companies will position emergency vehicles in areas clear of potential building collapse zones. Every attempt should be made to place emergency vehicles as close to their station grounds as safety will permit.
- Companies shall contact Fire Dispatch by radio and inform them of their status. Fire Dispatch may be unable to respond to initial radio/phone contact. An alternate dispatch site will be established so continue attempts at a minimum of every thirty minutes.
- Companies shall contact their respective Battalion Chief using any available means after first attempting to contact Fire Dispatch.
- The on-duty Battalion Chiefs will make contact with their companies and get company status reports.
- Companies will assess the damage to their stations and communications systems (phones, direct lines, and radios). Do not enter the building if structural integrity is in doubt.
- Secure utilities as needed. **Be alert for downed power lines and gas leaks.**
- Companies will assess their station supplies to determine their capability to operate in an extended operational period without support.
- Companies will conduct windshield surveys to assess the damage within their first-in areas. Attention should be paid to high life hazard areas, structures, water systems, and major transportation routes

- Companies will update their respective on-duty Battalion Chiefs with their damage assessments.
- Companies will respond when dispatched or as needed absent contact with Fire Dispatch.
- Off-duty personnel will be recalled to staff reserve apparatus as needed.
- The specific earthquake response of Metro Fire will be determined through the Sacramento County EOC Disaster Plan, Fire Dispatch Center, and the State of California Disaster Plan. Incident command and field operations personnel may wish to organize resources into task forces to maximize efficiency in assignment completion and mobility.
- For incident command guidance at structural collapses caused by earthquakes, please refer to Section X: *Structural Collapse.*

WINDSHIELD SURVEY GUIDELINES

EARTHQUAKE CONDITIONS

A windshield survey is a quick method of providing information to the incident commander of a given incident. The goal is to provide a report of conditions regarding essential areas that will affect the strategic and tactical decisions related to an incident. It will assist in the determination of resource needs.

Windshield Surveys need to be updated at regular intervals as determined by the nature and complexity of the incident. As a rule of thumb, a minimum of one survey should be conducted at the beginning of every operational period.

Note: Service for life threatening situations is your priority. The windshield survey is a form of triage and should be performed as such.

Your Situation:

- Is your equipment outside the collapse zone?
- Is your station or facility damaged and to what extent?
- Assess the status of your communications, generators, and fuel supplies.
- Is your equipment appropriate to the situation you are encountering? (i.e., damaged condition, heavy rescue, MCI, Haz-Mat)
- Do you have the proper safety equipment for the conditions you are encountering?
- Are your personnel capable of handling the conditions you are encountering?
- Do you have adequate station supplies (water, food, and utilities).

Field Conditions

Drive your assigned first-in area. Travel the major routes and pre-identified major hazards first, then cover secondary routes and hazards.

Identify the following and forward your information to your Division Supervisor or Battalion Chief for collection and forwarding to the FOC and/or EOC:

- Damaged response routes used for emergency services (freeway overpasses and bridges).
- Civilian evacuation routes
- Limited/Restricted access areas
- Operational care and shelter locations
- Initiate contact and exchange information with other emergency service providers encountered in the field to determine:
  - ✓ Available resources.
  - ✓ Common communications capabilities.
  - ✓ Intended priorities and actions.
- Determine status of critical or high life hazard facilities such as:
  - ✓ Hospitals – are they operational; needed rescues
  - ✓ Schools – can they be used as evacuation sites; needed rescues
- Determine status of water supplies.
- Determine status of utilities (electrical outages and gas main breaks).
- Estimate numbers of structural collapses.
- Estimate numbers of search and rescue resources needed.
- Estimate other resource needs, both fire and outside agencies.
- Document findings and actions taken using appropriate ICS and RIMS forms

Section XV – *FLOOD AND DAM FAILURE RESPONSE GUIDE*

INTRODUCTION

Historically, the Sacramento region has experienced significant flooding from storms going back to the 1850's when weather data first began to be recorded. With three major rivers flowing through the area, their combined flood plains extend throughout most of Sacramento County and the areas served by Metro Fire. With the expansion of urban growth into those plains, any major flooding could result in significant loss of property and/or lives. As a result, floods constitute one the primary disaster threats to the population, environment, and economy of Sacramento County.

The three rivers that flow through the Sacramento region include the Cosumnes River, which flows through the southern portion of the District while the Sacramento and American Rivers flow directly through the heart of Sacramento County to form a confluence at Discovery Park in the City of Sacramento. All three rivers have past histories of flooding. In addition to the rivers, two water storage dams with a total capacity of over one million cubic feet of water are located on the American River, just upstream of the District. The aforementioned sources along with several tributaries that transect the District constitute a primary threat to life and property in Sacramento County.

Incidents that may cause flooding include river cresting, levee failures, dam failures, power failures or simply, significant precipitation events. River floods are typically caused by heavier than normal rains or excessive releases from flood control dams. Runoff from above normal precipitation events cause problems for the storm drains and canal systems, which were originally designed for smaller storm flows and are unable to carry the increase volume. Added to this problem is the increase volume of runoff attributed to Sacramento's expansive urban growth. As more bare land is used for building or paving, the less land is available to absorb the precipitation thereby increasing the volume of runoff. Because of these changes, Metro Fire personnel can expect flooding in areas that may have not been previously susceptible to flooding conditions.

Levee failures, often rapid, are caused when saturated supporting soils fail due to a combination of high hydrostatic pressure on the levees and erosion caused by high flows. Correspondingly, levee overtopping can lead to excessive erosion of the levee and subsequent failure as well. Another event that occurs naturally and can cause serious damage or failure to a levee system is an earthquake. Damage caused by earthquakes includes levee failure, levee erosion, dam failure, erosion of the dam face or foundation, improper siding and rapidly rising floodwaters. Power failures can also lead to flooding in low lying areas such as Cal Expo or the Bell Street/Northrop Avenue areas where pumps are needed to remove large volumes of water to prevent flooding. Another potential cause of flooding besides the natural sources are the terrorist acts which may include targets like levees, dams or power/pumping stations.

PURPOSE

This section of the EOP serves as a reference guide for incident commanders and FOC personnel during imminent or initial stages of a major flood incident. These guidelines include information on initial actions to be considered, methods to predict levels of flooding, emergency contacts, and emergency resources. This section incorporates:

- Initial Actions
- Notifications that need to be made
- Activation of various Operations Centers
- Location of Metro Fire Water Rescue resources
- Evacuation Centers
- Effects of Weather on flooding
- Road Closures
- Windshield Surveys
- Maps of typical flood locations
- California Urban Search and Rescue
- Emergency Contact Numbers

INITIAL ACTIONS

MOC, FOC, or EOC Personnel

- Personnel in Emergency Planning / Special Operations (EPSO) and the Shift A/C will monitor weather developments.

- If available information indicates imminent flooding or the probability of flooding then the District Flood Plan will be implemented.

- Service calls, or the impending threat of increased service calls, may warrant staffing the Metro Operations Center. Necessary notifications that the MOC is operational include:

  - ✓ Fire Dispatch
  - ✓ Fire Chief or Designee
  - ✓ Deputy Chief, Operations
  - ✓ Assistant Chief, Operations
  - ✓ Shift Assistant Chief
  - ✓ Shift Battalion Chiefs

- Upon activation, the Metro Operations Center (MOC) is responsible for the coordination of resources within the District.

- The Logistics Division has a cache of supplies designed to "initially" supply a Command Post, (MOC) or (FOC). The supplies in this cache are listed in Appendix G. The supply cache may be requested through the Logistics Division and is accessed after hours by contacting the following personnel in the order listed (*See Appendix F for Metro Fire contact numbers*):

  - ✓ Logistics Manager
  - ✓ Equipment Manager
  - ✓ Shift Assistant Chief,
  - ✓ Assistant Chief Support Services

- The Shift A/C will advise the line B/C's when the Flood Plan is activated.

- The affected B/C's will advise all companies in their assigned battalion of the incident's status

- Consider staging and/or pre-deployment of swift water rescue resources.

  - ✓ The formation of Swiftwater Rescue Task Forces is recommended. Swiftwater Task Forces will be formed and named using the guidelines established for Civil Disturbances in Part II, including an assigned Task Force Leader that will also function as a safety officer for the Task Force and be a contact point for incident command personnel. (The first established Swiftwater Rescue Task Force would be designated as "Task Force XSA001").

- Consider relocation of department passenger vans for transportation of rescued evacuees.

- All companies in the affected areas will perform a "Windshield Survey" of their areas. Companies will report their findings to their respective Battalion Chief.

- The results of the windshield survey will be forwarded to the MOC and/or EPSO for the incident status report.

- The PIO and Safety Officer will be made aware of the incident status on a regular basis.

- The Safety Officer will review Metro Fire Safety Policies for working in a flood area with all personnel.

- The Incident Commander, or MOC if staffed, will request a representative of the Sacramento County Sheriffs Office respond to the Incident Command Post or MOC as appropriate to establish a Unified Command.

- Once a Unified Command is established, Fire Dispatch, the Shift A/C and Line B/C's shall be notified that a Unified Command is in operation.

  Note: *Metro Fire will retain command of their personnel in the field.*

- Civilian evacuations are typically the responsibility of Law Enforcement. When civilian evacuations from flooded areas are necessary, the IC or MOC may pre-position Water Rescue resources from Stations: 21 (OES resource), 106, or 65 as needed.

  Note: *Under Unified Command, Metro Fire personnel will work with Sacramento County Sheriffs Office personnel to evacuate civilians in the flood area. The use of Swiftwater Rescue Task Forces for these operations is highly recommended.*

- Additional Personal Flotation Devices (PFD) for civilian rescues may be obtained from the "Loan-a-Vest" stations.

- Consider infrared cameras for night vision capabilities. Night vision goggles are included in the swiftwater rescue inventory of the Metro Fire Technical Rescue Team. Consider using the CHP or SSD helicopters for FLIR capabilities.

- The use of private boats to assist in rescue will be discouraged. If the situation warrants the use of private boats, the Incident Commander and the Safety Officer must approve the coordination and use.

- MOC personnel may consider requesting AMR to increase staffing levels and posting locations as response routes may be closed. Floodwaters and evacuation routes may affect pre-positioning transporting Medic Units.

- If the operational period is expected to last more than 12 hours or the volume of incidents take the District's resources beyond the equivalent of three (3) alarms, the Fire Operations Center (FOC) will be activated.

- The Shift A/C should remain flexible and may respond to the Incident Command Post, the MOC, or the FOC as situational needs dictate.

- Any additional units or resources would then be requested through the I.C. If activated, requests will be directed through the MOC, FOC or EOC.

- If the EOC is activated, according to ICS, the FOC will become the Fire Rescue Operations Branch.

FIELD OPERATIONS – Incident Commander

Swift water/Flood Search and Rescue

- ❑ Establish ICS
- ❑ Evaluate Incident Needs
- ❑ Initiate Windshield Surveys
- ❑ Initiate pre-planned response as appropriate
    - ✓ Metro Fire
    - ✓ Law Enforcement
    - ✓ EMS
    - ✓ Specialized SF/SAR Resources
- ❑ Establish Swiftwater Rescue Task Forces
- ❑ Utilize SF/SAR personal protective equipment
- ❑ Determine additional resource needs
- ❑ Consider Unified Command if needed
- ❑ Establish Communications Plan (ICS 219)
- ❑ Assign Tactical and Command Channels
- ❑ Assign Interagency Coordination channels
- ❑ Establish resource tracking and personal accountability reporting system
- ❑ Identify search and incident boundaries
    - ✓ Identify incident hazards
    - ✓ Establish operational area
    - ✓ Manage access/egress to operational area
    - ✓ Interview reporting party/witnesses
    - ✓ Determine victim(s) last known location & condition
    - ✓ Determine clothing worn by victim(s)
- ❑ Consider evacuation plan
- ❑ Consider traffic plan/staging areas

- Establish down and up stream safety

- Implement search and rescue operations

  - ✓ Determine rescue vs. recovery
  - ✓ Evaluate low to high risk options
  - ✓ Develop contingency plans

- Establish medical/multi-casualty plan

- Consider decontamination issues for victim/emergency personnel

- Establish Logistics Section

- Establish Groups

  - ✓ Rescue
  - ✓ Hazardous Materials
  - ✓ Medical

- Consider Establishing Staging and Base Camp locations early

WINDSHIELD SURVEY GUIDELINES - FLOODING CONDITIONS

A windshield survey is a quick method of providing information to the incident commander of a given incident. The goal is to provide a report of conditions regarding essential areas that will affect the strategic and tactical decisions related to an incident. It will assist in the determination of resource needs.

Windshield Surveys need to be updated at regular intervals as determined by the nature of the incident.

Your Situation:

- ✓ Is your Station or Facility in danger of flooding? If so, estimate time until flooding will begin. Determine what steps could be taken to preserve your facility.
- ✓ Is your equipment appropriate to the situations you are encountering? (i.e., in good mechanical operating condition)

- ✓ Do you have the proper Personal Protective Equipment for the conditions you are encountering? (Assigned water rescue equipment and personal floatation devices).

- ✓ Are your personnel trained and capable of handling the conditions you are encountering? (Do you have non-swimmers assigned to your unit)

Field Conditions:

Drive your assigned first-in area. Travel the major routes and pre identified major hazards first, then cover secondary routes and hazards.

Identify the following:

- ✓ Evacuation routes for emergency services
- ✓ Civilian evacuation routes
- ✓ Access routes for emergency services
- ✓ Areas of limited access or closed access.
- ✓ Operational care and shelter locations
- ✓ Potential rescue problems (location and number of homes or people)
- ✓ Potential animal and livestock rescue problems (location, type and number of livestock)
- ✓ Potential conditions that would increase the existing flooding problems. (i.e., major debris blocking bridges or drains)
- ✓ Water levels at critical points. (Determine a method to compare rising or falling water levels).
- ✓ Initiate contact and exchange information with other emergency services encountered in the field
- ✓ Estimate resource needs

Note: Forward your information to your Division Supervisor or Battalion Chief for collection and forwarding to the FOC and/or EOC

AREAS OF CONCERN

The larger tributaries in Sacramento County that pose potentially significant flooding hazards include the Natomas East Main Drainage Canal, Arcade Creek, Dry Creek, Linda and Magpie Creeks in the north and the Morrison Creek and Deer Creek stream groups that flow the southern regions of the District. There are several areas where Metro Fire personnel can anticipate potential flooding including the Arden, Arcade, Citrus Heights, Rio Linda and Elverta areas. The potential for flooding in these areas is caused by dense urban development and the inadequate capacity of the storm drains and canals that run directly through these residential areas.

Note: Rainfall totals are based on 90-100% saturated soils.

Scope of Flooding within the Arden area (B7)

1. Station 105/106: Bell Street / Northrop Avenue Area

Caused by flooding of the drainage canal that intersects Northrop Avenue at Bell Street. Definite flooding if power to the pumps fails or if the pumps themselves fail.
Expect flooding areas:

- ✓ Northrop Avenue between Howe / Fulton Avenues
- ✓ Bell Street / North of Northrop Avenue
- ✓ Consider evacuations of nearby apartments/duplexes and convalescent care facility.

Scope of flooding within Citrus Heights (B13)

1. **Station 27: The Rusche Park Area**
   Caused by flows from Cripple and Arcade Creeks
   Expected flooding areas:
   - ✓ Van Maren between Skyline and Campfire Way
   - ✓ The Oak Lakes area
   - ✓ Arcade Creek at Sylvan (due to Sam's Club construction)
   - ✓ Auburn Blvd at Madison Ave
   - ✓ Brookpark and Brookcreek Mobile Home Parks

2. **Station 23: Madison/San Juan/Dewey**
   Caused by tributaries supplying Arcade Creek
   Expected flooding areas:
   - ✓ Meadow Creek off of Dewey
   - ✓ Dewey and Greenback / west to San Juan
   - ✓ Storm drain concrete culvert overflow at San Juan/Dewey

3. **Stations 24 and 108: Winding Way**
   Caused by the Arcade Creek overflow.
   Expected flooding areas:
   - ✓ East from College Oak to Cameron Ranch

4. **Station 21: Sunrise Mall**
   Caused by Arcade Creek overflow.
   Expected flooding areas:
   - ✓ Arcade Creek at Sayonara
   - ✓ Flooding at Birdcage and Greenback
   - ✓ Seasonal drainage from parking areas
   - ✓ Backflows at Birdcage and Greenback

5. **Station 28: Cirby Creek**
   Caused by Cirby Creek overflow
   Expected flooding areas:

- ✓ Drainage from Roseville urban developments
- ✓ Cirby Creek at Cirby Way

6. Station 29: Hazel between Eden and Oak

- ✓ Linda Creek flooding

Note: *Failures in any of these water systems can cause anywhere from small localized flooding to wide spread regional flooding.*

Scope of flooding within the Rio Linda/ Elverta areas (B5)

Light Flooding - (1-3 inches within 24 hours)

Forecasted Outcome: Dry Creek, Cherry Creek, Magpie Creek and interior drainage systems will approach capacity but will not top their containment levees. Possible limited road flooding in isolated areas. (See Flood Map)

Moderate Flooding – *(*3-5 inches within 24 hours)

Forecasted Outcome: Dry Creek, Cherry Creek, Magpie Creek and interior drainage systems will reach capacity and begin to top their containment levees. Dry Creek will flood by-pass area from Sacramento County-line to East levee. (See Blue Boundaries on Flood Map)

Heavy Flooding – (5-7 inches within 24 hours or 7-10 inches within 36-72 hours)

Forecasted Outcome: Dry Creek, Cherry Creek, Magpie Creek and interior drainage systems will exceed their capacities with local over-topping and possible breaching of the levee systems. All main roads East/West/South should be closed to through traffic. Water will be running high and very swift. Access through flowing water is not recommended. (See Red Boundaries on Flood Map)

Additional Information

- Rainfall in the following communities can affect the drainage basin that drains into the Battalion 5/12 areas: Roseville, Rocklin, Loomis, Newcastle, Auburn & areas in the Northwest portion of Sacramento County.

- To determine the average rainfall, add the 24-hour totals of rainfall for each community and divide by the number of regions reporting rain. See the following formula and samples:

NW. Sac Co. + Roseville + Rocklin + Auburn / 4 = the rainfall rate

2+ 3+ 3 + 4 = 12 in./4= 3 inches per 24 hrs.	*Light flooding.*
3+4 + 6+7= 20 in/4 = 5.0 inches in 24 - 36 hrs.	*Moderate flooding.*
4 +5+6+9= 24 in./ 4= 6.0 inches per 24 - 36 hrs.	*Heavy flooding.*

POTENTIAL ROAD CLOSURES

Recommendations for Moderate to Heavy Flooding in Battalion 5

To reduce the number of commuters attempting to use the flooded streets the following thoroughfares may need to be closed to traffic in the B5 area:

1. Elkhorn Blvd. (540 to 1200) West from Rio Linda High School.
2. Cherry Lane and Curved Bridge Road.
3. U Street from 24th Street to 28th Street.
4. Elverta Road from 28th St. to Dutch Haven Dr.
5. Intersections of Ascot and the following: 4th St., West 2nd, 4th, and 6th Streets
6. Watt Avenue at Bridge 3
7. 28th Street / Elverta Road
8. 24th Street / U Street
9. 540-1000 Elkhorn Blvd
10. Rio Linda Blvd. / Marysville Blvd. To Main Street
11. 1500-2000 Q Street
12. 16th Street / I Street
13. G Street / 10th Street
14. Raley Blvd. / Magpie Creek

SEQUENTIAL EVACUATIONS

Station area	Street name	Address Series
Phase 1	Elkhorn Blvd.	540 to 1200 Elkhorn
Station 111	Jamie Court/6th St. to Elkhorn	All
	Curved Bridge Rd. from Oak to Dry Creek Rd	All
	Cherry Lane to Elkhorn	6400-6706 Cherry Ln.
	L St./7th to Bike trail	725-739 L St.
	4th St. and Marysville Blvd. Intersection	All
	West 6th St.	5625-6001 W. 6th St.
	West 6th St./ Ascot	Both corners
	West 4th St./ Ascot	Both corners
	West 2nd St./ Ascot	Both corners
Station 117	Elverta Road to 28th St	All
	U St./24th St	2600-7448 24th St.
	Q St./16th St/20th St.	1400-2000 Q St.
	18th St.	7100-7120
	6th St.	1523-6801
	Covered Wagon Circle	All
	Elverta Rd./Cherry Island Gold Course	28th St. to Dutch Havin

TRANSPORTATION RESOURCES

SMFD Multiple Passenger Vehicles

Logistics	2 Ford Vans	0804 and 24207
Training	2 Ford Vans	24289, and 24209
Tech Services	4 Ford Vans	0809, 24205, 24206, and 24208
Fleet Maint.	1Ford Van	0808
Facilities	1Ford Van	24204
Fleet Maint.	2 School Buses	OES Bus/Metro Bus

Note*: Spare Keys for all passenger vehicles are located in a "Key Safe" at the Fleet Maintenance Division. The Shift A/C has access.*

EVACUATION CENTERS

American Red Cross Emergency Centers

Designated by the Federal Government in or near the Rio Linda area
Phone: 916/993-7070

Rio Linda Methodist Church
7th and M Streets

Rio Linda Elementary School
631 L Street

Sacramento County Shelters

Salvation Army
1200 North B Street
Sacramento CA
Phone: 916/442-0303

Union Gospel Mission
400 Bannon Street
Sacramento CA
Phone: 916/447-3268

United States Mission
414 16th Street
Sacramento CA
Phone: 916/446-1331

Food and Shelter Information
Line: Line: 916/498-1000

Sacramento County Food Banks

Central Downtown Food Closet
1214 17th Street
Sacramento CA
Phone: 916/441-4002

Sacramento Food Bank
3333 3rd Avenue
Sacramento CA
Phone: 916/452-3663

Episcopal Food Closet
1322 27th Street
Sacramento CA
Phone: 916/446-2627

Volunteers of America
2700 Front Street
Sacramento CA
Phone: 916/448-1236

SMFD WATER RESCUE RESOURCES

SMFD Station 21

OES Boat (OES Water Cache 9, Vehicle 5280)
PPE: 7 Personnel, including Dry Suits

SMFD Station 65

Boat 65
PPE: 6 Personnel, including Dry Suits

SMFD Station 106

Boat 106
PPE: 6 Personnel, including Dry Suits

Spare Class II Life Jackets

"Loan-a-Vest" program Fire Stations

Sta. 31
Sta. 32
Sta. 63
Sta. 65
Sta. 54
Sta. 59
Sta. 110
Logistics

RESOURCE ORDERING

Until a Logistics Division Manager is assigned to the incident, incident commanders should request flood rescue resources through Fire Dispatch, or the MOC, FOC, or EOC if they have been activated. When making such resource requests, use the FIRESCOPE Swiftwater-Flood Search and Rescue Types and Minimum Standards chart listed below to ensure the resource with the required capability is ordered.

Resource	Component	Type I	Type II	Type III	Type IV
TYPE	**Equipment**	Type I Inventory	Type II Inventory	Type III Inventory	Type IV Inventory
	Personnel	14 Member Team	6 Member Team	4 Member Team	3 Member Team
		2 Managers 2 Squad Leaders 10 Personnel	1 Squad Leader 5 Personnel	1 Squad Leader 3 Personnel	1 Squad Leader 2 Personnel
	Transportation	Equipment trailer Personnel transport vehicles	TBD	TBD	TBD

	Type I	Type II	Type III	Type IV
TYPE (Capabilities)	Manage search operations Power vessel operations In-water contact rescues Helicopter operations Technical rope systems Hazardous Materials Decontamination Animal rescue Advanced Life Support Communications Logistics Capable of 24 hour operations	Manage search operations Power vessel operations In-water contact rescues Helicopter operations Technical rope systems Hazardous Materials Decontamination Animal rescue Basic Life Support Capable of 24 hour operations	Assist in search operations Non-power watercraft Hazardous Materials Decontamination Animal rescue Basic Life Support Capable of 24 hour operations	Low-risk Land based Hazardous Materials Decontamination Basic Life Support Capable of 24 hour operations

Resource	Component	Type I	Type II	Type III	Type IV	Type V
Flood Evacuation Boat	**Minimum # Victims Transported per Trip**	5+	3 to 5	3	2	2
	Personnel	2	2	2	2	2
	Special Needs and Notes	May need launch ramp Power Boat	May need launch ramp Power Boat	Hand Launch Power Boat	Hand Launch 2 Personal Water Craft (PWC)	Hand Launch No motor Rafts, skifts, johnboat, etc

EMERGENCY CONTACT NUMBERS

Cal Trans Highway Conditions	800-427-7623
DART	732-4500
FEMA	1-800-427-2354
American Red Cross	916-993-7070
Fire Chaplain	875-2438 (pager)
Fire Operations Center (Dispatch)	228-3060 or 228-3000
Local Coast Guard Operations	643-7659
McClellan Business Park	570-5366
Nimbus Dam Flood Gates	979-3002
OES Warning Center	845-8911 or 262-8911
Regional Transit: Dispatch	321-2900
Regional Transit Radio Control	321-2897
Roseville Fire Department (Ops Chief)	774-5801or 774-5803
Duty (BC) Chief Cell	425-8421
Dispatch	774-5123
Truck (Captain)	774-5831
Sacramento Area Flood Control Agency (SAFCA)	874-7606
Sac Co. Storm Drains and Water Flooding	875-7246
Sacramento County Maintenance	875-5171
Sac Co. County Operator	875-5000 or 875-6900
Local Stream Level	www.sacflood.org
Sand Bag Distribution Sites	www.sacflood.org

Metro Fire Contacts - See Metro Fire Resource Contact List

SECTION XVI - *HAZARDOUS MATERIALS RESPONSE GUIDE*

INTRODUCTION

HAZMAT incidents encompass a wide variety of potentially disastrous situations including fires, spills, transportation accidents, chemical reactions, explosions and similar events. Hazards involved may include toxicity, flammability, radiological exposure, corrosives, explosives, health and chemical reactions, biological agents, or a combination of factors. The causes of these disasters may be either natural or man-made and could be the result of a terrorist act(s) This plan provides a general framework for handling major hazardous materials incidents, but does not address the specific tactics or control measures for particular incidents. For specific HAZMAT policies and procedures please refer to Metro Fire HAZMAT Policy 242.01.

Sacramento County has a rich history of significant HAZMAT incidents. This can be attributed to the numerous transportation corridors, chemical manufacturers and users, and the large population in this area. Correspondingly, the most prevalent HAZMAT disasters are the man-made disasters resulting from transportation accidents; manufacturing process errors; criminal acts or deliberate acts of terrorism. Additionally, every incident presents the potential for exposure to hazardous materials; even the products of combustion from an ordinary structure fire may present severe hazards to the safety of personnel. Furthermore, it can be expected that in the future, emergency response agencies will be required to face an increasingly greater number of major HAZMAT incidents.

INCIDENT LEVELS

The various HAZMAT response agencies in Sacramento County have identified three levels of HAZMAT incidents presented below. As discussed earlier, the Metro Fire EOP provides guidance and suggestions for the mitigation of major disasters. An Operational Area Disaster proclamation that will require the activation of the EOC and FOC may be associated with a Level II HAZMAT incident, but most likely a Level III HAZMAT Incident. It is imperative that Metro Fire personnel be familiar with these three varying levels of HAZMAT incidents, as each not only implies a different level of emergency, but also have different numbers of resources and notifications associated. As with all HAZMAT incidents, personnel should remain observant, approach with care and take precautions, as the incident may be the result of a terrorist act and the potential target of the act unknown.

Level I

Spills, leaks, ruptures and/or fires involving hazardous materials that can be contained, extinguished and/or abated utilizing equipment and resources immediately available to the fire department having jurisdiction; and hazardous materials incidents that do not require evacuation of civilians

Distinguishing Characteristics

- ✓ Incidents that can be mitigated at the First Responder-Operational Level
- ✓ No evacuations required
- ✓ No opportunity or condition that would permit cost recovery

Level II

Hazardous materials incidents that can be contained, extinguished and/or abated utilizing the resources of a Hazardous Materials Response Team; and/or hazardous materials incidents that require evacuation of civilians within the area of the fire department having jurisdiction; and/or fire involving hazardous materials that are permitted to burn for a controlled period of time, or allowed to consume themselves.

Distinguishing Characteristics

- ✓ Incident that can NOT be mitigated at the First Responder-Operational Level
- ✓ Evacuations MAY be required
- ✓ Cost recovery is possible and/or necessary

Level III

Hazardous materials incidents involving spills, leaks and /or ruptures that can only be contained and/or abated utilizing the highly specialized equipment and supplies available to environment or industrial response personnel; and /or fires involving hazardous materials that are allowed to burn due to ineffectiveness or dangers with the use of extinguishing agents, or the unavailability of water; and/or there is a real threat of large container failure; and /or an explosion, detonation, BLEVE or a container failure has occurred. Level III incidents also include incidents that require evacuation of civilians extending across jurisdictional boundaries; and/or there are serious civilian injuries or deaths as a result of the hazardous materials incident; and/or hazardous materials incident has become one of multi-agency involvement of very large proportions.

Distinguishing Characteristics

- ✓ Incident that can ONLY be mitigated by multiple HAZMAT Response Teams
- ✓ Evacuations will be required
- ✓ Cost recovery is possible and/or necessary
- ✓ Large area threat and/or involvement is possible or has occurred

INITIAL ACTIONS

The first arriving Metro Fire Unit will establish Command and begin size-up. The first unit must consciously avoid committing themselves to a dangerous situation. When approaching, slow down or stop to assess the situation. Evaluate effects of wind, topography and location on the incident. Route any other responding companies away from hazards.

Command should establish a Staging Area for all hazardous materials incidents as soon as possible. The Staging Area must be in a safe location taking into account wind, spill flow; explosion potential, and similar factors in any situation. The DOT Guidelines, NFPA Reference Materials, the NIOSH Pocket Guide or any other materials such as a Materials Safety Data Sheet, (MSDS), or shipping papers should be used to establish a safe distance for Staging.

Initial Size-Up

The first arriving Metro Fire Unit that takes command must make a careful size-up before taking specific action. It may be necessary to take immediate action to make a rescue or evacuate an area. This should be attempted only after a risk/benefit analysis is completed. Personnel must take advantage of available personal protective equipment in these situations.

The objective of the size-up is to identify the nature and severity of the immediate problem and to gather sufficient information to formulate a valid action plan. Hazardous materials incidents require a continuous and deliberate size-up.

Avoid premature commitment of companies and personnel to potentially hazardous locations. Proceed with caution in evaluating risks before formulating a plan and keep uncommitted companies at a safe distance. In many cases, evaluation by the Hazardous Materials Response Team (HMRT) will be the safest approach.

Identify a hazardous area based on potential danger, taking into account materials involved, time of day, wind and weather conditions, location of the incident, and degree of risk to unprotected personnel and civilians. Take immediate action to evacuate and/or rescue persons in critical danger, if possible, providing for safety of rescuers first.

The primary objective, prior to formulating a plan of action, is to identify the type of materials involved in an incident and the hazards presented. Look for labels, markers, DOT Identification Numbers, NFPA diamonds or shipping papers, etc. Refer to pre-fire plans and ask personnel at the scene for additional information (plant management, responsible party, truck driver, or fire department specialist). Use reference materials carried on apparatus and have Dispatch contact other sources for assistance in sizing up the problem (state agencies, fire department specialists, manufacturers of materials, etc.).

Most hazardous materials are maintained in a safe condition for handling and use through confinement in a container or protective system. The emergency is usually related to the material escaping from the protective container or system and creating a hazard on the exterior. The strategic plan must include one of the following methods to control the flow or release of a hazardous product: Placing the hazardous material back into a safe container; mitigating the release (i.e. plugging, patching, sealing, or closing a valve); if necessary, neutralization; allowing it to dissipate safely; or the coordination of proper disposal.

The specific action plan must identify the method of hazard control and identify the resources necessary to accomplish this goal. It may be necessary to select one method over another due to availability of a particular resource or to adopt a "holding action" to wait for needed equipment or supplies.

Avoid committing personnel and equipment prematurely or "experimenting" with techniques and tactics. Many times it is necessary to evacuate and wait for special equipment or technical help.

Use of Non-Fire Department Personnel

In some cases, it may be advantageous to use non-fire department personnel to evaluate hazards and perform certain functions within their areas of expertise. When such personnel are outfitted with breathing apparatus, chemical suits, etc., they must be made aware of the functions, limitations, and safety precautions necessary in their use. The decision to use non-fire department personnel must be agreed upon by the Incident Commander as well as the Metro Fire HMRT Group Supervisor. Fire department personnel with the necessary protective equipment must closely monitor and/or accompany such personnel for safety. Non-fire department personnel will only be used if their supervisor can provide on-scene documentation that their training, (i.e. Title 8 CCR Section 5192(p)(8)(C) and/or Title 8 CCR Section 5192(q)), is consistent with the hazardous material/s that have/has been released. Additionally, non-fire department personnel shall be trained in the use of specific personal protective equipment that will be needed. This documentation must also be validated and approved by the HAZMAT Assistant Safety Officer prior to their entry into any hazardous atmosphere.

COMMAND TACTICAL CHECKLISTS

Initial Actions

The following guidelines can be used to assist initial arriving Metro Fire resources and the initial incident commander in taking the appropriate initial actions, requesting the types and numbers of resources, and making the notifications early in the response to the disaster.

Dispatch Responsibilities

- Collect and Convey Information on:

  - Material name or type
  - Amount and size of containers
  - Problem (For example: leak, explosion, spills, etc.)
  - Known dangerous properties of product
  - Number of persons injured or exposed
  - Safest approach to scene
  - Instruct caller to go out and meet responding fire companies
  - Prevailing wind speed and direction

Primary Assessment

- First Arriving Unit

  - Establish Command – begin, cautious deliberate size-up
  - Determine the materials involved (labels, markers, DOT identification number, NFPA diamond, shipping paper)
  - Determine number, location, and condition of victims
  - Consciously avoid committing personnel to dangerous situation
  - Evaluate effects of wind, topography, and location on situation
  - Route other responding companies away from hazards
  - Establish Level II staging (uphill, upwind)
  - Use NFPA reference mat (MSDS, shipping papers, etc.)
  - Contact Reporting Party or witness
  - Identify the "Hazard Area" – material, time of day, wind & weather, location of incident, risk to people
  - Determine need for immediate action (rescue, fire control, evacuation, etc)
  - Provide Fire Dispatch with Appropriate Size-up
  - HAZMAT Incident Level Request
  - Resource Requests
  - HAZMAT Response Team Coordinator Notification
  - Sacramento County Environmental Management Division Notification
  - Request an OES State Warning Center Spill Control Number

Secondary Assessment

-

- Control of Hazardous Area

  - Establish Exclusion Zone (control with Site Access Control Leader)
  - Utilize fire or hazard tape to identify Control Zones
  - Establish Evacuation Zone (enforced by Law Enforcement)
  - Determine need for additional resources (personnel, equipment)

- Establish and Implement Action Plan

- Ensure safety of all personnel – Rescue to Entry Team ratio 1:1

  - Evacuation of endangered area
  - Treat victims
  - Control flow or release
  - Get hazardous materials back into safe container, neutralize or allow to dissipate, or coordinate disposal
  - Personnel Accountability

Groups

- Hazardous Materials
- Staging
- Evacuation
- Decon
- Law Enforcement
- Medical

HAZARDOUS MATERIALS EVACUATION

Command Tactical Checklist

An incident involving hazardous materials has a higher probability of causing an evacuation of an affected area than any other incident. By the very nature of the hazard, this type of evacuation often provides very little preparation time. Decisions will need to be made quickly and citizens moved rapidly.

The need to evacuate citizens should be carefully weighed against sheltering in place. The following checklist can be used to make this comparison in addition to consultation with available HAZMAT Response Team Resources. (If the HMRT is not on-scene, these resources may be reachable by radio, mobile data terminal/computer, or cell phone).

Information Needed to Make Evacuation Decision

- Product toxicity
- Concentrations (before it becomes a health hazard)
- Weather conditions (temperature – wind speed and direction)
- Distances from site requiring evacuation
- Special needs of evacuees (handicapped, language barriers, etc.)
- Shelter locations
- Transportation needs and availability
- Concentration of population in area
- Determine area of greatest danger – evacuate these first
- Determine available numbers of law enforcement officers

Primary Assessment

- Establish command
- Rapid size up
- Communicate with HazMat Group Supervisor (product toxicity – evacuation distance required, etc.)
- Determine evacuation perimeters
- Determine Level of Evacuation (site, intermediate level, large scale)
- Determine time factors (speed of hazard determines speed of evacuation)
- Determine need for additional resources/personnel
- Consider in-place sheltering (staying indoors)
- Consider effects of weather and wind direction/speed
- Establish an evacuation plan – communicate plan
- Establish Groups
- Assign specific areas to evacuate to avoid duplication or missed areas – use Map book page numbers or hydrant zones

Groups

-

- Geographical (Divisions)
- PIO
- Staging
- Transportation
- Shelter (coordinate with Red Cross)
- Other Agency Liaison
- Operations
- Administrative
- Planning
- Logistics

HAZARDOUS MATERIALS INCIDENT CONTACTS

AGENCY CONTACT	OFFICE	PAGER	CELLULAR	MISC
FIRE AGENCY HAZMAT CONTACTS				
Sacramento Metropolitan Fire District				
Dispatch	228-3035			
Special Operations Division				
Battalion Chief Dale Turner	566-4390	875-2490	616-2490	2490
Terrorism Early Warning Group				
Captain Dave Stoddard	566-4391	875-2491	616-2491	2491
Hazardous Materials Response Team (HMRT)				HM109
HMRT Coordinator				
Captain Mark Wells	**566-4392**	**875-2492**	**616-2492**	2492
Firefighter Adam House, Assistant	566-4397	875-2497	616-2597	2497
Firefighter Jason Vestal, Training Coordination	566-4396	875-2496	616-2496	2496
Sacramento Fire Department				
Special Operations Division				
Chief Ed Vasques	264-7522	810-6239	216-0290	2290
Captain Mike Dumford	264-7070	875-2291	216-0291	2291
Captain Chuck Atwood	264-1958	875-2292	216-0292	2292
HMRT Vehicles				
HM5			216-0295	HM05
HM7			216-0294	HM07
HM20			216-0293	HM20

LAW ENFORCEMENT				
Sacramento County Sheriff				
Sergeant Paul Hauptman	977-1823	901-2865	606-1288	
Deputy Terry Reitz	977-1822	901-2316	607-3280	HM2
Explosive Ordinance Disposal Team				
Sergeant David Beach	874-1030	901-2338	606-2446	SO-200
California Highway Patrol				
CHP Dispatch	453-2400	861-1299	861-1300	
CHP SAC CATS	852-0818			
CHP Investigator	464-2080			
Commercial HAZMAT	464-2556			
State of California Fish and Game				
Dispatch	445-0045			
Region Office	358-2900			
Federal Bureau of Investigation	**481-9110**			

SACRAMENTO COUNTY ENVIRONMENTAL MANAGEMENT DIVISION				
Sacramento County HAZMAT Incident Response Team	**875-8550**			
Incident Response Vehicle		423-7911	956-6784	HM10
Elise Rothschild	875-8473	423-5415	591-2937	HM15
Steve Kalveage (Env. Health)	875-8463	423-0800	769-4714	EnvHealth
June Livingston (Public Info Ofcr)	875-8491		591-2610	PIO
Environmental Health	**875-8440**			
Air Quality Management District	**874-4800**			
Public Works	**875-5171**			
Mike Garcia	875-5125	875-1849	826-4580	TR950
Glen Phillips	875-5141	875-1400	826-4404	TR760
Water Quality				
Glen Del Sarto	875-6554			
Sewer	**875-6730**			
Storm Drain	**874-8899**			
County Agricultural Commissioner	**875-6603**			
County Housing				
Larry Brooks	874-6444	828-3886	257-6746	
Richard Maddox	874-7440	828-2113	275-4781	
County Code Enforcement				
Sacramento County	874-6445			
Citrus Heights	725-2845			
Sacramento County Health Officer				
Dr. Trochet/Dr. Tate	875-5881		875-6900	
UC Davis Medical Center Poison Control	**800-876-4766**			
Dr. Steven Tharratt	734-8994	762-5109		
County Wastewater Treatment				
Graham McEntire, Safety Specialist			(916) 591-1022	

STATE EMERGENCY CONTACTS				
STATE WARNING CENTER	**262-1621**			
OES/SUPERFUND	**845-8911**	After Hours: 800-852-7550		
SUPERFUND	**323-3600**			
CalOSHA 24-Hours	**263-2800**			
OES/State Radiological	**800-852-7550**			
CALTRANS	**859-7900**			
Janeen Rich (HAZMAT)	263-3257	530/821-1299	530/755-8016	
California Water Quality Control Board	**255-3000**			
Department of Toxic Substances Control	**324-1826**			

FEDERAL EMERGENCY CONTACTS				
Federal Environmental Protection Agency	**415/744-2000**			
Craig Stutheit	930-2280	877-681-6776		
National Response Center	800-424-8802			

PRIVATE INDUSTRY				
Aerojet				
Chief Jim Harner	355-2270		869-2864	
Air Products				
Emergency Operations Center	800-276-8095			
Amerigas	387-0106			
Bay Area Petro-Chemical Mutual Aid Organization				
Allen Cantu, Sacramento Liaison	510/412-7601	877-524-9836		
BOC Gases				
National Emergency Operations Center	800-232-4726			
BOC Sacramento, Emergency Response Coordinator	381-1606	743-5493		
Jim Schlaegel, Plant Manager	381-0773			
Kurt Komatsubara, Distribution Manager	381-1606	328-5535	761-7138	
California Ammonia Company				
Martin Jeppeson			209/609-2332	
CHEMTREC	**800-424-9300**	**703-741-6090**		
The Chlorine Institute				
John P. Aherne, Director, Transportation and Emergency Response	703/741-5760		703/741-5762	
Exxon Mobile				
Ted Needham, Emergency Response Team			310/212-2884	
GATX Rail				
James T. Allen, San Bernardino Center	909/825-3043			
LOGEX				
National Emergency Operations Center	800/422-4567			
M.G. Gases				
Emergency Operations Center	800/365-9159			
Pacific Gas and Electric	**383-4651**			
Praxair				
Mike Mason	452-1261			
SMUD				
Dispatch	732-5968			
Selby Mohr, Emergency Response Preparedness	732-6541	535-3670		
Damon Smith, Generation Crafts	732-6916	716-9623		
Union Pacific Railroad	800-877-0511			

AGENCY CONTACT	OFFICE	PAGER	CELLULAR	MISC
Williams Fire and Hazard Control				
Bill Walton	800/231-6143	510/595-7801	510/381-4187	
Western Propane Gas Association	447-9742			
Rob Scott, HAZMAT Response	559/897-8812		559/259-3130	

SECTION XVII - *WEAPONS OF MASS DESTRUCTION/TERRORISM RESPONSE GUIDE*

INTRODUCTION

As the capital of California and the largest economic state in the Union, Sacramento represents a select target for criminals or would-be terrorists looking to make headline news in an effort to advance their cause. With high visibility targets like the Capital building, Governor's residence, FBI headquarters, California Franchise Tax Board, State and Local Government offices to name a few, Metro Fire emergency response personnel should adequately prepare and anticipate potential terrorist actions involving weapons of mass destruction (WMD) including biological, chemical, or nuclear warfare agents. In response to this threat, the Sacramento Terrorism Early Warning Group, (TEWG), has been established to gather intelligence on terrorist activities, provide early warning of potential attacks to emergency response agencies, prevent such actions, and provide incident response training to these agencies should an attack occur. TEWG participants include Metro Fire, the Sacramento County Sheriff's Office, the CHP, the California Department of Public Health, and the FBI, In accordance with the mission of TEWG, Metro Fire has established the Terrorism Response and Management Plan that provides a detailed framework for how Metro Fire will respond to and manage a terrorist incident in our area.

Metro Fire has the statutory responsibility to respond and manage incidents within our jurisdictional boundaries including incidents resulting from terrorist acts. Command responsibility for incident management lies with the designated incident commander. Due to the complexity and anticipated magnitude of a terrorist incident, it should be anticipated that a Unified Command organization would be required with fire, local, state, and federal law enforcement, and environmental agencies participating in the associated response and mitigation phases.

The Sacramento TEWG will disseminate information to emergency response agencies regarding potential terrorist threats as appropriate. Based on the associated threat level, Metro Fire will initiate specific organizational actions in order to prepare for the anticipated event. The five threat levels are:

Threat Con 1	**Low Threat Condition (Green HSAS)**
Threat Con 2	**Guarded Threat Condition (Blue HSAS)**
Threat Con 3	**Elevated Threat Condition (Yellow HSAS)**
Threat Con 4	**High Threat Condition (Orange HSAS)**
Threat Con 5	**Severe Threat Condition (Red HSAS)**

**HSAS: Homeland Security and Advisory System*

Activation of the MOC, FOC, and EOC will be based on the associated threat level. In the event of an incident without warning, it can be expected that all levels of the

Operational Area will be activated and incident command personnel will eventually be in communication with the Agency Representative and IST's, as referenced earlier.

During the initial operational period, Metro Fire and local terrorist response resources will most likely be required to operate without substantial assistance while state and federal resources are mobilized. Considering this, it is imperative that initial incident command personnel perform accurate situation assessments, ensure responder safety, contain known or suspected contaminants to the best of their ability, enact population protection actions, decontaminate patients and emergency response personnel, and treat and transport injured persons. Community panic, intense media interest, and the convergence of contaminated patients at local hospitals and urgent care centers can be expected. Rapid assessment of the scope of the incident, activation of the ICS and Operational Area EOC, notification of the Disaster Control Facility (UCD), and designation of casualty decontamination collection points (CDCPs) will be essential to reducing the impact of a terrorist action.

The following guidelines provide initial responding resources and incident commanders with suggested actions to appropriately initiate the mitigation of a terrorist incident. It should be strongly stated that all tactical operations must take into account the levels of training and experience of response personnel, as well as the availability of the appropriate personal protective equipment needed for the specific incident and agent. These actions shall be consistent with Metro Fire Policies and Procedures, the Metro Fire HAZMAT Policy, and in concurrence with the Metro Fire HAZMAT Group Supervisor and HAZMAT Assistant Safety Officer.

TACTICAL CHECKLIST - CHEMICAL AGENT INCIDENT

Recognition and Identification

- Symptoms of victims
  - ✓ See Agent Recognition Chart
- Mass casualties
  - ✓ Many casualties with similar symptoms
  - ✓ Casualties without trauma or apparent cause
- Casualty pattern
  - ✓ Victim distribution indicating downwind hazard
- Presence of dissemination device
  - ✓ Low order explosion, plume, or unusual equipment
  - ✓ Explosions that only destroy their packaging
  - ✓ Explosions that disperse liquid, mist, or gas

- Dead animals or birds
- Statements of victims
  - ✓ Descriptions of the event or the context, or of symptoms
- Things out of place
  - ✓ Unusual smells, unexplained liquid spills
- Emergency responder victims
  - ✓ Symptoms mimicking victims with rapid onset

AGENT RECOGNITION CHART

AGENT	SIGNS AND SYMPTOMS	ODOR
Nerve /-GB-GD-GA-VX (Sarin, Soman, Tabun, VX)	Pinpointed pupils, salivation, dyspnea, localized muscle twitching, nausea, vomiting, seizures, death	Fruity, Camphor or sulfur
Blisters / HD-HL-L-CG (Mustard, Lewisite, Phosegene, Oxime)	Irritated eyes, runny nose, sneezing, hacking cough, skin redness, moderate to severe pain, blisters	Garlic, geraniums, or irritating smell
Choking / CG-Cl (Phosgene, Chlorine)	Coughing, choking, tightness in the chest, feeling of suffocation, edema, death	Mowed hay or bleach
Blood / AC-CK (Hydrogen Cyanide, Cyanogen Chloride)	Gasping for air, reddish skin color, unconsciousness, seizures, death	Bitter almonds

Immediately

- Treat as a potential HAZMAT incident
- Notify dispatch and deployment of a possible WMD event
  - ✓ Level 2 staging - uphill / upwind
  - ✓ Report wind direction and speed
  - ✓ Call for additional resources
  - ✓ Identify Level II or III HAZMAT Incident
- Ensure emergency responders are in the appropriate level of PPE
- Isolate, deny entry and exit, establish site access control
- Dispatch to notify OES State Warning Center, law enforcement, California EPA, and FBI

1ST Priority

- Establish Zones
  - ✓ Exclusion Zone - impact area (if known), include obviously dead victims, 300 foot perimeter
  - ✓ Contamination Reduction Zone - walking wounded, self extricating, non-symptomatic, gross decontamination
- Support Zone - To be established by Hazmat upon arrival
- Establish a visible Incident Command Post
  - ✓ Upwind, uphill, a safe distance form the hazard
- Treat responder injuries / symptoms, separate from civilian area
- Establish and maintain perimeter security

2nd Priority - Decon Prior to Treatment

- Water supply
- Implement Sacramento County Regional Mass Decontamination Plan
- 2 engines with master streams for gross decontamination (Two 1 3/4 " lines may be used to augment)
- Perform gross decontamination
- Contaminated responders and victims
- Victim management
- Segregate by gender and/or family
- Isolate symptomatic vs. non-symptomatic
  - ✓ When possible, implement decontamination water runoff containment plan
  - ✓ This shall not interfere with any life saving or public protective actions *(EPA Letter, Jim Makris, 09-17-199, CERCLA Section 107 (d)(1) and (2)).*

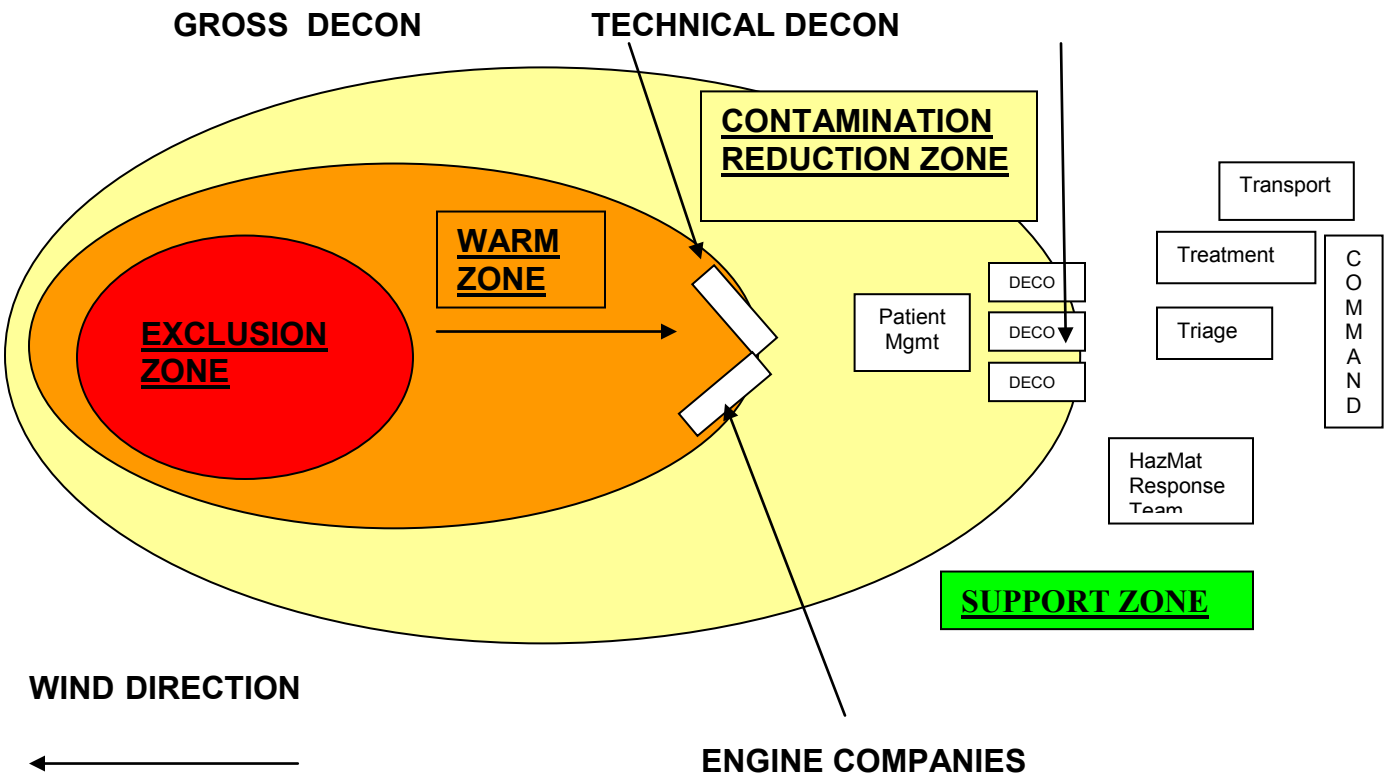
3rd Priority

- Hazmat Team Operations
- Decontamination
- Safety
- Treatment

- Extrication
- Transportation/Staging
- Logistics

4th Priority

- Control News Media
  - Notify Disaster Control Facility (UCD)
  - Keep people count low
  - Personnel accountability
  - Decon all personnel and equipment
  - Expand the command organization
  - Isolate symptomatic vs. non-symptomatic



BIOLOGICAL AGENT INCIDENT

Introduction

Biological agents are not volatile, do not penetrate unbroken skin, and are undetectable by human senses. These agents are primarily deployed through the use of aerosol spray or introduction into drinking water or food systems. To be effective, biological agents must be inhaled, ingested or absorbed through broken skin and once introduced into the body, most if not all biological agents produce *delayed* rather than immediate effects. The delay time ranges from several hours up to several weeks or months.

It is unlikely that a "scene" in which emergency personnel could respond to a biological incident will occur. The delayed effects of biological agents ensures that the likely method of detection will be through: the operation of public health infectious disease surveillance; illness patterns detected at hospitals; medical alarm dispatch patterns. It is incumbent upon Metro Fire field personnel to be alert for these subtle indicators and to respond accordingly.

Non-credible threats of biological incidents will be managed in a similar manner as bomb threats. Typically, there will not be a Fire response unless requested by law enforcement or the Metro TEWG representative. If Metro Fire is requested, personnel will respond to support law enforcement and operate within the scope of their training and under the guidelines and policies of the District.

INITIAL ACTIONS

Emergency personnel should remain alert and observant for signs of danger, WMD devices, dispersion devices or other potential evidence. Remember locations of potential evidence but do not try to remove or collect evidence yourself. Look for signs and symptoms exhibited by the victims and relay this information to the HAZMAT and EMS personnel. Do not identify the specific agent over the radio; use only "Biological Agent" when referencing the agent on the radio.

In addition to those actions followed for Chemical Agent Incidents, initial response personnel and Incident Commanders should consider the following:

- Ensure appropriate PPE is worn by emergency personnel
- Request specialized resources immediately
  - ✓ HAZMAT Response Team
  - ✓ Mass Decontamination Team
  - ✓ Department of Public Health Services
  - ✓ California EPA
  - ✓ Metro TEWG representative

- Prevent spread of agent by contaminated patients
  - ✓ Isolation
  - ✓ Quarantine
  - ✓ Restricted personnel movement
- Secure HVAC Systems in fixed facilities and close openings
- Contain/control/cover/bag/box the suspected substance
- Identify and Control Source of Contamination
  - ✓ Exclusion Zone
  - ✓ Site Access Control
  - ✓ Warm Zone
  - ✓ Contamination Reduction Zone
- Initiate Protective Actions
  - ✓ Evacuation or in-place sheltering
  - ✓ Avoidance of Contaminated Food and Drinking Water
  - ✓ Notify Water Districts as appropriate
- Establish Gross Decon and Technical Decon locations
  - ✓ Gross decon for immediate patients first
  - ✓ Use PA to communicate and direct patients for decon
  - ✓ All patients including deceased require decontamination
  - ✓ Control runoff
- Utilize law enforcement to enforce entry and exit corridors
- Support law enforcement in search of secondary and tertiary devices
  - ✓ Fire personnel will not attempt to remove/disarm delivery devices
- Evaluate the need for EMS
  - ✓ Declare MCI if needed – follow MCI plan
  - ✓ Notify Disaster Control Facility (DCF) - UCD
  - ✓ Determine if antibiotics/antitoxins are to be administered on scene or at the hospital
- Evaluate medical care for HAZMAT personnel
  - ✓ Personnel entering the exclusion zone of a biological incident will ingest one 100mg Doxycycline capsule as an initial dose in a ten day antibiotic regimen for prophylaxis
  - ✓ Released personnel will report to the PFD Health Center for examination and additional pharmaceuticals

BIOLOGICAL AGENT SIGNS AND SYMPTOMS

Agent	Symptoms	Incubation	Communicable	Treatment for Symptomatic Patients	Exposed but not Symptomatic Patients
PLAGUE[1] Bubonic Pneumonic	High fever, Chills, Headache, SOB, swollen, tender, inflamed lymph nodes, vomiting blood	 2-6 days 1-6 days	Contact w/pus suppurating buboes; pneumonic highly contagious	Doxycycline 200mg IV, then 100 mg IV q 12 hrs X 14 days quarantine 3 days minimum	Doxycycline 100 mg BID X 7 days Tetracycline 15-30 mg/kg daily X 7 days
ANTHRAX[2]	Fever, Malaise, fatigue, cough w/chest discomfort itching skin, lesion becomes papular, then vesiculated, then depressed black eschar	2-7 days	Not generally communicable; contact with pus	Usually not effective after symptoms appear. Doxycycline 200 mg IV, then 100mg IV q 12 hrs	Doxycycline 100 mg BID X 4 weeks
BRUCELLOSIS[3]	Fever, Headache, Weakness, Profuse Sweating, Chills, General Aching, Weight loss	5-60 days	Not generally communicable	Doxycycline 200 mg with Rifampin 600-900 mg daily X 6 weeks	No treatment
SMALL POX[4]	Sudden onset fever, Malaise, Headache, Severe Backache, Prostration, Abdominal pain, Rash after 2-4 days	7-17 days	Lesion contact; airborne	Quarantine Symptomatic Treatment	Booster Vaccine
TULAREMIA[5]	Indolent ulcer (particularly on hands), Enlarged painful lymph nodes, Abdominal pain, Diarrhea, Vomiting	2-10 Days	Not generally communicable	Streptomycin 1 gram IM q 12 hrs X 10-14 days	Doxycycline 100 mg PO q 12 hrs X 14 days

[1] A vaccine of killed bacteria is available; it is protective for about 3 months and prevents Bubonic infection (about 80%) but is ineffective against pneumonic. Vaccine is not currently available in quantity. Vaccine is not effective administered post exposure.

[2] A cell-free vaccine of killed bacteria is available; prevents cutaneous infection, not effective against inhalation. Vaccine is given in 6 doses over 18-month period - Not useful in emergency response setting.

[3] Strain 19 Brucella vaccine is available; requires 3 month lead time for response. Gaps in protection across Brucella types.

[4] Most older pts vaccinated; variable among younger. If vaccinated, booster is prophylactic in exposure.

[5] Live vaccine still in investigational status. Not available in quantity.

NUCLEAR INCIDENT

Introduction

Radiological materials are commonly used throughout Sacramento County. Examples of use include research, medical, waste disposal, industrial application (i.e. construction and aviation), and power generation. These materials are highly regulated and transported in very safe and redundant packaging. However in the event of an accident and the container were to fail or in a terrorist incident, emergency personnel will be faced with the need to manage the release of the nuclear material(s). By following the provided guidelines in accordance with the Metro Fire HAZMAT Policy 242.01, Metro Fire personnel can safely assess the scene and determine the appropriate and allowable actions. Again, it should be mentioned that these guidelines are intended to be used in the event of incidents involving radiological materials within the training and experience levels of personnel on scene.

Emergency personnel should remain alert and observant for signs of danger, WMD devices, dispersion devices or other potential evidence. Remember locations of potential evidence but do not try to remove or collect evidence yourself.

INITIAL ACTIONS

- Perform limited fire and rescue operations as determined to be applicable for the incident situation
- Implement HAZMAT Level II or III procedures as applicable
- Notify applicable regulatory agencies. (i.e., OES State Warning Center, OES Radiological Unit, Nuclear Regulatory Agency, California Environmental Protection Agency etc.)
- The FOC will be established in the event of a nuclear incident. The Sacramento County and City Operational Area Protocols will determine activation of the EOC.
- Assist agencies in radiological detection within the scope of training and safety.
- Assist agencies in decontamination within the scope of training and safety

RADIOLOGICAL INCIDENT RESPONSE

Command Tactical Checklist

If no life hazard, rescue situation or fire hazard is present; there is no reason to risk exposure of Metro Fire emergency response personnel.

Dispatch

- Level II Hazmat Incident Response
-
- Notify responding crews of wind direction
- Once radiology incident confirmed – notify appropriate agencies

Primary Assessment

- Establish command – size-up
- Consider both direct radiation exposure and contamination
- Determine location, number, and condition of victims
- Secure witnesses and Reporting Party
- Secure a perimeter
- If no rescue, fire, or life hazard – wait for arrival of Hazmat Response Team

Secondary Assessment

- Assess hazards (For example: continued release, fire, etc.)
- Assess need for additional personnel
- California Radiation Regulatory Agency, CHP, National Guard Civilian Support Team
- Traffic control – PD/SO

Groups

- Safety
- Hazardous Materials
- Site Access Control
- Medical
- Decontamination
- Fire
- Rescue
- Treatment/transportation

Pre-Rescue Operations

- Establish Contamination Reduction Zone – determine by HazMat team
- Establish Exclusion Zone (Readings of 2uR/hr detectable above background)
- Establish decontamination area – within Warm Zone
- Establish Treatment area – one within exclusion zone; one outside exclusion zone in contamination reduction zone

Rescue Operations

- Use appropriate protective equipment
- Remove patients quickly
- Decontaminate
- Alert Disaster Control Facility (UCD) to prepare for exposed (decontaminated) patients
- Decontaminate vehicles used to transport

Incidents With Fire

- Initiate tactics within scope of training and Policies and Procedures
- Always approach upwind
- Do not ventilate
- Minimize use of water
- Control water run-off
- Nuclear weapon – evacuate 2000' in all directions: minimize exposure to personnel

Note: The level of involvement of Metro Fire personnel in radiological detection and decontamination will be a policy decision at the FOC or EOC by Agency Representatives and consultation with the Metro Fire HMRT.

DOSE RATE Recommendations	Actual Values
Contaminated (Persons)	2 x Background Reading (cpm or µR/hr or mR/hr)
Hot Line	1 – 5 mR/hr (0.001 – 0.005 R/hr)
Work in Hot Zone	1 mR/hr – 10 R/hr (0.001 R/hr – 10 R/hr)
Turn Back Dose Rate (Except for Life-Saving)	10 R/hr
Turn Back Dose Rate (Even for Life-Saving)	*200 R/hr*

EPA Emergency Action Dose Guidelines (Actual):

Dose limit (whole body)	Emergency Action Dose Guidelines Activity performed
5 rem	All activities.
10 rem	Protecting major property.
25 rem	Lifesaving or protection of large populations.
>25 rem	Lifesaving or protection of large populations, Only by volunteers who understand the risks.

Stay Time Table:

Gamma-ray Dose Rate			Stay Time to Receive This Dose						
Rate / hr	Rate / min	Rate / sec	1 rem	5 rem	10 rem	25 rem	100 rem	300 rem	500 rem
1 mR/hr	17 µR/min	0.3 µR/sec	6 week	30 week	1 year				
5 mR/hr	83 µR/min	1.4 µR/sec	200 hr	6 week	12 week	30 week	2 year		
100 mR/hr	1.7 mR/min	27 µR/sec	10 hr	50 hr	100 hr	250 hr	6 week	18 week	30 week
1 R/hr	17 mR/min	270 µR/sec	1 hr	5 hr	10 hr	25 hr	100 hr	300 hr	500 hr
10 R/hr	170 mR/min	2.7 mR/sec	6 min	30 min	1 hr	2.5 hr	10 hr	30 hr	50 hr
100 R/hr	1.7 R/min	27 mR/sec	36 sec	3 min	6 min	15 min	1 hr	3 hr	5 hr
200 R/hr	3.3 R/min	56 mR/sec	18 sec	90 sec	3 min	7.5 min	30 min	1.5 hr	2.5 hr
500 R/hr	8.3 R/min	140 mR/sec	7 sec	36 sec	72 sec	3 min	12 min	36 min	1 hr

1 µR (micro) = 0.001 mR (milli) = 0.000001 R (rem)
1000 µR = 1 mR = 0.001 R
1,000,000 µR = 1,000 mR = 1 R

R = rem
mR = milli (0.001 R)
µR = micro (0.000001 R)

Natural Background: about 10 µR/hr = 0.01 mR/hr = 0.00001 R/hr = 0.25 mR/day
1 day = 24 hours 100 hour = 4 days 1 week = 7 days = 168 hours
1000 hour = 6 weeks 2000 hour = 12 weeks 1 year = 365 days = 8760 hours

HAZARDOUS MATERIALS INCIDENT CONTACTS

AGENCY CONTACT	OFFICE	PAGER	CELLULAR	MISC
FIRE AGENCY HAZMAT CONTACTS				
Sacramento Metropolitan Fire District				
Dispatch	228-3035			
Special Operations Division				
Battalion Chief Dale Turner	566-4390	875-2490	616-2490	2490
Terrorism Early Warning Group				
Captain Dave Stoddard	566-4391	875-2491	616-2491	2491
Hazardous Materials Response Team (HMRT)				HM109
HMRT Coordinator				
Captain Mark Wells	**566-4392**	**875-2492**	**616-2492**	2492
Firefighter Adam House, Assistant	566-4397	875-2497	616-2597	2497
Firefighter Jason Vestal, Training Coordination	566-4396	875-2496	616-2496	2496
Sacramento Fire Department				
Special Operations Division				
Chief Ed Vasques	264-7522	810-6239	216-0290	2290
Captain Mike Dumford	264-7070	875-2291	216-0291	2291
Captain Chuck Atwood	264-1958	875-2292	216-0292	2292
HMRT Vehicles				
HM5			216-0295	HM05
HM7			216-0294	HM07
HM20			216-0293	HM20

LAW ENFORCEMENT				
Sacramento County Sheriff				
Sergeant Paul Hauptman	977-1823	901-2865	606-1288	
Deputy Terry Reitz	977-1822	901-2316	607-3280	HM2
Explosive Ordinance Disposal Team				
Sergeant David Beach	874-1030	901-2338	606-2446	SO-200
California Highway Patrol				
CHP Dispatch	453-2400	861-1299	861-1300	
CHP SAC CATS	852-0818			
CHP Investigator	464-2080			
Commercial HAZMAT	464-2556			
State of California Fish and Game				
Dispatch	445-0045			
Region Office	358-2900			
Federal Bureau of Investigation	**481-9110**			

SACRAMENTO COUNTY ENVIRONMENTAL MANAGEMENT DIVISION				
Sacramento County HAZMAT Incident Response Team	**875-8550**			
Incident Response Vehicle		423-7911	956-6784	HM10
Elise Rothschild	875-8473	423-5415	591-2937	HM15
Steve Kalveage (Env. Health)	875-8463	423-0800	769-4714	EnvHealth
June Livingston (Public Info Ofcr)	875-8491		591-2610	PIO
Environmental Health	**875-8440**			
Air Quality Management District	**874-4800**			
Public Works	**875-5171**			
Mike Garcia	875-5125	875-1849	826-4580	TR950
Glen Phillips	875-5141	875-1400	826-4404	TR760
Water Quality				
Glen Del Sarto	875-6554			
Sewer	**875-6730**			
Storm Drain	**874-8899**			
County Agricultural Commissioner	**875-6603**			
County Housing				
Larry Brooks	874-6444	828-3886	257-6746	
Richard Maddox	874-7440	828-2113	275-4781	
County Code Enforcement				
Sacramento County	874-6445			
Citrus Heights	725-2845			
Sacramento County Health Officer				
Dr. Trochet/Dr. Tate	875-5881		875-6900	
UC Davis Medical Center Poison Control	**800-876-4766**			
Dr. Steven Tharratt	734-8994	762-5109		
County Wastewater Treatment				
Graham McEntire, Safety Specialist			(916) 591-1022	

STATE EMERGENCY CONTACTS				
STATE WARNING CENTER	**262-1621**			
OES/SUPERFUND	**845-8911**	After Hours: 800-852-7550		
SUPERFUND	**323-3600**			
CalOSHA 24-Hours	**263-2800**			
OES/State Radiological	**800-852-7550**			
CALTRANS	**859-7900**			
Janeen Rich (HAZMAT)	263-3257	530/821-1299	530/755-8016	
California Water Quality Control Board	**255-3000**			
Department of Toxic Substances Control	**324-1826**			

FEDERAL EMERGENCY CONTACTS				
Federal Environmental Protection Agency	**415/744-2000**			
Craig Stutheit	930-2280	877-681-6776		
National Response Center	800-424-8802			

PRIVATE INDUSTRY				
Aerojet				
Chief Jim Harner	355-2270		869-2864	
Air Products				
Emergency Operations Center	800-276-8095			
Amerigas	387-0106			
Bay Area Petro-Chemical Mutual Aid Organization				
Allen Cantu, Sacramento Liaison	510/412-7601	877-524-9836		
BOC Gases				
National Emergency Operations Center	800-232-4726			
BOC Sacramento, Emergency Response Coordinator	381-1606	743-5493		
Jim Schlaegel, Plant Manager	381-0773			
Kurt Komatsubara, Distribution Manager	381-1606	328-5535	761-7138	
California Ammonia Company				
Martin Jeppeson			209/609-2332	
CHEMTREC	**800-424-9300**	**703-741-6090**		
The Chlorine Institute				
John P. Aherne, Director, Transportation and Emergency Response	703/741-5760		703/741-5762	
Exxon Mobile				
Ted Needham, Emergency Response Team			310/212-2884	
GATX Rail				
James T. Allen, San Bernardino Center	909/825-3043			
LOGEX				
National Emergency Operations Center	800/422-4567			
M.G. Gases				
Emergency Operations Center	800/365-9159			
Pacific Gas and Electric	**383-4651**			
Praxair				
Mike Mason	452-1261			
SMUD				
Dispatch	732-5968			
Selby Mohr, Emergency Response Preparedness	732-6541	535-3670		
Damon Smith, Generation Crafts	732-6916	716-9623		
Union Pacific Railroad	800-877-0511			

AGENCY CONTACT	OFFICE	PAGER	CELLULAR	MISC
Williams Fire and Hazard Control				
Bill Walton	800/231-6143	510/595-7801	510/381-4187	
Western Propane Gas Association	447-9742			
Rob Scott, HAZMAT Response	559/897-8812		559/259-3130	

SECTION XVIII - *FREEWAY INCIDENTS (Large Scale)*

INTRODUCTION

Sacramento County is a major transportation hub for all modes of transportation. Highway transportation systems comprise a major component of these transportation systems. Two major interstate freeways, Interstate 5 and Interstate 80, as well as two major state highways, 50 and 99 dissect Sacramento County and are the main ground transportation arteries for vehicles traveling into and out of the State. An incident on any of the areas major freeway systems could result in the major loss of life, property, or damage to the environment. Sacramento has experience several freeway accidents over the years that have taxed our local resources and demonstrated how large an incident these types of events can become.

Major freeway incident frequently require evacuations, MCI operations, logistical and support services and sometimes the activation of the MOC, FOC, or even the EOC. In addition to the initial life saving actions taken by first response resources, the Incident Commander may need to implement the emergency plan for major hazardous materials incidents and fires. The type of accident, season of the year, time of day, and weather conditions will have a significant effect on the extent and duration of the incident. Due to the complexity of such an incident, it can be expected that rescue operations, crowd control, traffic control, and MCI operations are likely to require the use of a Unified Command Organization. Additionally, some incidents may be of such a large scale that state or federal agencies may become involved and may assume jurisdiction over the incident, especially incidents involving terrorist acts.

PURPOSE

This response guide of the Metro Fire EOP provides assistance to initial arriving resources and incident commanders to ensure an organized plan is implemented, that the scene is approached safely, resources are organized early, and major strategic and tactical objectives are established. This guide is only a guide and its use by incident commanders remains flexible and should be used with existing Metro Fire operational plans or guides.

RESPONSE PROCEDURES

Determined By:

- ✓ Type of incident
- ✓ Location
- ✓ Direction of travel
- ✓ Traffic conditions if known

Units canceled en-route by CHP will not proceed into the scene unless re-dispatched

- On multiple unit responses, the first unit entering the mainline traffic flow will give their identification, location, and direction of travel. Other responding units will dispatched from both directions of travel on freeway

Special Considerations

- Establish early Command
- Request additional resources
- Request for early water supply
- Request traffic control
- Consider other means of access including frontage roads
- Apparatus placement
  - ✓ Protect company from traffic – attempt to allow flow
  - ✓ Level I staging for multiple responses
- Dike spilled products to protect sewers and drains
- Pump house generators are fueled by propane – beware of vapors with spilled/leaking products

COMMAND TACTICAL CHECKLIST

Initial Actions

- Determine if CHP has established an Incident Command Post
- Meet with CHP IC for briefing/liaison until unified post established
- Establish Unified Command Post (good view of scene); Fire, CHP, SO, etc
- Advise dispatchers of Incident Command Post location (i.e. overpass)
- First unit entering freeway and within a mile from incident report identity, location and direction of travel (all other units stage off freeway)

Special Considerations

-
- Traffic conditions – traffic control (coordinate with CHP)
- Fire or no fire
- Injuries: number, location, and condition of victims

- Extrication needed
- Evacuation
- Hazardous Materials Involved – Request Hazmat Teams
- Relay pumping probabilities
- Special equipment needs – water tenders, foam, sand, tow trucks, etc.
- Heavy Equipment – Cranes, etc
- Sewer & Drainage – spilled products
- Alternate freeway access/egress – ladders, embankments, etc

Groups

-
- Fire Control
- Rescue
- Medical
- Staging
- Hazardous Materials
- Water Supply

Termination

- Clean-up completed
- Highway condition is safe
- CHP coordinate reopening of lanes
- Personnel accountability
- Debriefing considerations

Section XIV - *POWER OUTAGE RESPONSE GUIDE*

INTRODUCTION

In the event of a major and sustained power outage, many essential services will be significantly impacted until power can be restored. During such power outages, it can be expected that drinking water systems, waste water treatment systems, and flood control pumps will be adversely affected. Loss of drinking water to individual homes, backing up of sewer systems, pressure reduction in water distribution systems and localized flooding can be expected. To reduce the impact of massive power outages, special actions will be taken to ensure continued levels of protection for the public. This section provides guidelines for reducing the impact associated with a large power failure and ensuring that emergency services are not interrupted.

INITIAL ACTIONS

- Confirm that utility companies have been notified.
- Determine extent and expected duration of power outage. Request the Communications Center to contact the agencies for this information if possible.
- Conduct a roll call to determine station and apparatus status.
  - ✓ Station and cell telephones
  - ✓ Mobile, portable & station radios
  - ✓ Computers, printers & dispatch printers
  - ✓ Pagers
- Confirm backup generation at District facilities
- Determine station generator fuel status
- Confirm manual fuel pumps have been installed
- Generators with direct fuel feed or natural gas should be checked if an earthquake causes power outage
- Consider contacting water purveyor representative to activate manual systems or to provide point of contact for support
- Consider activation of reserve apparatus and grass units for use as water shuttles or to assist as additional resources.
- Consider placing a Metro Fire representative at the power supplier's EOC

METRO FIRE GENERATOR LOCATIONS

Facility	KW	Rating	Fuel	Special Notes
Admin	N/A	N/A	N/A	N/A
Shop/Logs	N/A	N/A	N/A	N/A
Station 21	N/A	N/A	N/A	Generator in the BC13 Office
Station 22	N/A	N/A	N/A	N/A
Station 23	N/A	N/A	N/A	N/A
Station 24	N/A	N/A	N/A	N/A
Station 25	N/A	N/A	N/A	N/A
Station 26	N/A	N/A	N/A	N/A
Station 27	N/A	N/A	N/A	N/A
Station 28	N/A	N/A	N/A	N/A
Station 29	N/A	N/A	N/A	N/A
Station 31	N/A	N/A	N/A	N/A
Station 32	N/A	N/A	N/A	N/A
Station 33	N/A	N/A	N/A	N/A
Station 41	Yes	N/A	N/A	N/A
Station 42	N/A	N/A	N/A	N/A
Station 50	Yes	240V	Natural Gas	Does not run fuel pumps/Doors
Station 51	Yes	208V	Natural Gas	Manual propane backup
Station 52	N/A	N/A	N/A	N/A
Station 53	Yes	N/A	Gasoline	N/A
Station 54	N/A	N/A	N/A	N/A
Station 55	Yes	N/A	Gasoline	N/A
Station 58	8	220V/36 Amp	Propane	200 gallon
Station 59	300	250V/1200 Amp	Diesel	1000 gallon
Station 61	Yes	N/A	N/A	N/A
Station 62	N/A	N/A	N/A	N/A
Station 63	N/A	N/A	N/A	N/A
Station 64	N/A	N/A	N/A	N/A
Station 65	N/A	N/A	N/A	N/A
Station 66	N/A	N/A	N/A	N/A
Station 67	N/A	N/A	N/A	N/A
Station 101	10	250V/40 Amp	20 gal. Gas	Manual fill
Station 102	8	220V/36 Amp	Natural Gas	
Station 103	8	220V/36 Amp	Natural Gas	Auto Start
Station 105	25	220V/114 Amp	Diesel	Manual fill
Station 106	55	250V/220 Amp	Diesel/Direct Feed	Does not run fuels pumps
Facility	**KW**	**Rating**	**Fuel**	**Special Notes**
Station 107	45	250V/120 A	Natural Gas	N/A
Station 108	5	250V/20 Amp	Diesel	Manual Start
Station 109	30	250V/120 Amp	Diesel	Does not run fuel pumps

Station 110	8	220V/36 Amps	Natural Gas	
Station 111	20	N/A	Gas	Electric Start
Station 112	N/A	N/A	N/A	N/A
Station 114	Yes	N/A	N/A	N/A
Station 115	Yes	N/A	N/A	Rental
Station 116	N/A	N/A	N/A	N/A
Station 117	8	220V/36 Amps	Natural Gas	N/A

Note: All generators are automatic start unless otherwise noted.

FUEL LOCATIONS AND AUXILLIARY FUEL HAND PUMPS

Fueling locations are as listed:

Location	Gas	Diesel
Fleet	500 Gallons	500 Gallons
Station 21	1000 Gallons	1000 Gallons
Station 22	None	1000 Gallons
Station 23	None	1000 Gallons
Station 25	500 Gallons	500 Gallons
Station 26	None	1000 Gallons
Station 41	None	1000 Gallons
Station 50	500 Gallons	500 Gallons
Station 55	500 Gallons	500 Gallons
Station 58	500 Gallons	500 Gallons
Station 65	None	1000 Gallons
Station 66	None	1000 Gallons
Station 106	500 Gallons	500 Gallons
Station 109	500 Gallons	1000 Gallons
Station 116	500 Gallons	500 Gallons

Hand Pumps

All stations with fuel supply shall be issued hand pumps for emergency operations.

To install the pumps:

1) Carefully remove the fuel level gauge.

2) Install the pump into the 2” coupling – rain contamination does not affect this operation.

3) When power is restored, remove the hand pump and pump any residual fuel out of the pump assembly then reinstall the fuel level gauge.

4) Return the hand pump to its storage location.

EMERGENCY FUEL DELIVERY CONTACTS

Emergency scene fuel deliveries can be secured via the following contacts:

Primary Contact

Rubicon Oil: (916) 857-1000

After hours, the phone message will be transferred to an on-call employee.

Secondary Contact

Hunt & Sons (916) 383-4868 office or (916) 826-0012 cell

Place requests for fuel delivery on an emergency scene as soon as possible to prevent delays. Provide the fuel company with an estimate of the number of units requiring fuel and an accurate description of the incident location.

Section XX - *HIGH-RISE FIRE RESPONSE GUIDE*

INTRODUCTION

There are several mid and high-rise occupancies not only in the area served by Metro Fire, but also in those jurisdictions that Metro Fire responds for mutual aid requests. Additionally, large multi-story buildings that may not meet the definition of a high-rise building, will pose the same incident mitigation challenges. Fires in these structures present significant management, logistical, and safety problems. The size and complexity of the interior spaces, the enclosed nature of the fire areas, and the limited access to the fire area all contribute to the problems that face fire suppression operations. Most structures are equipped with various environmental, fire, and life safety systems that require support and control to perform as designed. Examples of such systems include HVAC systems, elevators, alarm, communication, fire sprinkler, standpipe, and smoke control systems. It is imperative that Metro Fire personnel recognize the vital nature of these systems as well as their vulnerability in order to protect the lives of occupants and fire personnel.

PURPOSE

The serious life hazard threat to building occupants and emergency responders, endangered by fire, smoke and limited evacuation options, requires Incident Commanders to maintain a high degree of organization and discipline. This response guide provides Incident Commanders and initial arriving fire resources with guidelines that will ensure expedient and successful organization of resources and establishment of the appropriate mitigation objectives. It is recommended that incident management personnel use this plan in conjunction with the FIRESCOPE, Field Operations Guide in accordance with the Metro Fire Operations Manual and Metro Fire High Rise plan. For a listing of tasks that are required of high-rise specific incident command positions, please refer to the FIRESCOPE Field Operations Guide.

COMMAND TACTICAL CHECKLIST

- Report on Conditions
  - ✓ Type of building
  - ✓ Location of fire
  - ✓ Staging location
  - ✓ Action to be taken
- Establish Incident Command
  - ✓ Announce on tactical channel
  - ✓ Announce Incident Command Post Location
  - ✓ Determine initial strategic and tactical objectives
  - ✓ Request additional alarms and resources
- Identify Staging Area
- Identify Base Area Location
- Assign Initial Alarm Resources (ALSSBase)
  - ✓ Fire Attack Group Supervisor
  - ✓ Lobby Control Unit Leader
  - ✓ Staging Area Manager
  - ✓ Systems Control Unit Leader
  - ✓ Base Area Manager
- Additional Alarm Resources
  - ✓ Incident Safety Officer
  - ✓ Ground Support Unit Leader
  - ✓ Medical Unit Leader
  - ✓ Medical Group Supervisor
  - ✓ Water Supply Officer
- Additional Considerations
  - ✓ Declaration of Multi Casualty Incident
  - ✓ Public Information Officers
  - ✓ Rehabilitation resources
  - ✓ Feeding
  - ✓ Re-hydration
  - ✓ Fleet Division Representative
  - ✓ Fuel resources for apparatus
  - ✓ Lighting
  - ✓ Shelter and clothing for displaced civilians

Section XXI - *STRUCTURAL COLLAPSE RESPONSE GUIDE*

INTRODUCTION

Throughout the Metro Fire area, there are hundreds of large buildings that are used by various businesses for conducting business. Uses for these buildings include office space, retail stores, grocery stores, warehouses, industrial and commercial uses, and entertainment. During normal hours of operation these buildings may contain hundreds, or even thousands of people. Structural collapse of these structures, caused by events such as earthquakes, aircraft crashes, terrorist actions, or structural failure, would result in a major disaster. Metro Fire resources will be required to effectively organize and manage search and rescue operations. A significant burden will be placed on local resources and the ordering of state and/or federal urban search and rescue teams may be necessary. Additionally, personnel may be required to address other associated hazards such as hazardous materials at the site of the collapse and multi casualty incident operations.

PURPOSE

This section of the Metro Fire EOP provides response guidelines for initial resources and incident commanders to utilize when responding to a structural collapse incident. Successful operations will require prompt establishment of an adequate incident command system and the ordering of the appropriate type and number of specialized rescue resources. Included are recommendations for a thorough size-up, assigning resources, incident safety, rescue operations, and incident termination. Additionally, FIRESCOPE Urban Search and Rescue Operational Capabilities are provided to assist incident commanders in ordering the appropriate type of search and rescue mutual aid resources.

For more specific information on USAR Team inventories, USAR specific ICS modular development, and structure/search marking systems, please refer to the FIRESCOPE Field Operations Guide.

COMMAND TACTICAL CHECKLIST

PHASE I - Size Up

Primary Assessment

- ❑ Take command – size-up
- ❑ Secure witnesses or Reporting Party
- ❑ Determine location, number, and condition of victims
- ❑ Determine location and number of buildings involved
- ❑ Rescue mode or Recovery mode?
- ❑ Institute level 1 and level 2 staging immediately

Secondary Assessment

- ❑
- ❑ Type of occupancy (e.g. business, mercantile, assembly, etc.)
- ❑ Building construction type
- ❑ Assess hazards (e.g. secondary collapse, utilities, etc) assign to Safety
- ❑ Secure all hazards – advise crews of unsecured hazards
- ❑ Assess the need for additional personnel (e.g. canine, Red Cross, etc)
- ❑ Assess need for additional equipment (e.g. cranes, heavy equipment)
- ❑ Assess traffic conditions

PHASE II – Assignments

Assign Groups as Needed

- ❑ Safety
- ❑ Building Triage
- ❑ Search
- ❑ Extrication (technical rescue)
- ❑ Medical (treatment, transport, etc)
- ❑ Air Operations
- ❑ Hazardous Materials
- ❑ Staging

PHASE III - Make Rescue Area Safe

- Remove surface victims
- Traffic Control
- Secure Utilities
- Establish perimeter
- Establish transportation corridor
- Establish victim staging area (accountability)
- Restrict access for all non-emergency personnel
- Establish building triage teams

PHASE IV - Rescue Operations

- Establish action plan for search team
- Establish action plan for rescue team
- Vertical access preferred
- Treat as a confined space rescue
- RIC to rescue ratio 1:1
- Personal protective equipment
- Transfer victims to treatment
- Selective debris removal (for victim removal)
- Obtain PAR's from Groups in hazard zone as needed

PHASE IV –Termination

- Obtain PAR's
- General debris removal (coordinated with investigators)
- Remove equipment
- Critical Incident Stress Debriefing
- Demobilization

FIRESCOPE/OES URBAN SEARCH AND RESCUE STRIKE TEAM TYPES

Use this chart to order the appropriate type of OES USAR Strike Teams for conditions at your specific collapse incident:

	Strike Team Types	Number/Type	Minimum Task Capabilities	Strike Team Leader	Personnel per Single Resource	Total Personnel
USAR COMPANY	AR-HEAVY	2-Type I Units	Vehicles equipped for reinforced concrete, steel structures, and confined space rescue	1	6	13
	BR-MEDIUM	2-Type II Units	Vehicles equipped for reinforced and unreinforced masonry, tilt-up construction, and heavy timber	1	6	13
	CR-LIGHT	5-Type III Units	Vehicles equipped for light frame construction and basic rope rescue	1	3	16
	DR-BASIC	5-Type 4 Units	Vehicles equipped for surface rescue and non-structural entrapment in non-collapsed structure	1	3	16

LEVELS OF URBAN SEARCH & RESCUE OPERATIONAL CAPABILITY

Basic Operational Level
The minimum capability to conduct safe and effective search and rescue operations incidents involving at structure collapse. Personnel at this level shall be competent at surface rescue that involves minimal removal of debris and building contents to extricate easily accessible victims from non-collapsed structures.

Light Operational Level
The minimum capability to conduct safe and effective search and rescue operations at structure collapse incidents involving the collapse or failure of light frame construction and basic rope rescue operations.

Medium Operational Level
The minimum capability to conduct safe and effective search and rescue operations at structure collapse incidents involving the collapse or failure of reinforced and unreinforced masonry (URM), concrete tilt-up, and heavy timber construction.

Heavy Operational Level
The minimum capability to conduct safe and effective search and rescue operations at structure collapse incidents involving the collapse or failure of reinforced concrete or steel frame construction, and the performance Confined Space Entry and Rescue Operations.

Section XXII - *WILDLAND FIRES RESPONSE GUIDE*

INTRODUCTION

Metro Fire provides wildland fire protection services to numerous areas within Sacramento Count. Many of these areas include areas that fall within the "High Fire Hazard Severity Zone". These areas have the potential to cause significant life, environmental, and property losses if not controlled in an expedient and effective manner. Conditions that may cause initially controllable fires in these areas to escalate into extended attack and large fires include extreme fire weather conditions and resource depletion. These areas include all of Rancho Murieta and Sloughhouse, the American River Parkway, the Fair Oaks Bluffs, and rural portions of Rio Linda, Elverta, Orangevale and Citrus Heights. These urban interface areas present formidable fire control challenges to fire suppression personnel due to fuel density, access, and water supply conditions.

PURPOSE

This section of the Metro Fire EOP provides initial attack resources and incident commanders with guidelines that will assist in the acquisition of information, establishment of command, and the requesting of the proper types and number of resources immediately upon dispatch to a major wildland fire. Additional wildland firefighting information, such as specific resource typing and incident management details, can be found in the Metro Fire Policies and Procedures Manual, the FIRESCOPE Field Operations Guide, and the National Wildfire Coordinating Group Fireline Handbook.

COMMAND TACTICAL CHECKLIST

Initial Attack Incident Commander

- **Obtain the following information from Fire Dispatch**
  - ✓ Person reporting the fire
  - ✓ Location of the fire
  - ✓ Best access
  - ✓ Size
  - ✓ Fuel type
  - ✓ Rate of spread
  - ✓ Exposures threatened
  - ✓ Incident weather conditions
- **Enroute to Fire**
  - ✓ Mental review of fire area
  - ✓ Consider predicted fire behavior
  - ✓ Look for local weather indicators - note time of day
  - ✓ Observe smoke column and verify for expected volume, height, color, direction
- **Upon Arrival**
  - ✓ Size-up fire and report to Fire Dispatch
  - ✓ Do not cross head of fire unless safe
  - ✓ Park vehicles in safe location
  - ✓ Ensure all roads are open for traffic
  - ✓ Establish Command

Initial Actions

- **Initial Attack Plan - Consider**
  - ✓ Location of escape routes and safety zones
  - ✓ Special Hazards (i.e. downed power lines)
  - ✓ Anchor point
  - ✓ Type of control needed
  - ✓ Arrival times of responding resources
  - ✓ Additional resource needs
  - ✓ Affect of Topography and Weather on fire behavior
  - ✓ Resource assignments
- **Continue Assessment of Fire Conditions and Suppression Efforts**
  - ✓ Is the initial plan working?
  - ✓ Additional resource needs – weather conditions

Major Fire Incident

Characteristics

- ✓ Usually less than 100 acres in size
- ✓ Resources vary from several single resources to several Task Forces and/or Strike Teams
- ✓ Incident divided into divisions
- ✓ The incident is expected to be contained in the first operational period
- ✓ A written Incident Action Plan is not needed
- ✓ Positions such as Operations, Planning, Logistics. Safety, and Liaison may be filled
- ✓ Staging areas may be utilized

Early Objectives

- ❑ Establish an Incident Command Post

- ❑ Complete an Incident Briefing Form

    - ✓ Map incident and display resource assignments
    - ✓ Document ICS organization
    - ✓ Track resources on-scene, enroute, and ordered
    - ✓ Document strategy, tactics, and current conditions

- ❑ Review Safety Plan

- ❑ Keep Fire Dispatch informed

    - ✓ Fire status
    - ✓ Progress of fire attack
    - ✓ Additional resources needed
    - ✓ Weather conditions and changes
    - ✓ Threatened resources and structures

- ❑ As Additional Resources arrive

    - ✓ Divide the Fire into Divisions
    - ✓ Assign a Division Supervisor to each division

- ❑ As Incident Escalates, Assign as needed

    - ✓ Operations Section Chief
    - ✓ Logistics Section Chief
    - ✓ Planning Section Chief

- ✓ Liaison Officer
- ✓ Safety Officer
- ✓ Prepare to Brief
- ✓ Metro Fire Agency Representative
- ✓ Incident Support Teams
- ✓ MOC, FOC, and Operational Area EOC personnel

RESOURCE ORDERRING

Until a Logistics Division Supervisor is assigned to the incident, incident commanders should request fire suppression resources through Fire Dispatch, or the MOC, FOC, or EOC if they have been activated. When making such resource requests, use the FIRESCOPE Strike Team Types and Minimum Standards chart listed below to ensure the resources with the required capabilities are is ordered.

			Minimum Equipment Standards							Minimum Personnel		
Kind	Type	Number of Units	Pump Cap, GPM	Water Cap, GAL	2 1/2" Hose	1 1/2" Hose	1" Hose	Ladder	Master Stream	Strike Team Leader	Personnel per Single Resource	Total Personnel
ENGINES	1	5	1000	400	1200	400	200	20' Ext	500 GPM	1	4	21
	2	5	500	400	100	500	300	20' Ext	NA	1	3	16
	3	5	120	300	NA	1000	800	NA	NA	1	3	16
	4	5	50	200	NA	300	800	NA	NA	1	3	16
CREWS	1	NA	Type 1 Handcrews have no restrictions on use							1	29	30
	2	NA	Type 1 Handcrews may have restrictions on use							1	29	30
DOZERS	1	2 Type 1 Dozers	Heavy Dozer min. 200 HP (D-7, D-8, or equivalent)							1	1	
		1 Dozer Tender									1	4
	2	2 Type 2 Dozers	Medium Dozer min. 100 HP (D-5, D-6, or equivalent)							1	1	
		1 Dozer Tender									1	4
	3	2 Type 3 Dozers	Medium Dozer min. 100 HP (D-5, D-6, or equivalent)							1	1	
		1 Dozer Tender									1	4

List of Appendices

INCIDENT OBJECTIVES	1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED

4. OPERATIONAL PERIOD (DATE/TIME)

5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (INCLUDE ALTERNATIVES)

6. WEATHER FORCAST FOR OPERATIONAL PERIOD

7. GENERAL SAFETY MESSAGE

8. ATTACHMENTS (* IF ATTACHED)

- ☐ ORGANIZATION LIST (ICS 203)
- ☐ MEDICAL PLAN (ICS 206)
- ☐ _____
- ☐ ASSIGNMENT LIST (ICS 204)
- ☐ INCIDENT MAP
- ☐ _____
- ☐ COMMUNICATION PLAN (ICS 205)
- ☐
- ☐ _____

ICS 202 3-80	9. PREPARED BY (PLANNING SECTION CHIEF)	10. APPROVED BY (INCIDENT COMMANDER)

ORGANIZATION ASSIGNMENT LIST

1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED

POSITION NAME

4. OPERATIONAL PERIOD (DATE/TIME)

5. INCIDENT COMMANDER AND STAFF

INCIDENT COMMANDER	
DEPUTY	
SAFETY OFFICER	
LIAISON OFFICER	

6. AGENCY REPRESENTATIVES

AGENCY	NAME

7. PLANNING SECTION

CHIEF	
DEPUTY	
RESOURCE UNIT	
SITUATION UNIT	
DOCUMENTATION UNIT	
TECHNICAL SPECIALISTS	

8. LOGISTICS SECTION

CHIEF	
DEPUTY	

a. SUPPORT BRANCH

DIRECTOR	
SUPPLY UNIT	
FACILITIES UNIT	
GROUND SUPPORT UNIT	

b. SERVICE BRANCH

DIRECTOR	
COMMUNICATIONS UNIT	
MEDICAL UNIT	
FOOD UNIT	

9. OPERATIONS SECTION

CHIEF		
DEPUTY		

a. BRANCH I - DIVISION/GROUPS

BRANCH DIRECTOR		
DEPUTY		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		

b. BRANCH II - DIVISION/GROUPS

BRANCH DIRECTOR		
DEPUTY		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		

c. BRANCH III - DIVISION/GROUPS

BRANCH DIRECTOR		
DEPUTY		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		
DIVISION/GROUP		

d. AIR OPERATIONS BRANCH

AIR OPERATIONS BR. DIR.	
AIR TACTICAL GROUP SUP.	
AIR SUPPORT GROUP SUP.	
HELICOPTER COORDINATOR	
AIR TANKER/FIXED-WING CRD.	

10. FINANCE SECTION

CHIEF	
DEPUTY	
TIME UNIT	
PROCUREMENT UNIT	
COMPENSATION/CLAIMS UNIT	
COST UNIT	

ICS 203

11. PREPARED BY (RESOURCE UNIT)

1. BRANCH	2. DIVISION/GROUP	**ASSIGNMENT LIST**

3. INCIDENT NAME	4. OPERATIONAL PERIOD DATE _____ TIME _____

5. OPERATIONS PERSONNEL

OPERATIONS CHIEF _____ DIVISION/GROUP SUPERVISOR _____

BRANCH DIRECTOR _____ AIR TACTICAL GROUP SUPERVISOR _____

6. RESOURCES ASSIGNED THIS PERIOD

STRIKE TEAM/TASK FORCE RESOURCE DESIGNATOR	LEADER	NUMBER PERSONS	TRANS. NEEDED	DROP OFF PT./TIME	PICK UP PT./TIME

7. CONTROL OPERATIONS

8. SPECIAL INSTRUCTIONS

9. DIVISION/GROUP COMMUNICATIONS SUMMARY

FUNCTION		FREQ.	SYSTEM	CHAN.	FUNCTION		FREQ.	SYSTEM	CHAN.
COMMAND	LOCAL				SUPPORT	LOCAL			
	REPEAT					REPEAT			
DIV/GROUP TACTICAL					GROUND TO AIR				

PREPARED BY (RESOURCES UNIT LDR.)	APPROVED BY (PLANNING SECTION CHIEF)	DATE	TIME

ICS 204

INCIDENT RADIO COMMUNICATIONS PLAN	1. INCIDENT NAME	2. DATE/TIME PREPARED	3. OPERATIONAL PERIOD DATE/TIME

4. BASIC RADIO CHANNEL UTILIZATION

SYSTEM / CACHE	CHANNEL	FUNCTION	FREQUENCY	ASSIGNMENT	REMARKS

ICS 205	5. PREPARED BY (COMMUNICATIONS UNIT)

MEDICAL PLAN	1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED	4. OPERATIONAL PERIOD

5. INCIDENT MEDICAL AID STATIONS

MEDICAL AID STATIONS	LOCATION	PARAMEDICS	
		YES	NO

6. TRANSPORTATION

A. AMBULANCE SERVICES

NAME	ADDRESS	PHONE	PARAMEDICS	
			YES	NO

B. INCIDENT AMBULANCES

NAME	LOCATION	PARAMEDICS	
		YES	NO

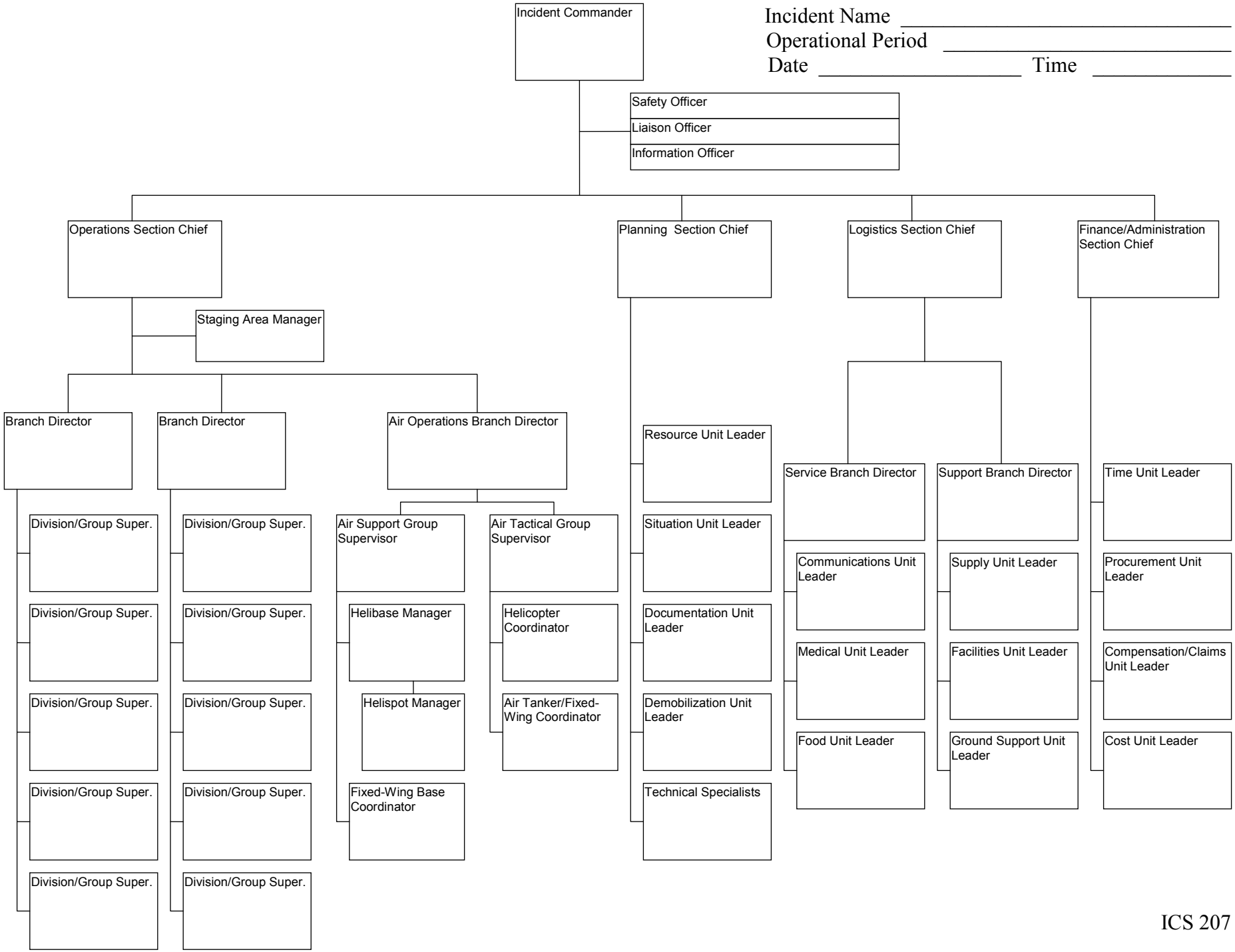
7. HOSPITALS

NAME	ADDRESS	TRAVEL TIME		PHONE	HELIPAD		BURN CENTER	
		AIR	GRND		YES	NO	YES	NO

8. MEDICAL EMERGENCY PROCEDURES

ICS 206 8-78	9. PREPARED BY (MEDICAL UNIT LEADER)	10. REVIEWED BY (SAFETY OFFICER)

Incident Name _____
Operational Period _____
Date _____ Time _____



ICS 207

SITE SAFETY AND CONTROL PLAN ICS 208 HM	1. Incident Name:	2. Date Prepared:	3. Operational Period: Time:

Section I. Site Information

4. Incident Location:

Section II. Organization

5. Incident Commander:	6. HM Group Supervisor:	7. Tech. Specialist - HM Reference:
8. Safety Officer:	9. Entry Leader:	10. Site Access Control Leader:
11. Asst. Safety Officer - HM:	12. Decontamination Leader:	13. Safe Refuge Area Mgr:
14. Environmental Health:	15.	16.

17. Entry Team: (Buddy System) Name:	PPE Level	18. Decontamination Element: Name:	PPE Level
Entry 1		Decon 1	
Entry 2		Decon 2	
Entry 3		Decon 3	
Entry 4		Decon 4	

Section III. Hazard/Risk Analysis

19. Material:	Container type	Qty.	Phys. State	pH	IDLH	F.P.	I.T.	V.P.	V.D.	S.G.	LEL	UEL

Comment:

Section IV. Hazard Monitoring

20. LEL Instrument(s):	21. O_2 Instrument(s):
22. Toxicity/PPM Instrument(s):	23. Radiological Instrument(s):

Comment:

Section V. Decontamination Procedures

24. Standard Decontamination Procedures:	YES:	NO:

Comment:

Section VI. Site Communications

25. Command Frequency:	26. Tactical Frequency:	27. Entry Frequency:

Section VII. Medical Assistance

28. Medical Monitoring:	YES:	NO:	29. Medical Treatment and Transport In-place:	YES:	NO:

Comment:

Section VIII. Site Map		
30. Site Map: 		
Weather ❑ Command Post ❑ Zones ❑ Assembly Areas ❑ Escape Routes ❑ Other ❑		
Section IX. Entry Objectives		
31. Entry Objectives:		
Section X. SOP S and Safe Work Practices		
32. Modifications to Documented SOP s or Work Practices:	YES:	NO:
Comment:		
Section XI. Emergency Procedures		
33. Emergency Procedures:		
Section XII. Safety Briefing		
34. Asst. Safety Officer - HM Signature:	Safety Briefing Completed (Time):	
35. HM Group Supervisor Signature:	36. Incident Commander Signature:	

INSTRUCTIONS FOR COMPLETING THE SITE SAFETY AND CONTROL PLAN
ICS 208 HM

A Site Safety and Control Plan must be completed by the Hazardous Materials Group Supervisor and reviewed by all within the Hazardous Materials Group prior to operations commencing within the Exclusion Zone.

Item Number	Item Title	Instructions
1.	Incident Name/Number	Print name and/or incident number.
2.	Date and Time	Enter date and time prepared.
3.	Operational Period	Enter the time interval for which the form applies.
4.	Incident Location	Enter the address and or map coordinates of the incident.
5 - 16.	Organization	Enter names of all individuals assigned to ICS positions. (Entries 5 & 8 mandatory). Use Boxes 15 and 16 for other functions: i.e. Medical Monitoring.
17 - 18.	Entry Team/Decon Element	Enter names and level of PPE of Entry & Decon personnel. (Entries 1 - 4 mandatory buddy system and back-up.)
19.	Material	Enter names and pertinent information of all known chemical products. Enter UNK if material is not known. Include any which apply to chemical properties. (Definitions: ph = Potential for Hydrogen (Corrosivity), IDLH = Immediately Dangerous to Life and Health, F.P. = Flash Point, I.T. = Ignition Temperature, V.P. = Vapor Pressure, V.D. = Vapor Density, S.G. = Specific Gravity, LEL = Lower Explosive Limit, UEL = Upper Explosive Limit)
20 - 23.	Hazard Monitoring	List the instruments which will be used to monitor for chemical.
24.	Decontamination Procedures	Check NO if modifications are made to standard decontamination procedures and make appropriate Comments including type of solutions.
25 - 27.	Site Communications	Enter the radio frequency(ies) which apply.
28 - 29.	Medical Assistance	Enter comments if NO is checked.
30.	Site Map	Sketch or attach a site map which defines all locations and layouts of operational zones. (Check boxes are mandatory to be identified.)
31.	Entry Objectives	List all objectives to be performed by the Entry Team in the Exclusion Zone and any parameters which will alter or stop entry operations.
32 - 33.	SOP s, Safe Work Practices, and Emergency Procedures	List in Comments if any modifications to SOP s and any emergency procedures which will be affected if an emergency occurs while personnel are within the Exclusion Zone.
34 - 36.	Safety Briefing	Have the appropriate individual place their signature in the box once the Site Safety and Control Plan is reviewed. Note the time in box 34 when the safety briefing has been completed.

INCIDENT STATUS SUMMARY

1. Date	Time	2. INITIAL ___ UPDATE ___ FINAL ___	3. Incident Name	4. Incident Number

5. Incident Commander	6. Jurisdiction	7. County	8. Incident Type	9. Location	10. Started Date _____ Time _____

11. Cause	12. Area Involved	13. % Contained	14. Expected Containment Date _____ Time _____	15. Ext. Control Date _____ Time _____	16. Declared Controlled Date _____ Time _____

17. Current Threat	18. Current Problems

19. Est. Loss	20. Est. Savings	21. Injuries	Deaths	22. Line Built	23. Line to Build

24. Current Weather WS Temp WD RH	25. Predicted Weather WS Temp WD RH	26. Costs to Date	27. Est. Total Cost

28. Agencies

29. Resources

KIND OF RESOURCE	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	Totals
ENGINES																							
DOZERS																							
CREWS																							
HELICOPTERS																							
AIR TANKERS																							
TRUCK COS.																							
RESCUE / MED																							
WATER TENDERS																							
OTHER																							
OVERHEAD PERSONNEL																							
TOTAL PERSONNEL																							

30. Cooperating Agencies

31. Remarks

32. Prepared By	33. Approved By	34. Sent To Date Time By

ICS 209

DESIGNATOR
NAME/ID. NO. _____

_____

STATUS

☐ ASSIGNED ☐ AVAILABLE ☐ O/S REST

☐ O/S MECHANICAL ☐ O/S MANNING

_____ ETR (O/S = Out-of-Service)

FROM	LOCATION	TO
	DIVISION/GROUP	
	STAGING AREA	
	BASE/ICP	
	CAMP	
	EN ROUTE	ETA
	HOME AGENCY	

MESSAGE

TIME _____ RESOURCES PROCESS ☐

ICS FORM 210 STATUS CHANGE CARD

CHECK-IN LIST	1. INCIDENT NAME	2. CHECK-IN LOCATION _____ _____ ☐ BASE ☐ CAMP _____ ☐ STAGING AREA ☐ ICP RESOURCES ☐ HELIBASE	3. DATE/TIME

CHECK-IN INFORMATION

4. List Personnel (Overhead) by Agency & Name - or- List Equipment by the Following Format:					5.	6.	7.	8.	9.		10.	11.	12.	13.	14.	15.	16.
Agency	Single T/F S/T	Kind	Type	I.D. No./Name	Order/ Request Number	Date/Time Check-in	Leader's Name	Total No. Personnel	Manifest Yes	No	Crew Weight or Individual Weight	Home Base	Departure Point	Method of Travel	Incident Assignment	Other Qualification	Sent To Resources Time/Int.

17. Page _____ of _____ ICS 211	18. Prepared By (Name and Position) Use back for remarks or comments

U.S. GPO: 1009-793-975

GENERAL MESSAGE

TO:	POSITION
FROM	POSITION
SUBJECT	DATE

MESSAGE:

DATE	TIME	SIGNATURE/POSITION

ICS 213 1/79
NFES 1336

UNIT LOG	1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED

4. UNIT NAME/DESIGNATORS	5. UNIT LEADER (NAME AND POSITION)	6. OPERATIONAL PERIOD

7. PERSONNEL ROSTER ASSIGNED

NAME	ICS POSITION	HOME BASE

8. ACTIVITY LOG (CONTINUE ON REVERSE)

TIME	MAJOR EVENTS

ICS 214

OPERATIONAL PLANNING WORKSHEET	1. INCIDENT NAME	2. DATE/TIME PREPARED	3. OPERATIONAL PERIOD DATE/TIME

4. DIVISION OR OTHER LOCATION	5. WORK ASSIGNMENTS	6. RESOURCES BY TYPE (SHOW STRIKE TEAM AS ST)							7. REPORTING LOCATION	8. REQUESTED ARRIVAL TIME
		RESOURCE								
		TYPE								
		REQ								
		HAVE								
		NEED								
		REQ								
		HAVE								
		NEED								
		REQ								
		HAVE								
		NEED								
		REQ								
		HAVE								
		NEED								
		REQ								
		HAVE								
		NEED								
		REQ								
		HAVE								
		NEED								
		REQ								
		HAVE								
		NEED								
		REQ								
		HAVE								
		NEED								
	TOTAL RESOURCES REQUIRED	Single Team							10. PREPARED BY (NAME AND POSITION)	
ICS 215 9-86	TOTAL RESOURCES ON HAND									
	TOTAL RESOURCES NEEDED									

RADIO REQUIREMENTS WORKSHEET	1. INCIDENT NAME	2. DATE	3. TIME

4. BRANCH	5. AGENCY	6. OPERATIONAL PERIOD	7. TACTICAL FREQUENCY

8. DIVISION/ GROUP _____ AGENCY _____	DIVISION/ GROUP _____ AGENCY _____	DIVISION/ GROUP _____ AGENCY _____	DIVISION/ GROUP _____ AGENCY _____

9. AGENCY	ID NO.	RADIO RQMTS	AGENCY	ID NO.	RADIO RQMTS	AGENCY	ID NO.	RADIO RQMTS	AGENCY	ID NO.	RADIO RQMTS

ICS 216 3-82	PAGE	10. PREPARED BY (COMMUNICATIONS UNIT)

RADIO FREQUENCY ASSIGNMENT WORKSHEET

1. INCIDENT NAME	2. DATE	3. OPERATIONAL PERIOD (DATE/TIME)

4. INCIDENT ORGANIZATION / 3. RADIO DATA				BRANCH	DIVISION	DIVISION	DIVISION	BRANCH	DIVISION	DIVISION	DIVISION	BRANCH	DIVISION	DIVISION	DIVISION	IC	SAFE OFF	OPS	AIR OPS	AIR TACT	PLANNING	GRND SUP	BASE					COMM CTR	TOTAL BY REQ
SOURCE	FUNCTION	CH#	FREQUENCY																											
5. AGENCY ID		CH#	FREQUENCY																											
6. TOTAL RADIOS REQUIRED																														

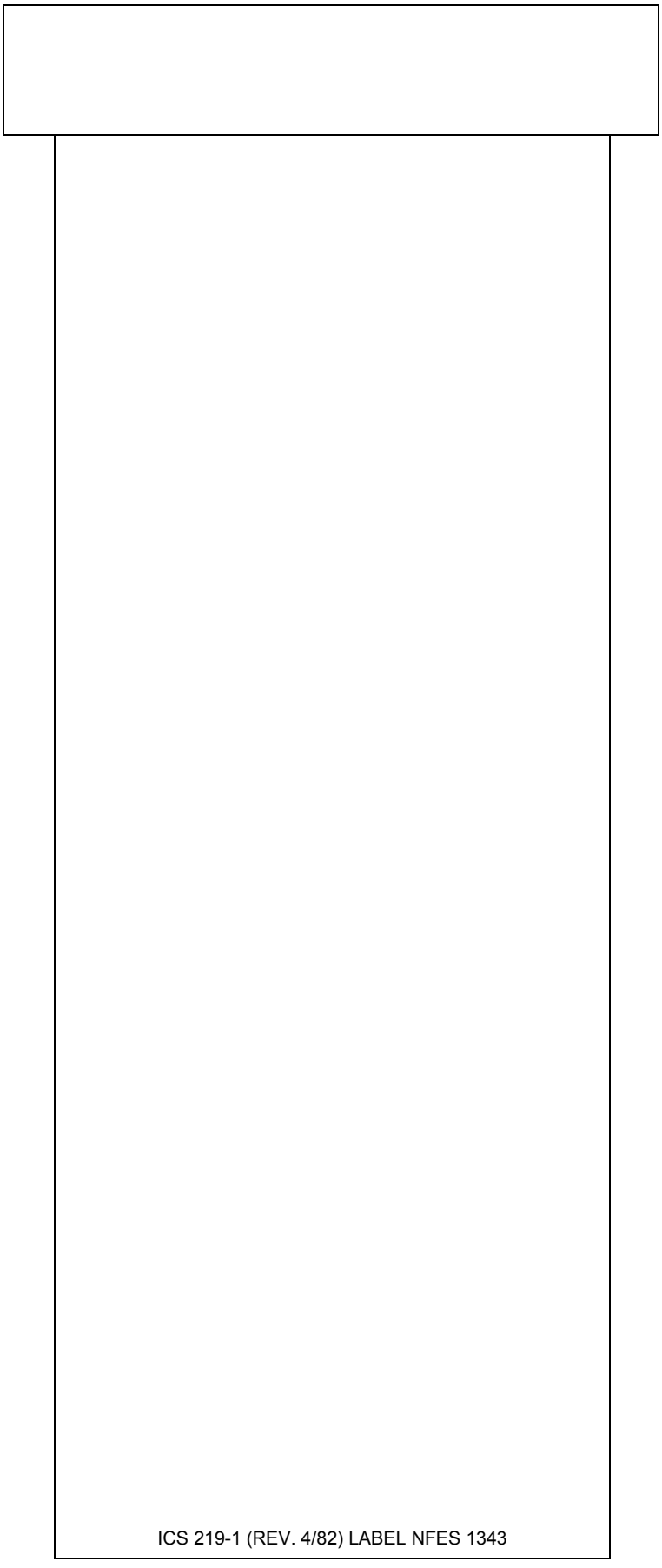
ICS 217		7. PREDARED BY (NAME/POSITION)

SUPPORT VEHICLE INVENTORY (USE SEPARATE SHEET FOR EACH VEHICLE CATEGORY)	1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED

VEHICLE INFORMATION

a. TYPE	b. MAKE	c. CAPACITY/SIZE	d. AGENCY/OWNER	e. I.D. NO.	f. LOCATION	g. RELEASE TIME

ICS 218	PAGE	5. PREDARED BY (NAME/POSITION)


ICS 219-1 (REV. 4/82) LABEL NFES 1343

AGENCY	ST	KIND	TYPE	I.D. NO.

ORDER/REQUEST NO.	DATE/TIME CHECK IN

HOME BASE

DEPARTURE POINT

LEADER NAME

CREW ID NO./NAME (FOR STRIKE TEAMS)

NO. PERSONNEL	MANIFEST	WEIGHT
	☐ YES ☐ NO	

METHOD OF TRAVEL

☐ OWN ☐ BUS ☐ AIR

OTHER

DESTINATION POINT	ETA

TRANSPORTATION NEEDS

☐ OWN ☐ BUS ☐ AIR

OTHER

ORDERED DATE/TIME	CONFIRMED DATE/TIME

REMARKS

ICS 219-2 (REV. 4/82) CREW NFES 1344

AGENCY	TF	KIND	TYPE	I.D. NO.

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

AGENCY	ST	KIND	TYPE	I.D. NO.

ORDER/REQUEST NO.	DATE/TIME CHECK IN

HOME BASE

DEPARTURE POINT

PILOT NAME

DESTINATION POINT	ETA

REMARKS

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

ICS 219-4 (REV. 4/82) HELICOPTER NFES 1346

AGENCY	TF	KIND	TYPE	I.D. NO.

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

AGENCY	ST	KIND	TYPE	I.D. NO.

ORDER/REQUEST NO.	DATE/TIME CHECK IN

HOME BASE

DATE TIME RELEASED

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

ICS 219-6 (REV. 4/82) AIRCRAFT NFES 1348

AGENCY	TF	KIND	TYPE	I.D. NO.

INCIDENT LOCATION	TIME
STATUS ☐ ASSIGNED ☐ O/S REST ☐ O/S PERS. ☐ AVAILABLE ☐ O/S MECH ☐ ETR	
NOTE	
INCIDENT LOCATION	TIME
STATUS ☐ ASSIGNED ☐ O/S REST ☐ O/S PERS. ☐ AVAILABLE ☐ O/S MECH ☐ ETR	
NOTE	
INCIDENT LOCATION	TIME
STATUS ☐ ASSIGNED ☐ O/S REST ☐ O/S PERS. ☐ AVAILABLE ☐ O/S MECH ☐ ETR	
NOTE	
INCIDENT LOCATION	TIME
STATUS ☐ ASSIGNED ☐ O/S REST ☐ O/S PERS. ☐ AVAILABLE ☐ O/S MECH ☐ ETR	
NOTE	

AGENCY	ST	KIND	TYPE	I.D. NO.

ORDER/REQUEST NO.	DATE/TIME CHECK IN

HOME BASE

DEPARTURE POINT

LEADER NAME

RESOURCE ID. NO./NAMES

DESTINATION POINT	ETA

REMARKS

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

ICS 219-7 (REV. 4/82) DOZERS NFES 1349

AGENCY	TF	KIND	TYPE	I.D. NO.

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

INCIDENT LOCATION	TIME

STATUS

☐ ASSIGNED ☐ O/S REST ☐ O/S PERS.

☐ AVAILABLE ☐ O/S MECH ☐ ETR

NOTE

AIR OPERATIONS SUMMARY	1. INCIDENT NAME	2. OPERATIONAL PERIOD (Date & Time)	3. DISTRIBUTION HELIBASES _____ FIXED-WING BASES _____

4. PERSONNEL AND COMMUNICATIONS	**NAME**	**AIR/AIR FREQUENCY**	**AIR/GROUND FREQUENCY**	**5. REMARKS (Spec. Instructions, Safety Notes, Hazards, Priorities)**
AIR OPERATIONS BRANCH DIRECTOR				
AIR TACTICAL GROUP SUPERVISOR				
HELICOPTER COORDINATOR				
AIR TANKER/FIXED-WING COORDINATOR				

6. LOCATION/ FUNCTION	7. ASSIGNMENT	8. FIXED-WING		9. HELICOPTERS		10. TIME		11. AIRCRAFT ASSIGNED	12. OPERATING BASE
		NO.	TYPE	NO.	TYPE	AVAILABLE	COMMENCE		

ICS 220	14. AIR OPERATIONS SUPPORT EQUIPMENT	15. PREDARED BY (Include date & time)

DEMOBILIZATION CHECKOUT

ICS-221

1. INCIDENT NAME/NUMBER	2. DATE/TIME	3. DEMOB NO.
4. UNIT/PERSONNEL RELEASED		
5. TRANSPORTATION TYPE/NO.		
6. ACTUAL RELEASE DATE/TIME	7. MANIFEST YES NO NUMBER _____	
8. DESTINATION _____	9. AREA/AGENCY/REGION NOTIFIED NAME _____ DATE _____	
10. UNIT LEADER RESPONSIBLE FOR COLLECTING PERFORMANCE RATING		

11. UNIT/PERSONNEL YOU AND YOUR RESOURCES HAVE BEEN RELEASED SUBJECT TO SIGNOFF FROM THE FOLLOWING

(DEMOB. UNIT LEADER MARK [X] APPROPRIATE BOX)

LOGISTICS SECTION

- ☐ SUPPLY UNIT _____
- ☐ COMMUNICATIONS UNIT _____
- ☐ FACILITIES UNIT _____
- ☐ GROUND SUPPORT UNIT LEADER _____

PLANNING SECTION

- ☐ DOCUMENTATION UNIT _____

FINANCE/ADMINISTRATION SECTION

- ☐ TIME UNIT _____

OTHER

- ☐ _____ _____
- ☐ _____ _____

12. REMARKS

_____

_____

ICS 221	

APPENDIX B: SACRAMENTO COUNTY EOC RIMS FORMS

Situation Report

Initial Damage Report

Action Planning Form

Operational Objectives Form

Operational Area Action Planning

Major Event Incident Report

Position Descriptions

Position Log

Fire Branch Status Report

HAZMAT Group Status Report

Movement Branch Status Report

Mutual Aid Request Form

Purchase Form

Supply Services Request

Volunteer Resources (CERT)-Equipment Card Form

SACRAMENTO OPERATIONAL AREA RIMS FORM
Situation Report

Reported By:		Agency:	
Position:		Phone:	

Please select the level of this Report after completing the above information

☐ City ☐ OES Region
☐ Operational Area ☐ OES Headquarters
☐ Special District

Please select the report type:
☐ Initial ☐ Interim Update ☐ Official Update ☐ Final

1. Event name:

2. Date/Time of Event:	
3. Event Type:	
4. Event Location:	
5. Areas Affected:	

6. Report as of: (date/time)

7. Weather:

8. Current Situation:

9. Current Situation Detail: status/comments
a. Significant Damage: ☐ Yes ☐ No ☐ Unknown
b. Deaths: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown
c. Injuries: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown

d. Damaged Buildings: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown

e. Utility Problems: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown
f. Communication Problems: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown
g. Road Problems: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown
h. Evacuations: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown
i. Critical Issues: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown
j. Other Problems: ☐ High ☐ Moderate ☐ Low ☐ Yes ☐ No ☐ Unknown

(See Individual Branch Status Reports for detailed information)

10. Current Situation Detail: status/comments N/A - Not Applicable Black - Significant Aid Required Red - Require Some Aid Yellow - No Aid Required Green - Normal
a. EOC(s) Activated: ☐ Yes ☐ No ☐ Unknown

b. Care & Shelter: □ N/A □ Black □ Red □ Yellow □ Green
c. Constr. & Engr.: □ N/A □ Black □ Red □ Yellow □ Green
d. HazMat: □ N/A □ Black □ Red □ Yellow □ Green
e. Fire & Rescue: □ N/A □ Black □ Red □ Yellow □ Green
f. Law Enforcement: □ N/A □ Black □ Red □ Yellow □ Green
g. Medical/Health: □ N/A □ Black □ Red □ Yellow □ Green
h. Movement: □ N/A □ Black □ Red □ Yellow □ Green
i. Utilities: □ N/A □ Black □ Red □ Yellow □ Green
j. Disaster assistance programs/facilities: □ Yes □ No □ NR
k. Mutual aid rcvd in last 24 hours? □ Yes □ No □ Unknown

l. Mutual aid needed in next 24 hours? □ Yes □ No □ Unknown
l. Prognosis: □ Worsening □ No Change □ Improving

11. Major Incidents:	
12. Response/Recovery Priorities:	
13. Proclamations/Declarations:	
a. Local:	
b. Gubernatorial Requested:	
c. Director's Concurrence:	
d. Gubernatorial Received:	
e. Presidential Requested:	
f. Presidential Received:	
14. Other Critical information or General Comments:	
15. Date/Time of Next Report:	

16. Attachments: (File Path)	(File Type)

1. Map(s) – Areas Affected/Threatened Attached? □ Yes □ No	**To Follow—Date/Time**		
		-	
2. Declaration/Proclamation(s) □ Yes □ No			
		-	

SACRAMENTO OPERATIONAL AREA RIMS FORM
Initial Damage Estimate (IDE) Report

Reported By: _____ Agency: _____
Position: _____ Phone: _____

Please select the level of this Report after completing the above information

□ City □ OES Region
□ Operational Area □ OES Headquarters
□ Special District

Population:
City: _____

1. Incident/Event:
_____

2. Incident Began:
(date mm/dd/yyyy)
_____
(time hh:mm)
_____

3. Local Declaration:
(date) _____

4. EOC Activated:
(date) _____

5. Report prepared by:
_____

6. This report as of:
(date/time) _____

DECLARATIONS	DATE REQUESTED	DATE GRANTED
7. Director's Concurrence		
8. Gubernatorial		
9. SBA		
10. Presidential		
a. Individual Assistance		
b. Public Assistance		

Individual Assistance (IA) Damages

	a. Destroyed	b. Major Damage	c. Minor Damage	d. Affected: (No phys. Damage)	e. Estimated Loss	f. Estmtd. % covered by insurance
11. Primary Residence (include mobile homes)						
12. Business						

13. Other (i.e. outbuildings, etc.)						
14. Totals:						
Comments:						

Agricultural Damage:

	a. Acres Impacted	b. Number Impacted	c. Estimated Loss
15. Crops/Grazing Land		- - -	
16. Farm buildings and Machinery	- - -		
17. Livestock	- - -		
18. Totals:			

Public Assistance (PA) Damages
NOTE: Categories A & B – Exclude Normal Operating Costs

Category	Number of Sites	Estimated Loss
19. CAT A: Debris Removal and Disposal		
20. CAT B: Emergency Protective Measures		
21. CAT C: Road and Bridge Systems (non-federal)		
22. CAT D: Water Control Facilities (levees, dams & channels)		
23. CAT E: Public Buildings and Equipment		
24. CAT F: Public Utilities (water and power, etc.)		
25. CAT G: Park/Recreational/other		
26. Totals:		
Comments		

Federal Program Damages	Estimated Costs
27. Federal Highways (Emergency Relief Program) (Damages to federal highway systems)	
28. U.S. Army Corps of Engineers (PL 84 – 99) (For emergency flood control projects)	
29. Natural Resources Conservation Service: (For emergency watershed rehabilitation)	
30. Other (describe):	
31. Totals	

Reporting Agency Point of Contact:

Name:	Phone:	Pager:
Fax Number:	**Alt. Phone Number:**	**E-Mail Address:**

33. When known enter estimated date to commence Preliminary Damage Assessments (PDA):

34a. Community Relations: Need for special language considerations? □ Yes □ No

34b. If "Yes," please describe:

SACRAMENTO OPERATIONAL AREA RIMS FORM

OPERATIONAL AREA ACTION PLANNING

ACTION PLAN FOR:	DISASTER NAME:
CURRENT OPERATIONAL PERIOD: (Enter Date & Time) **From: ___/___/___ ___ Hrs.** **To: ___/___/___ ___ Hrs.**	**PLAN REVIEWED BY:** _____ (Planning Intelligence Chief) **PLAN APPROVED BY:** _____ (EOC Director)

MAJOR INCIDENTS / EVENTS IN PROGRESS:
(Refer to current Situation Report)

Situation: (Type of Incident or Event)	Location: (City, Landmark, etc.)	REOC Support Requested: (Yes/No Sacto Op Area Requesting)
1.		
2.		
3.		
4.		

OVERALL OPERATIONAL AREA OBJECTIVES: (Operational Priorities for the Sacto Op Area)

1. **Mitigate life-threatening situations**
2. **Prepare a detailed Situation Report**
3. **Mobilize Sacramento Operational Area staff as required to fulfill SEMS Functions**

SACRAMENTO OPERATIONAL AREA RIMS FORM

MANAGEMENT STAFF OPERATIONAL OBJECTIVES

(PIO/Liaison Officer/Safety Officer/Security Officer)

Objectives:	Branch/Unit Responsible:	% Completed:	Est. Time Completed:
1.			
2.			
3.			
4.			
5.			
6.			

SACRAMENTO OPERATIONAL AREA

OPERATIONS SECTION OPERATIONAL OBJECTIVES

(PIO/Liaison Officer/Safety Officer/Security Officer)

Objectives:	Branch/Unit Responsible:	% Completed:	Est. Time Completed:
1.			
2.			
3.			
4.			
5.			
6.			

SACRAMENTO OPERATIONAL AREA

PLANNING INTELLIGENCE SECTION OPERATIONAL OBJECTIVES

(PIO/Liaison Officer/Safety Officer/Security Officer)

Objectives:	Branch/Unit Responsible:	% Completed:	Est. Time Completed:
1.			
2.			
3.			
4.			
5.			
6.			

SACRAMENTO OPERATIONAL AREA
LOGISTICS SECTION OPERATIONAL OBJECTIVES

(PIO/Liaison Officer/Safety Officer/Security Officer)

Objectives:	Branch/Unit Responsible:	% Completed:	Est. Time Completed:
1.			
2.			
3.			
4.			
5.			
6.			

SACRAMENTO OPERATIONAL AREA
FINANCE ADMINISTRATION SECTION OPERATIONAL OBJECTIVES

(PIO/Liaison Officer/Safety Officer/Security Officer)

Objectives:	Branch/Unit Responsible:	% Completed:	Est. Time Completed:
1.			
2.			
3.			
4.			
5.			
6.			

SACRAMENTO OPERATIONAL AREA RIMS FORM
Operational Area Action Plan

Action Plan For:	**Disaster Name:**
Plan Reviewed By:	**Plan Approved By:**
Planning intelligence Chief	

Current Operation Period:			
From:		To:	
Hrs:		Hrs:	

Major Incidents/Events in Progress: **(Refer to current Situation Report)**		
Situation: **(Type of Incident or Event)**	**Location:** **(Op Area, City, Landmark)**	**Support Requested:** **(Yes/No)**
1.		□ Yes □ No
2.		□ Yes □ No
3.		□ Yes □ No
4.		□ Yes □ No
5.		□ Yes □ No
6.		□ Yes □ No
7.		□ Yes □ No
8.		□ Yes □ No

Overall Objectives: (Operational Priorities)

• Objectives • Action Items	Responsible Party	Status/Comments	% Com	Estimated Completion Date
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

Management Objectives:
Operations Objectives:
Logistics Objectives:
Planning/Intelligence Objectives:
Finance/Administration Objectives:

Insert current Organization Chart and Roster, or Graphs, Etc. Here:

State Agency Liaison in the REOC	
Agency:	**SEMS Functional Assignment:**
Federal ESF Liaison in the REOC	
Agency:	**SEMS Functional Assignment:**

SACRAMENTO OPERATIONAL AREA RIMS FORM

Major Event Incident Report

Reported By:		Agency:	
Position:		Phone:	

Please select the level of this Report after completing the above information

☐ City ☐ OES Region
☐ Operational Area ☐ OES Headquarters
☐ Special District

1. a. Overall Event Name:
If incident is related to a larger event, then select an event.

Otherwise, name this event/incident:

2. Incident Name:
If this is an incident related to a larger event, select the name.

Otherwise, leave blank or name the incident:

3. Event Type:

4. Date/Time of Event:

5. Location Description of Event:

6. Impact of Event: ☐ Major ☐ Moderate ☐ Minor ☐ Routine

7. Situation (remarks)

FUNCTIONAL AREA IMPACT

(8-14 Allow for functional area impacts. Mark the status of the function then record any remarks if needed)

N/A - Not Applicable
Black - Significant Aid Required
Red - Require Some Aid
Yellow - No Aid Required
Green - Normal

8. Fire and Rescue: ☐ N/A ☐ Black ☐ Red ☐ Yellow ☐ Green

9. Law Enforcement: ☐ N/A ☐ Black ☐ Red ☐ Yellow ☐ Green

10. Care & Shelter: ☐ N/A ☐ Black ☐ Red ☐ Yellow ☐ Green

11. Medical / Health: ☐ N/A ☐ Black ☐ Red ☐ Yellow ☐ Green

12. Movement: ☐ N/A ☐ Black ☐ Red ☐ Yellow ☐ Green

13. Constr & Engr: ☐ N/A ☐ Black ☐ Red ☐ Yellow ☐ Green

14. Utility: □ N/A □ Black □ Red □ Yellow □ Green

15. EOC Activate? □ Yes □ No

16. Mutual Aid Received in Last 24 Hours? □ Yes □ No

17. Mutual Aid Needed in Next 24 Hours? □ Yes □ No

18. Critical Issues? □ Yes □ No

19. Prognosis: □ Worsening □ No Change □ Improving

20. Reported By (entered at beginning of report)

a. Name:	
b. Agency:	
c. Phone:	
d. Fax Number:	
e. Alternate Number:	

21. Date/Time of Report:

Date: | | Time: | |

22. Person receiving Report:

a. Name:	
b. Agency:	
c. Phone:	
d. Fax Number:	
e. Alternate Number:	

23. Additional Text information:

SACRAMENTO OPERATIONAL AREA RIMS FORM

Position Descriptions

EOC Position	Filled by	Responsibilities
Management:		
Director of Emergency Operations	County Executive or designee City Manager or designee	Manage the overall emergency response and recovery effort Develop and issue rules, regulations, proclamations and orders Work with Section Chiefs, develop strategy and tactics to mitigate the incident Ensure coordination within the EOC
Public Information Officer	County PIO City Utilities PIO	Coordinate all media all information releases and media contacts with the Director Provide news releases and answer media questions Ensure that information released is consistent, accurate and timely Arrange media tours and photo opportunities of the incident
EOC Coordinator	Emergency Operations Coordinator Emergency Services Officer	Facilitate the overall functioning of the EOC Coordinate with other agencies and SEMS levels Serve as a resource to the Director
Legal Advisor	County Counsel City Attorney	Provide legal advise to the Director in all legal matters relative to the emergency Assist in the proclamation of an emergency
Safety Officer	Safety Office	Identify and mitigate safety hazards and situations of potential liability during EOC operations Ensure a safe working environment in the EOC
Operations:		
Operations Section Chief	Sheriff=s Patrol Services Chief Deputy City Manager	Coordinate all jurisdictional operations in support the emergency response through implementation of the County=s EOC Action Plan Coordinate all requests for mutual aid and other operational resources
Law Enforcement Branch Chief	Patrol Captain	

SACRAMENTO OPERATIONAL AREA RIMS FORM
POSITION LOG

Name: SEMS Section/Unit: Department:

Date	Time	Person/Agency	Phone #/FAX	Regarding	Action

SACRAMENTO OPERATIONAL AREA RIMS FORM

Fire & Rescue Status Report

Reported By:		Agency:	
Position:		Phone:	

Please select the level of this Report after completing the above information

☐ City ☐ OES Region
☐ Operational Area ☐ OES Headquarters
☐ Special District

Black - Significant Aid Required
Red - Require Some Aid
Yellow - No Aid Required
Green - Normal

1. Event Name:		**2. Event Date:**	
3. Overall Status:	☐ Black ☐ Red ☐ Yellow ☐ Green	**4. As Of:**	
5. Areas Affected:			
6. Situation:			

RESOURCES	a. SR #	b. ST #	RESOURCES	a. #	RESOURCES	a. #
7. Engines			**10. Helicopters**		**13. Rescue/Med**	
8. Dozers			**11. Airtankers**		**14. Water Tend**	
9. Crews			**12. Truck Cos**		**15. Overhead**	

	a. #		a. #
16. # Fires		**20. # Outbuildings Destroyed**	
17. # Acres Burned		**21. # Outbuildings Threatened**	
18. # Homes Destroyed		**22. # Commercial Structures Destroyed**	
19. # Homes Threatened		**23. # Commercial Structures Threatened**	

a. #
b. Remarks

24. # Hazmat Incidents:		
25. # Firefighters Injured		
26. # Firefighters Killed		
27. Mutual Aid Rec Past 24 Hrs	☐ Yes ☐ No	

28. Mutual Aid Proj Next 24 hrs	☐ Yes ☐ No
29. Critical issues:	☐ Yes ☐ No
30. Prognosis	☐ Worsening ☐ No Change ☐ Improving

a. Name:		**b. Phone:**	
b. Fax Number:		**d. Alternate Number:**	

31. Point of Contact:

SACRAMENTO OPERATIONAL AREA RIMS FORM

Hazardous Materials Group Status Report

Reported By:		Agency:	
Position:		Phone:	

Please select the level of this Report after completing the above information

☐ City ☐ OES Region
☐ Operational Area ☐ OES Headquarters
☐ Special District

Black - Significant Aid Required
Red - Require Some Aid
Yellow - No Aid Required
Green - Normal

1. Event Name:		**2. Event Date:**	
3. Overall Status:	☐ Black ☐ Red ☐ Yellow ☐ Green	**4. As Of:**	
5. Areas Affected:			
6. Situation:			

Current Situation

b. Status
b. Remarks

7. Estimated Casualties

a. Deaths:		
b. Major Injuries:		
c. Minor Injuries:		
d. Missing		

HAZ MAT RESPONSE

a. Agency Name
b. Remarks (including incident name)

8. Agency Responding

9. Response Needed ☐ Yes ☐ No

10. Critical issues: ☐ Yes ☐ No

11. Prognosis ☐ Worsening ☐ No Change ☐ Improving

Point of Contact:

a. Name:		**b. Phone:**	
b. Fax Number:		**d. Alternate Number:**	

SACRAMENTO OPERATIONAL AREA RIMS FORM

Movement Branch Status Report

Reported By:		Agency:	
Position:		Phone:	

Please select the level of this Report after completing the above information

☐ City ☐ OES Region
☐ Operational Area ☐ OES Headquarters
☐ Special District

Black - Significant Aid Required
Red - Require Some Aid
Yellow - No Aid Required
Green - Normal

1. Event Name:		**2. Event Date:**	
3. Overall Status:	☐ Black ☐ Red ☐ Yellow ☐ Green	**4. As Of:**	
5. Areas Affected:			
6. Situation:			

	Status	Remarks
7. Current trafficability in and out of affected area: (percentage of normal)	%	
8. Projected trafficability in and out of affected area: (percentage of normal)	%	
9. # of persons evacuated:		(number)
10. # of traffic control units deployed:		(number)
11. Mutual aid received in last 24 hours?	☐ Yes ☐ No ☐ Unknown	
12. Mutual aid needed in next 24 hours?	☐ Yes ☐ No ☐ Unknown	
13. Critical Issues:	☐ Yes ☐ No	
14. Prognosis:	☐ Worsening ☐ No Change ☐ Improving	

Point of Contact:

a. Name:		**b. Phone:**	
b. Fax Number:		**d. Alternate Number:**	

SACRAMENTO OPERATIONAL AREA RIMS FORM
Mutual Aid Resource Request Form

1. Request Date/Time:
2. Operational Area:
3. Related Event or Disaster (if any):
4. Related Incident (if any):
a. Name: **b. Map Reference:**
c. Address:
5. Situation:
6. Threat:
7. Type of Resource Requested:
8. Latest Acceptable Arrival Date/Time:
9. Incident Number:

13. Person Calling in this Request **a. Name:** **b. Position:** **c. Agency:** **d. Phone Number:** **e. Fax Number:** **f. Pager/Alternate Number:**	**14. Requesting Agency** **a. Agency Name:** **b. On Scene POC:** **c. Position:** **d. Phone Number:** **e. Fax Number:** **f. Pager/Alternate Number:**
15. Who will provide Service/Support for? **a. Fuel:** **b. Meals:** **c. Water:** **d. Maintenance:** **e. Lodging:**	**16a. Reporting Location Address:** **16b. Reporting Location Map Ref.:** **(Prefer use of Thomas Brothers maps)**
17. Person Taking this Request **a. Name:** **b. Phone Number:** **c. Fax Number:** **d. Cell Number:** **e. Pager/Alternate Number:**	**18. Responsible Person or Function (who to notify)** **a. Name:** **b. Phone Number:** **c. Fax Number:** **d. Cell Number:** **e. Pager/Alternate Number:**

19. Special Instructions:

20. Comments or Forwarding Information:

SACRAMENTO OPERATIONAL AREA RIMS FORM
EOC Services and Supplies Order Log

Date	Item	Qnty	Vendor	Purpose/for	Ordered by	Cost

ts:word\eocpurch.log

SACRAMENTO OPERATIONAL AREA RIMS FORM
Logistics Supply/Services Request Form

Part 1: Supply/Service Request Information (to be completed by requester) **CITY** ❑ OR **COUNTY**❑

NAME OF REQUESTER	PHONE NUMBER(S)	DATE/TIME OF REQUEST
DEPARTMENT NAME	DIVISION NAME	DATE/TIME ITEM REQUIRED

ITEM	QTY	U/M	DESCRIPTION AND/OR PART NUMBER OF ITEM/SERVICE NEEDED	UNIT PRICE (COMPLETED BY LOGISTICS BUYER)	EXTENSION (COMPLETED BY LOGISTICS BUYER)
1.					
2.					
3.					
4.					

PICK UP ❑ OR DELIVER ❑ (check one)
DELIVERY ADDRESS (*INCLUDE CROSS STREET),* ATTN. NAME, AND/OR SPECIAL INSTRUCTIONS:

BILLING ADDRESS:

Part 2: Account Coding (to be completed by COUNTY requester)

COST CENTER	GL ACCOUNT	UNLOADING POINT	GOODS RECIPIENT
_ _ _ _ _ _ _ _ _ _	_ _ _ _ _ _ _ _ _ _		

Part 3: Approval Signatures (to be obtained by requester prior to submitting request to Logistics)

DEPARTMENT APPROVAL		DATE	
FINANCE APPROVAL (if over $5000		DATE	

Part 4: Order Information (to be completed by Logistics buyer)

REQUEST ASSIGNED TO:	DATE/TIME ORDERED:
VENDOR NAME/#:	CONTACT NAME/PHONE:
ADDRESS:	PROMISE DATE/TIME:

PO #:	ORDER ENTERED & RELEASED? YES ❑ NO ❑ COMPASS NUMBER:
COMMENTS OR FORWARDING INFORMATION:	

SACRAMENTO OPERATIONAL AREA RIMS FORM
Volunteer Resources Report Equipment Card (CERT Resource Form)

Equipment Category:

Item Description:

Quantity Available:

Location of Item:

Means of Obtaining: **Specify Other:**
F Purchase
F Donation
F Rental
F Other

Cost: **Per Item:** **Per Hour:**

Name of Provider:

Address of Provider:

Contact Person:

Telephone Numbers:
Day: **Evening:** **24 Hour:**

Transportation Required: **Preferred Method:**
F Yes
F No

Are Personnel Required to Operate Equipment: **Number:**
F Yes
F No

Comments:

Information Taken By: **Date/Time:**

APPENDIX C: SACRAMENTO COUNTY DISASTER MAPS

Earthquake Hazard Maps

Flood Maps

High Severity Wildland Fire Area Maps

***Maps Pending computer format*

APPENDIX D: FOC AND EOC SUPPLY LIST

INITIAL SUPPLY LIST

An initial office supply inventory is needed to maintain an Incident Command Post or FOC operational for a period of 48-72 hours. In the event the current incident requires longer operation, contact Logistics with a list of additional supplies needed. The following list does not include items needed to supply meals for that time period:

OFFICE SUPPLIES

Quantity	**Item / Description**	
10	9x15 clipboards	
5	3x5 index card sets of 100	
5 each	Indelible markers – large tip (black, blue red)	
5 each	Dry Erase marker sets	
1	Box of Push pins	
1	Stapler	
1	Box of Staples	
5 each	Hi-liter markers: yellow, green, blue	
50	4x6 scratch pads	
20	3x5 post it note pads	
30	Paper tablets, letter size	
5	Boxes of #2 pencils	
2 each	Boxes of medium point ink pens (black, blue, red)	
1	Box of rubber bands	
4	Thomas Bros. Maps of Sacramento County	
3	3'x5' Dry Erase boards with easels	
1	Portable poster board, 3x5 for use w/ "push pins" w/ Easel	
1	3x5 "Grease Pencil" board with Easel	
5	Grease Pencils	
1	Plain paper copier	
2	Cases plain copier paper	
1	Fax Machine	
1	Generator, gasoline powered, XX KW	
2	5 gallon fuel cans (empty)	
1	Television	
1	AM/FM radio (AC/battery powered)	
	STATION SUPPLIES	

100	Heavy paper plates	
150	Styrofoam cups	
500	Napkins	
100each	Plastic spoons, knives, forks	
1	Case of paper towels	
1	Case of toilet paper	
10	Cloth dish towels	
1	Box of large trash bags	
5	Bars of hand soap	
20 lbs	Coffee	
1	Package of coffee filters	
2	Jars of creamer	
1	Box of individual sugars	
10	Boxes of hot chocolate mix	
2	Boxes of tea bags	
10	Cases of bottled water	
5 each	Bars of hand soap	
1 each	Box of batteries, all sizes	
1	Gallon of bleach	
2	Rolls of Visquine	

Appendix E: Metro Fire Administrative Emergency Contact List

NAME AND POSITION	PHONE #	PAGER #	CELL PHONE #	RADIO ID#
Martinez, Rick - Fire Chief	**566-4301**	**875-2401**	**616-2401**	**2401**
Taylor, Darren- Captain (Chief's Assistant.)	**566-4395**	**875-2495**	**616-2495**	**2495**
Latta, Wynn- Deputy Chief, Operations	**566-4303**	**875-2403**	**616-2403**	**2403**
Cooper, Mark- Assistant Chief, Operations	**566-4310**	**875-2410**	**616-2410**	**2410**
Hartley, Jim - Assistant Chief	**566-4306**	**875-2406**	**616-2406**	**2406**
Acting A/C	**566-4319**	**875-2419**	**616-2419**	**2419**
Station 115/Metro Operations Center (MOC), 4727 Kilzer Avenue McClellan, CA	**566-3615**			
Johnson, Mike – Asst. Chief (A shift)	566-4307	875-2407	616-2407	2407
Rogers, Doug – Asst. Chief (B shift)	566-4308	875-2408	616-2408	2408
McDonald, Glen – Asst. Chief (C Shift)	566-4309	875-2409	616-2409	2409
Perkins, Tom- Battalion Chief (Community Services)	566-4330	875-2430	616-2430	2430
Ellis, Pat - Captain (Public Information Officer)	**566-4331**	**875-2431**	**616-2431**	**2431**
Appel, George – Deputy Chief (Personnel)	566-4302	875-2402	616-2402	
Haverty, Dan- Assistant Chief (California Department of Homeland Security)	**566-4313**	**875-2413**	**616-2413**	
Ritter, Jim - Deputy Chief, Support Services Division	**566-4304**	**875-2404**	**616-2404**	**2404**
Baumann, Robert - Captain (Communications)	**566-4370**	**875-2470**	**616-2470**	**2470**
Dobson, Mike- Asst. Chief (Fire Marshal)	942-3320	875-2420	616-2420	2420
Stewart, Mike - Deputy Fire Marshal	942-3321	875-2421	616-2421	2421
Dunlap, Diane-Mapping Tech.	**942-3342**			
Wasina, Rich - Fleet Manager	**566-4100**	**980-1460**	**616-2460**	**2460**
Milanowski, Chuck - Asst. Fleet Manager	566-4100	980-1461	616-2461	2461
ON DUTY MECHANIC		**980-1462**	**616-2462**	
Evans, Mark-Facilities Manager	**566-4100**	**556-2481**	**616-2481**	
Cole, William - Logistics Manager	**942-3348**	**980-1448**	**616-2488**	**Supply 1**
Abbott, Loren - Warehouse Supervisor	**942-3350**	**980-1434**	**616-2589**	**Supply 2**
Siebert, Mark - Logistics Tech.	942-3395		616-2588	Supply 3
Baltzell, David-A/C -Director of Training	**566-4340**	**875-2440**	**616-2440**	**2440**
Jacobson, Mark- Safety B/C	**566-4315**	**875-2415**	**616-2415**	**2415**
McKenna, Mike - Safety Captain	566-4316	875-2416	616-2416	2416
Brown, Dave	566-2614	875-2114	616-2514	B14
Gordon, Jeff	566-2613	875-2113	616-2513	B13
Holbrook, Chris	566-2607	875-2107	616-2507	B7
Hord, Ron	566-2605	875-2105	616-2505	B5
Metzinger, Jeff	566-2612	875-2112	616-2512	B12
Poole, Ken	566-2609	875-2109	616-2509	B9

TBA	566-2605	875-2105	616-2505	B5
Eastman, Jim	566-2614	875-2114	616-2514	B14
Gramith, Dennis	566-2613	875-2113	616-2513	B13
Van Brunt, Mark	566-2607	875-2107	616-2507	B7
Mugartegui, Greg	566-2612	875-2112	616-2512	B12
Klopfenstein, Gary	566-2609	875-2109	616-2509	B9
Crawford, Ed	566-2612	875-2112	616-2512	B12
Mette, Don	566-2607	875-2107	616-2507	B7
Miller, Geoff	566-2614	875-2114	616-2514	B14
TBA	566-2609	875-2109	616-2509	B9
TBA	566-2613	875-2113	616-2513	B13
Woodward, Jim	566-2605	875-2105	616-2505	B5
Cal-OSHA Industrial Injury Hotline	263-2800			

Comm. Center- 10230 Systems Parkway, Sacramento, CA 95827 228-3070 Fax # 228-3082

NAME	PHONE #	PAGER #	CELL PHONE #	RADIO ID'S
Jim Vanderveen-Manager	228-3056			
Penny Adams-Operations Manager	228-3064	351-6719	764-0865	
Smith, Dave-Systems Manager	228-3059	351-6087	764--0870	
Iris Gulzow-Admin Serv. Coordinator	228-3070			
Janice Parker-Admin. Analyst	228-3058			
Dispatch Supervisor	228-3035			
Fax (Dispatch)	228-3075			

FAX MACHINE LOCATION	FAX #
ASSISTANT CHIEFS (Robertson)	566-3690
ASSISTANT CHIEFS (Hurley-upstairs)	566-4158
BATTALION 5 (Station 117)	566-3685
BATTALION 7 (Station 106)	566-3687
BATTALION 9 (Station 50)	566-3689
BATTALION 12 (Station 25)	566-3692
BATTALION 13 (Station 21)	566-3693
BATTALION 14 (Station 66)	566-3694
FINANCE	566-4201
FIRE INVESTIGATION UNIT	874-5468
FIRE PREVENTION	942-3400
FLEET MAINTENANCE/FACILITIES	566-4179
HUMAN RESOURCES	566-4170
LOGISTICS	942-3401
RADIO SHOP	566-4180
AIR OPS (Station 115)	566-3695
MOC (Station 115)	566-4415
SAFETY	566-4407
TRAINING	566-4406