

Bonner County



Emergency Operations Plan

May 2009

BONNER COUNTY EMERGENCY OPERATIONS PLAN

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The Bonner County Emergency Operation Plan (EOP) dated January 2009 is hereby authorized to be the official plan for Bonner County Inter-governmental operations. This plan is designed to provide coordination of city, county, highway, school district, other governmental agencies and volunteer organizations prior to, during and after threat or actual occurrence of a natural or man made technological disaster, including nuclear attack. This plan is applicable to all elements of industrial and private/non-profit organizations assigned responsibilities hereunder or engaged in or in support of emergency operations under this plan. Periodic exercises will be scheduled to provide familiarity with emergency functions.

The signatories to this Emergency Operation Plan concur with the concepts, requirements and assignments of the Emergency Operation Functions, including all support annexes and incident annexes found therein.

The Bonner County Emergency Operation Plan is intended to and shall be interpreted to give effect to the purposes of the Idaho Disaster Preparedness Act of 1975, as amended, Chapter 10, title 46, Idaho Code and shall not be interpreted to increase the liability of Bonner County or any signatory.

Signatories to the EOP shall execute their acceptance, originals of which shall be filed with the County Clerk.

Any signatory may withdraw its acceptance and participation in the EOP by giving a thirty-day written notice filed with the County Clerk.

JOSEPH E. YOUNG, Chairman
Board of County Commissioners

Date

LEWIS RICH, Commissioner
Board of County Commissioners

Date

CORNEL RASOR, Commissioner
Board of County Commissioners

Date

Adopted by the Board of County Commissioners of Bonner County on the _____
day of _____, 2009.

Received by the County Clerk on the _____ day of _____, 2009.

SECURITY INSTRUCTIONS

I. The long title of this document is “Bonner County Emergency Operations Plan”. The short title is “BCEOP”.

II. The BCEOP consists of a Base Plan, Functional Annexes, Support Annexes and Incident Annexes. The BCEOP does not contain “For Official Use Only” information and may be reproduced and distributed to the public.

III. All changes should be posted to this plan as they are received and recorded below. See Section VI of this Base Plan (ongoing plan management) for information on changes.

RECORD OF INTERIM CHANGES

Change Number	Date of Change	Date Posted	Posted By

V. All revisions to this plan will be recorded below to document the date revised, by whom, and the version and date of the plan it replaces:

RECORD OF REVISION

Date Revised	Remarks
May 2009	Supersedes and replaces BCEOP dated March 2004

FOREWORD

I. KEY EMERGENCY MANAGEMENT CONCEPTS

A. Principle of Self-Help:

The Bonner County Emergency Operations Plan is based on the principle of self-help at each level of government. Each level of government is responsible, by law, for the safety of its citizens. Citizens expect that State and local governments will keep them informed and provide assistance in the event of an emergency or disaster. All levels of government share the responsibility for working together in preparing for, preventing, mitigating, responding to, and recovering from the effects of an emergency or disaster.

B. Principle of Local Government Control:

Direction and control prior to, during, and after an emergency or disaster rests with the elected leadership of the legally recognized jurisdiction. This authority continues throughout the stages of emergency operations or until conditions warrant a change in authority.

C. Emergency Operations Plans:

Emergency operations plans address the ability to direct, control, coordinate and manage emergency operations.

1. Bonner County Emergency Operations Plan (BCEOP): The BCEOP designates what agency is the lead Incident Commander (IC) for a particular emergency and delineates the concept for on-scene incident management to be used by all local agencies involved in emergency operations. The EOP includes details on the interface between the on-scene incident command system and the Emergency Operations Center (EOC) and the interface between the local EOC and the Idaho Emergency Operations Center (IDEOC). The BCEOP is modeled after and generally follows the Idaho Emergency Operations Plan (IDEOP) and the National Response Framework (NRF), discussed below.

2. Idaho Emergency Operations Plan (IDEOP): The IDEOP is the foundation document for the implementation and coordination of disaster emergency response and recovery operations in the state of Idaho. This plan provides the framework of responsibilities for response and recovery operations from emerging or potential threats (emergencies) and disasters. This IDEOP describes the methods the state will utilize to receive and issue notifications, coordinate resources, handle requests for assistance, and provide assistance to political subdivisions.

3. The National Response Framework (NRF): The NRF is a guide to how the nation conducts all-hazards incident response. It is built upon flexible, scalable and adaptable coordinating structures to align key roles and responsibilities across the nation.

D. Incident Management:

An incident management system, incorporating the functions, principles, and components of the National Incident Management System (NIMS) and Incident Command System (ICS) has been adopted and is utilized by all response agencies within Bonner County.

1. The National Incident Management System (NIMS) represents a core set of doctrine, concepts, principles, terminology, and organizational processes to enable effective, efficient, and collaborative incident management at all levels. The NIMS integrates best practices into a consistent, nationwide approach to domestic incident management that is applicable at all jurisdictional levels and across functional disciplines in an all-hazards context.
2. The Incident Command System (ICS) is one of six major components that make up the NIMS systems approach. The ICS defines the operating characteristics, interactive management components, and structure of incident management and emergency response organizations engaged throughout the life cycle of an incident.
3. The flexibility and rapidly expandable organizational structure, the designation of a lead agency, and the use of a common terminology make these systems particularly useful when coordinating a multifunctional response as well as being easily adaptable to supporting multiple agencies and/or multiple jurisdictional emergencies.

E. Response and Recovery Operations:

Each level of government should respond to an incident using its available resources, to include the use of mutual aid, private sector and nongovernmental organizations and may request assistance from the next higher level of government, if required (i.e., municipality to county; county to State, State to Federal government).

II. GENERAL EMERGENCY OPERATIONS ROLES AND RESPONSIBILITIES

A. Local Government:

The elected officials of each political subdivision (counties and intergovernmental agencies) have the responsibility for the public safety and welfare of their citizens. This includes mitigating the risks of hazards to public and private property caused by the effects of emergencies and disasters. Idaho's counties or municipalities are also responsible for emergency operations within their jurisdiction. Each county or municipality should designate a primary lead agency for each type of emergency possible in their respective communities. Secondary (support) agencies should also be designated. The on-scene Incident Commander (IC) is responsible for the command and control of specific activities at the incident site. Local government is generally responsible for coordination and control of all administrative and overhead functions. When an emergency situation threatens to escalate beyond the capabilities of on-scene responders, including mutual aid assistance, activation of the local emergency operations center may be required. The acquisition of additional resources and dissemination of disaster information functions move to the local emergency operation center so that the management of these functions can be more easily controlled and coordinated by the responsible authority.

B. State Government:

1. Idaho Bureau of Homeland Security (BHS): The Idaho BHS is responsible for the coordination of the State response to an emergency or disaster.
2. State Departments/Agencies: State departments/agencies are responsible, within their statutory authorities, to provide assistance and support to local jurisdictions when they are unable to cope with a disaster emergency situation.

C. Federal Government:

When an incident occurs that exceeds State or local resources, the Federal Government can provide resources and capabilities to support the State and local response.

D. Volunteer and Private Organizations:

Volunteer organizations provide assistance during a disaster or emergency to meet essential human needs.

E. Private Sector:

The private sector has significant responsibility for critical infrastructure protection and business restoration.

III. ORGANIZATION OF THE BONNER COUNTY EMERGENCY OPERATIONS PLAN (BCEOP)

This BCEOP is an all-hazards plan that establishes a single, comprehensive framework for the management of response and recovery operations from emerging or potential threats, emergencies, and disasters. This BCEOP consists of the following components:

A. Base Plan:

Describes the structure and processes comprising a comprehensive, all-hazards approach to incident management designed to integrate the efforts and resources of federal, state, local, private-sector, and non-governmental organizations. The Base Plan includes the scope, legal authority, planning assumptions, roles and responsibilities, concept of operations, direction and control, and ongoing plan management. Appendices to the Base Plan include a glossary of key terms and a glossary of abbreviations and acronyms.

B. Introduction to Annexes:

The annexes detail the roles and responsibilities of agencies that are charged with carrying out functional missions to assist in response to emergencies or disasters. Each is headed by one or more Primary Agencies that coordinate activities under that function. The Primary Agency is assisted by Support Agencies, selected based upon their legal authorities, knowledge, resources, and capabilities. Each assigned Primary and Support agency is responsible for developing internal plans and procedures that detail how they will address these assigned responsibilities during emergencies. The Bonner County Emergency Operations Center (BCEOC) will notify Primary and Support agencies of activations as required.

Three different types of annexes accompany the BCEOP Base Plan: Emergency Support Function (ESF) Annexes, Support Annexes (SA), and Incident Annexes (IA).

C. Bonner County Emergency Support Function (BC-ESF) Annexes:

The BCEOP is structured on 16 ESFs that correspond to the format of the National Response Framework. Each ESF groups resources and capabilities into functional areas that are most frequently needed in the response to a disaster emergency.

1. Transportation (BC-ESF #1):

The Bonner County Road and Bridge is the Primary Agency for BC-ESF #1. This will assist local governmental entities and voluntary organizations requiring transportation for response and recovery during disaster emergencies. BC-ESF #1 also coordinates response operations and restoration of the transportation infrastructure.

2. Communications and Warning (BC-ESF #2):

The Bonner County 9-1-1 Communications Center is the Primary Agency for BC-ESF #2. This will provide emergency communications support and services during times of declared disaster emergencies or any other occasion where the Bonner County Emergency Operations Plan has been implemented. The Bonner County Department of Emergency Management and the Bonner County Sheriff's Office share primary agency responsibility for the Warning portion of this annex.

3. Public Works and Engineering (BC-ESF #3):

The Bonner County Road and Bridge is the Primary Agency for BC-ESF #3. This will provide public works and engineering support during response and recovery phases of disaster emergencies.

4. Firefighting (BC-ESF #4):

The local Fire Department or Fire District is the Primary Agency for BC-ESF #4. This BC-ESF will provide coordination of fire mitigation and suppression activities for the protection of life and property during an imminent threat or occurrence of a natural or man-caused fire disaster emergency and addresses the wildland fire/urban interface. This also includes coordinating incident management team support to local government.

5. Emergency Management (BC-ESF # 5):

The Bonner County Department of Emergency Management is the Primary Agency for BC-ESF #5. During an emergency, the Bonner County Board of Commissioners exercises direction and control, establishes policy, and provides overall supervision of the operations of County government. BC-ESF #5 is responsible for supporting overall activities of Bonner County Government for all-hazard emergencies and disasters. BC-ESF #5 provides the core management and administrative functions to support the Bonner County Emergency Operations Center (BCEOC) and liaisons with the State, local jurisdictions, private industry, nongovernmental agencies, and the Federal government.

6. Mass Care, Emergency Assistance, Housing, and Human Services (BC-ESF #6):

The Bonner County Department of Emergency Management is the Primary Agency for BC-ESF #6. This ESF coordinates resources to support requests for assistance by local government upon a declaration of a disaster emergency.

7. Resource and Logistical Support (BC-ESF #7):

The Bonner County Department of Emergency Management is the Primary Agency for BC-ESF #7. This ESF provides resource and logistical support in response to a disaster emergency.

8. Public Health and Medical Services (BC-ESF #8):

The Panhandle Health District is the Primary Agency for BC-ESF #8. This provides coordinated assistance to supplement local resources in response to public health and medical care needs following a major disaster emergency, or during a developing potential medical situation.

9. Search and Rescue (BC-ESF # 9):

The Bonner County Sheriff is the Primary Agency for BC-ESF #9. This describes procedures for the employment, coordination, and utilization of available resources to aid in search and rescue operations. Search and rescue (SAR) operations include the location, recovery, extrication, and medical treatment of victims who become lost or trapped as the result of a disaster or life threatening emergency.

10. Hazardous Materials/Weapons of Mass Destruction (BC-ESF #10):

The local Fire District or Department is the Primary Agency for BC-ESF #10. This provides for coordinated response and recovery for a major, actual or potential, discharge and/or release of hazardous materials. The local Law Enforcement Agency is the Primary Agency for response and recovery in incidents involving the use or potential use of a weapon of mass destruction (WMD). The Idaho Hazardous Materials/WMD Incident Command and Response Support Plan provides primary guidance to Incident Commanders for these types of emergencies.

11. Agriculture and Food (BC-ESF #11):

The Bonner County Department of Emergency Management is the Primary Agency for BC-ESF #11. This ESF supports local authorities' efforts to provide nutrition assistance, responding to animal and plant diseases and pests, ensuring the safety and security of the commercial food supply, and providing for the safety and well being of household pets during an emergency response or evacuation situation.

12. Energy (BC-ESF #12):

The Bonner County Department of Emergency Management is the Primary Agency for BC-ESF #12. This ESF will coordinate activities to assist in the restoration and protection of critical electricity generation, transmission and distribution infrastructure, and fuel supply

delivery. Additionally, this ESF will gather, assess, and share information on energy system damage and outages with affected areas.

13. Public Safety and Security (BC-ESF #13):

The Bonner County Sheriff is the Primary Agency for BC-ESF #13. This ESF will coordinate law enforcement resources, services, and assistance during a disaster emergency.

14. Long-Term Community Recovery and Mitigation (BC-ESF #14):

The Bonner County Department of Emergency Management is the Primary Agency for BC-ESF #14. This ESF will provide for coordinated community recovery from disasters and to promote stronger more resilient communities through the implementation of hazard mitigation activities in the wake of damaging events.

15. Public Information and External Affairs (BC-ESF #15):

The Bonner County Department of Emergency Management is the Primary Agency for BC-ESF #15. This ESF coordinates for the receipt of public information assets deployed during disasters emergencies to ensure accurate, coordinated, and timely information to affected populations, governments, legislators and the media.

16. Military Support (BC-ESF #16):

The Bonner County Department of Emergency Management is the Primary Agency for BC-ESF #16. This ESF Coordinates with the IDEOC for military support to civilian authorities in the event of a natural or man-caused disaster emergency.

D. Bonner County Support Annexes (BC-SA):

Support Annexes provide guidance and describe the functional processes and administrative requirements necessary to support elements common to most incidents not already addressed in the Base Plan. The Support Annexes are described as follows:

1. Damage Assessment (BC-SA #1):

The Bonner County Department of Emergency Management is the Primary Agency for BC-SA #1. This Annex describes the organization and procedures that Bonner County will follow to assess, compile, and report damage caused by natural or man-made disasters.

2. Financial Management (BC-SA #2):

The Bonner County Department of Emergency Management is the Primary Agency for BC-SA #2. This Annex provides financial management guidance for all departments and agencies responding to disaster emergencies under this plan to ensure their actions are conducted in accordance with appropriate state and federal fiscal laws, policies, regulations, and standards.

3. Mutual Aid (BC-SA #3):

The Bonner County Department of Emergency Management is the Primary Agency for BC-SA #3. This Annex provides guidance concerning the means, terms and conditions for one jurisdiction to provide resources, facilities, services, and other required support to another jurisdiction during an incident.

4. Private Sector Coordination (BC-SA #4):

The Bonner County Department of Emergency Management is the Primary Agency for BC-SA #4. This Annex describes the policies, responsibilities, and concept of operations for County incident management activities involving the private sector during potential or actual disaster emergencies.

5. Volunteer and Donations Management (BC-SA #5):

The Bonner County Department of Emergency Management is the Primary Agency for BC-SA #5. This Annex provides procedures for the acceptance, storage, distribution and disposal of monetary and unsolicited in-kind donations, and for the coordination of the use of spontaneous volunteers.

6. Worker Safety and Health (BC-SA #6):

The Bonner County Department of Emergency Management is the Primary Agency for BC-SA #6. This Annex provides guidelines for implementing worker safety and health support functions during potential or actual disaster emergencies.

E. Bonner County Incident Annexes (BC-IA):

Incident Annexes describe the unique characteristics of specific types of incidents. They outline authorities, actions, resources and other considerations that apply to those incidents. The Incident Annexes are as follows:

1. Cyber Incident (BC-IA #1):

The Bonner County Information Technology Department is the Primary Agency for BC-IA #1. This incident annex will outline the fundamental steps the Bonner County Information Technology Department and other supporting agencies will take to prepare for and respond to a cyber incident.

2. Earthquake Incident (BC-IA #2):

The Bonner County Department of Emergency Management is the Primary Agency for BC-IA #2. This incident annex will help to facilitate a coordinated response to seismic incidents. It assigns responsibilities to support requests to reduce potential loss of life and damage to property, and to restore essential services following an earthquake.

3. Flooding Incident (BC-IA #3):

The Bonner County Department of Emergency Management is the Primary Agency for BC-IA #3. This incident annex will help to facilitate a coordinated response to flooding incidents.

It assigns responsibilities by agencies to support requests to reduce potential loss of life, damage to property, and to quickly restore essential services following a flood.

4. Severe Weather Incident (BC-IA #4):

The Bonner County Department of Emergency Management is the Primary Agency for BC-IA #4. This incident annex will help to facilitate a coordinated response to severe weather incidents. It assigns responsibilities to support requests to reduce potential loss of life and damage to property, and to restore essential services following a severe weather incident.

5. Terrorist Incident (BC-IA #5):

The Bonner County Sheriff's Office is the Primary Agency for BC-IA #5. The purpose of this incident annex is to facilitate an effective response to terrorist incidents. It provides guidelines for assessing threats, a framework for responding to and managing a terrorist incident, and guidance in coordinating recovery activities after a terrorist incident.

IV. OVERVIEW OF CHANGES FROM LAST EOP REVISION

A. Incorporation of National Incident Management System (NIMS) Principles:

The Bonner County Department of Emergency Management has incorporated NIMS principles into this revision of the BCEOP. Consistent with NIMS and ICS principles, this BCEOP can be partially or fully implemented, providing flexibility to meet the operational requirements of any situation.

B. Alignment with the National Response Framework:

Today's threat environment includes not only the traditional manmade and natural hazards, but also chemical, biological, radiological, nuclear, and high explosive weapons. The U.S. Department of Homeland Security (DHS) has established objectives for a national effort to prevent terrorist attacks and reduce its vulnerability to terrorism, natural disasters, and other emergencies; and to minimize the damage, and recover from attacks, natural disasters, and other emergencies. To meet these objectives, DHS implemented the National Response Framework (NRF). This BCEOP is based upon guidelines contained in the NRF.

C. Bonner County Emergency Support Functions:

Some titles and assignments of Primary and Support agencies have been changed from the last revision to align with the NRF. BC-ESF #16, Military Support, is unique to Idaho and is not found in the NRF.

E. Bonner County Support Annexes:

The Bonner County Support Annexes have been added to address support provided regardless of the type of disaster and to align with the NRF and IDEOP Support Annexes.

F. Bonner County Incident Annexes:

Bonner County Incident Annexes have been added to address contingency or hazard situations specific to Bonner County that require specialized application of the BCEOP.

BASE PLAN

I. INTRODUCTION

In accordance with Title 46, Chapter 10, "State Disaster Preparedness Act of 1975, as amended by the Idaho Homeland Security Act of 2004," Bonner County is required to plan and prepare for disasters and emergencies that are natural or man-caused to include enemy attack, sabotage, or other hostile actions including terrorism and the use of weapons of mass destruction. The Bonner County Emergency Operations Plan (short title: BCEOP) fulfills this requirement

A. Purpose

The purpose of the BCEOP is to identify the roles, responsibilities, and direction for Bonner County agencies and some volunteer organizations in responding to emergencies or disasters. This plan delineates emergency response procedures, responsibilities, lines of authority, and Continuity of Government (COG). The format is compatible with the National Response Framework (NRF) by using a functional approach to providing assistance. In this functional approach, the functional annexes of this plan (i.e., Bonner County Emergency Support Functions, Support and Incident Annexes) have been assigned to a lead (Primary) agency with other departments and organizations in supporting roles. Primary agencies are responsible for developing, periodically reviewing, and revising their identified functional annex(es) of this plan. Lead agencies must also coordinate with the Bonner County Emergency Operations Center (BCEOC), applicable supporting agencies, and the associated tasks identified in their annex(es) during emergency operations. The BCEOP has the following objectives:

1. Describe the array of response, recovery, and mitigation resources available to assist local agency efforts to save lives, limit human suffering, and protect public health, safety, and property, including wildlife, natural resources, the environment, and local economies from the damaging effects of natural and man-caused disaster emergencies.
2. Organize the Bonner County response assistance options that are most likely needed under individual functional annexes that closely parallel those used within the NRF.
3. Describe the process and methodology for implementing and managing Bonner County response, recovery and mitigation programs, and other support through technical services.
4. Establish linkages to state and federal emergency operations plans developed for specific hazards or incidents.
5. Establish the Bonner County disaster emergency response and recovery organization for natural and man-caused disaster emergencies, including terrorism involving the use of weapons of mass destruction.
6. Define the organization and assignment of responsibilities to Bonner County agencies for disaster emergency response/recovery activities.

B. Scope and Applicability

1. The BCEOP applies to all County agencies.
2. The BCEOP is founded on the principle of self-help at each level of government. Jurisdictions (special districts, cities, and the county) will commit their available resources to respond and recover from a disaster emergency. They may request assistance from each successive level of government. County requests for state assistance must be submitted to the Idaho Emergency Operations Center (IDEOC) managed by the Bureau of Homeland Security (BHS).
3. Emergency response assistance includes those actions and activities that save lives; protect public health and safety; and protect property, including wildlife, natural resources, and the economy from disaster emergencies. The identified actions and activities in this plan are based on existing state and federal statutory authorities, or on specific functional mission assignments made under Governor's Executive Order.

C. Legal Authority and Policy

1. Legal Authority. The following Idaho statutes specifically address aspects of emergency management and acts of terrorism:
 - a. The Idaho Disaster Preparedness Act of 1975, amended by the Idaho Homeland Security Act of 2004, Idaho Code §46-1001.
 - b. The Post-Attack Resource Management Act, Idaho Code §67-5506.
 - c. The Terrorist Control Act, Idaho Code §18-8101.
 - d. The Emergency Relocation Act, Idaho Code §67-102.
2. The following Federal laws specifically address aspects of emergency management and acts of terrorism:
 - a. The Homeland Security Act of 2002.
 - b. The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended, Public Law 93-288 as amended, and related authorities.
 - c. Code of Federal Regulations (CFR) 44, Emergency Management and Assistance.
 - d. The Post Katrina Emergency Management Reform Act (PKEMRA).
3. Policy.
 - a. The premise of the National Response Framework (NRF), the Idaho Emergency Operations Plan and this Plan is that all levels of government share

the responsibility for working together in preventing, preparing for, responding to, and recovering from the effects of an emergency or disaster event.

- b. State government has resources and expertise available to assist with emergency or disaster related problems that are beyond the capability of the County government or region.
- c. Life-saving and life-protecting response activities have precedence over other emergency response activities, except when national security implications are determined to be of a higher priority.
- d. Private and volunteer organizations, i.e., Citizens Corps, Idaho Volunteer Organizations Active in Disasters (IDAVOAD), etc. may provide immediate life-sustaining relief to individuals and families, not normally available from government resources. Local and/or State governmental agencies will assist these organizations by providing information, guidance, and coordination of their relief efforts.
- e. Government at all levels must continue to function under all threat, emergency, and disaster conditions. Continuity of Operations/Continuity of Government (COOP/COG) plans must be developed in to ensure the continuance of essential functions.
- f. This plan is based on the National Incident Management System (NIMS) and the Incident Command System (ICS) will be used as the incident management system for all levels of response. All appropriate personnel will be trained on the principles of the NIMS and the ICS and integrate those principles into all the planning response, recovery, and mitigation operations.

II. SITUATION AND PLANNING ASSUMPTIONS

A. Situation

- 1. A disaster or emergency can strike at any time, at any location, with little or no advance notice. These disasters or emergencies may create significant degrees of human suffering, property damage and economic hardship to individuals, governments, the environment, and for the business community.
- 2. Information sharing occurs across multiple levels of government, the response community, and the private sector. Citizens expect government to keep them informed and to provide guidance and assistance in the event of a threat, emergency or disaster.
- 3. Hazard Analysis:
 - a. Natural Hazards. Of all the natural hazards, the following are considered the most significant:
 - (1) Major Fires. Wildland fires are common in the rural areas of Bonner County. Although the majority of larger fires are on public lands, residents and private

property can be damaged. Local fire departments face increased threats from combined structural and wildland fire fighting.

(2) Landslides and erosion. Landslides often occur in conjunction with other types of natural disasters, such as earthquakes and floods. Evidence of landslide activity is apparent on many of the roadways and cliff faces in Bonner County. Consequences of landslides generally occur at the site, down slope from the site, and in adjacent waterways. Temporary road closures and detours while debris is being cleared are the most likely difficulties.

(3) Winter Storms. Winter storms are a relatively common experience for Bonner County. A combination of temperatures to 30 below zero and high winds can close roads, threaten disruption of utilities, limit access to rural homes, impede emergency services delivery and close businesses. Such storms also create hazardous travel conditions, which can lead to increased vehicular accidents and threaten air traffic. Stranded motorists due to closed roads and highways may present a shelter problem.

(4) Floods. Flooding has been a periodic problem in Bonner County. Chinook winds or a rain-on-snow event can reduce the snow pack in the surrounding mountains to make a heavy run-off in a matter of hours. The abundance of creeks, rivers and lakes ensures some level of threat from flooding will always be present.

(5) Earthquakes. Catastrophic earthquakes are not common. Lesser earthquakes have caused damage in the County. Seismic activity within the County is evident and is a concern.

b. Human Caused and Technological Hazards

(1) Power Failure. A long-term power outage has a serious impact on homes, congregate care facilities, industry and businesses. Crops and livestock are threatened and communications is hampered.

(2) Hazardous Material Release. A release of hazardous materials from both fixed and transportation incidents are threats to the County. Hazardous materials are transported, stored and used in all parts of the County. Hazard ranges from small spills on roadways to major transportation releases on railways. Illegal methamphetamine operations are also a concern. The closest "Level A" State Hazmat team is located in Coeur d'Alene. The response time for the Team is a minimum of two hours.

(3) Civil Disturbance. Civil disturbance is uncommon but possible.

(4) Terrorism. Terrorist events are possible in Bonner County.

5. Mitigation Overview. Details concerning mitigation plans for the County are contained in the Bonner County All-Hazards Mitigation Plan (currently under development).

B. Planning Assumptions

1. Any incident that results in a large number of casualties and/or significant damage to property may result in the implementation of mutual aid agreements and requests for state assistance to supplement the local jurisdiction's response.
2. At any time, one or more natural or man-caused hazards can threaten lives and/or property within the state. The first response will most likely originate from the local jurisdiction impacted by the incident. The local jurisdiction providing the first response may be overwhelmed by the magnitude of the incident.
3. Notification of a potential or actual incident that threatens lives and/or property, or a request for state assistance, may result in the activation of the Bonner County Emergency Operations Plan (BCEOP).
4. Any incident that results in a significant loss of local infrastructure will degrade communications of all types in the area.
5. Based the Bonner County hazard identification, risk and vulnerability analysis, the probability of a catastrophic incident limited to the confines of Bonner County, as defined in the National Response Framework, is extremely low.
6. State resources may be made available to Bonner County to cope with disasters affecting any area of the state. Bonner County must fully commit its resources and have declared a disaster emergency before requesting state assistance.
7. The State of Idaho will request federal assistance when it is determined that a response to a disaster emergency exceeds state government resources.
8. Various disaster emergency conditions may result in a state or federal response prior to any involvement by Bonner County resources. State and Federal agencies may provide unilateral assistance under their respective statutory authorities to Bonner County when it is affected by a disaster emergency, regardless of a declaration of disaster emergency.
9. The escalating threat of terrorism and the use of Weapons of Mass Destruction (WMD) may create a disaster emergency condition where federal assistance is needed, or even injected into the state and Bonner County. A counter-terrorism operation implemented by federal authorities will be coordinated with the Idaho Bureau of Homeland Security and the Idaho State Police. Any terrorist incident within Idaho will require notification and involvement of the Federal Bureau of Investigation, as well as other federal agencies, to support the local and state government response and recovery operations.

III. ROLES AND RESPONSIBILITIES

The Idaho State Disaster Preparedness Act as amended by the Homeland Security Act of 2004 requires the development of plans and preparations for disasters and emergencies from natural or manmade causes, enemy attack, sabotage, or other hostile action (Idaho Code §46-1001).

A. Local and Intergovernmental Agencies

1. Bonner County is responsible for disaster emergency management within its jurisdictional boundaries and will conduct disaster emergency operations according to the plans and procedures contained in the Bonner County Emergency Operations Plan (this plan).
2. The Bonner County agency responsible for disaster preparedness and coordination of response is the Bonner County Department of Emergency Management (Idaho Code §46-1009). This agency facilitates the work of disaster prevention, preparedness, response and recovery.
3. When activated, the County EOC will be staffed as appropriate for the severity of the situation. The County EOC is normally the location where disaster emergency information is received and disseminated, coordination of resources occurs, and public safety/protection decisions are made.

B. Private Sector and Nongovernmental Organizations (NGOs)

1. Private Sector. Private sector organizations play a key role before, during, and after an incident. First, they must provide for the welfare and protection of their employees in the workplace. In addition, emergency managers must work seamlessly with businesses that provide water, power, communication networks, transportation, medical care, food distribution, security, and numerous other services upon which both response and recovery are particularly dependent. Participation of the private sector varies based on the nature of the organization and the nature of the incident. See Support Annex # 4 – Private Sector Coordination for additional information.

2. Nongovernmental Organizations (NGOs).

NGOs play enormously important roles before, during, and after an incident. For example, NGOs provide sheltering, emergency food supplies, counseling services, and other vital support services to support response and promote the recovery of disaster victims. These groups often provide specialized services that help individuals with special needs, including those with disabilities.

C. Volunteers and Donations

Responding to disasters or emergencies frequently exceeds the resources of government organizations. Volunteers and donors can support response efforts in many ways, and it is essential that governments at all levels plan ahead to effectively incorporate volunteers and donated goods into their response activities. See Support Annex # 5 – Volunteer and Donations Management for additional information.

D. State Government

1. Bureau of Homeland Security:

- a. The Bureau of Homeland Security is responsible for the coordination of the State response to an emergency or disaster. The Director of BHS is responsible for managing and coordinating emergency operations which involve state and when necessary, federal resources.
- b. The primary emergency management responsibility of the BHS is not that of an initial responder, but rather a key partner and central point of coordination to provide support to local governments. This is accomplished through the acquisition, prioritization, and distribution of State, private, and, if needed, Federal resources to meet the needs of local governments.
- c. BHS is also responsible for the organization and operations of the Idaho Emergency Operations Center (IDEOC) for both emergency and non-emergency operations.
- d. If the disaster situation is of such magnitude as to require federal assistance, BHS will function as the primary coordination agency for the rendering of federal assistance.
- h. Further, BHS is responsible for assisting local government emergency management in the development and maintenance of emergency operations plans, procedures and checklists. The BHS provides standards and criteria, periodically reviews local and intergovernmental disaster plans, and fulfills other specified needs (Idaho Code §46-1006(6)).

2. Other State Government responsibilities are described in the Idaho Emergency Operations Plan.

IV. CONCEPT OF OPERATIONS

A. General

- 1. When a disaster is imminent or has occurred within Bonner County, local governments have the primary responsibility and will respond to preserve life and property. Local officials may implement emergency statutes and ordinances and may declare a local state of emergency that will permit them to mobilize and commit their emergency resources. When local resources become overwhelmed and cannot meet the needs created by a disaster, a local government that is signatory to mutual aid compacts may call for the aid of any and all other signatories.
- 2. When disaster conditions appear likely to exceed the combined capabilities of a local jurisdiction and mutual aid compact signatories, local governments will request support from Bonner County. When it becomes apparent that the disaster situation will exceed Bonner County capabilities, the County will request the support of the State through the Idaho Emergency Operations Center

(IDEOC) managed by the Idaho Bureau of Homeland Security (BHS). State resources will supplement local resources.

3. More detailed information regarding the emergency management concept of operations is contained in BC-ESF #5, Emergency Management.

B. Bonner County Emergency Operations Center (BCEOC)

For more detailed information regarding the BCEOC and incident management procedures, refer to BC-ESF #5 - Emergency Management.

C. Disaster Emergency Declaration Process

BC-ESF #5 – Emergency Management provides a detailed explanation of the disaster declaration process that is summarized in the following paragraphs.

1. All disaster emergency declarations shall:
 - a. Indicate the nature of the emergency;
 - b. Identify the area or areas threatened;
 - c. Identify the area subject to the proclamation;
 - d. Explain the condition(s) that are causing the disaster emergency; and
 - e. Define the incident period as it applies to each area affected.
2. City Government.
 - a. Disaster emergency response agencies from city government will respond to a disaster emergency within their corporate limits and coordinate activities in accordance with their standard operating procedures and mutual aid agreements.
 - b. When a disaster emergency situation is likely to overwhelm city resources or be beyond the control of the city, a local disaster emergency may be declared only by the mayor within their respective political subdivisions. No intergovernmental agency or official may declare a local disaster emergency, unless expressly authorized by the agreement pursuant to which the agency functions.
 - c. The proclamation of disaster emergency and any requests for assistance should be forwarded to the Bonner County Emergency Management Director in an expedient manner (i.e., by voice followed by a hard copy).
 - d. When a local disaster emergency has been proclaimed, the mayor will govern by proclamation, and has the authority to impose all necessary regulations to preserve the peace and order of the city.

3. Bonner County.

- a. Upon receipt of the proclamation of a local disaster emergency from an incorporated city of the county, the Chairman of the Board of County Commissioners will provide available assistance requested to contain the incident and notify the Idaho Bureau of Homeland Security (BHS) that a situation exists that may require the proclamation of a disaster emergency.
- b. In the event a situation exists in the unincorporated portions of the county that may affect lives and property, Bonner County will take necessary measures to bring the situation under control, utilizing all county government resources.
- c. If the situation, either in an incorporated or unincorporated portion of the county overwhelms the capability and resources of the county to control, the Chairman of the Board of County Commissioners may proclaim a local disaster emergency in accordance with Idaho Code §46-1011.
- d. The Bonner County Emergency Management Director will notify the Idaho BHS that the county has declared a disaster emergency, and that the County has implemented its Emergency Operations Plan. The notification should also state that the county has committed all available county resources to the response. If state supplemental assistance is needed to assist the county's response effort, the type of assistance should be clearly stated. The declaration and request for state assistance may be provided orally, and then submitted in writing to BHS.

4. State Government.

- a. The BHS Director will evaluate and process the county's request for assistance and request for a Governor's declaration of a disaster emergency as appropriate.
- b. Upon notification that the county is seeking state assistance, the Governor may proclaim a State of Disaster Emergency and implement all or portions of the Idaho Emergency Operations Plan.
- c. The Governor may also declare a Disaster Emergency in the absence of a county/local request.
- d. Only the Governor can originate the request for a Presidential Declaration.

D. Mission Assignment (MA) / Project Agreement (PA) Process

1. The Idaho Bureau of Homeland Security utilizes the MA and/or PA process to manage requests for state assistance during disaster emergencies.
2. Mission Assignment normally involves assigning the mission to an appropriate State Agency. Project Agreements are usually a negotiated agreement between Bonner County and the State of Idaho.
3. Both Mission Assignments and Project Agreements involve a cost share to be borne by Bonner County.

4. The MA/PA process is explained in detail in BC-ESF #5 – Emergency Management.

E. Mutual Aid

1. Mutual aid agreements are the means for one jurisdiction to provide resources, facilities, services, and other required support to another jurisdiction during an incident. Each jurisdiction should be party to a mutual aid agreement with appropriate jurisdictions from which they expect to receive or to which they expect to provide assistance during an incident. This normally includes all neighboring or nearby jurisdictions, as well as relevant private sector and nongovernmental organizations.

2. BC-SA #3 - Mutual Aid contains detailed information concerning mutual aid agreements.

F. Emergency Public Information

1. The importance of accurate, timely, coordinated emergency information provided to the public, the media and government officials is critical to effective response and recovery.

2. Bonner County will provide emergency public information in accordance with BC-ESF #15 – Public Information and External Affairs.

3. If Bonner County public information resources are overwhelmed by requests from the media, the public or public officials, Bonner County will request support from the Idaho Bureau of Homeland Security. When approved, BHS will coordinate the deployment of Public Information Emergency Response (PIER) Teams to assist the County.

G. Financial Management

1. BC-SA #2 - Financial Management of this plan provides guidance for all County departments and agencies responding to disaster emergencies under the provisions of this plan. This Annex ensures that funds are provided expeditiously, and that financial operations are conducted in accordance with appropriate state and federal laws, policies, regulations, and standards.

2. Due to the nature of most disaster emergency situations, finance operations will often be carried out within compressed time frames that occasionally necessitate the use of expedited procedures. However, that in no way lessens the requirement for sound financial management and accountability.

3. When a disaster emergency is declared, Bonner County may be required to pay a cost share of as a condition of receiving State assistance. This cost share may equal forty percent (40%) of the nonfederal share of costs incurred by Bonner County which have been determined to be eligible for reimbursement by the federal government, provided that the total local share of eligible costs for the

County shall not exceed ten percent (10%) of the County's tax charges authorized by Idaho Code §63-802.

V. CONTINUITY OF GOVERNMENT (COG) AND CONTINUITY OF OPERATIONS

Disasters can interrupt, paralyze, or destroy the ability of Bonner County government to carry out its executive, legislative and judicial functions. Bonner County encourages all agencies to develop Continuity of Government and Continuity of Operations Plans to ensure that they have the capability to preserve, maintain, and reconstitute the ability to carry out essential functions under the threat or occurrence of any disaster.

VI. TRAINING, EXERCISES, AND ON-GOING PLAN MANAGEMENT

A. Bonner County Training and Exercise (T&E) Program

1. Bonner County will coordinate and conduct periodic trainings and exercises of this plan in order to ensure that effective and complete planning efforts associated with preventive, preparedness, response to, and recover from emergency and/or terrorism incidents, and compliance with national emergency response (NIMS/NRF) standards are maintained. Exercises will be consistent with the U.S. Homeland Security Exercise and Evaluation Program (HSEEP) guidelines.

2. Bonner County will:

a. Develop a T&E Program from the beginning to end stages of planning, design, execution, and evaluation.

b. Develop a multi-year exercise plan.

c. Conduct comprehensive annual T&E needs assessments in cooperation with the Bonner County Local Emergency Planning Committee (LEPC).

d. Conduct annual T&E workshops to promote teambuilding, review past activities and upcoming plans, support new exercise design and evaluation techniques and training opportunities.

e. Foster multi-jurisdictional and multi-discipline collaboration locally and regionally.

f. Reinforce Incident Command System (ICS) best practices.

g. Meet National Incident Management System (NIMS) compliance requirements.

B. On-Going Plan Management

1. The oversight and maintenance of the Bonner County Emergency Operations Plan (BCEOP) is the responsibility of the Bonner County Department of Emergency Management, which will maintain the plan, coordinate the process to update the plan, document changes to the plan, distribute the plan to selected

persons, submit the updated plan for appropriate review and signature, and store a paper and electronic version of the plan for archival purposes.

2. The Bonner County Emergency Operations Plan is an integral component of an established cyclic process of Planning, Training, and Exercising. At a minimum, the BCEOP should be completely reviewed and revised as needed on a bi-annual basis to ensure the documented preparedness and response activities reflect current policies and procedures.

Responsibilities for Emergency Support Functions

	ESF 1 Transportation	ESF 2 Communications and Warning	ESF 3 Public Works and Engineering	ESF 4 Firefighting	ESF 5 Emergency Management	ESF 6 Mass Care	ESF 7 Resource Support	ESF 8 Public Health & Medical Services	ESF 9 Search & Rescue	ESF 10 Hazardous Materials / WMD	ESF 11 Agriculture & Natural Resources	ESF 12 Energy	ESF 13 Public Safety and Security	ESF 14 Long-Term Recovery and Mitigation	ESF 15 External Affairs	ESF 16 Military Support
P = Primary Agency																
S = Support Agency																
9-1-1 Communications Center	S	P	S	S					S	S		S	S			
All County Agencies					S						S					
Amateur Radio		S		S				S								
Ambulance Services								S								
American Red Cross						S		S								
Bonner County Commissioners	S		S												S	
Bonner County Coroner								S					S			
Bonner County Emer. Management	S	P	S	S	P	P	P	S	S	P	S	P	S	P	P	P
Bonner County EMS								S				S				
Bonner County Fairgrounds						S										
Bonner County Parks and Recreation	S					S	S									
Bonner County Road and Bridge	P		P				S			S		S	S			
Bonner County Sheriff's Office		P		P			S	S	P	S		S	P		S	
Bonner County Sheriff SAR, Inc.									S							
Bonner County Solid Waste			S					S		S						
Bonner County Waterways	S		S													
Bonner General Hospital								S								
Chemtrek								S								
Civil Air Patrol									S							
Coeur d'Alene Interagency Dispatch									S							
Fire Districts		S		P			S	S	S	P		S	S			
ICSAR Team #1									S							
Idaho Bureau of Homeland Security									S							
Idaho Chaplains Corps (Local)								S								
Idaho CISM								S								
Idaho Military Division																S
Immediate Care Centers								S								
Independent Highway District			S				S			S		S	S			
Inland Northwest COAD						S		S								
Local Emergency Response Authority (LERA)										S						
Local Emergency Planning Committee (LEPC)										S						
Local Food Banks						S										
Mountain West Rescue Dogs									S							
Municipal Fire Departments				S			S	S	S	S		S	S			
Municipal Police Departments	S	S		S			S	S	S	S		S	S			
Municipal Public Works			S				S	S		S		S	S			
Mutual Aid Fire Districts				S												
North Idaho SAR									S							
Panhandle Health District						S	S	P		S	S					
Pharmacies								S								
Priest Lake SAR									S							
Priest River Airport	S															
Public and Private Utility Providers												S				
St. Vincent De Paul						S										
Salvation Army						S										
Sandpoint Airport	S															
School Districts	S					S		S								
UI Bonner County Extension Office											P					
US Bureau of Land Management									S							
US Coast Guard Auxiliary Flotilla 87									S							
US Forest Service									S							
Volunteer Physicians/Nurses								S								

Responsibilities for Support Annexes and Incident Annexes

	Support Annexes	SA 1 Damage Assessment	SA 2 Financial Management	SA 3 Mutual Aid	SA 4 Private Sector Coordination	SA 5 Volunteer and Donations Management	SA 6 Worker Safety and Health	Incident Annexes	IA 1 Cyber Incident	IA 2 Earthquake Incident	IA 3 Flooding Incident	IA 4 Severe Weather Incident	IA 5 Terrorist Incident
P = Primary Agency													
S = Support Agency													
9-1-1 Communications Center			S							S	S	S	S
All Bonner County Agencies				S	S				S	S	S	S	
Ambulance Services				S									
American Red Cross						S							
Bonner County Assessor		S	S										
Bonner County Clerk			P										
Bonner County Emer. Management		P	S	P	P	P	P		S	P	P	P	S
Bonner County EMS			S										S
Bonner County Information Technology Department									P				
Bonner County Parks and Recreation				S									
Bonner County Road and Bridge		S	S	S						S	S	S	S
Bonner County Sheriff's Office		S	S	S			S			S	S	S	P
Bonner County Sheriff SAR, Inc.				S									
Bonner County Solid Waste			S	S									
Bonner County Waterways			S	S									
Citizen Corps Council of North Idaho						S							
Coeur d'Alene Interagency Dispatch													
Fire Districts				S			S						S
Idaho Bureau of Homeland Security							S						
Idaho Business and Industry					S								
Idaho CISM							S						
Idaho Department of Environmental Quality							S						
Idaho Department of Health and Welfare							S						
Idaho Department of Water Resources							S						
Idaho Division of Building Safety							S						
Idaho Military Division							S						
Idaho State Department of Agriculture							S						
Independent Highway District		S		S						S	S	S	S
Inland Northwest COAD						S							
Local Food Banks						S							
Mountain West Rescue Dogs				S									
Municipal Fire Departments				S			S						S
Municipal Police Departments				S			S						P
Municipal Public Works				S			S						
Mutual Aid Fire Districts				S									
North Idaho SAR				S									
Panhandle Health District							S			S	S	S	S
Priest Lake SAR				S									
St. Vincent De Paul						S							
Salvation Army						S							
Southern Baptist Disaster Relief						S							
School Districts				S									

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION # 1

TRANSPORTATION

Primary Agency:

Bonner County Road and Bridge

Support Agencies:

County

Bonner County 9-1-1 Communications Center
Bonner County Sheriff's Office
Bonner County Solid Waste
Bonner County Parks and Recreation
Bonner County School Districts
Bonner County Waterways Department
Bonner County Sheriff's Marine Division
Priest River Airport
Sandpoint Airport
Bonner County Department of Emergency Management

Municipalities

Municipal Police Departments
Municipal Public Works
Independent Highway District

INTRODUCTION

I. Purpose

Emergency Support Function (ESF) #1 – Transportation assists County, State, and Federal government entities as well as volunteer organizations requiring transportation capacity to perform response missions following a disaster or emergency. Emergency Support Function #1 will also serve as a coordination point between response operations and restoration of the transportation infrastructure.

II. Scope

This ESF addresses the use of public and private ground, air, and water transportation resources. Assistance provided by ESF #1 includes, but is not limited to:

- A. Coordinating transportation activities and resources during the response phase immediately following an emergency or disaster.
- B. Facilitating damage assessments to establish priorities and determine needs of available transportation resources.

- C. Prioritization and/or allocation of all government transportation resources.
- D. Processing all transportation requests from County departments and emergency support functions. This ESF will coordinate evacuation transportation as its first priority.
- E. Facilitating movement of the public in coordination with other transportation agencies.

III. Policies

A. Management of emergency response will be accomplished in compliance with the National Incident Management System (NIMS). The Incident Command System will be used to manage emergency incident response. The Emergency Support Functions of the County Emergency Operations Plan may be utilized to assist the Incident Command's response. In coordination with the County Commissioners, the Bonner County Department of Emergency Management may activate the Emergency Operations Center. Once activated, the ESFs will support the IC.

B. Resources in response to emergencies will be provided by primary and support agencies, or through Mutual Aid Agreements/Memorandum of Understanding.

C. Priorities for allocation of assets are as follows:

1. The protection of life.
2. Evacuating persons from immediate peril.
3. Coordinating and monitoring traffic movement for self-evacuation.
4. Clearing debris and hazards for emergency responders.
5. Transporting materials, personnel, and supplies in support of response activities.
6. Transporting relief supplies for recovery from the emergency.

SITUATION AND ASSUMPTIONS

I. Situation

A major disaster emergency may severely damage the transportation system throughout the impact area. Local transportation activities could be hindered by damaged facilities, equipment, and disrupted communications. At the same time, the disaster emergency will create demand on resources to provide relief and recovery. State assistance may be required to meet demands for essential services, as well as assistance with clearing and restoring the transportation system.

II. Planning Assumptions and Considerations

A. The transportation systems will sustain significant damage. The amount of damage will influence the means and accessibility of providing relief services and supplies.

- B. It will be difficult to coordinate the disaster response during the immediate post-disaster period.
- C. Equipment in the immediate vicinity of the disaster site may be damaged or inaccessible.
- D. Transportation resource requirements may exceed resources available in the County.
- E. Public utilities may be damaged and partly or completely inoperable.
- F. Local political subdivisions will restore disabled transportation systems in accordance with established priorities.
- G. Aircraft will be available for reconnaissance of areas impacted by the disaster.
- H. Emergency responders will size up the incident and respond according to established protocol.

CONCEPT OF OPERATIONS

I. General

In the event a major disaster occurs on the County's roads, the Bonner County Road and Bridge Department will become primary agency and provide a representative to coordinate with the Bonner County Department of Emergency Management/Emergency Operations Center and other support agencies. If the incident occurs on a State Highway, the Idaho State Police will establish Incident Command, and the Idaho Transportation Department will serve as the primary agency. A Unified Command may be established to facilitate agency coordination. If the incident occurs within a municipal jurisdiction, municipal police departments and municipal street departments will coordinate with Incident Command and with the Department of Emergency Management and take appropriate actions to open transportation corridors.

II. Preparedness

- A. Preparedness involves anticipating events before they happen, then training, equipping and exercising personnel to respond to the incident. For instance, primary agencies should be aware of roadwork or other planned development in the area that would hinder emergency vehicle access to, and self-evacuation from, that particular site. Alternate routes around the congested sites should be considered before any emergency situation arises.
- B. Primary agencies should be aware of land subdivisions and developments that could eventually bottleneck existing highway/road routes and advise emergency services in advance of potential problems and make recommendations for alternate access or routes.
- C. Removal of water hazards will help to ensure clear passage for emergency watercraft should it become necessary. The repair and/or removal of these obstacles would enhance mitigation efforts and control damage to public and private property.

D. Maintenance of equipment will help ensure a timely response in the moment of an emergency.

E. Primary and support agencies establish new and update existing Mutual Aid Agreements (MAA) and Memorandums of Understanding (MOU) annually, then providing copies to the Bonner County Department of Emergency Management.

F. The Bonner County Department Emergency Management, EOC personnel and staff, local elected officials, and the Local Emergency Planning Committee (LEPC) will continue to assess and analyze the County's Emergency Operations Plan and recommend changes as appropriate.

G. Knowledge of response/mitigation/and recovery efforts of disaster incidents occurring outside the County will assist response agency planners to better assess the potential scope of damages before they happen.

H. Agency response personnel will attend state and federal training programs and be knowledgeable of new technologies and equipment for emergency response.

I. Elected officials will pursue government or private grants that enhance and update emergency responders' equipment and training.

J. Response agencies should develop and maintain inventories of resources that would assist the response to emergency incidents and provide the information to the Department of Emergency Management.

III. Response

A. The Incident Command will accomplish the tasks outlined below in carrying out the response effort:

1. Determine whether there is any immediate danger to emergency responders.
2. Establish whether there are victims in jeopardy within the incident site and take appropriate lifesaving actions if victims are found.
3. Size up the incident to assess damage.
4. Clear the site and effect necessary repairs to allow emergency vehicles access to the site.

B. Local agencies will provide transportation resources in a declared emergency or disaster. If transportation requirements exceed local agency capabilities, other public and private resources will be used.

C. In coordination with the Bonner County Department of Emergency Management/Emergency Operations Center, the Incident Commander will determine alternate routes for emergency response and evacuation. Evacuations will be accomplished in accordance with the Bonner County Evacuation and Reception Plan.

D. Primary agency of BC-ESF #1 will send a representative to the EOC to coordinate with support agencies.

E. IC will conduct damage assessment and coordinate with ITD to provide engineering support in accordance with the Idaho Emergency Operations Plan and existing MAAs/MOUs. Initial damage assessment information will be reported to the Department of Emergency Management.

F. If activated, the Bonner County Emergency Operations Center (BCEOC) will coordinate with IC and response agencies to document damage assessment.

G. Primary agency will coordinate for temporary reconstruction and repair of the transportation system to facilitate passage of emergency operation vehicles and public right of way.

H. Local and state law enforcement agencies will coordinate traffic control and evacuation routes as necessary.

I. Law enforcement will provide protection to emergency workers at the incident site.

J. Incident Command will coordinate transportation of equipment, personnel and resources within the incident's perimeter.

IV. Recovery

A. When possible, restore transportation routes to pre-disaster conditions.

B. Agencies will seek state/federal funding to restore affected systems to normal conditions.

C. In coordination with IC and Bonner County Department of Emergency Management, primary and support agencies will assess the response efforts after the disaster and make recommendations for planning improvements.

V. Training and Exercises

A. Response agencies will conduct regular training sessions for their personnel.

B. The Bonner County Department of Emergency Management will sponsor periodic training exercises to help coordinate regular multiagency response simulations.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

I. Primary Agency

Bonner County Road and Bridge

1. Verify jurisdictional responsibility for roads and bridges.
2. Provide a representative to coordinate with IC/EOC and other support agencies.

3. Provide damage assessment and provide information to the DEM/EOC when appropriate.
4. Size up the situation, coordinate and provide for removal of wreckage and debris.
5. Provide temporary repair of damaged County roads and bridges.
6. Coordinate with the Idaho Transportation Department for potential State assistance.
7. Coordinate road closures and establish detour routes.
8. Coordinate traffic control and barricade placements.
9. Assist in establishment and maintenance of evacuation routes in coordination with the Bonner County Sheriff's Department.
10. Provide sand, gravel, trucks, and drivers as needed.

II. Support Agencies

A. Bonner County 9-1-1 Communications Center

1. Provide initial notifications.
2. Assist as requested.

B. Bonner County Sheriff's Office

1. Assist with road closures and establishing detour routes.
2. Assist with traffic control.
3. Establish and maintain evacuation routes.
4. Coordinate with the Idaho State Police for State and Federal resources.

C. Bonner County Solid Waste Department

Provide support and coordination for emergency solid waste disposal.

D. Bonner County Sheriff's Marine Division

1. Assist and coordinate clearance of waterways.
2. Provide boats to transport emergency personnel in and around the disaster site.
3. Provide traffic control of watercraft servicing the disaster site.

E. Sandpoint Airport and Priest River Airport

1. Perform airport damage assessment and provide to the DEM/EOC.
2. Coordinate with IC and assist with airport debris removal.
3. Coordinate with emergency response agencies as appropriate.

F. Independent Highway District

1. When requested send representative to the EOC.
2. Provide damage assessment information to the DEM/EOC.
3. Assess situation and coordinate for removal of wreckage and debris.
4. Assist with road closures and establishing detour routes.
5. Assist with traffic control.

G. Bonner County Parks and Recreation Department

Provide watercraft, personnel, and other transportation resources to assist emergency response.

H. Bonner County Department of Emergency Management

1. Coordinate with IC and County Commissioners to assess the situation.
2. In coordination with the IC, advise County Commissioners on the need to activate the EOC and issue a County Emergency Declaration.
3. Coordinate use of the Emergency Alert System with the Sheriff's Department.
4. Assist with the coordination of primary and support agencies.
5. Gather and submit damage assessment information to Idaho BHS.
6. In coordination with IC assist with planning, mission requests, communications, and other appropriate tasks.
7. Coordinate Federal Public Assistance Programs for rebuilding roads and bridges.
8. Prepare and provide situation reports for elected officials.
9. Assist with training exercises and programs.

I. Municipal Police Departments

1. Perform routine law enforcement duties.
2. Coordinate and assist law enforcement agency of jurisdiction when requested.

J. Municipal Public Works Departments

1. Provide damage assessment information to the Bonner County Department of Emergency Management.
2. Provide and coordinate for removal of wreckage and debris.
3. Assist with road closure and establishing detour routes.
4. Assist with traffic control.

BC-ESF #1 - Transportation

Approved:

Bonner County Road and Bridge

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION # 2

COMMUNICATIONS AND WARNING

Primary Agencies

Bonner County 9-1-1 Communications Center
Bonner County Sheriff's Office
Bonner County Department of Emergency Management

Support Agencies

County

Fire Districts
Radio Support Group
 Radio Amateur Civil Emergency Service (RACES)
 Amateur Radio Emergency Service (ARES)

Municipalities

Municipal Police Departments

INTRODUCTION

I. Purpose

This plan provides guidance for the effective management of emergency radio and electronic communications and dissemination of warning information during an emergency or disaster.

II. Scope

A. This ESF applies to the communications and warning assets of county organizations including Bonner County 9-1-1 Communications Center, telephone and cellular systems, fax services, National Warning System (NAWAS), Emergency Alert System (EAS), Mobile Command Center (MCC), Amateur Radio, Law Enforcement and Fire Districts and Departments.

B. There are two functions within the scope of this ESF. They are:

1. Communication System: The communication system is comprised of the equipment and agencies that establish, maintain, restore and use these assets during an emergency.
2. Warning System: The warning system provides issues information regarding impending or actual emergency/disaster conditions. Note: The City of Clark Fork and Cabinet Gorge Dam have emergency warning systems.

III. Policies

A. Bonner County will maintain a hazard warning system that supplements the warning services provided by other local, state, and federal agencies. Citizens should be aware of a hazardous situation for which there is significant media attention, such as severe weather, fire or flooding.

B. Bonner County will attempt to warn the public of hazardous situations that could result in a disaster. The success of the effort will depend on the nature of the hazard, when the emergency management officials are made aware of the situation, the quality and quantity of information available, communications and warning resources available, media attention, and other factors. The Bonner County warning system will utilize public and private resources and activate at the neighborhood, community, or county level.

C. The Bonner County Department of Emergency Management and County Commissioners will seek government and private funds to upgrade and enhance emergency communications equipment and training of personnel.

SITUATION AND ASSUMPTIONS

I. Situation

Either a sudden or anticipated disaster/emergency will cause major disruption in the day-to-day activities of those involved. An emergency could cause distress across a wide range of services in the County. Agency responders to an incident may find some of the following situations:

1. Damage to the commercial and/or County telecommunications system due to the occurrence of a man-made or natural emergency/disaster.
2. Fragmented initial reports that provide an incomplete picture of the extent of damage.
3. Rumors based on incomplete or erroneous reports.
4. An overwhelmed emergency communication system.
5. An immediate need for alternate telecommunication.

Planning Assumptions and Considerations

A. The Bonner County Department of Emergency Management and the Bonner County 9-1-1 Communications Center will serve as primary agencies ensure a properly maintained and functioning emergency communication system.

B. The Bonner County Department of Emergency Management and the Bonner County Sheriff's Office will coordinate responsibilities for the warning and emergency alert system.

C. Bonner County 9-1-1 Communications Center will experience failures due to overwhelmed phone systems.

- D. The EOC will activate to an appropriate level to help alleviate overloads at Bonner County 9-1-1 Communications Center.
- E. The Bonner County Department of Emergency Management can activate Amateur Radio and the Mobile Command Center to enhance interagency communication.
- F. Initially, the County and cities will focus on coordinating lifesaving activities and reestablishing communications and control in the disaster area.
- G. Cell phone service may be overwhelmed and unreliable due to system overloads.
- H. Downed lines or other collateral damage may disrupt normal phone, fax and Internet service.
- I. Two-way radio channels may be jammed and unreliable.
- J. Notification of a threatening or actual emergency incident may come from the Emergency Alert Service (EAS), National Warning System (NAWAS), NOAA Weather Radio (National Weather Service), the State Automated Warning System (SAWS), the media, the amateur radio community, and the public.
- K. Either the Bonner County Department of Emergency Management or the Bonner County Sheriff's Office can activate the Emergency Alert System (EAS) .
- L. Emergency response agencies may use the On Scene Command and Response (OSCAR) channel.
- M. Inter-agency coordination may be accomplished through use of the State's "Valley All Call" radio channel.

CONCEPT OF OPERATIONS

I. General

- A. An initial emergency call will be received at the Bonner County 9-1-1 Communications Center.
- B. The Bonner County 9-1-1 Communications Center will contact response agencies for appropriate response to the emergency incident.
- C. Communication within the scope of each responding agencies will occur over radio frequencies.
- D. When appropriate, the Bonner County Department of Emergency Management will activate Amateur Radio Emergency Service (ARES) and Radio Amateur Civil Emergency Service (RACES) to facilitate and coordinate communications.
- E. When notified of a threat or occurrence of a hazardous event, the Bonner County Department of Emergency Management may activate the Emergency Operations Center at a level appropriate to monitor the situation. Monitoring will consist of accumulation,

display, and evaluation of relevant information, followed by release of appropriate public information advisories, and alerts to response agencies and organizations.

F. As soon as it is apparent that the public must take action to prepare or protect itself, the Bonner County Department of Emergency Management and the Bonner County Sheriff's Office will activate the local warning system.

G. Warning may take one of the following forms:

1. Activation of the Emergency Alert System (EAS) to disseminate immediate life saving information.
2. Press releases to regional television, radio stations, print or other media, as appropriate.
3. State Automated Warning System (SAWS).
4. Use of fire district and/or law enforcement public address systems and/or sirens.
5. Activation of safety advisories.

H. Warnings will continue as needed or until the hazard has subsided.

II. Preparedness

A. The Bonner County Department of Emergency Management communications section is responsible for the development, repair and maintenance of the County's communication infrastructure. This includes all related communication equipment (repeaters, microwave where applicable, etc.) and the computer network system.

B. Routine training and emergency operation exercise assessments will prepare Bonner County 9-1-1 Communications Center personnel for an appropriate and timely response.

C. Response agencies that utilize the County's communication infrastructure will maintain and upgrade their communication equipment as resources allow. These agencies should provide regular training sessions for their personnel.

D. The Bonner County Department of Emergency Management will coordinate with Bonner County 9-1-1 Communications Center concerning current status and frequencies of response agencies' radios, repeaters and microwave systems within the County.

III. Response

A. When activated, the Communications Services Officer (CSO) or designee will report to the IC or Bonner County Department of Emergency Management/EOC. CSO will provide a current index of repeater status, locations and frequencies to the Bonner County Department of Emergency Management/EOC. The representative can assist with call-out of support agencies.

B. Depending on the scope of the emergency, communication systems personnel will be deployed to assess the communications damage and/or needs.

C. When necessary, the Bonner County Department of Emergency Management will activate Amateur Radio.

D. The Mobile Command Center may be used to support Incident Command or other communication needs.

E. Bonner County 9-1-1 Communications Center will continue to receive normal day-to-day emergency calls and will add extra personnel as necessary.

F. Repeaters closest to the site of the disaster/emergency will be used for radio communications when possible.

G. MAA/MOUs between Bonner County 9-1-1 Communications Center and other government agencies will note location, status and frequencies of County repeaters.

H. Cooperation and coordination between responding agencies and the use of their frequencies/systems may be necessary for timely mission requests and mission assignments.

IV. Recovery

A. The CSO or designee will reassess communication systems after the incident has ended and make recommendations regarding repairs and upgrades.

B. The CSO, in coordination with the Bonner County Department of Emergency Management, Incident Commander, and emergency response agency representatives will reevaluate the County's communication response to the incident and make appropriate recommendations.

V. Training and Exercises

A. Regular training of personnel at Bonner County 9-1-1 Communications Center, emergency response agencies, Amateur Radio and those responsible for the Mobile Command Center will be conducted.

B. Large-scale simulations may be coordinated through the Bonner County Department of Emergency Management to assist with training and assessment of a multi-agency response.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agencies

A. Bonner County 9-1-1 Communications Center

1. Provide initial notifications.
2. Assist and coordinate communication needs for County emergency responders as requested.
3. Conduct training exercises for personnel that promote accurate and timely dispatch response.
4. Conduct exercises that train personnel to provide crisis counseling and limited emergency counsel over the phone until emergency services arrive.
5. In coordination with Bonner County Department of Emergency Management, conduct training and scheduled tests of the EAS system.

B. Bonner County Sheriff's Office

1. In coordination with the Bonner County Department of Emergency Management, develop and maintain procedures to provide communications and warning support when requested.
2. When appropriate, coordinate with the Bonner County Department of Emergency Management to implement the Emergency Alert System (EAS).

C. Bonner County Department of Emergency Management

1. Manage development, maintenance, restoration and utilization of the County's communication infrastructure.
2. In coordination with the Sheriff's Office, develop and maintain procedures to provide communications and warning support when requested.
3. When appropriate, coordinate with the Sheriff's Office to implement Emergency Alert System (EAS).
4. Activate Amateur Radio for emergency communications.
5. Verify communications between field operations, the IC, and Bonner County Department of Emergency Management/EOC are functional.
6. Provide situation reports to elected officials.
7. In coordination with the PIO and IC, recommend release of pertinent emergency information on a regular timetable.

8. Request and coordinate external resources and assistance when communication systems become overwhelmed.
9. Maintain communication with the State BHS as required.
10. In coordination with Bonner County 9-1-1 Communications Center, conduct tests and exercises of the communication and warning systems.

II. Support Agencies

A. Fire Districts

1. Develop and maintain protocol to provide tactical frequencies for warning support and communication services.
2. Maintain and repair fire services repeaters and provide pertinent frequency and status information to the Bonner County Department of Emergency Management.

B. Radio Support Group is comprised of the Radio Amateur Civil Emergency Service (RACES) and the Amateur Radio Emergency Service (ARES). The RACES Amateur Radio Plan provides detailed guidance concerning procedures for the Radio Support Group.

C. Municipal Police Departments

1. Assist IC with emergency communication needs.
2. Maintain and repair police departments' repeaters and provide frequency and status information to the Bonner County Department of Emergency Management.

BC-ESF #2 - Communications

Approved:

Bonner County 9-1-1 Communications Center

Date

Bonner County Sheriff's Office

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #3

PUBLIC WORKS AND ENGINEERING

Primary Agency

Bonner County Road and Bridge

Support Agencies

County

Bonner County 9-1-1 Communications Center
Bonner County Commissioners
Bonner County Solid Waste
Bonner County Waterways
Bonner County Department of Emergency Management

Districts

Independent Highway District

Municipalities

Municipal Public Works Departments
Municipal Water Services
Municipal Wastewater Services
Municipal Street Services

INTRODUCTION

I. Purpose

Bonner County Emergency Support Function (BC-ESF) #3 - Public Works and Engineering assesses the overall damage to public and private property. BC-ESF #3 will also conduct necessary inspections to ensure the integrity of buildings and bridges, assist with debris removal, route clearance, and ensure that any rebuilding complies with existing zoning and land-use regulations. This function is also responsible for the restoration of potable and waste water capabilities.

II. Scope

BC-ESF #3 addresses public works and engineering activities including demolition of unsafe structures, debris and wreckage clearance, temporary repair of essential facilities, inspection of facilities for structural condition and safety, and assisting in traffic control by providing barricades and signs, as necessary, to cope with an emergency or disaster.

III. Policies

A. Bonner County will respond and mitigate damage caused to public owned facilities by an emergency/disaster under provisions of Idaho Code, Title 46, Chapter 10, State Disaster Preparedness Act of 1975, as amended.

B. The agencies that make up the county/municipal public works may coordinate with other county, state and federal agencies in a multi-agency response through the use of mutual aid agreements (MAA/MOUs).

SITUATION AND ASSUMPTIONS

I. Situation

A. There is no formally organized public works agency within Bonner County, but the County and its municipalities have personnel and equipment to provide public works services under emergency conditions.

B. County, city, and other engineering resources necessary to accomplish emergency tasks, may be supplemented by Federal, State, adjacent county, city and private agencies when authorized by the appropriate authority.

II. Planning Assumptions

A. When a county disaster is declared, the Bonner County Road and Bridge Department will act as primary agency and coordinate with IC and support agencies to carry out the tasks associated with this ESF.

B. Streets and roads within municipalities are maintained and repaired by street departments (municipal public works), the Independent Highway District, or in some instances may contract with the County's Road and Bridge Department. Municipalities, water associations and private wells comprise the potable water source for the majority of the County's population.

C. Wastewater treatment in the County is provided by municipal treatment facilities and private septic tank/drain fields.

D. County owned buildings that suffer from structural damage may be unsuitable for workplace safety would require inspection by structural engineers before safe re-entry could be assured. The Bonner County Commissioners will obtain engineering services that have the capability to determine the structural integrity.

E. If the County owned structure is within the boundaries of a municipality, the responsibility for structural engineering assessment belongs to that municipality.

F. If County-owned roads, bridges, buildings, and/or municipal water and wastewater treatment facilities are damaged in a major disaster, all agencies will work together in a unified command while retaining their authority, responsibility, and accountability.

G. Determining the extent of damages in the initial stages of an incident is difficult.

H. Mutual aid agreements will be established that allow for resource sharing and cooperation between agencies providing public works services for a well organized response to an emergency. In some instances an agency may not be able to respond.

I. If State highways and bridges are damaged, as well as County/municipal infrastructures, a unified command will be implemented with the Idaho Transportation Department to coordinate repairs.

J. Agencies should create plans for infrastructure damage that will be used to respond to a variety of emergency incidents. Potential incidents include:

1. Public utilities such as water and waste treatment are damaged and threaten health hazards.
2. A damaged water main may necessitate the need to distribute drinking water in and around the incident site.
3. If County buildings are damaged, communication among agencies will be difficult and response will be hindered.
4. Bridges or dams may have suffered damage because of the emergency incident and may need inspection and repair/replacement before safe public use can continue.
5. Damage to waste water treatment facilities could cause an environmental risk that may necessitate a HAZMAT response.
6. Communication systems at the County level may be affected.
7. Heavy equipment needed for response is located in the incident area and is damaged or inaccessible.
8. Access to the disaster/emergency site may depend on the reestablishment of ground and/or water routes.
9. Normal routes of travel may be impeded by the emergency.

CONCEPT OF OPERATIONS

I. General

A. Emergency public works operations include, but are not limited to: repair and maintenance of roads, bridges, public utilities, clearance of disaster related debris, inspection of county owned buildings and possible condemnation or repair of water and sanitation facilities.

B. When activated, the Bonner County Department of Emergency Management/EOC will assist with the coordination of primary and support agencies to conduct the following activities:

1. Identify and evaluate the capacity of the infrastructure within Bonner County boundaries and maintain a list of their usability.
2. Coordinate and perform mitigation and recovery procedures.
3. Provide review, analysis, and recommendations for all portions of the public works system.

II. Preparedness

A. Successful preparedness depends on agencies working in coordination to establish a disaster prepared community.

B. Workshops, simulations and ongoing training programs will and improve response.

C. A list of key individuals and phone numbers should be maintained within each agency vehicle to enable communications should a worker/crew encounter an emergency situation.

D. Current inventories of response resources should be 'typed' as to function.

E. Agencies should implement a regular maintenance program for all equipment.

III. Response

A. A BC-ESF #3 primary agency representative will be available to coordinate with IC, Bonner County Department of Emergency Management/EOC, and other support agencies.

B. The IC and Bonner County Department of Emergency Management/EOC will provide situation reports to Idaho Bureau of Homeland Security (BHS) as required.

C. Damage assessment information will be reported to the IC and Bonner County Department of Emergency Management/EOC by agency representatives or emergency response agencies.

D. Mutual aid agreements would be activated appropriately.

E. Temporary or permanent repairs would be made to the damaged facilities to help return system to pre-disaster conditions.

F. Remove or reduce any hazards that may endanger the public.

G. Close or restrict any portion of a transportation route whenever its continued use or continued use will cause greater damage.

IV. Recovery

A. Affected agencies will coordinate with other government/private agencies and the EOC to support returning the County/municipal infrastructure to pre-disaster/emergency levels.

B. Review of actions taken during the emergency will be done to aid emergency response in the future.

V. Training and Exercises

Personnel will participate in regional training exercises and countywide emergency simulations.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

I. Primary Agency

Bonner County Road and Bridge

1. Provide representative to coordinate with IC, the Bonner County Department of Emergency Management/EOC.
2. Report damage assessment information and cost estimates to the Bonner County Department of Emergency Management/EOC.
3. Coordinate with municipal street departments, and the Independent Highway District to assess the general situation.
4. Coordinate with the Idaho Transportation Department for engineering or logistic support.
5. Provide temporary repair of damaged County roads and bridges, if possible.
6. Provide sand, gravel, personnel and trucks where needed.
7. Remove debris and hazards from roadways.
8. Determine usable roads and alternate routes if necessary.
9. Provide flood control support with equipment and personnel.

II. Support Agencies

A. Bonner County 9-1-1 Communications Center

Provide initial notifications.

B. Bonner County Commissioners

Provide for structural engineers to determine extent of damage to County owned structures.

C. Bonner County Solid Waste

1. Inspect and conduct damage assessment on the solid waste infrastructure of the County.
2. Report damage assessment and cost estimates to Bonner County Department of Emergency Management/EOC.
3. Provide assistance and expertise for incident clean up.
4. Assist responding agencies with equipment and personnel as needed.
5. Send representative to EOC as requested.

D. Bonner County Waterways Department

Provide damage assessment information of County and municipal docks and waterfront infrastructure to the Bonner County Department of Emergency Management/EOC.

E. Bonner County Department of Emergency Management

1. Coordinate EOC activation and implement call-out of essential representatives.
2. Coordinate with IC to provide logistical support.
3. In coordination with IC and PIO, issue warnings to the public.
4. Identify and coordinate training methods for responding agency personnel.
5. Collect damage assessment and provide to the IC and other agencies.
6. In coordination with IC, provide personnel and materials as required to facilitate transportation infrastructure repair.

F. Independent Highway District

1. Provide damage assessment information to IC and the Bonner County Department of Emergency Management/EOC.
2. In coordination with IC provide personnel and materials as required to facilitate transportation corridor repair.

G. Municipal Public Works Departments

1. Provide damage assessment information to the IC and the Bonner County Department of Emergency Management/EOC.
2. Provide for temporary or permanent repairs.
3. Monitor systems for overloads and hazardous material spills.

H. Municipal Water Services

1. When possible make available emergency supplies of potable water for emergency workers and victims.
2. Provide damage assessment to the IC and Bonner County Department of Emergency Management/EOC.
3. Provide for temporary or permanent repairs.
4. Monitor water treatment facilities for overloads and hazardous material spills.

I. Municipal Waste Water Services

1. Provide damage assessment information to the IC and Bonner County Department of Emergency Management/EOC.
2. Provide for temporary or permanent repairs.
3. Monitor water treatment facilities for overloads and hazardous material spills.

J. Municipal Street Services

1. Provide damage assessment information to the IC and Bonner County Department of Emergency Management/EOC.
2. Provide personnel and materials to facilitate transportation corridor repair.

BC-ESF #3 - Public Works and Engineering

Approved:

Bonner County Road and Bridge

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #4

FIREFIGHTING

Primary Agencies

Fire Districts
Bonner County Sheriff's Office

Support Agencies

County

Bonner County 9-1-1 Communications Center
Mutual Aid Fire Districts
Bonner County Department of Emergency Management

Municipalities

Municipal Fire Departments
Municipal Police Departments

Volunteers

Amateur Radio

INTRODUCTION

Bonner County has 1738 square miles of land, most of which is state, federal and private forestlands. In rural areas fire districts and local residents are likely to respond first when a fire emergency occurs. Successful fire suppression depends on mutual aid agreements between the Idaho Department of Lands, local fire districts, municipal fire departments, and other government agencies.

I. Purpose

Bonner County Emergency Support Function (BC-ESF) #4 – Firefighting coordinates support to fire fighting operations, including fire prevention, fire detection, and fire suppression.

II. Scope

A. This ESF addresses firefighting activities for fires occurring separately or coincidentally with a significant natural or technological emergency or disaster. The scope of this section will not address details regarding mutual aid and/or procedures that are contained in other documents. Fire agencies also represent a resource pool available to support and assist rescue efforts, hazardous materials incidents, warning and alerting, communications, evacuation, and other operations as required during an emergency.

B. Bonner County's fire services are comprised of several fire protection districts and volunteer fire departments. There are isolated sections of land within the County that are outside of fire service protection. These lands rely on state or federal assistance to mitigate a fire incident. It is outside the scope of this plan to define boundaries and jurisdictions of each agency.

III. Policies

A. All incidents in Bonner County will be managed using the National Incident Management System (NIMS) Incident Command System/Unified Command System.

B. In a fire emergency the fire services will mobilize all available apparatus and personnel required to manage the situation. Mutual aid agreements (MAA/MOUs) are activated if initial resources are inadequate or a particular district would make a quicker response to an adjoining district. When mutual aid and local resources are exhausted, the provisions for regional and/or state/federal fire mobilization apply.

C. The Incident Command System (ICS) will be the organizational structure used during a response.

D. If a multi-agency response is necessary, direction, control and coordination may be established from a command post near the incident site with support from the Emergency Operations Center (EOC) should it be activated.

E. In a multi-faceted incident where a number of agencies are responding to different emergencies, Unified Command may be implemented. Under a Unified Command, all agencies work together while retaining their authority, responsibility, and accountability.

F. Each local, state, or federal agency will assume the full cost of protection made within their jurisdiction. For agencies responding outside their jurisdictional area it is necessary that the issue of financial limitations be clarified through MAA/MOUs.

G. Fire agencies will ensure fire protection to their home districts prior to committing resources to mutual aid.

H. Priority shall be given to saving lives and protecting property, in that order.

SITUATION AND ASSUMPTIONS

I. Situation

Bonner County could have an overwhelming fire emergency that requires assistance from adjoining districts, state, and federal agencies. The emergency may impede municipal and county transportation corridors and delay timely assistance.

II. Planning Assumptions and Considerations

A. Urban, rural, and wildland fires will occur within Bonner County. In the event of a drought or other significant event, large fires could be common.

B. Vehicular access may be hampered by floods, bridge failures, landslides, etc., making conventional travel to fire locations extremely difficult or impossible.

C. Air attack by tankers, helicopters, and/or smoke jumpers may be essential in many situations. Helicopters will be scarce resources. Usable airports may be congested.

D. Communications systems may become overwhelmed.

E. Emergency response may be hindered due to a shortage of personnel.

F. Idaho Department of Lands will respond to fires in urban and urban interface areas when wild lands are threatened.

G. There are a substantial number of volunteer fire fighters in Bonner County. Although they are dedicated, in a major disaster they may not be able to leave a family crisis or their workplace to assist in emergency efforts.

CONCEPT OF OPERATIONS

I. General

A. Under most circumstances the fire district of jurisdiction will act as primary agency for BC-ESF #4. Tracts of land within Bonner County that lie outside the jurisdiction of a municipal fire department or fire protection district fall under the jurisdiction of the Bonner County Sheriff's Office. If an emergency/disaster occurs on such tracts of land the Bonner County Sheriff's Office acts as primary agency and establishes Incident Command or Unified Command as appropriate.

B. The Idaho Department of Lands, local fire protection districts and municipal fire departments have the primary responsibility for the protection of life and the suppression and control of fires within their respective jurisdictions. For those incidents requiring additional support, mutual aid agreements may be activated.

C. Structure fire suppression, which includes exterior and interior actions on burning structures, is the responsibility of local fire districts and departments.

D. If an urban fire threatens or is likely to become a fire of major magnitude, assistance may be available from the Federal Government under an emergency declaration by the President. Requests for such assistance are handled through normal emergency management channels.

E. Fire suppression and control assistance may be provided on a limited basis by Federal agencies and the military by pre-established MAA/MOUs.

F. If wildland is threatened, the Idaho Department of Lands will respond to a fire regardless of property ownership.

G. The Idaho Department of Lands (IDL) and local fire protection districts, where applicable, take action on wildfires that jeopardize IDL protected lands outside incorporated areas and on adjacent U.S. Forest Service and Department of the Interior protected areas, regardless of land ownership.

H. The Idaho Department of Lands Dispatch is set up to provide fire and emergency dispatching for the Idaho Panhandle National Forests, Idaho State Department of Lands, and the Bureau of Land Management.

I. IDL fire suppression activities primary responsibility is to reduce the loss of life and property. The agency may assist state and local fire departments in exterior structure fire protection when requested under terms of an approved cooperative agreement.

II. Preparedness

A. Elected officials and emergency management will support programs such as the Wildland/Urban Interface (WUI) program, which reduces fire hazards for property owners, businesses and municipalities by removing brush and thinning stands of trees that create fire risk to structures and communities.

B. Elected officials, local fire protection districts, fire departments, the Idaho Department of Land, U.S. Forest Service and the Bureau of Lands will seek private and government grants to upgrade response resources and finance training sessions.

C. Fire agencies will maintain their emergency response resources and continue to seek funding to replace and update equipment when necessary.

D. The Bonner County Department of Emergency Management and local fire agencies and departments will coordinate tabletop exercises and region-wide simulations.

III. Response

B. Incident Command will be established by the first responding district/department.

C. In coordination with IC and County Commissioners, the Bonner County Department of Emergency Management may activate the EOC at an appropriate level to coordinate communications and inter-agency response with mission request and mission assignments.

D. Mutual aid agreements between regional agencies and the Idaho Department of Lands (IDL) will be activated for wildland fire response.

E. The logistics section of the Bonner County Department of Emergency Management/EOC will maintain and keep updated resource inventories submitted by agencies that are participate in this plan.

F. Established firefighting and support organizations' protocols and procedures will be used when implementing the Incident Command System (ICS).

G. Responsibility for situation assessment and determination of resource needs lies primarily with local Incident Commanders.

H. Each agency of government (local, state, and federal) will retain fire suppression responsibilities within its jurisdiction.

I. The Governor, or his authorized representative, may request federal assistance in accordance with the Fire Management Assistance Grant Program (FMAGP).

J. If the situation warrants, the Idaho Bureau of Homeland Security will activate the Idaho EOC to coordinate with the local EOC.

III. Response

A. Fire Agencies

1. Provide suppression and control of fire within their respective jurisdictions (including those IDL or government lands that are contracted with local district); support other fire protection agencies responding under mutual aid agreements.
2. Provide initial damage assessment information to the IC or Bonner County Department of Emergency Management /EOC.
3. Provide temporary power and emergency lighting at emergency scenes when needed.
4. Coordinate with law enforcement to warn the public of evacuation routing, and/or traffic control.
5. Provide non-transport first response emergency medical services (only those districts that offer medical response).
6. Support warning and evacuation efforts.

B. Bonner County Department of Emergency Management

1. Coordinate alerts and warnings to persons located in the incident area through the media and the PIO.
2. Serve as liaison between local jurisdictions, response agencies, and the State for requesting resources when the capabilities of local response agencies are exceeded.
3. Provide capabilities for coordinating response resources and assets.

IV. Recovery

A. Fire Agencies

1. Demobilize fire resources and related incident support.
2. Support recovery efforts as requested by the EOC or other support agencies.
3. Coordinate and complete incident documentation and cooperate in cost recovery procedure.

4. Evaluate operations and provide analysis to the Bonner County Department of Emergency Management and the Bureau of Homeland Security for incorporation into updates of plans and procedures.
- B. Bonner County Department of Emergency Management
1. Continue EOC operations until it is determined that EOC coordination is no longer necessary.
 2. Updates plans and procedures based on critiques and lessons learned during the event.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

I. Primary Agencies

A. Fire District of Jurisdiction

1. Implement Incident Command.
2. Make available representative to coordinate with IC or DEM/EOC when requested.
3. Provide/conduct fire suppression, light rescue, emergency medical, and other tasks that would protect lives and property.
4. Provide initial and continuing situation assessments and analysis to the IC or Bonner County Department of Emergency Management/EOC.
5. Report damage assessment information to the IC or Bonner County Department of Emergency Management/EOC.

B. Bonner County Sheriff's Office

1. When incident is out of a fire service's jurisdiction respond to emergency and initiate Incident Command.
2. Coordinate with local fire districts/departments and/or the Idaho Department of Lands.
3. When appropriate implement Unified Command in coordination with responding fire service.
4. Report damage assessment to the IC or Bonner County Department of Emergency Management/EOC..
5. Conduct necessary law enforcement/investigative duties as required.
6. Conduct light duty rescue operations.
7. Support warning and evacuation efforts.

II. Support Agencies

A. Bonner County 9-1-1 Communications Center

1. Provide initial notifications.
2. Support as needed.

B. Mutual Aid Fire Districts

1. Primary responsibility is to fire district/municipality.
2. Report as requested to Incident Commander.
3. Respond according to IC plan and assist with fire suppression, light rescue, emergency medical, and other tasks that would protect lives and property.

C. Law Enforcement Agency of Jurisdiction

1. Assist in the identification of crime scenes and provide appropriate security.
2. Assist with traffic control.
3. Assist with evacuation efforts.

D. Bonner County Department of Emergency Management

1. In coordination with IC and the County Commissioners, activate the EOC to appropriate level.
2. Advise County Commissioners on the need to issue a County emergency declaration.
3. Coordinate with Sheriff's Office to implement the Emergency Alert System if necessary.
4. Assist with the coordination of primary and support agencies.
5. Collect damage assessment data.
6. Submit damage assessments to BHS.
7. Assist with planning, mission request, communication, or other appropriate tasks in the support of IC.
8. Provide situation reports for elected officials.
9. Keep the EOC open at an appropriate level as long as necessary.

E. Municipal Fire Departments

Provide services and resources in accordance with current MAA/MOUs that may include:

1. Assisting primary agency with fire suppression.
2. Provision of emergency medical services.
3. Conducting light rescue efforts.

F. Municipal Police Departments

When requested, coordinate with Incident Commander and provide law enforcement assistance as needed to support fire suppression efforts.

G. Amateur Radio

1. Provide emergency communications to EOC, County 9-1-1 Communications Center, mass shelters, field personnel, damage assessment teams, business and industry, or other requesting agencies during an emergency.
2. Manage the Mobile Command Center (MCC) as requested by the EOC.

BC-ESF #4 - Firefighting

Approved:

Bonner County Sheriff's Office

Date

Clark Fork Fire Department

Date

Coolin Cavanaugh Bay Fire District

Date

Hope/East Hope Fire District

Date

North of the Narrows Fire District

Date

Northside Fire District

Date

Sagle Fire District

Date

Sam Owen Fire District

Date

Sandpoint Fire Department

Date

Schweitzer Fire/Rescue District

Date

Spirit Lake Fire Protection District

Date

Timberlake Fire Protection District

Date

West Bonner Fire District

Date

West Pend Oreille Fire District

Date

West Priest Lake Fire Department

Date

Westside Fire District

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION # 5

EMERGENCY MANAGEMENT

Primary Agency:

Bonner County Department of Emergency Management

Support Agencies:

All Other Bonner County Departments and Agencies

Non-Governmental:

See BC-ESF # 7 – Resource and Logistical Support

Private Sector:

See BC-SA # 3 – Private Sector Coordination

INTRODUCTION

I. Purpose

Bonner County ESF #5 (BC-ESF #5), Emergency Management, is responsible for supporting overall activities of Bonner County for all-hazard emergencies and disasters. BC-ESF #5 provides the core management and administrative functions to support the Bonner County Emergency Operations Center (BCEOC) and liaisons with State, other local jurisdictions, private industry, non-governmental agencies, and the Federal government.

II. Scope

A. BC-ESF #5 provides the overall coordination function for all incidents requiring County assistance, regardless of hazard, degree of complexity, or duration. This BC-ESF is activated at some level for all potential and actual major incidents or emergencies.

B. The scope of BC-ESF #5 includes those functions critical to support and facilitate multiagency planning and coordination for operations involving potential and actual emergencies/disasters in the County. This includes:

1. Activation of the BCEOC with liaison activities in the field (as required) in anticipation of or in response to the occurrence of an emergency or disaster in the Bonner County that requires County assistance;
2. Initiate appropriate alert(s) and notification(s);
3. Provide direction and control for County agency response efforts;

4. Collect, analyze, process, and disseminate information about emergencies or actual disasters, which allows County government to determine if assistance to local government is required;
5. Facilitate the timely release of public information in coordination with BC-ESF #15;
6. Provide disaster emergency information necessary for the preparation of a County Disaster Emergency Declaration and a request for a Governor's Disaster Emergency Declaration;
7. Coordinate with the Idaho Bureau of Homeland Security for a Governor's Disaster Emergency Declaration;
8. Serve as the central point for receiving information and producing Situation Reports (SITREP), summary reports, and briefings for the Board of County Commissioners, other County agencies, the Idaho Bureau of Homeland Security, other public officials, and local, state, and/or federal offices as requested;
9. Task County agencies to provide technical expertise and information necessary to develop analysis of the situation;
10. Coordinate the Mission Assignment (MA) and/or Project Agreement (PA) process to provide resources to support disaster emergency response and recovery operations;
11. Coordinate the deployment of special teams (i.e. regional response teams, damage assessment teams, etc.);
12. Identify and resolve resource allocation issues. Issues which cannot be resolved at the BCEOC level are referred to the Board of County Commissioners for resolution and potential further coordination with the Idaho Bureau of Homeland Security;
13. Support the implementation of Mutual Aid Agreements to ensure a coordinated response whether requesting assistance from other Counties or responding to requests from other Counties;
14. Provide financial management and cost recovery in coordination with Financial Management Support Annex; and
15. Provide other support as required.

III. Policies

A. The Bonner County Emergency Operations Center (BCEOC) serves as the central point for emergency management operations. In a disaster emergency, the Bonner County Emergency Operations Center (BCEOC) will compile, analyze, and prepare situation information for the Board of County Commissioners and other decision makers.

B. All incidents in Bonner County will be managed utilizing the National Incident Management System (NIMS).

SITUATION AND ASSUMPTIONS

I. Situation

Many hazards have the potential for causing disasters that require centralized coordination. A disaster emergency or significant incident occurs of such severity and magnitude that the affected jurisdiction(s) requires County response and recovery assistance. BC-ESF #5 will support initial assessment of developing situations and provide timely and appropriate information to evaluate whether assistance beyond County capabilities is required.

II. Planning Assumptions

A. Local government and State agencies are a vital source for the immediate information regarding damage and initial response needs.

B. Field assessment information (damage reports provided by the impacted jurisdiction) will originate from all levels of government and be reported by numerous modes of communications. The quality of the field assessments will vary and may contain conflicting information.

C. Officials involved in response and recovery efforts need immediate, continuously updated information about the developing or ongoing disaster emergency.

D. There may be a need to rapidly deploy field-assessment personnel to the disaster emergency area to collect critical information about resource requirements for victims, or conduct an immediate situation assessment to determine initial response requirements.

E. Responsibility for the performance of emergency functions is charged to agencies that do similar activities during routine operations. Where such an alignment of emergency functions and non-emergency operations is not possible, the establishment of an emergency organization is required.

F. All appropriate personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command System (ICS) and integrate those principles into all planning and response operations.

CONCEPT OF OPERATIONS

I. General

BC-ESF #5 activities begin after the Bonner County Department of Emergency Management receives notification of a possible, developing, or actual disaster or emergency situation. The Bonner County Emergency Operations Center (BCEOC) will serve as a coordination point to provide real-time information flow to key decision makers. As the incident develops, and it is determined that additional assistance is required to support a response, the BCEOC may be activated to coordinate specific

requests for assistance. The BCEOC is prepared to provide for the coordination of disaster prevention, preparedness, response, and recovery activities on behalf of all Bonner County agencies and political subdivisions. Throughout the notification, response, and recovery stage, the BCEOC manages documentation, resource tracking, and response for the incident or concurrent incidents.

II. The Disaster Declaration Process

A. Disaster emergency activities and requests for disaster emergency assistance will be made as outlined in this section.

B. Disaster emergency declarations shall:

1. Indicate the nature of the emergency;
2. Identify the area or areas threatened;
3. Identify the area subject to the proclamation;
4. Explain the condition(s) that are causing the disaster emergency; and
5. Define the incident period as it applies to each area affected.

C. City Government:

1. Disaster emergency response agencies from city government will respond to a disaster emergency within their corporate limits and coordinate activities in accordance with their standard operating procedures and mutual aid agreements.
2. In accordance with Idaho Code §46-1011, when a disaster emergency situation is likely to overwhelm their resources or be beyond the scope of control of the city, a local disaster emergency may be declared only by the mayor within their respective political subdivisions. *Note: No intergovernmental agency or official thereof may declare a local disaster emergency, unless expressly authorized by the agreement pursuant to which the agency functions.
3. Their proclamation of disaster emergency and any requests for assistance should be forwarded to the county emergency services/management director in an expedient manner (i.e., by voice followed by a hard copy).
4. When a local disaster emergency has been proclaimed, the mayor will govern by proclamation, and has the authority to impose all necessary regulations to preserve the peace and order of the city.

D. Bonner County Government:

1. Upon receipt of the proclamation of a local disaster emergency from an incorporated city of the county, the chairman of the board of county commissioners will:

- a. Provide available assistance requested to contain the incident (i.e. sheriff, public works, health, etc.); and
 - b. Notify the Idaho Bureau of Homeland Security (BHS) that a situation exists which may require the proclamation of a county local disaster emergency.
2. In the event a situation exists in the unincorporated portions of the county that may affect lives and property, the county will take necessary measures to bring the situation under control, utilizing all county government resources.
 3. If the situation overwhelms the capability and resources of the county to control, the chairman of the board of county commissioners may proclaim a local disaster emergency in accordance with Idaho Code §46-1011.
 4. The Bonner County Emergency Management Director will notify the Idaho BHS that the County has declared a disaster emergency, and that the County has implemented its Emergency Operations Plan. The notification should also state that the County has committed or will soon commit all available county resources to the response. If state supplemental assistance is needed, the type of assistance should be clearly stated. The declaration and request for state assistance may be provided orally, and then submitted in writing to BHS.

E. State Government.

1. The BHS Director will process the county's request for assistance and forward the request through channels to the Governor's Office.
2. Upon notification that the county is seeking state assistance, the Governor may proclaim a State of Disaster Emergency and implement all or portions of the Idaho Emergency Operations Plan. Note: In a serious, rapidly changing situation, the Governor may declare a Disaster Emergency in the absence of a county/local request.
3. The BHS Director will initiate the State response by notifying the appropriate Primary Agencies for the activation of required Idaho Emergency Support Functions. These agencies will take appropriate actions in accordance with the IDEOP and their agency's Emergency Operations Plans and/or Standard Operating Procedures.
4. If federal assistance is required, the BHS Director will coordinate with the appropriate state and local officials to prepare the state's request. The BHS will coordinate support provided by the federal government.
5. Only the Governor can originate the request for a Presidential Declaration.

III. Command and Coordination

A. Command Structures: Command structures direct on-scene emergency management activities and include the Incident Command Post and the Area Command, if established. The local incident command structure directs on-scene emergency management activities and maintains command and control of on-scene operations.

1. Incident Command Post: At the tactical level, on-scene incident command and management organization are located at an Incident Command Post, which is typically comprised of local and mutual aid responders. The Incident Command Post performs primary tactical-level, on-scene incident command functions. The Incident Commander is located at an Incident Command Post at the incident scene. When multiple command authorities are involved, the incident may be led by a Unified Command comprised of officials who have jurisdictional authority or functional responsibility for the incident under an appropriate law, ordinance, or agreement.

2. Area Command: At the field level, an Area Command may be established by local responders, if necessary, to assist in providing oversight for the management of multiple incidents being handled by separate Incident Command Posts or to oversee management of a complex incident dispersed over a larger area and broker critical resources. Area Command may also be unified, and works directly with Incident Commanders.

B. Coordination Structures: Include Multiagency Coordination (MAC) Centers and Emergency Operations Centers (EOCs).

1. Multiagency Coordination (MAC) centers and Emergency Operations Centers (EOCs), as defined in the National Incident Management System (NIMS), provide central locations for operational information sharing and resource coordination in support of on-scene response and recovery efforts.

2. Bonner County Emergency Operations Center: If the Incident Commander determines that additional resources or capabilities are needed, he will contact and relay requirements to the Bonner County Emergency Operations Center. The BCEOC is the physical location where the coordination of information and resources to support local incident management activities normally takes place. The BCEOC helps to form a common operating picture of the incident, relieve on-scene command of the burden of external communication, and secure additional resources. The core functions of the EOC include coordination, communications, resource allocation and tracking, and information collection, analysis, and dissemination.

C. Depending upon the size, complexity and location(s) of the disaster emergency situation, the Bonner County Emergency Operations Center may function as a coordination structure, as a multiagency coordination center, or as a County-wide area command. The decision as to which type of center will be established will be made in coordination between the Incident Commander, the Director of the Bonner County Department of Emergency Management and the Bonner County Board of Commissioners.

IV. The Bonner County Emergency Operations Center (BCEOC)

A. Purpose: The Bonner County Emergency Operations Center (BCEOC) serves as the central point for County emergency management operations. The Bonner County Department of Emergency Management is charged to establish and maintain the BCEOC for directing the coordination of emergency and disaster operations.

B. Organization: The BCEOC is organized and structured in compliance with the National Incident Management System (NIMS) in a manner where centralized decision making concerning effective utilization of personnel and other resources is optimized.

1. BCEOC Command and General Staff Overview: BCEOC organization has four major functions: Command, Logistics, Planning, and Finance/Administration.

2. Command: Command comprises the BCEOC Manager and the Command Staff. Command Staff positions are established to assign responsibility for key activities not specifically identified in the General Staff functional elements. These positions include:

a. The BCEOC Manager: The BCEOC Manager has overall authority of the BCEOC and will coordinate requests for assistance with other jurisdictions. The BCEOC Manager will approve the incident objectives on which subsequent incident action planning will be based and will also approve the Incident Action Plan (IAP) and all requests pertaining to ordering and releasing of incident resources.

b. The Liaison Officers: BCEOC Liaison Officer (LNO) will serve as the point of contact for representatives of other governmental agencies, nongovernmental organizations, and/or private entities. In either a single or unified command structure, representatives from assisting or cooperating agencies and organizations coordinate through the LNO. Assistants and personnel from other agencies or organizations (public and private) involved in incident response activities may be assigned to the LNO to facilitate coordination

c. The Public Information Officer: This position will provide guidance and overall direction for the flow of public emergency communications in accordance with BC-ESF #15 Public Information and External Affairs Annex of this plan and reports directly to the BCEOC Manager. The PIO will coordinate with PIO partners to ensure message accuracy, coordinated information is provided to the media, general public, or other agencies, and coordinate briefings and press conferences.

3. General Staff: The General Staff comprises incident management personnel who represent the major functional elements of the BCEOC IC structure including the Logistics Section, Plans Section, and the Finance/Administration Section.

a. The Logistics Section: Meets all support needs as directed by the BCEOC Manager and orders and processes requests for all incident related resources in accordance with BC-ESF #7 Resource and Logistics Support. This includes personnel, supplies, equipment, facilities, transportation, and also provides necessary personnel support facilities such as food service and lodging, and supports all computer/network needs, radio networks, and telephone equipment.

b. The Plans Section: Oversees all incident related data gathering and analysis regarding incident operations and assigned resources. This includes tracking personnel, facilities, supplies, and major equipment items available for assignment, collects, processes, and organizes ongoing situation information,

prepares situation reports and develops projections and forecasts of future events as well as maintains accurate and complete incident files, including a complete record of the support provided to resolve an incident. The Plans Section also coordinates and consults with technical specialists (e.g. environmental specialist, attorney or legal counsel, etc.).

c. The Finance and Administration Section: Coordinates specific financial needs, reimbursement (individual and agency or department) and the administrative services to support BCEOC operations in accordance with the Financial Support Annex of this plan. This section is responsible for ensuring daily recording of personnel time as well as administers all financial matters pertaining to vendor contracts including ordering resources through appropriate procurement authorities including the mission assignment and/or project agreement process when appropriate. This section also provides cost analysis and ensures that equipment/personnel for which payment is required are properly identified and provides cost estimates to the Plans Section and accurate information on the actual costs of all assigned resources to the BCEOC Manager as requested.

4. Command and General Staff must continually interact and share vital information and estimates of the current and future situation and develop recommended courses of action for consideration by the IC.

5. Modular Extension: This BCEOC Incident Command (IC) organizational structure is modular, extending to incorporate all elements necessary for the type, size, scope, and complexity of a given incident. This IC structural organization builds from the top down; responsibility and performance begin with the BCEOC Manager. If and when the need arises, three separate sections can be used to expand the overall general staff. Each of these general staff sections may have several subordinate units, or branches, depending on the management requirements of the incident. If one individual can simultaneously manage all major functional areas, no further expansion of the organization is required.

6. Expansion and Contraction: The BCEOC will expand or contract as needed to adapt to the disaster emergency situation. For example, when the BCEOC functions as a County-wide area command, an Operations Section and additional Liaison Officers and other functions may be added. Conversely, as incident sites are resolved, positions will be consolidated or demobilized.

C. Levels of Activation: The Bonner County uses an Activity Phase scale to identify changes in emergency management activity in the Bonner County Emergency Operations Center (BCEOC). A change up or down in Activity Phase is an indicator for emergency management personnel and other officials that the number, size or complexity of an incident or a combination of incidents has changed.

1. During normal activity, all Bonner County staff are involved in their day-to-day activities. The threat level is low with little or no commitment of resources.

2. Activity Phase I – BCEOC Activated: Activity Phase I indicates that an incident has occurred and the BCEOC Manager has activated the BCEOC in a limited capacity (not 24/7 operations at this time). Increased monitoring and communication between the state and local government(s) is occurring, the

Incident Action Planning (IAP) process has been initiated, situational reports are being generated, and an operational period has been designated. The potential exists for a disaster emergency declaration.

a. Indicators or triggers may include awareness of an incident(s) i.e., environmental factors, incident threatens large population, national threat level, special event, multiple ongoing events, locally declared disaster emergency or damage assessment, potential state declared disaster emergency, disruption of critical infrastructure, and/or other agencies at elevated preparedness levels.

b. Actions: Bonner County Department of Emergency Management updates the Board of County Commissioners and other County officials on the situation, as well as municipalities, adjacent counties and the Idaho Bureau of Homeland Security. Minimal Emergency Support Function (ESF) participation is anticipated. There may be requests for assistance from non-governmental and private organization partners. Selected staff may be alerted for assignment to BCEOC. Increased AFO Coordination.

3. Activity Phase II – BCEOC Continuous Operations. Activity Phase II indicates that an incident has occurred requiring extended operations, 24/7 staffing of the BCEOC and significant ESF activation. At this time a County disaster emergency declaration is imminent.

a. Indicators or triggers may include all indicators in Activity Phase I, plus multiple ongoing incidents or a large scale incident, anticipated/potential event of significant consequence, and requests for assistance, including activation of mutual aid agreements.

b. Actions: Bonner County Department of Emergency Management continues Activity Phase I actions, makes decision regarding continuing normal functions, activates the 24/7 personnel roster to staff BCEOC, commits County resources and makes County emergency disaster declaration. Establishes a Joint Information Center.

4. Activity Phase III – BCEOC Continuous Operations beyond County capability: Activity Phase III indicates that an incident has occurred that has overwhelmed the County's ability to effectively respond without external assistance. The County is requesting assistance from the state government and other counties via mutual aid agreements. The County is preparing a request for a Governor's Disaster Emergency Declaration.

a. Indicators or triggers may include all indicators in Activity Phase I and II. The County needs outside assistance to support all requests for assistance. A Governor's Disaster Declaration is in process or declared. There is significant failure of critical infrastructure.

b. Actions: Encompass all activities in Activity Phase I and II. Prepare to participate in a Multiagency Coordination (MAC) Group and a Joint Field Office (JFO).

D. Mission Assignment (MA) / Project Agreement (PA) Process: The MA and/or PA process is used by the State of Idaho Bureau of Homeland Security to manage requests for state assistance in support of all levels of government during disaster emergencies. All Mission Assignments and Project Agreements will include a cost share agreement. The cost share agreement will determine the percentage of mission or project costs to be borne by the State of Idaho and by the affected jurisdiction. Local governments must agree to bear their portion of the cost share agreement prior to execution of the Mission Assignment or Project Agreement. The process is summarized as follows:

1. After determining that Bonner County needs assistance from the State of Idaho, Bonner County submits a request for State assistance to the Idaho Emergency Operations Center (IDEOC).
2. The IDEOC analyzes the request and, if approved, determines whether the request will be fulfilled by a Mission Assignment to a State agency or by a Project Agreement between the IDEOC and Bonner County.
3. If the Mission Assignment is accepted by a State agency, that agency will provide the resource support in coordination between the agencies involved and Bonner County.
4. Mission Requests that cannot be filled by a state agency are redirected to the Idaho Military Division's Purchasing Office for procurement from private vendors or contractors or will generate the creation of a Project Agreement.
5. If the Project Agreement process is determined to be the best approach, Bonner County's involvement is more detailed.
 - a. A Project Agreement (PA) is a negotiated agreement between the requesting jurisdiction or taxing entity (Bonner County) and the State of Idaho. The PA allows the requesting jurisdiction or taxing entity to acquire and be reimbursed for the requested resource/service in accordance with the terms of the PA, to include any cost share provisions.
 - b. If and when a PA is determined to be the best solution to fulfill a Request for Assistance, the required support is negotiated with the IDEOC and the jurisdiction or taxing entity (Bonner County) and a Project Request is generated.
 - c. The jurisdiction or taxing entity (Bonner County) receiving the Project Request will evaluate their own ability to provide the requested resources and respond back to the IDEOC with their determination.
 - d. Based on information provided by the jurisdiction or taxing entity , the IDEOC will issue a PA Number unique to the incident or disaster emergency.
 - e. A PA will include a detailed scope of work to be accomplished.
 - f. The IDEOC notifies the jurisdiction or taxing entity (Bonner County) that their Request for Assistance is being filled and provides the estimated time of delivery along with a designated point of contact.

g. Any part of a Request for Assistance that is not filled by the jurisdiction or taxing entity may be redirected, in coordination with the IDEOC, to another state agency, jurisdiction, or taxing entity for evaluation and assignment. In addition, the IDEOC may also redirect to the Idaho Military Division's Purchasing Office for procurement from private vendors or contractors.

h. PAs are uniquely identified and tracked by the IDEOC. They allow reimbursement for eligible costs incurred by the supporting jurisdictions or taxing entities to provide the required materials or services.

i. Once the PA scope of work has been accomplished and all financial transactions are complete, the PA will be closed.

E. Situation Reporting: Situation Reports (SITREP) are compiled for use in emergency management planning and operational activities to create a common operating picture. The SITREP can help to provide a clear picture regarding the magnitude, complexity, and potential impact of an incident. The SITREP also provides the ability to help determine the resources required to develop and implement the Incident Action Plan. Data contained in the SITREP includes information and graphics gathered from a wide variety of sources (i.e., local/tribal/state/federal agencies, emergency management officials, police, fire, EMS, BHS Area Field Officers, news media, private sector – citizens and industry, weather information, etc.)

F. Incident Action Planning Process: The Incident Action Plan (IAP) is the central tool for planning during a response and provides a clear statement of objectives and actions for the BCEOC for each designated operational period.

1. Operational Period. All BCEOC planning is designed around identifying accomplishments expected over a set period of time called the operational period. The BCEOC Manager will determine the length of the operational period. In some cases, the operational period length may change from day to day based on operational and incident needs.

2. The Incident Action Planning Meeting. The Plans Section facilitates each IAP planning meeting. The planning meeting provides the opportunity for the BCEOC Command and General Staffs, as well as other officials, to review and validate the operational plan and priorities proposed by the BCEOC Manager. At the conclusion of the meeting, the Plans Section indicates when all elements of the IAP and support documents must be submitted so the IAP can be collated, duplicated, signed off by the BCEOC Manager, and distributed to BCEOC staff and others as directed.

V. Response Actions

A. Initial Actions:

1. During the initial period of an incident, the primary source of disaster emergency information (Field Assessments) is the local government, the Bonner County Department of Emergency Management, and the assigned BHS North Area Field Officer (NAFO). Initial information is normally reported through the

BHS NAFO to BHS. A determination will be made to activate the BCEOC based on the severity of the situation.

2. Coordinate the use of county and state emergency communications and warning systems.
3. Coordinate collaborative efforts with other county agencies and state government.
4. Coordinate all requests for disaster emergency assistance.
5. Coordinate emergency response, recovery, and mitigation operations during emergencies and disasters. Provide technical support.

B. Continuing Actions:

1. The Bonner County Department of Emergency Management is responsible for coordinating information and planning activities within the BCEOC. Prepare to staff the BCEOC for 24-hour operations if necessary.
2. Requests for state supplemental assistance are coordinated through the BCEOC.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

I. Primary Agency

Bonner County Department of Emergency Management.

A. Coordinates overall County effort to collect, analyze, process, report, and display essential information, and facilitate support for planning efforts in disaster emergency operations.

B. Coordinates overall county effort to provide response and recovery assistance.

C. Conduct After Action Review. Following a response to a disaster emergency, Bonner County will facilitate an after action review and coordinate the preparation of an after action report documenting the county response effort. The purpose of this review is to facilitate a professional discussion of the event to enable responders, managers, and officials to understand the progression of the event, why and how events unfolded, and to learn from that experience. Each agency involved will identify key problems and how they were or were not resolved and make recommendations for improving response and recovery operations in the future. Just as important as identifying problematic areas is to also identify and communicate the processes that went well. An after action report will document the review, capture lessons learned, and recommendations for improvement.

II. Support Agencies

All Other Bonner County Agencies

A. Prepare for and respond to emergencies or disasters within the County in a manner consistent with the National Incident Management System (NIMS). Agency employees expected to respond to emergencies or disasters will have NIMS and ICS training commensurate with their expected roles in response to such emergencies or disasters.

B. Develop and maintain agency Standard Operating Procedures to carry out the agency's response and recovery support functions. Agency plans will assign disaster emergency duties to all assigned subdivisions and personnel and will provide capability to support the Bonner County Emergency Operation Center (BCEOC), Bonner County Emergency Operations Plan (BCEOP), and the National Incident Management System (NIMS). Such support includes:

1. Assigning a BC-ESF coordinator to interface with the BCEOC;
2. Providing situation reports, incident action plans, resource status, financial status, geospatial data, and organization/staffing/contact information to the BCEOC;
3. Providing personnel and resources to staff the BC-ESF;
4. Providing personnel to staff the BCEOC;
5. Providing personnel and resources for field deployment; and
6. Accepting BCEOC mission assignments to provide resources for response and recovery actions.

C. Train personnel to meet emergency prevention, protection, response, and recovery objectives.

D. Coordinate any agreement or memorandum of understanding that incorporates emergency or disaster mitigation, preparedness, response, and recovery functions with the Bonner County Department of Emergency Management.

E. Ensure that all personnel assigned specific functional responsibilities in support of this plan are adequately trained and prepared to assume those responsibilities.

BC-ESF #5 - Emergency Management

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #6

MASS CARE, EMERGENCY ASSISTANCE, HOUSING AND HUMAN SERVICES

Primary Agency

Bonner County Department of Emergency Management

Support Agencies

Districts

Panhandle Health District (PHD)
Bonner County School Districts

County

Bonner County Parks and Recreation
Bonner County Fair Grounds

Volunteers

American Red Cross (ARC)
Salvation Army
Local Food Banks
St. Vincent De Paul
Inland Northwest COAD

INTRODUCTION

I. Purpose

BC-ESF #6 coordinates the efforts to provide mass care and sheltering needs following a major emergency or disaster to persons unable to provide for themselves.

II. Scope

This ESF addresses sheltering needs in Bonner County during and immediately following a major emergency or disaster and the coordination of shelter openings at the request of the Bonner County Department of Emergency Management.

III. Policies

A. The Bonner County Department of Emergency Management will coordinate with the American Red Cross (ARC) whenever there is an immediate need to provide food, water, and shelter for victims of a disaster.

B. The American Red Cross (ARC) is responsible for mass care and shelter of victims and evacuees (not pets) during an emergency or disaster. If the Red Cross cannot

provide all of the services needed, victims will be referred to The Salvation Army, Saint Vincent de Paul, various churches, or other social service shelters that may be opened. Available shelters will be identified through the media.

SITUATION AND ASSUMPTIONS

I. Situation

An emergency/disaster could occur at any given moment and may require shelter, food, water, medical care and other basic essentials for greater than 6 individuals.

II. Planning Assumptions

A. A representative from the Red Cross may be made available to the Incident Commander and the Bonner County Department of Emergency Management to assist with the coordination of mass care.

B. Mass care requirements during an emergency or disaster may overwhelm social service agencies.

C. Depending on the hazard and its severity, Bonner County may have limited numbers of shelters or resources to manage shelters.

CONCEPT OF OPERATIONS

I. General

A. The Bonner County Department of Emergency Management will contact the American Red Cross (ARC) to prepare for or to respond to an emergency incident through the Inland Northwest Chapter of the American Red Cross.

B. Mass care provides for the essential needs of victims following major disaster/emergency for at least 72 hours.

C. Mass care will normally be implemented during and immediately after an emergency/disaster until individual services can be provided.

D. Mass care services are usually provided for less than a week, coordinated and managed by the American Red Cross, in cooperation with local government.

E. The American Red Cross will provide mass care services in accordance with arrangements between the Inland Northwest Chapter of the American Red Cross and the Bonner County Department of Emergency Management.

F. Mass care includes such basic human needs as:

1. Emergency shelter
2. Essential food and water
3. Clothing and toiletries

4. Referrals for clients to other agencies to assist with replacement of prescriptions.
- G. Mass care shelters are temporary in nature and are designed for people displaced as a result of emergency incidents or disaster. All mass care and shelter services will attempt (but not guarantee), to meet current requirements for the Americans with Disabilities Act (ADA). Services will be provided to all citizens without regard to race, color, national origin, religion, gender, age, or disability.
- H. Individuals/families arriving at shelter/mass care facilities in recreational vehicles (RV) may use their vehicle as temporary residence, supplemented by shelter resources, or utilize the shelters provided.
- I. The Bonner County Department of Emergency Management and the American Red Cross will record victims and disaster assistance inquiries, and act together as one voice for public releases.
- J. In cooperation with the American Red Cross (ARC), the Bonner County Department of Emergency Management will coordinate with local cities, agencies, churches, institutions, commercial facilities, and volunteer organizations for mass care resources, facility support and mutual aid.
- K. The American Red Cross (ARC) will, when necessary, coordinate with other volunteer agencies such as; St. Vincent de Paul's, Salvation Army, VOAD, local food banks, school districts, etc.

II. Preparedness

- A. The American Red Cross (ARC) will maintain mutual aid as appropriate with local agencies that can provide volunteer personnel, facilities, and support resources.
- B. The American Red Cross (ARC) will continually seek funding of operations through donations and normal fund raising events

III. Response

- A. The Bonner County Department of Emergency Management will contact the Inland Northwest Chapter of the American Red Cross (ARC) and request assistance.
- B. If there is a need to open a shelter, the Red Cross will contact the facility representative and, in conjunction with the Bonner County Department of Emergency Management, will determine a time to open the shelter.
- C. The Bonner County Department of Emergency Management in coordination with the Public Information Officer will announce the shelter opening.
- D. The Red Cross will begin staffing the shelter in accordance with agency policies.
- E. The Red Cross will contact other support agencies as needed.

RESPONSIBILITIES

I. Primary Agency

Bonner County Department of Emergency Management

1. Coordinate with support agencies regarding mass shelter, food and water distribution means for victims and emergency responders of the disaster.
2. Advise ARC of safe locations and coordinate with the ARC for mass shelter and staging areas.

II. Support Agencies

A. Panhandle Health District (PHD)

1. Establish and monitor emergency environmental health standards for public shelters and/or congregate care facilities.
2. Monitor and advise as appropriate care and shelter needed for contaminated victims.

B. Bonner County Parks and Recreation

Provide county park facilities, equipment and manpower to support shelter operations.

C. Bonner County School Districts

1. Provide gymnasium facilities to assist mass shelter operations.
2. Utilize school district bus system to provide mass transportation operations.

D. Bonner County Fair Grounds

Provide facilities for emergency mass shelter and staging.

E. American Red Cross (ARC)

1. Primary provider and coordinator of emergency service function of feeding, sheltering, distribution of bulk supplies, disaster welfare inquiry, and emergency assistance to families.
2. Provide food, water and other resource distribution to victims and emergency services workers.
3. If possible, provide personnel to the EOC when requested.
4. Provide crisis counseling.

F. Salvation Army

1. Coordinate with the Bonner County Department of Emergency Management and ARC to assist with mass care operations.
2. If requested, provide mobile canteen service to victims and emergency services workers.

G. Local Food Banks

Collect and gather food resources to assist ARC as needed.

H. St. Vincent De Paul

Coordinate with the DEM/EOC and ARC to assist with mass care operations.

I. Inland Northwest COAD

Seek assistance for those victims affected by the emergency incident who suffer from unmet essential needs that cannot be met by other responding agencies.

BC-ESF #6 - Mass Care, Emergency Assistance, Housing, and Human Services

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #7

RESOURCE AND LOGISTICAL SUPPORT

Primary Agency

Bonner County Department of Emergency Management

Support Agencies

County

Fire Districts

Bonner County Road and Bridge

Bonner County Sheriff's Office

Bonner County Parks and Recreation

Districts

Panhandle Health District (PHD)

Independent Highway District

Municipalities

Municipal Police Departments

Municipal Fire Departments

Municipal Government Agencies

Business

See Appendix 1 – External Resources and Capabilities to this Annex

Volunteers

See Appendix 1 – External Resources and Capabilities to this Annex

State

See Appendix 1 – External Resources and Capabilities to this Annex

Federal

See Appendix 1 – External Resources and Capabilities to this Annex

INTRODUCTION

I. Purpose

BC-ESF #7 – Resource and Logistical Support will help to identify agencies that can provide and coordinate logistical and additional personnel support to assist emergency response efforts to mitigate the consequences of a major disaster. All agencies should gather inventory data that identifies available emergency response resources in the community. The inventory data will be maintained by each agency and provided to the Bonner County Department of Emergency Management in the event of a major disaster.

II. Scope

Resource support provides for the provision of resources made available to first responders and other support agencies during response and recovery operations.

III. Policies

It will be the policy of the primary and support agencies to locate, lend, operate or rent the use of equipment and personnel whenever possible in support of the Incident Commander (IC).

SITUATION AND ASSUMPTIONS

I. Situation

Resources may become overwhelmed in an emergency incident. There could develop a need for additional personnel and equipment beyond those that are readily available to the first responders.

II. Planning Assumptions

A. Responders may require resources beyond their capacity; requests will be coordinated through the Bonner County Department of Emergency Management/EOC in support of the IC.

B. Requests will be handled on a case-by-case basis and allocation will depend on availability of both the resource and a means of delivery.

C. Bonner County will not have all of the resources, either in type or quantity that may be required to combat the effects of all potential hazards.

D. This plan encourages local industry to participate in this ESF by coordinating with the Bonner County Department of Emergency Management and providing resource inventories that could be made available in the event of a major disaster.

E. Responding agencies will perform tasks and expend resources under their own authorities, including implementation of mutual aid agreements, as applicable, in addition to receiving tasking under the authority of this Emergency Operations Plan.

F. Records of cost and liabilities of resources requested will be recorded by both the requesting agency and the EOC. The requesting agency is responsible for the payment or return of purchased or borrowed goods.

G. The Bonner County Department of Emergency Management will maintain for immediate access database records that list vendors and agencies with the most commonly used or anticipated resources to combat given hazards.

H. The management and availability of resources is highly situational and is dependent upon flexibility and adaptability.

I. Outside resources may be delivered to Bonner County by way of aircraft. Resources brought into the Sandpoint Airport will be mobilized to a staging area as near to the airport as possible, providing it is outside of the hazardous area.

J. Weather conditions, damage to transportation routes, or other factors may restrict access to a disaster site or to a storage area and hence affect the availability and distribution of resources.

CONCEPT OF OPERATIONS

A. General.

1. Government and private agencies/companies that make available equipment and personnel to aid emergency responder's should "type" (utilize standard vernacular) and inventory the available equipment/personnel. This equipment/personnel would be picked up or delivered to the hazard site, depending on the current situation.

2. Current inventory data should be provided to the Bonner County Department of Emergency Management for use by the IC logistics function and resource procurement officer(s). To ensure a timely return of equipment and/or timely payment for its use, the Bonner County Department of Emergency Management will implement the Mission Assignment Process.

B. Preparedness

1. Because public awareness is a crucial component of this ESF, the Bonner County Department of Emergency Management encourages the development of a database of available response resources within the community. Processes that encourage database development include:

- a. Local media attention
- b. Promotional pamphlets encouraging local business interaction
- c. Coordination with the Bonner County LEPC
- d. Coordination with local Chambers of Commerce

2. Resources should be properly maintained and stored to ensure their usefulness when needed.

C. Response

1. The Incident Command System requires priorities be determined prior to the procurement of additional resources.
2. Cost of procurement will be estimated prior to the ordering of additional resources, unless it is determined that a life-threatening situation exists.
3. Field and or EOC logistics personnel will act in response to the Incident Commander, or the Operations Chief request for additional resources.
4. On-going communication and coordination are required between vendors, government agencies, the Bonner County Department of Emergency Management, Incident Commander, and other appropriate agencies when requesting, tracking, procuring and accounting for needed emergency resources.

D. Recovery

1. Emergency resources will be returned to original owner at the end of the incident. Payment for resources and liability will be subject to MAA/MOUs between agencies.
2. EOC logistics will monitor and facilitate the coordination deemed necessary to assist agencies returning, or taking delivery of the additional resources used in the incident.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agency

Bonner County Department of Emergency Management

1. Coordinate with county, municipal, and private agencies for the procurement and maintenance of resource inventory lists.
2. Coordinate, procure, and manage material, personnel, equipment, medical, shelter, and fiscal support of tactical operations and food service for field and EOC personnel during EOC activation.
3. Establish coordination between IC, EOC, staging areas, and incident sites to facilitate communications with the Logistics Section of the IC or EOC.
4. In coordination with IC request elected officials invoke temporary controls on local resources. Establish priorities to protect lives and property when a local State of Emergency is proclaimed.

Support Agencies

A. Fire Districts

1. Develop lists of appropriate resources by type that may assist other agencies during an emergency operation.
2. When possible provide trained personnel in reply to IC or EOC mission request.
3. Supply sandbags when needed.

B. Bonner County Road and Bridge

1. Develop resource lists of equipment that could be made available to other responding agencies and provide to the Bonner County Department of Emergency Management.
2. Develop procedures to utilize all agency staff for emergency assignments and identify staff that could be released to assist other departments.

C. Bonner County Sheriff's Office

Develop lists of resources and equipment that can be made available to other responding agencies; provide data to the Bonner County Department of Emergency Management.

D. Bonner County Parks and Recreation

1. Provide to the Bonner County Department of Emergency Management a resource list of equipment that could be made available to other responding agencies.
2. Develop procedures to utilize agency staff for emergency assignments and identify personnel that could be released to assist other departments.

E. All Other County Agencies

1. Provide to the Bonner County Department of Emergency Management a resource list of equipment that could be made available to other responding agencies.
2. Develop procedures to utilize agency staff for emergency assignments and identify personnel that could be released to assist other departments.

F. Panhandle Health District (PHD)

1. Develop resource lists of vendors of medical care equipment and supplies, volunteer physicians, nurses, and aides, available inventories of potable water, food, and essentials that could preserve and protect lives.

2. Update lists of trained and available volunteers for use during an emergency incident.

G. Municipal Police Departments

Develop resource lists of equipment that could be made available to other responding agencies and provide to the Bonner County Department of Emergency Management.

H. Municipal Fire Departments

1. Develop resource lists of equipment that could be made available to other responding agencies and provide to Bonner County Department of Emergency Management.
2. Develop procedures to utilize all agency staff for emergency assignments and identify staff that could be released to assist other departments.

I. Independent Highway District

1. Provide to Bonner County Department of Emergency Management a resource list of equipment that could be made available to other responding agencies.
2. Develop procedures to utilize agency staff for emergency assignments and identify personnel that could be released to assist other departments.

BC-ESF #7 - Resource Support

Approved:

Bonner County Department of Emergency Management

Date

APPENDIX 1

EXTERNAL RESOURCES AND CAPABILITIES

Business

A. Copper Bay Construction

Assist in emergency operations on waterways

B. C. E. Kramer Crane and Contracting

Assist in emergency operations on waterways

C. Federal Express

Provide delivery service of medical or emergency resources needed to assist emergency responders.

D. Harrison Dock Builders

When possible make available barge and tugboats that assist emergency operations on county waterways.

E. North Idaho Community Express

Provide delivery service of additional personnel or resources needed to assist emergency responders.

F. United Parcel Service

Provide delivery service of medical or emergency resources needed to assist emergency responders.

G. Telecommunications Utilities

Utilize all appropriate means of repairing and restoring the public telecommunication services.

H. Print, Television, and Radio Media

1. Communicate warnings to the public when EAS is implemented.
2. Provide services that would assist emergency services efforts to notify the public of an impending or actual emergency/disaster situation.

Bonner County School Districts

A. Lake Pend Oreille School District # 84

1. Provide representative to the EOC if requested.

2. Provide emergency mass transportation by using the school bus system to transport victims and volunteers to and from the incident site.
3. Provide other means of transportation if requested and available.

B. West Bonner County School District # 83

1. Provide representative to the EOC if requested.
2. Provide emergency mass transportation by using the school bus system to transport victims and volunteers to and from the incident site.
3. Provide other means of transportation if requested and available.

Volunteer

A. Amateur Radio

1. Provide emergency communications to BCEOC, Bonner 9-1-1 Communications Center, mass shelters, field personnel, damage assessment teams, business and industry, or other requesting agencies.
2. Manage the Mobile Command Center (MCC) as requested by the IC or DEM/EOC.

B. American Red Cross (ARC)

Provide volunteer workers when and where needed as requested.

C. Civil Air Patrol

Assist with damage assessment from the air and provide information to DEM/EOC.

D. Inland Northwest COAD

1. Develop resource lists of equipment that could be made available to other responding agencies and provide to Bonner County Department of Emergency Management.
2. Provide volunteer workers when and where needed as requested.

State

A. Idaho Department of Fish and Game (IDFG)

1. Provide damage assessment information regarding fish, wildlife, and natural habitats to DEM/EOC

2. Provide coordination and resource information on potential or actual fish or fish habitat damage and clean up.

3. Provide coordination and resource information on potential or actual wildlife or wildlife habitat clean up.

B. Idaho Department of Health and Welfare

1. Provide radio communication equipment.

2. Provide trained volunteers to assist with communication equipment.

C. Idaho Transportation Department

1. Coordinate transportation resources in support of local and voluntary agencies.

2. Provide assistance in accordance with signed MAA/MOUs with local agencies.

3. Provide engineering assistance.

4. Provide damage assessment information to IC and the DEM/EOC.

5. Provide and coordinate equipment and resources to include maintenance resources pertaining to debris removal, specialized heavy construction and transport equipment (including operators), and a backup statewide emergency communication system.

6. Provide engineering services for traffic control, signing, detours, and the repair and maintenance of highways, bridges, and airfields.

7. Provide and coordinate the use of state-owned aviation assets for transportation of personnel and cargo for evacuation, search and rescue operations, aerial radiological monitoring, and other aviation activities. Assist to coordinate air space restrictions over disaster emergency areas.

8. Ensure transportation related resources meet Idaho codes and statutes, such as state highway road closures and motor vehicle laws.

9. Following a natural disaster emergency, an immediate survey of the road network shall be made to determine extent of physical damage. Necessary signs and barricades will be erected to protect and reroute traffic.

10. Provide additional communication resources to assist local emergency responders. In a State declared disaster emergency, Microwave Services will deploy personnel to assess the communications needs. Initial communications will be achieved through the Idaho State Police communications network, with additional resources from the Idaho Transportation Department

11. ITD is the only agency that can close a state or federal highway.

12. Provide expertise and assistance with transportation related spills or releases and assist in traffic control, detouring and incident site access, including debris removal from highways and roads and emergency road repairs.
13. Assist in providing transportation of essential personnel and equipment.
14. Assist in providing equipment and materials for the containment of hazardous materials.
15. Provide road closure authority for State Highway System.
16. Initiate Emergency Highway Traffic Regulations during a major emergency when declared by the Governor or as needed.
17. Provide a District Hazardous Materials Coordinator to assist the Incident Commander and to coordinate ITD activities.
18. Enforce statutes within the Motor Carrier Act as necessary.
19. Provide personnel for traffic control, to include: signing, barricading, flagging and road closures.
20. Aid local organizations with evacuations if necessary to protect human life.
21. Dam, trench, divert, cover and contain materials not dangerous to life and health until appropriate measures can be taken.

D. Idaho Department of Lands

1. Provide emergency dispatch services for wildland fires.
2. Assist emergency radio communications when requested or as county radio systems become overwhelmed.
3. Provide radio kits, satellite phones and portable repeaters to emergency services when requested.

E. Idaho Bureau of Homeland Security

1. Monitor emergency incident.
2. Consult, coordinate, and act as State liaison for IC and the EOC/DEM.
3. Activate State EOC to support the County as needed.
4. Assist with the coordination of state and federal agencies to provide support to the County.
5. Assist with training programs and exercises as needed

F. Idaho State Communications

1. Provide emergency communication services and coordinating resources.
2. Relay information between responding units that might not have radio contact with each other.

G. Idaho State Police

1. In the event of a disaster on a State Highway, ISP would initiate Incident Command or Unified Command and coordinate with local law enforcement and local support agencies.
Perform law enforcement duties in coordination with local law enforcement and according to protocol.
2. Assist with damage assessment and provide information to the OM/EOC when appropriate.
3. Coordinate with local law enforcement and assist with emergency radio communications as necessary.
4. Provide HazMat expertise and assistance when requested.
5. Provide specialized HazMat Team if requested and appropriate.

H. Idaho Department of Health and Welfare (IDHW)

1. Provide crisis counseling for victims.
2. In a life threatening situation provide names and locations of homebound patients.
3. Provide trained medical staff to assist PHD or other agencies with field operations.
4. Provide other trained volunteers as needed.

Federal

A. Environmental Protection Agency (EPA)

1. Develop and promulgate the National Contingency Plan (NCP), chair the National Response Team (NRT) and co-chair the Regional Response Team (RRTs), implement Superfund and other environmental legislation, provide emergency team support for hazardous materials contingencies, and train state emergency officials.
2. Respond with advice and technical resources to protect the environment from all types of hazardous substances.
3. Coordinate clean up of major spills.

4. Act as federal on scene coordinator for incidents involving inland waters.

B. United States Coast Guard

1. Operate the National Response Center (NRC), which receives reports of incidents and serves as a focal point for notification of government authorities when a pollution incident occurs.
2. Provide advice and assistance to users of the system by accessing computer data files which list hazardous substance characteristics.
3. Act as the federal on scene coordinator for incidents involving navigable waters.

C. United States Department of Energy (DOE)

1. Coordinate the off-site radiological monitoring, assessment evaluation, and reporting of all federal agencies per the provisions of the Federal Radiological Monitoring and Assessment Plan (FRMAP).
2. Maintain a common set of off-site radiological monitoring data and provide this data with their interpretation to other appropriate federal, state, and local agencies requiring direct knowledge of radiological conditions.
3. Provide all monitoring data, assessments, and related evaluations to the federal and state response agencies and assist the federal authorities to develop protective measures to safeguard the public as required.

D. United States Department of Transportation (USDOT)

1. Regulate the transport of many types of hazardous materials for all transport modes.
2. Provide (DOT/USCG) the vice-chairman for the National Response Teams and co-chairs the Regional Response Teams (RRT).
3. Coordinate responses to the hazardous materials contingencies through its National Response Center (NRC).
4. Provide emergency response team support to the RRTs and State.
5. Train State emergency officials.

E. Federal Emergency Management Agency (FEMA)

1. Has the lead coordination role for federal off-site planning and response coordination for all types of radiological emergencies. FEMA develops and tests the Federal Emergency Response Plan (FRERP) for radiological emergencies, provides an important role to the EPA for relocation functions under Superfund, provides funding to states to support state and local governments emergency

planners, and trains many state and local government officials in planning for and responding to hazardous materials contingencies.

2. Promote coordination among federal agencies and their interaction with the state, including the provision of federally developed or evaluated protective action recommendations for re-entry/recovery to the state or other appropriate off-site authorities responsible for implementing those recommendations.

F. National Weather Service

Provide weather and hydrologic reports to IC and DEM/EOC as necessary or when requested.

G. U.S. Coast Guard Auxiliary Flotilla 84

1. Using watercraft, assist in transportation of needed resources (personnel, food, and equipment) over and across local lakes and rivers.

2. Provide marine communications for watercraft and mobile land facilities.

3. Assist in inspections of PATONs, docks, water's edge, and bridges from water.

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #8

PUBLIC HEALTH AND MEDICAL SERVICES

Primary Agency

Panhandle Health District (PHD)

Support Agencies

County:

Bonner County Emergency Medical Services
Fire Protection Districts
Bonner County School Districts
Bonner County Coroner
Bonner County Solid Waste Department
Bonner County Sheriff's Office
Bonner County Department of Emergency Management

Municipalities:

Fire Departments
Municipal Police Departments
Municipal Water Districts
Municipal Wastewater Districts

Business:

Bonner General Hospital
All County Ambulance Services
Immediate Care Centers
Pharmacies
Chemtrec

Volunteers:

Amateur Radio
American Red Cross (ARC)
Inland Northwest COAD
Idaho Chaplain's Corps (Local Chapter)
North Idaho Critical Incident Stress Management (CISM)
Volunteer Physicians/Nurses

REFERENCES:

See Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

PURPOSE AND SCOPE

I. Purpose

The purpose of BC-ESF #8 – Public Health and Medical Services is to facilitate communication, cooperation, and coordination among local, state, and federal agencies concerning the County's health, mental hygiene and medical services issues and activities before, during or after an emergency/disaster.

II. Scope

A. This plan applies to Bonner County. The potential effects on Bonner County of a bioterrorism attack or a pandemic disease outbreak will require far more medical resources than are available within the County.

B. BC-ESF #8 involves assistance to Bonner County in identifying and meeting the health, medical, and mortuary needs of victims of a major emergency or disaster. This assistance includes the following:

1. Assessment of medical/health needs
2. Disaster surveillance and assessments
3. Health surveillance
4. Medical care personnel
5. Medical/health equipment and supplies
6. Patient evacuation
7. In-hospital care
8. Food/drug/medical device safety
9. Worker health/safety
10. Radiological/chemical/biological hazards consultation
11. Public health information
12. Mental health
13. Vector control (rats, pests, etc.)
14. Potable water/wastewater and solid waste disposal
15. Mortuary services and victim identification
16. Veterinary Services

III. Policies

A. Idaho Code, Title 39, Chapter 4, "Public Health Districts", charges district boards of health to "do all things required for the preservation and protection of the public health and preventive health".

B. It is the policy of Bonner County to comply with the health district's State directive by supporting and facilitating the coordination of agencies that can provide the response necessary to mitigate the health/medical emergency.

SITUATION AND ASSUMPTIONS

I. Situation

A. A natural disaster or technological event can occur in Bonner County that requires state and federal public health and medical care assistance.

B. A sudden onset of a large number of victims would stress the medical system and may require time-critical assistance from both the state and federal government.

C. A natural disaster could also pose public health threats, including problems related to food, disease vectors, potable water, wastewater, solid waste, and mental health.

II. Planning Assumptions

A. Hospitals, nursing homes, pharmacies and other medical/health care facilities may be structurally damaged or destroyed. Those facilities that survive with little or no structural damage may be rendered unusable or partially usable. Normal staff may be unavailable or unable to report to the facility. The walking wounded and seriously injured victims who are transported there will probably overwhelm the medical and health care facilities that remain in operation and have the necessary utilities and staff. In the face of massive increases in demand and the damage sustained, medical supplies (including pharmaceuticals) and equipment will likely be in short supply. Most health care facilities maintain only enough stock to meet their short-term (24 to 36 hour) normal patient load needs. Disruptions in local communications and transportation systems could prevent timely re-supply.

B. Uninjured persons who require daily medications such as insulin, anti-hypersensitive drugs, and digitalis may have difficulty obtaining these medications because of damage or destruction of normal supply locations and general shortages within the disaster area.

C. An emergency resulting from an explosion, toxic gas or radiation release could occur that may not damage the local medical infrastructure. Such an event could produce a large concentration of specialized injuries that may overwhelm the local jurisdiction's medical system.

D. An incident that involves chemical, biological, radiological, and nuclear or explosives (CBRNE) could cause significant harm to the population. It will take time to analyze bio-agents even as a continued release escalates the victim count. The demand for a remedy could create a shortfall in certain supplies, drugs and personnel that would be needed to respond to the afflicted.

- E. Local governments will fully commit their resources before requesting state assistance.
- F. Specific disaster conditions may result in a state response prior to any involvement of local jurisdictions.
- G. Federal assistance will be requested when a response to an emergency exceeds state and local government resources.
- H. Bioterrorist incidents or other attacks involving weapons of mass destruction have a criminal element and require cooperation and coordination with local law enforcement. When possible, evidence should be preserved and available for both criminal and epidemiological investigations.
- I. Transportation and communication may be negatively affected by an emergency incident and could severely hamper the availability of medical supplies and personnel.
- J. During an incident a number of health care providers may themselves be affected and therefore unable to provide care for others.
- K. Disruption of sanitation services and facilities, loss of power, and massing of people in shelters may increase the potential for injury and the spread of disease.
- L. A biological event may not at first be recognized and only become apparent over time, possibly affecting a greater number of people.

CONCEPT OF OPERATIONS

- A. When BC-ESF #8 is activated the Department of Emergency Management/EOC Director will request that Panhandle Health District assume primary support responsibilities through the PHD Director (if during business hours) or by contacting Idaho State Communications at 1-800-632-8000 (during non-business hours).
- B. If needed PHD will provide 24/7 representation to the EOC for the duration of the emergency response operation.
- C. Upon request of a county emergency manager, Panhandle Health will dispatch an Agency Representative to the County or Regional EOC. The PHD Agency Representative will coordinate BC-ESF #8 support on behalf of the County. PHD may directly deliver that support for those sub-functions in which it has the expertise, jurisdiction and resources, or the Agency Representative may coordinate with other designated support agencies for the needed support.
- D. Panhandle Health District (PHD) may respond by either opening their own Command Post or co-locating with the County EOC, depending on the circumstances.
- E. If the incident is multi-agency or multi-jurisdictional, response may require a Unified Command.

Response

A. Initiate Incident Command.

B. Representatives of primary and support agencies of BC- ESF #8 will report to the EOC if activated to facilitate the coordination and planning of response actions.

C. The State will be notified through a conference call using State Communications. Phone 1-800-632-8000. PHD also has a 24-port telephone bridge available through Dale Peck or Darrel Kirking.

D. Disaster declarations if appropriate will be issued unilaterally with the counties, state and Tribes.

E. A Joint Information Center (JIC) will be established and opened when deemed necessary.

F. Coordination through the Joint Information System (JIS) under BC-ESF #15 between IC, PHD, elected officials, EOC and the Public Information Officer will release timely and continuous informational updates informing the public of the incident and any response that may be necessary.

G. In the order listed, primary and support agency priorities will aim toward efforts that have the greatest potential for saving and protecting:

1. Life
2. Property
3. Environment
4. Evidence

H. Meeting the health, medical, and mortuary needs of victims of a major emergency/disaster will include but not be limited to the following:

1. An ongoing assessment and coordination of medical/health needs by representatives of responding agencies, which include, but may not be limited to the Panhandle Health District (PHD), Emergency Operations Center (EOC), Incident Command, Bonner General Hospital, Law Enforcement Chaplains, and Emergency Medical Services.
2. Current inventory of medical/health equipment and supplies that is available for immediate use will be kept at PHD.

I. Public health information made available by the Joint Information Center (JIC) will broadcast on a regular schedule to help stop rumors and help the public.

Essential Needs

Essential needs will be made available as applicable through the activation of other ESFs. For example:

1. Potable water will be procured and transported to the disaster site and to those in need utilizing BC-ESF #1 and BC-ESF #7.
2. Wastewater and sanitation needs will be coordinated through BC-ESF #3 and BC-ESF #7.
3. Solid waste disposal is managed through BC-ESF #3.
4. Planned evacuation routes will be coordinated through BC-ESF #1 and BC-ESF #13.
5. Situation Reports will be managed by BC-ESF #5.

Quarantine

When necessary, quarantine of an area or isolation of individuals may be necessary for the protection of the victims and the population at large. Authority to affirm this would first be issued by the State's Administer of the Department of Health. In some instances the Director of the Panhandle Health District may also make this order.

Crisis Counseling

A. Mental health personnel, who can assist victims or families of sufferers to cope with the stress of loss of home or family member, will be made available. Crisis management personnel will also be offered to consult with emergency responders when requested. Mental health personnel will be made available by any number of ways, depending on the circumstances. For instance trained North Idaho Critical Incident Stress Management (CISM) volunteers and crisis counselors from Idaho Health and Welfare are prepared to assist victims when needed. When private parties, i.e. airline industry or railroads, bear some responsibility in the incident, they will make available counselors and counseling centers per internal protocol.

B. Area churches will make ministerial services available.

Assessment of Medical/Health Needs

A. See Appendix 1 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. Except in the area of public health assessment, Panhandle Health District has little endogenous expertise to assess health systems and infrastructures. It will rely on expertise and input from other agencies and individuals.

C. Following an event in which this response action is indicated, Panhandle Health District will assemble a team to coordinate assessment of the health and medical system in the affected and adjacent areas. Since each event is unique, specialties required for

assessment will vary depending upon the situation occurring. Personnel may include epidemiologists, environmental health specialists, civil engineers, public works personnel, and others.

Disaster Health Surveillance

A. See Appendix 2 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. In advance of most health-related events, Panhandle Health District will already have increased surveillance for health risks. If a sudden event or unanticipated incident or disaster occurs, initiation of surveillance activities may begin with activation of Bonner County Emergency Support Functions.

C. Panhandle Health District will establish surveillance to monitor both the general population and high-risk population segments; carry out field studies and investigations; monitor injury and disease patterns and potential disease outbreaks; and provide technical assistance on disease injury prevention and precautions.

Medical Care and Support Personnel

A. See Appendix 3 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. In an emergency or disaster situation, medical personnel, particularly those associated with hospitals in the area affected, will be fully engaged in the care of the ill and injured. Surrounding areas may have personnel to provide assistance in both medical and non-medical areas, and even in the affected area there may be those who can be further engaged to assist. Panhandle Health District, in its role as coordinator of the Medical Reserve Corps (MRC), can serve as a rapid source of personnel, many of which have been pre-screened by virtue of their ongoing membership in the MRC.

Medical/Health Equipment and Supplies

A. See Appendix 4 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. Locally procured supplies will necessarily be relatively small in amount since most businesses do not generally maintain a large inventory at all times and their first obligations would be associated with existing contracts with health facilities. PHD would need to consider non-standard sources as well as outside resource requests.

C. Activation of the ESF and a request from the Incident Commander for assistance should be accompanied by an estimate of the number of casualties for which medical care and supportive services will be needed. These numbers are constantly subject to change, but provide a general assessment of the magnitude of the need.

D. For large-scale events, available resources at all local levels may be inadequate to meet requirements. In this situation, a request for resources from the Strategic National Stockpile (SNS) may be appropriate. Request can and should be made as soon as it becomes apparent that available resources **may** be inadequate to meet requirements.

This will enable the process for federal resources to result in delivery of materiel before all local resources have been entirely exhausted.

Patient Evacuation

A. See Appendix 5 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. Panhandle Health has no medically equipped vehicles and only limited attached vehicles of any type. It can, therefore, not directly move seriously injured patients and has very limited capability to move any patients or personnel using its own resources. The existing Emergency Medical System in coordination with the regional network of hospitals is far more capable of providing safe transport and effective care en route. The role of Panhandle Health will be as a facilitator and coordinator in the potential movement of large numbers of personnel in the event of a large incident or disaster.

C. Upon activation of this ESF, the Panhandle Health Liaison to the Emergency Operations Center will establish contact with the hospital with primary jurisdiction in the county or counties in which the event has occurred. Unless they have been rendered incapable, these hospitals will serve as the coordinating facilities for those needing care for serious illness or injury and for identifying and directing alternate treatment sites.

D. Panhandle Health will arrange for vehicles and medical support personnel to provide transport for those not seriously ill or injured to designated care facilities. Vehicles may be arranged through other agencies with representation at the EOC such as school districts, volunteer agencies and through contracting.

Hospital Care

A. See Appendix 6 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. Panhandle Health District has no direct capability to provide definitive medical care to victims who become seriously ill or injured as the result of a major disaster or other incident. A robust regional medical coordination network exists under the guidance of Deaconess Medical Center in Spokane, Washington. In addition the hospitals in North Idaho, with Kootenai Medical Center as the hub, have a process for coordinating the availability and use of hospital beds and medical facilities. At the state level, Emergency Medical Services is a Department of Health function, whereas at the local level Panhandle Health has no direct connection to EMS resources. Though tasked in emergency operations plans to provide coordination for definitive medical care, Panhandle Health's roles will be more of a supportive role than a primary one.

C. Panhandle Health District will assist to ensure care by a variety of means identified elsewhere in this annex and in other parts of the plan including assistance with capabilities assessment, distribution of resources, and obtaining personnel, medical supplies, and equipment. Provision of direct medical care is outside the scope of PHD capabilities and coordination of acute care may be a duplication of effort. Panhandle Health can provide administrative support and can assist in organizing care for those with lesser degrees of illness and injury.

Food, Drug, and Device Safety

A. See Appendix 7 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. While food preparation safety is a core mission of Panhandle Health District, a disaster or other large-scale emergency may place significant strain on normal supplies and preparation processes. In addition, Panhandle Health has been tasked to ensure safe and efficient regulated foods, drugs, biologic products and medical devices during an emergency. It may become necessary to seize, remove or destroy contaminated or unsafe products.

C. Panhandle Health District routinely inspects food service facilities, including mobile units and temporary food booths. For existing facilities such as restaurants, this is a planned periodic process that allows for programming of frequencies of evaluations and expectations of compliance. Following a disaster, multiple sources of compromise can occur to food service facilities such as related to damage to the facilities, contamination of air and water, as well as contamination of supplies. To meet demands, additional food service mobile units or temporary facilities may be needed requiring additional urgent evaluation for safety.

D. In addition to this expanded existing requirement, following a disaster Panhandle Health District is required to evaluate and ensure the safety of drugs and other materials beyond duties that is normally asked to perform.

Worker Health and Safety

A. See Appendix 8 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. Panhandle Health District is not generally an agency that directly provides for occupational health and safety. At the state level, the lead agency for this function is the Industrial Commission, Division of Building Safety, Industrial Safety Section. Within its jurisdiction, Panhandle Health District is responsible for identifying safety and health issues, as well as coordinating monitoring of emergency workers.

C. The nature of safety and health risks will vary from incident to incident, but risks that may be evident might include contamination with biological, chemical, or nuclear materials that are released in association with an event, risks of working in contaminated water associated with flooding, and respiratory risks associated with chemical exposure or smoke inhalation.

D. Panhandle Health Environmental Health and/or Epidemiology will coordinate with other agencies such as the Region 1 Regional Response Team, the Environmental Protection Agency, and other appropriate sources to identify risks to disaster workers based upon the event that has occurred. As an agency with some familiarity about the geographic area, Panhandle Health District may be able to identify some geographically unique risks such as areas of heavy metal concentrations that could pose risks to workers.

E. Many risks will require outside governmental or private expertise. Panhandle Health District may engage in sample collection to refer to other agencies for identification of hazards. While Panhandle Health District has very limited direct testing capability, it has knowledge of available testing agencies, such as of private firms that engage in air quality testing, that can be contracted to perform testing as needed.

F. Some risks may be biological in nature either due to natural contamination following an event or related to an intentional release of a disease or injury causing biological agent. Panhandle Health Epidemiology will collect samples for identification and will consult on measures and precautions that should be taken to avoid contamination and risk of injury.

Chemical, Biological, Radiological and Nuclear Consultation

A. See Appendix 9 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. In the event of a chemical, biological, radiological or nuclear incident, Panhandle Health District will assist in assessing health and medical effects of chemical and biological exposures on the general population and on high-risk population groups. The Idaho Department of Health and Welfare will deploy Panhandle Health District to conduct field investigations, including collection and analysis of relevant samples; advise on protective actions related to direct human and animal exposure, and on indirect exposure through chemically or biologically contaminated food, drugs, water supply, etc.; and provide technical assistance and consultation on medical treatment and decontamination of chemically or biologically injured or contaminated victims.

C. While Panhandle Health District has limited internal expertise in either identification or management of exposure to these agents, it is concerned with the health of the public as a whole and has access to resources that can provide the needed expertise to address these issues. In these circumstances, PHD will serve primarily as a coordinating and consultative organization.

Disaster Mental Health

A. See Appendix 10 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. When events occur resulting in the loss of life, major injury, or loss of significant property, such as a home, all those involved are placed in a situation of high stress. This includes not only those who are victims and family members directly involved in an event, but also those who are emergency responders to that event. Failure to address the emotional well-being of these individuals can result in post-traumatic stress disorder and long-term disability. While those affected and the degree to which they are affected will vary depending upon the incident, counseling resources must be available should the need arise. This appendix addresses the provision of counseling resources for victims, families, emergency responders and others who may be affected by an event.

Public Health Information

PHD will collect intelligence and prepare pertinent medical/health alerts. In coordination with the JIS, information will be distributed as appropriate. Additionally, PHD may act autonomously for distribution of date through a number of methods such as; telephone, print and radio media, informational pamphlets regarding disease, injuries, and their prevention, fax alerts to medical care centers/first alerts to pertinent entities (trained volunteers, government offices, shelters, staging areas, etc.).

Vector control

A. See Appendix 11 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. Following a major disaster such as a flood, outbreaks of vector-borne disease can compound the health risks associated with the event and slow the recovery process. Panhandle Health District will coordinate and conduct field investigations to determine the threat of vector-borne diseases. These activities include collecting relevant samples for laboratory analysis; providing technical assistance and consultation on protective actions regarding vector-borne diseases; and providing technical assistance and consultation on medical treatment of victims of vector-borne diseases.

Potable Water/Wastewater and Solid Waste Disposal

Municipal water and sewage treatment departments will collect relevant samples for laboratory analysis; coordinate water purification and wastewater disposal equipment and supplies, and provide technical assistance and consultation on potable water and wastewater disposal issues. County Solid Waste Department will conduct inspections of disposal facilities and ensure their functionality.

Mass Fatality Support

A. See Appendix 12 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. A mass fatality event is one in which the number of deaths occurring overwhelms the usual routine capability of the jurisdiction. The actual number of deceased is not as significant as the community's resources to handle the situation. The District has a large rural area and relatively small urban population. There are major transit routes and a significant volume of transient traffic. As such, situations generating fatalities beyond the number that the infrastructure can handle is a significant possibility. This plan discusses the Panhandle Health District role in support of efforts surrounding events generating mass fatalities.

C. In the event of mass fatalities, multiple agencies will be involved. The Bonner County Coroner will coordinate for the provision of temporary morgue facilities, victim identification and the preparation and disposition of remains. Law enforcement will assist with identification through fingerprint, forensic dental or forensic pathology and anthropology methods. Panhandle Health District will assume a supporting role.

Veterinary Services

A. See Appendix 13 to Annex A, Emergency Support Function #8, Health and Medical Services Annex, to the Panhandle Health District Preparedness and Response Plan.

B. At the state level, the Department of Agriculture is the lead agency for issues related to animals, but in the event of suspected or identified zoonotic disease, the Department of Health and Welfare, Department of Health Epidemiology Program will provide technical assistance and consultative services. This will also be the case at the local level.

C. This appendix provides guidance for Panhandle Health to fulfill its role of assistance and consultation when zoonotic disease is suspected or proven.

Continuing Actions

A. The Panhandle Health District will continue to acquire and assess data regarding the emergency incident. The PHD will coordinate with other appropriate agencies, attempt to identify the nature and extent of health and medical problems, and institute surveillance of the situation to obtain valid current information.

B. Because of the potential complexity of the health and medical response issues, conditions may require advisory groups with special knowledge of the subject matter known only to experts. These advisory groups would review health/medical intelligence information and provide advice for specific strategies most appropriate to manage and respond in a specific situation.

Preparedness

A. The Bonner County Department of Emergency Management and Panhandle Health District will organize preparedness training.

B. Agencies and volunteer groups listed in BC-ESF #8 will be available for guidance sessions that enhance and empower their abilities. This includes all-hazard multi-agency simulations. Training and exercises also include:

1. Tabletop exercises
2. Functional and full-scale training exercises
3. Seminars
4. Continuing education

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agency

Panhandle Health District (PHD)

A. Provide Medical Service Officer to the EOC if requested.

- B. Maintain a corps of trained volunteers to assist in mass vaccination or other emergency needs.
- C. Establish special interest working groups to develop solutions to specific emergency response needs.
- D. Complete MOU/MAAs with public and private agencies that specify cooperative action and mutual support to be provided during an emergency.
- E. Provide mobile clinic services that would facilitate filed emergency care.
- F. Coordinate emergency health support and control of communicable diseases.
- G. In coordination with the Bonner County Department of Emergency Management, and the Joint Information System, prepare and provide information to be made public regarding the emergency.
- H. Prepare situation reports as the event progresses and provide to the Bonner County Department of Emergency Management/EOC.
- I. Contact medical care personnel and qualified volunteers to assist where needed.
- J. Coordinate, manage and monitor vector control.

Support Agencies

- A. Fire Protection Districts (EMS)
 - 1. Provide first aid, EMS and paramedic services in response to the emergency incident.
 - 2. Provide ambulance service if appropriate.
 - 3. Assess EMS needs and make logistical recommendations.
- B. Bonner County Sheriff's Office/Municipal Police Departments
 - 1. Provide enforcement of quarantined area.
 - 2. Perform crowd and traffic control and assist as needed.
 - 3. Provide victim identification through fingerprint, forensic dental or forensic pathology and anthropology methods.
 - 4. Provide emergency medical technicians as appropriate to the Northside Fire District.

C. Bonner County School Districts

Provide use of facilities for mass vaccination or dispensing clinics, or as temporary hospitals for mass casualties.

D. Bonner County Coroner

1. Provide for the identification, storage and disposition of the deceased.
2. Provide notification to local agencies of the locations of any temporary morgues. Coordinate transportation of the deceased to these sites with the EOC.

E. Bonner County Solid Waste Department

Conduct inspections of disposal facilities and ensure their functionality, mitigating the threat of contamination to the environment

F. Bonner County Department of Emergency Management

1. In coordination with IC and County Commissioners activate the EOC to appropriate level.
2. Assist with emergency communications.
3. Coordinate with emergency medical facilities for the procurement of emergency supplies.
4. Support vaccination clinic operations and related functions as required.
5. Support Unified Command.
6. Assist with collection, analysis and dissemination of information to the public.
7. Provide logistical support as needed.

G. Municipal Water and Wastewater Districts

1. Collect samples for laboratory analysis;
2. Coordinate the provision of water purification and wastewater disposal equipment and supplies; and
3. Provide technical assistance and consultation on potable water and wastewater disposal issues.

H. Bonner General Hospital

1. Send representative to EOC if requested.

2. Coordinate with North Idaho Hospital Consortium to be apprised of situations, available personnel, medical equipment, pharmaceuticals, available beds, and other resources.
3. Coordinate with PHD for limited use of facilities, services and supplies.
4. Transfer stable patients as necessary to regional medical centers to facilitate acute care to victims.
5. Provide accredited nurses to North Idaho Hospital Consortium as requested.
6. Coordinate with Panhandle Health District, Bonner County Department of Emergency Management, and appropriate law enforcement if bio-terrorism is suspected.
7. Store and rotate medical supplies for mass vaccination clinics.
8. Resupply field units with consumable medical supplies.
9. Assist in blood procurement.
10. Participate in training exercises with Bonner County Department of Emergency Management, Panhandle Health District, North Idaho Hospital Consortium and other emergency response agencies.

I. County Ambulance Services

Provide emergency medical transportation and EMS support as necessary.

J. Immediate Care Centers

1. Make available facilities for emergency care of victims of the disaster in addition to day-to-day operations.
2. Assist in blood procurement for community needs.
3. Report health surveillance to Panhandle Health District and Bonner County Department of Emergency Management/EOC.

K. Pharmacies

1. Provide list of available medical supplies, drugs, and equipment as requested by PHD.
2. Provide personnel to assist with preparation and distribution of pharmaceuticals.

L. Chemtrec

Provide medical support to the treating physician. This assistance is provided through medical specialists from the product manufacturer or through the PROSAR International Poison Center.

M. Amateur Radio

Provide emergency communications support as needed.

N. American Red Cross (ARC)

Provide crisis counseling within Red Cross guidelines.

O. Inland Northwest COAD

Seek assistance for those victims affected by the emergency incident, who suffer from unmet essential needs that cannot be met by other responding agencies.

P. Idaho Chaplain's Corps (Local Chapter)

Provide ministerial services for victims of the disaster.

Q. North Idaho Critical Incident Stress Management (CISM)

1. Provide educational seminars and peer support to emergency responders.
2. Provide debriefing sessions for emergency responders following a critical incident.
3. Provide other mental health assistance.

R. Volunteer Physicians/Nurses

Coordinate with Bonner General Hospital or PHD prior to offering services unless faced with a life or death situation.

BC-ESF #8 - Public Health and Medical Services

Approved:

Panhandle Health District

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #9

SEARCH AND RESCUE

Primary Agency

Bonner County Sheriff's Office

Support Agencies

Bonner County 9-1-1 Communications Center
Bonner County Department of Emergency Management
Bonner County Public Works

Districts

Fire Districts

Municipalities

Municipal Fire Departments
Municipal Police Departments

State:

Coeur d'Alene Interagency Dispatch Center
Idaho Bureau of Homeland Security
Idaho Collapse Search and Rescue (ICSAR) Team #1
Idaho Department of Fish and Game
Idaho Department of Lands

Federal

36th Rescue Flight, Fairchild AFB
Federal Emergency Management Agency (FEMA) - Urban Search and Rescue (USAR)
U. S. Coast Guard Auxiliary Flotilla 87
U. S. Forest Service
U. S. Bureau of Land Management

Volunteer

Amateur Radio
 Bonner County Amateur Radio Club, Inc.
Bonner County Sheriff Search and Rescue, Inc.
Civil Air Patrol (CAP)
Mountain West Rescue Dogs
North Idaho Search and Rescue (NISAR)
Priest Lake Search and Rescue (PLSAR)
SAR Teams from other Jurisdictions

Business

MedStar

INTRODUCTION

I. Purpose

This annex describes responsibilities for the deployment, coordination, and utilization of available resources to aid in search and/or rescue operations. Search and rescue (SAR) operations include, but are not limited to, the location, recovery, extrication, and medical treatment of victims who become lost or entrapped as the result of a major disaster or life threatening emergency.

II. Scope

A. Search and rescue (SAR) activities may include:

1. Land Search: Searches and rescues in the mountains or plains for lost, missing, or endangered persons;
2. Water/Ice Search: Waterborne searches and rescues in lakes, ponds, or rivers;
3. Missing/Downed Aircraft Search: Searching for downed or missing aircraft; and
4. Collapsed Structure Search: Searches as a result of a structural collapse.

B. SAR services include the performance of distress monitoring, communications, location of distressed personnel, coordination, and execution of rescue operations, including extrication or evacuation along with providing medical assistance and other services through the use of public and private resources to assist persons and property in potential or actual distress.

III. Authorities and Policies

Under Idaho Statutes Title 31, Chapter 22, § 31-2229, Search and Rescue, the Bonner County Sheriff has the responsibility for command of all search and rescue operations within the county. The Bonner County Sheriff's Office is responsible for search and rescue planning, coordination and deployment. Trained volunteers perform the field operations.

SITUATION AND ASSUMPTIONS

I. Situation

A. People may become lost, trapped or otherwise isolated. Search and Rescue volunteers must be prepared to seek out, locate and rescue such persons.

B. Lost persons may be injured. Search and Rescue training includes preparedness to provide aid to injured persons.

C. A large-scale emergency, such as a downed civilian aircraft in the backcountry, may result in several lost and/or injured persons.

D. The circumstances may necessitate activation of the Bonner County Emergency Operations Center (BCEOC) to coordinate the deployment of emergency services and the numerous volunteers.

II. Planning Assumptions

A. A missing or lost person is always considered to be alive and in need of rescue until such time that a person of authority (such as the Sheriff) concludes that there is no chance of survival.

B. If local resources are depleted, the BCEOC can request additional resources through Idaho BHS.

C. Inclement weather may be a factor in any Search and Rescue operation, restricting the types of resources to be used, the length of time they can be used, and the locations to be searched.

D. Mutual aid agreements (MAA)/Memorandums of Understanding (MOU) may exist between SAR units of neighboring counties and states. These agreements should define fiscal responsibilities and liabilities between signatories. MAA/MOU should be documented and kept within SAR records and provided to the Bonner County Department of Emergency Management.

E. An emergency may cause the collapse of structures such as a building or mine, leaving persons in a life-threatening situation that requires the expertise of an Idaho Collapse Search and Rescue (ICSAR) Team and immediate medical care. The ICSAR Team may be activated by a request from Bonner County to the Idaho Bureau of Homeland Security.

F. The Federal Urban Search and Rescue (USAR) Team may be activated by a request from the state (i.e., Idaho BHS, the Governor or designee, etc.) to the Federal Emergency Management Agency (FEMA).

G. If activated, ICSAR or Federal USAR Team would provide assistance to local incident command. SAR volunteers not certified in USAR may be used to support the USAR efforts where requested.

CONCEPT OF OPERATIONS

I. General

A. The Bonner County Sheriff's Office will manage and command SAR efforts according to protocol. SAR within municipalities will comply with established protocol.

B. Trained SAR volunteers will be called to assist with the operation from an established member list.

C. The Bonner County Emergency Operations Center (BCEOC) may be activated to provide assistance and support to SAR operations.

D. The Civil Air Patrol (CAP) may be contacted to assist with SAR operations including locating missing or overdue civilian aircraft.

E. If the capability of Search and Rescue is overwhelmed, MOU/MAA with neighboring counties/states may be activated to bring in additional manpower and resources.

F. Incident Command will advise the BCEOC if a search and rescue effort has overwhelmed local capabilities and request assistance from State or Federal agencies.

G. If a County Disaster Declaration is anticipated or in effect, SAR organizations should document volunteer hours, SAR assets used, and expenses incurred. Duplicates of these records should be provided to the Bonner County Department of Emergency Management/BCEOC to facilitate cost reimbursement.

II. Preparedness

A. Preparedness develops as a result of frequent training. The more experienced and qualified individuals within the Search and Rescue Volunteers should conduct training and preparedness exercises.

B. MAAs with adjoining counties/states may facilitate further training through the sharing of expertise and technological equipment.

C. Search and Rescue will encourage education of the public to increase knowledge and preparedness when on rivers or in the wilderness.

III. Response

A. Once dispatch has received a call reporting a missing person(s), the appropriate law enforcement jurisdiction shall be notified. If the incident requires the activation of SAR, the Sheriff's Office initiates this activation.

B. The BCEOC may be activated to assist with the coordination of agencies, planning, and communications.

C. SAR calls out their volunteers for duty.

D. The Bonner County Sheriff's Office establishes Incident or Unified Command.

E. Mobile Command may be set up to coordinate communications and planning.

F. Regular communications are maintained between SAR volunteers and the Bonner County Sheriff's Office.

G. When necessary local hospitals or care facilities are advised of potential and/or incoming victims.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

I. Primary Agency:

Bonner County Sheriff's Office

A. Command SAR activities.

B. Identify requirements and shortfalls.

C. Coordinate with the Bonner County Department of Emergency Management for additional resources.

II. Support Agencies:

A. Bonner County 9-1-1 Communications Center

1. Provide initial notifications and dispatches.

2. Provide additional support as needed.

B. Law Enforcement of Jurisdiction

1. Assist with traffic control around staging area.

2. Coordinate with Incident or Unified Command and assist SAR efforts.

C. Fire Protection Districts/Departments

1. Provide EMS functions as necessary.

2. Assist with communications and logistics support as requested.

3. Assist with search and technical rescue requirements as necessary.

4. Provide rescue and recovery teams

5. Provide Fire and EMS protection and standby

6. Provide EMS Triage

D. Bonner County Department of Emergency Management

1. If coordination and support is requested, activate BCEOC to an appropriate level.

2. Provide emergency communications (satellite phones and/or Amateur Radio Operators) as requested. Provide additional volunteers as requested.

3. Coordinate resources and agencies as required.

E. Search and Rescue Volunteers

1. Report to Incident or Unified Command upon call-out.
2. Provide trained volunteers for SAR efforts.
3. Mobilize SAR resources as appropriate.

F. SAR Teams from other Jurisdictions

1. When requested, report to staging area to receive SAR instructions and coordinate with IC in accordance with MAA/MOUs with the Bonner County Sheriff's Office.
2. Provide trained volunteers for SAR efforts.
3. Mobilize SAR resources as appropriate.

G. Amateur Radio

1. Establish and maintain communication between BCEOC and Incident or Unified Command when deployed.
2. Provide radio operators as needed for the operation.

H. Civil Air Patrol

Assist with and support SAR efforts as needed.

I. Mountain West Rescue Dogs

Assist SAR efforts on request, by providing trained rescue dogs and two-way radios for search efforts.

J. CDA Interagency Fire Cache

When requested, supply radio kits and satellite phones as requested.

K. Coeur d'Alene Interagency Dispatch Center

Provide communications assistance as necessary.

L. Idaho Department of Lands (IDL)

1. Assist with communication needs as requested.
2. Provide maps.

3. Advise Incident or Unified Command on road and terrain conditions when requested.

M. Idaho Department of Fish and Game (IDFG)

1. Assist with communication needs as requested.
2. Provide maps.
3. Advise Incident Command on road and terrain conditions when requested.

N. Idaho Bureau of Homeland Security (BHS)

Assist with the coordination of state (ICSAR) and federal (USAR) support.

O. U.S. Forest Service (USFS)

1. Assist with communication needs as requested.
2. Provide maps.
3. Advise Incident or Unified Command on road and terrain conditions when requested.

P. U.S. Coast Guard Auxiliary Flotilla 84

Provide SAR assistance, day or night, on the water or water's edge, as needed.

Q. Bureau of Land Management (BLM)

1. Assist with communication needs as requested.
2. Provide maps.
3. Advise Incident or Unified Command on road and terrain conditions when requested.

BC-ESF #9 Search and Rescue

Bonner County Sheriff's Office

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #10

HAZARDOUS MATERIALS/WEAPONS OF MASS DESTRUCTION

Primary Agency

Fire District of Jurisdiction
Bonner County Department of Emergency Management

Support Agencies

Bonner County 9-1-1 Communications Center
Bonner County Sheriff's Office
Bonner County Road and Bridge
Bonner County Solid Waste

District

Panhandle Health District (PHD)
Independent Highway District

Municipalities

Municipal Fire Departments
Municipal Police Departments
Municipal Street Departments
Municipal Public Works Departments

Local Emergency Response Authority (LERA)
Local Emergency Planning Committee (LEPC)

REFERENCE

Idaho Hazardous Materials/WMD Incident Command and Response Support Plan

INTRODUCTION

I. Purpose

This ESF will identify agency responsibilities in a hazardous material incident. This includes preparation and response to incidents involving uncontrolled releases of hazardous substances or materials.

II. Scope

This ESF provides for a coordinated response to actual or potential discharges and/or releases of hazardous materials within the County. It attempts to provide the appropriate response actions to prevent, minimize, or mitigate a threat to public health, welfare, or the environment.

III. Policies

A. Any hazardous materials accident must be reported to the Local Emergency Planning Committee (LEPC), the Idaho Bureau of Homeland Security (BHS), the Idaho Department of Environmental Quality (DEQ), and the Local Emergency Response Authority (LERA).

B. Cities and counties are urged to appoint a response authority whose members are trained in hazardous substance incident response. If the jurisdiction does not designate a Local Emergency Response Authority (LERA), Idaho State Police is the LERA by default.

SITUATION AND ASSUMPTIONS

I. Situation

A. A natural or technological incident could result in single or multiple situations in which hazardous materials are released into the environment.

B. Transported hazardous materials may be involved in rail accident, roadway collisions, waterway or aircraft mishaps.

C. Hazardous materials, including agricultural chemicals, are commonly produced, stored and used in Northern Idaho. Hazardous chemicals are routinely transported over the region's roadways. Railroads, airlines, and pipelines also carry these materials through the region. Hazardous materials incidents occur frequently, although most are minor.

II. Planning Assumptions

A. A natural, technological, or terrorist caused disaster could result in single or multiple incidents in which hazardous materials are released into the environment.

B. An accidental or intentional release of hazardous materials may not be immediately known or apparent.

C. First responders could be targets of anti-government terrorist to hinder them from responding to other terrorist incidents.

D. Local targets of terrorists might include transportation companies or facilities that store, generate, utilize or manufacture hazardous materials. For example, nitrate fertilizers are used throughout North Idaho. Because nitrate fertilizer can be a powerful explosive component and may attract criminal attention, there are risks to individuals and companies that transport or store this agent.

E. Pipelines that transport hazardous materials must be properly engineered and routinely tested to protect the population from an emergency incident.

F. Fixed facilities (e.g., chemical plants, tank farms, re-fueling depots, laboratories, and industries operating hazardous waste sites which produce, generate, use, store, or

dispose of hazardous materials) could be damaged so that existing spill control apparatus and containment measures are not effective.

G. Emergency exemptions may be needed for transportation, storage, and disposal of contaminated material during and after a hazardous material emergency.

H. Laboratories responsible for analyzing hazardous material samples may be damaged or destroyed in a disaster.

IV. Planning Considerations

The hazardous materials incident response levels and action classifications are:

A. LEVEL I

1. Spills that can be contained and absorbed by equipment and supplies immediately available to emergency personnel.
2. Fires that can be extinguished with the resources immediately available to the first response agency.
3. Leaks that can be controlled using equipment and supplies immediately available to emergency personnel.
4. Incidents that do not require evacuation.

B. LEVEL II

1. An incident involving an area or hazard greater than level I that poses a potential threat to life, property and/or the environment.
2. An incident involving a toxic substance that may require evacuation of citizens.
3. A hazardous materials incident which requires assistance from outside agencies to work with evacuees, coordinate with medical facilities, treat casualties and coordinate with agencies concerned with environmental impact.

C. LEVEL III

1. A major hazardous materials incident requiring resources beyond those of local departments and requiring expertise or resources of state, federal or private agencies and/or organizations in the first response community.
2. A hazardous materials incident within the County that involves evacuation of areas outside of Bonner County.
3. A hazardous materials incident whose location is outside Bonner County but requires evacuation of areas within Bonner County.

D. Hazardous spills or incidents that occur on land outside the jurisdiction of a fire protection district or department are the responsibility of the Bonner County Department of Emergency Management as primary agency.

CONCEPT OF OPERATIONS

A. All hazardous materials incidents in Bonner County will be managed using the National Incident Management System's Incident Command System (ICS) or the Unified Command System (UCS).

B. The Bonner County Department of Emergency Management may activate the Emergency Operations Center to assist with coordination of response.

C. Local emergency responders will provide services consistent with their level of training, including:

1. Rescue
2. Emergency medical treatment of victims
3. Initial isolation of affected areas or zones
4. Transporting the injured to emergency care centers
5. Evacuation of persons at risk
6. Field decontamination of individuals
7. Fire suppression
8. Identification of hazardous materials
9. Spill or leak containment

D. The Incident Commander:

1. Is the official in charge from the first response agency to an incident or the official in charge from the agency with jurisdictional authority for the area of the incident.
2. Will ensure that all required notifications to local, state, and federal agencies are made.
3. Will ensure that an Incident Action Plan (IAP) is developed.
4. Is responsible for the coordination and management of all on-scene resources.

E. Initial actions will be coordinated with other first responders.

F. If County capabilities are exceeded, outside agencies will be requested in accordance with applicable plans and agreements.

Mitigation and Preparedness

A. Bonner County Local Emergency Planning Committee (LEPC)

1. As a repository for all Tier II reporting, the Bonner County LEPC maintains an inventory by data type and storage location for reportable hazardous materials in the County.
2. The Bonner County LEPC Coordinates with local government agencies and private entities (bulk chemical users, chemical transporters, etc.) to develop appropriate emergency response plans and capabilities.
3. The Bonner County LEPC Coordinates and participates in emergency response exercises, drills and training.
4. The Bonner County LEPC Coordinates with the Bonner County Department of Emergency Management regarding all matters concerning preparedness, response, and mitigation efforts for hazardous materials incidents.

B. Fire Agencies, Law Enforcement, and other Emergency Response Departments/Agencies

1. Follow emergency operating procedures for hazardous materials emergency response.
2. Participate in emergency response exercises, drills, and training.
3. Train personnel to the appropriate level relative to their response expectations.

C. Private Business and Individuals

1. Maintain on-site hazardous materials response plans to include notification to appropriate government agencies.
2. Appoint a facility emergency coordinator who is responsible to make emergency notifications and facilitate emergency response.

Response

A. Once verified, all reports of level I, II, or III hazardous materials releases are reported to the EMS Communications Center at StateComm. The Communications Specialists notify the appropriate agencies when requested, coordinate the response of emergency teams and facilitate conference calls involving multiple agencies, using a 48-port teleconference bridge. Each hazardous material report results in an initial conference call with the Incident Commander, DEQ, BHS, an appropriate Regional Response Team member, and other agencies as appropriate.

B. The first emergency service responder on site implements Incident Command.

C. Emergency services will focus on the protection of lives, property and the environment in that order.

D. Law enforcement may be part of Unified Command System if the emergency is criminal in nature.

E. The Local Emergency Response Authority (LERA) will be provided with notification of an emergency response to a hazardous material release.

F. If the capabilities of the jurisdictional responding agency are overwhelmed by the incident, the following entities may request deployment of the Region I Regional Response Team and other resources:

1. Bonner County Department of Emergency Management
2. Idaho Bureau of Homeland Security
3. Local Emergency Response Authorities (LERA)
4. Incident Commander
5. Private industry (when pre-arranged)

G. The Region 1 Regional Response Team may provide technical expertise that includes specialists, chemists and resource personnel and equipment to assist in on-scene operation set-up for local emergency services agencies. The Regional Response Team provides the following services:

1. Specialized equipment, resource information and instrumentation to assist local responders.
2. Remote sampling of unknown chemicals and field-testing for immediate identification.
3. Containment, neutralization, overpack and preparation for disposal of many isolated spilled chemicals.
4. Load transfers up to 100 gallons per minute, and or assistance to transfer teams on larger operations transferring loads from unsafe storage containers.
5. Advanced life support to victims of releases, including rescuers, on scene and in preparation for transport without contaminating ambulances or medical facilities.
6. Expertise on decontamination techniques for personnel and equipment.
7. Provide and set up booms to contain spills in waterways.
8. Assistance with training, emergency planning and disaster drills for industry and communities.

9. Assistance during the cleanup of spills, including obtaining contractors for cleanup.

10. Advice on evacuation or quarantine.

H. Area hospitals will be notified of casualties; type and degree of contamination, any field decontamination performed, and the possible impact to their facilities.

Recovery

A. The State will pay for the activation and cost of the Regional Response Team when properly set in motion. Response costs incurred by regional response teams in answer to a hazardous substance incident, as defined in Chapter 71, Title 39, Idaho Code, is reimbursed by the state. The State in coordination with the Bureau of Hazardous Materials will pursue recovery of those costs from the spiller.

B. The liability for costs associated with a hazardous substance emergency is the responsibility of the spiller. The Bureau is responsible for recovering costs from the spiller and, if the spiller is unknown, petitioning the State Board of Examiners for issuance of deficiency warrants reimbursing the responding entities for reasonable and properly documented costs.

C. The Regional Response Team and Local Emergency Response Authorities may submit claims to the Idaho Bureau of Homeland Security for recovery of appropriate documented costs incurred as a direct result of responding to and/or containment of a hazardous substance incident.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agency

A. Fire District of Jurisdiction

1. Respond to HAZMAT situation and secure site as appropriate.
2. Ensure that all applicable notifications to local, state, and federal agencies are made, including:
 - a. Idaho State Communications
 - b. Idaho Bureau of Homeland Security
 - c. Idaho Department of Environmental Quality
 - d. Local Emergency Response Authority
 - e. Local Emergency Planning Committee
3. Report damage assessment information to IC and the Bonner County Department of Emergency Management/EOC.

4. Ensure that an Incident Action Plan (IAP) is developed.
5. Recommend activation of the Regional Response Team if necessary.
6. Initiate Situation Report and provide to IC and the Bonner County Department of Emergency Management/EOC.
7. Decontaminate victims and rescue workers as needed.
8. Assist or conduct clean-up of incident site.

B. Bonner County Department of Emergency Management

1. When incident is outside the jurisdiction of County fire districts, respond to site and initiate Incident Command.
2. Report damage assessment information to IC/EOC.
3. Coordinate with the Bonner County Sheriff's Office to protect responders and the public.
4. Ensure that all applicable notifications to local, state, and federal agencies are made, including;
 - a. Idaho State Communications
 - b. Idaho Bureau of Homeland Security
 - c. Idaho Department of Environmental Quality
 - d. Local Emergency Response Authority
 - e. Local Emergency Planning Committee
5. Provide a representative to act as Local Emergency Response Authority (LERA) on scene.
6. Activate EOC to support tactical operations as needed.
7. Ensure that an Incident Action Plan (IAP) is developed.
8. Recommend activation of the Regional Response Team if deemed necessary.
9. Provide Situation Reports to IC, EOC and elected officials.
10. Coordinate with Bonner County Sheriff's Office to implement Emergency Alert System if necessary.

Support Agencies

A. Bonner County 9-1-1 Communications Center

1. Provide initial notifications and dispatches.
2. Provide additional support as needed.

B. Bonner County Sheriff's Office

1. Coordinate with Incident Command and secure incident site for the protection of responders and the public.
2. Protect and secure incident site.
3. Coordinate criminal investigations with other law enforcement agencies.
4. Coordinate with HAZMAT Team and secure evidence.
5. Coordinate with the Bonner County Department of Emergency Management and implement Emergency Alert System (EAS).
6. Initiate Situation Report and provide to IC or the Bonner County Department of Emergency Management/EOC.

C. Bonner County Road and Bridge

1. Assist with traffic control.
2. Assist with clean-up, removal, and disposal of hazardous materials along county roadways.
3. Provide materials (sand, water, etc.) as needed.

D. Bonner County Solid Waste

1. Provide equipment and personnel to assist with clean-up.
2. Provide HAZMAT expertise as appropriate.

E. Panhandle Health District

1. Coordinate with response agencies to identify health and community risks associated with the hazardous material incident.
2. Provide treatment and prevention information
3. Coordinate with the State Department of Health and Welfare regarding quarantines.

4. Coordinate with local medical centers concerning the hazardous incident and its implications for the health and safety of responding medical personnel.

F. Municipal Fire Departments

1. Respond to situation with trained personnel to support Incident Command.
2. Provide clean-up resources.

G. Municipal Police Departments

1. Protect and secure crime scene.
2. Coordinate with other law enforcement agencies.
3. Coordinate or assist with traffic control.

H. Municipal Street Departments

1. Provide traffic control within jurisdiction.
2. Provide damage assessment to IC or Bonner County Department of Emergency Management/EOC.

I. Municipal Public Works Department

1. Clear roadways, provide barricades, and identify alternate routes within jurisdiction.
2. Monitor city water supplies and report damage assessment information to Bonner County Department of Emergency Management/EOC.

J. Independent Highway District

Assist by providing barricades, alternate routes and other related services.

K. Chemtrec

1. Provide information and assistance on the nature of the product once identified and steps to handle the problem.
2. Contact shipper of the product for more detailed information and provides that information to IC or Bonner County Department of Emergency Management/EOC.
3. Provide 24-hour notification capabilities for hazardous materials emergencies.
4. Access mutual aid programs that notify teams to respond to incidents involving certain chemicals and pesticides.

L. Local Emergency Response Authority (LERA)

1. Submit cost recovery forms to the Bureau of Homeland Security for incident clean-up.
2. Report progress to the Bonner County Department of Emergency Management.

M. Local Emergency Planning Committee (LEPC)

1. Maintain inventory of reportable hazardous materials in the County.
2. Maintain communications with appropriate agencies.
3. Coordinate with local government and private entities (bulk chemical users, chemical transporters, etc.) to develop appropriate emergency response plans and capabilities.
4. Coordinate and participate in emergency response exercises, drills and training.
5. Coordinate with the Bonner County Department of Emergency Management regarding all matters concerning hazardous materials incidents.

BC-ESF #10 – Hazardous Materials/Weapons of Mass Destruction

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #11

AGRICULTURE AND NATURAL RESOURCES

Primary Agency

University of Idaho Bonner County Extension Office

Support Agencies

Bonner County Department of Emergency Management
All Other County Agencies
Panhandle Health District

INTRODUCTION

Purpose

Bonner County Emergency Support Function #11 – Agriculture and Natural Resources (BC-ESF #11) provides for the protection of croplands, livestock, and natural resources during a declared disaster in Bonner County.

Scope

A. BC-ESF #11 supports efforts to provide nutrition assistance; control and eradicate, as appropriate, any outbreak of a highly contagious or economically devastating animal/zoonotic (i.e. transmitted between animals and people) disease, or any outbreak of an economically devastating plant pest or disease; ensure the safety and security of the commercial food supply; and provide for the safety and well-being of household pets during an emergency response or evacuation situation.

B. Bonner County has very limited capability to handle emergencies that deal with agriculture and natural resources. Bonner County will coordinate with Panhandle Health District and with the Idaho Bureau of Homeland Security to obtain the necessary resources from agencies outside the county.

Policies

A. Providing nutrition assistance:

1. BC-ESF #11 coordinates with and supports as appropriate, agencies responsible for ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services, that are involved in mass feeding.
2. BC-ESF #11 officials coordinate with the BCEOC and BC-ESF #6 officials, to arrange for the transportation and distribution of food supplies. Priority for transportation of food supplies will be given to moving critical supplies of food into areas of acute need and then to areas of moderate need.

3. Upon notification that commercial channels of trade have been restored, the use of Disaster Food Stamp Program procedures may be authorized and will be coordinated by BC-ESF #6 officials.

4. BC-ESF #11 officials encourage the use of congregate feeding arrangements as the primary outlet for disaster food supplies.

B. Responding to animal and plant diseases and pests:

1. The Idaho State Department of Agriculture (ISDA) will coordinate all response actions with the Idaho Emergency Operations Center (IDEOC) in case of an animal health or plant health emergency. For more detailed information, see ID-IA #5, Animal Health Emergency Management Incident Annex to the Idaho Emergency Operations Plan.

2. When addressing animal diseases, all animal depopulation activities are conducted as humanely as possible while stopping pathogen spread and limiting the number of animals that must be euthanized. Disposal methods for infected or potentially infected carcasses and plant host material are chosen for their effectiveness in stopping pathogen spread and for their minimal impact on the environment.

3. The Secretary of the USDA can release funds from contingency or program accounts as needed to indemnify producers for animals and suspect animal and plant products seized or facilities held to control a disease as well as to pay the operational costs of the eradication of disease.

4. The Secretary of the USDA also may declare an extraordinary emergency to pay compensation and to allow for the use of Federal authorities to take action within a State if the affected State is unable to take appropriate action to control and eradicate the disease.

C. Ensuring the safety and security of the commercial food supply:

1. BC-ESF #11 procedures will not circumvent or override the authorities and policies of the Idaho Department of Health and Welfare nor the Panhandle Health District. Food safety and inspection is activated upon notification of the occurrence of a potential or actual widespread food safety incident. These previously mentioned agencies will work closely with ESF #11 officials to mitigate any food safety issues.

2. The USDA has a Food Hold and Recall Process. This system is used to communicate effectively and quickly any emergency health hazard situations concerning the safety, wholesomeness, or condition of USDA donated foods or commercial foods. The Idaho State Department of Education, Child Nutrition Program, will make notification to State agencies upon receipt of a Food Hold and Recall from the USDA or Food Safety and Inspection Service (FSIS).

D. Providing for the safety and well-being of household pets:

1. BC-ESF #11 officials coordinate with, and support as appropriate, agencies

responsible for BC-ESF #6 in providing for the safety of household pets.

2. FEMA defines Household Pet as a domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers, and can be housed in temporary facilities. Household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.

3. Service animals are animals that are individually trained to perform tasks for people with disabilities such as guiding people who are blind, alerting people who are deaf, pulling wheelchairs, alerting and protecting a person who is having a seizure, or performing other special tasks. Service animals are working animals, not pets.

4. Animal rescue and sheltering should be conducted in conjunction with human rescue and sheltering efforts. Household pets should be sheltered near their owners to the extent possible. Owners are expected to provide food, water, husbandry, and exercise for their pets during the time they are in emergency shelters. Service animals must remain with their owners during evacuation and sheltering.

SITUATION AND ASSUMPTIONS

Situation

Based upon the Bonner County's hazard identification, risk and vulnerability analysis, there are several emergencies that could require protection of agricultural land, livestock, and domestic pets to include agroterrorism, floods, earthquakes, hazardous materials spills, and severe storms.

Planning Assumptions

- A. Many disasters provide little or no warning time.
- B. There may be advanced notice of floods and winter storms.
- C. Disasters such as earthquakes may occur at a time of day that produces maximum casualties.
- D. Disasters that result in large number of casualties and/or heavy damage to buildings, structures, and the basic infrastructure will require State and Federal assistance.
- E. Severe weather, flooding, earthquakes, and distance between towns could delay response.
- F. Communications systems may be overloaded in a disaster.
- G. The present government structure will remain intact and will function during a disaster or emergency.

CONCEPT OF OPERATIONS

General:

University of Idaho Bonner County Extension Office, in cooperation with the Bonner County Department of Emergency Management, will coordinate relocation areas for livestock and pets with under BC-ESF #11.

Organization:

A. University of Idaho Bonner County Extension Office will coordinate the relocation of livestock.

B. University of Idaho Bonner County Extension Office, working with BC-ESF #15, will provide livestock and cropland protection information to the general public.

Response Actions:

A. University of Idaho Bonner County Extension Office will:

1. Establish a livestock relocation center(s) and communicate the location to the public through ESF #15 Public Information.
2. Establish contact with the State of Idaho Department of Agriculture and request cropland assistance.
3. Communicate information regarding the relocation of domestic pets, livestock, and the protection of croplands to the public through BC-ESF #15.
4. Provide status briefings to the Bonner County Department of Emergency Management Director.

B. The Bonner County Sheriff will:

1. Communicate with BC-ESF #6 on the status of relocated domestic pets.
2. Request resources to feed and shelter domestic pets from BC-ESF #7 and BC-ESF #6.

ADMINISTRATION AND LOGISTICS

A. Normal agriculture and natural resource practices and procedures will be continued under emergency conditions to the extent possible.

B. Administrative support and supplies for agriculture and natural resource protection activities during EOC operations will be provided by the Bonner County Clerk's Office.

C. An agriculture and natural resource protection log will be maintained during EOC operations. Additionally, every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified.

D. No administrative process will be permitted to interfere with operations essential to preventing injury, loss of life, and significant property damage.

MAINTENANCE

A. BC-ESF #11 Agriculture and Natural Resources will be annually reviewed, updated, and modified as necessary by the University of Idaho Bonner County Extension Office, in cooperation with the Bonner County Department of Emergency Management.

B. Supporting documents such as SOPs, checklists, resource lists, call-up rosters, maps, and demographic information will be developed, maintained, and appended to this Emergency Support Function by BC-ESF #11. They will be reviewed annually and updated as necessary.

BC-ESF #11 - Agriculture and Natural Resources

Approved:

University of Idaho Bonner County Extension Office

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #12

ENERGY

Primary Agency:

Bonner County Department of Emergency Management

Support Agencies:

Bonner County 9-1-1 Communications Center
Bonner County Emergency Medical Services
Bonner County Sheriff's Office
Bonner County Road and Bridge
Independent Highway District
Fire Districts and Departments
Municipal Police Departments
Municipal Public Works Departments

Business

Public and Private Energy and Utility Providers

INTRODUCTION

I. Purpose

To provide for the effective use of available electric power, natural gas, petroleum products and other essential utilities required to meet essential needs, and to facilitate restoration of energy and utility systems affected by an emergency or disaster.

II. Scope

This ESF outlines the procedures Bonner County local government and the emergency management organization will take to assist energy and utility providers in providing essential services to local government and the public during and recovering from emergencies and disasters.

III. Policies

A. Responding to energy or petroleum shortages or disruptions and their effects is necessary for preservation of the public health, safety, and general welfare of our citizens.

B. Bonner County encourages government agencies, private sector organizations, and individual citizens to provide for backup energy solutions for emergencies that are installed and operational consistent with established safety practices.

SITUATION AND ASSUMPTIONS

I. Situation

Emergencies and disasters could damage the facilities and infrastructure, and disrupt the ability to distribute essential energy and utility supplies and services. These include electric power, natural gas, and petroleum products. Impacts from local as well as regional and out of area incidents may have adverse effects on the local capabilities.

II. Planning Assumptions

A. Energy and utility providers have existing plans and procedures for dealing with energy and utility emergencies.

B. Occurrences and activities out of the local area may have an adverse effect on local operations, capabilities and activities.

C. Priorities will need to be established and coordinated between the energy providers, Bonner County Department of Emergency Management, local governments and other appropriate authorities outside the local area to provide the most efficient utilization of available services and supplies.

ORGANIZATION

A. The electric power industry within Idaho is organized into a network of public and private generation and distribution facilities.

B. Natural gas within Idaho is distributed by major natural gas companies through common pipelines originating in other states.

C. Each local energy and utility provider will maintain and operate their respective systems.

D. Each energy, utility and petroleum provider will provide services through their normal means based on established procedures to the maximum extent possible.

CONCEPT OF OPERATIONS

I. Mitigation

Energy and utility providers should attempt to design, locate and install systems and facilities so that they are the least vulnerable to known hazards. When repairing damage, every attempt should be made to reduce the likelihood and severity of future damage. Providers are encouraged to take preventive actions to reduce or eliminate the effects of natural hazards. Mitigation components include establishing redundant systems, backup systems and emergency interconnects.

II. Preparedness

A. Energy and Utility Companies

1. Manage and operate their respective systems through their normal means.
2. Obtain current information regarding damage to energy supply and distribution systems.
3. Assess energy supply and demand.
4. Coordinate with electric utilities and the petroleum and natural gas industries to identify requirements to repair energy systems.
4. Establish procedures to identify and prioritize essential and necessary actions and operations.
5. Coordinate temporary, alternate or interim sources of emergency fuel and power.
6. Coordinate closely with Bonner County, city, federal, and state officials to establish priorities to repair damaged energy systems.

B. Bonner County Department of Emergency Management

1. Maintain inventories of public and private utilities, petroleum product suppliers and emergency resources including names, addresses and telephone numbers of key contact personnel.
2. Develop and maintain operating procedures for actions to take during an emergency or disaster.
3. Ensure personnel are aware of emergency responsibilities and trained in emergency operations.

III. Response

A. Energy and Utility Providers

1. Energy, utility and petroleum companies will compile damage assessment and situation reports and transmit them to Bonner County Department of Emergency Management.
2. If local control measures are necessary local providers will work with Bonner County Department of Emergency Management and the local authorities in the establishment and activation of those measures.
3. Each provider will compile damage assessment reports and transmit them to Bonner Department of Emergency Management.

4. If a provider needs additional resources, outside of established mutual aid or other agreements, requests for assistance will be coordinated with Bonner County Department of Emergency Management.
 5. Provide Bonner County Department of Emergency Management with information on the public's use of services.
 6. Determine the status of energy sources available to Bonner County.
 7. Assess energy and utility service system capabilities.
 8. Coordinate, as appropriate, with federal, state and local officials to identify and establish priorities to repair and restore damaged systems.
 9. Coordinate sources of emergency fuel supplies for essential operations.
 10. Coordinate public information dissemination relative to emergency energy and utility capabilities and usage.
 11. Maintain liaison with Bonner County Department of Emergency Management to keep them informed on the situation.
2. Bonner County Department of Emergency Management
 1. Coordinate emergency activities.
 2. Coordinate assistance for providers needing additional resources outside of established mutual aid or other agreements.
 3. Provide energy, utility and petroleum information to county, city, state and federal officials, including information to the Idaho Bureau of Homeland Security Emergency Operations Center (EOC) as needed or requested.
 4. Inform the public on the proper use of services and current situation status.
 5. Assist with determination of the requirements for restoration. These assessments will be relayed to the BHS EOC for evaluation, as appropriate.
 6. Coordinate with public and private energy and utility providers to facilitate the repair of damaged energy systems.
 7. Work with the Public Information Officer (PIO) to prepare media releases and participate in media interviews.

IV. Recovery

A. Energy and Utility Providers

1. Coordinate with Bonner County Department of Emergency Management to determine priorities among users if adequate utility supply is not available to meet all essential needs.

2. If needed, request additional assistance from BHS EOC through Bonner County Department of Emergency Management.
3. Assist in the administration of energy allocation programs.
4. Compile damage and operational capability reports and provide them to Bonner County Department of Emergency Management.
5. Provide liaison between the utilities and Bonner County Office of Emergency Management.
6. Provide coordinated emergency public information to Bonner County Department of Emergency Management.

B. Bonner County Department of Emergency Management

1. Provide coordinated emergency public information from utility and energy providers.
2. Provide damage and operational capability reports to county, city and state government officials.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agency

Bonner County Department of Emergency Management

1. Activate the Bonner County EOC to an appropriate level.
2. Activate Damage Assessment Teams.
3. Coordinate activities and requests for outside resources.
4. Activate BC-ESF #6 to coordinate efforts to provide mass care and sheltering needs.
5. Communicate with utility providers concerning desired damage assessment data for public essential services.
6. Compile damage assessment data from the energy, utilities, and petroleum providers.
7. Compile damage assessment data regarding county essential services.
8. Provide liaison between energy and petroleum providers, essential public services, and local department of transportation.
9. Identify emergency assistance needs that could be met through local or State agencies once available resources have been exhausted.

10. In coordination with elected officials, consider a declaration of emergency.
11. Maintain a 24-hour emergency telephone access between energy provider and the BCEOC.
12. Coordinate information regarding assessment and restoration of utilities for public dissemination with BC-ESF #15.
13. Coordinate with Bonner County Sheriff's Office on disseminating safety advisories and activating the Emergency Alert System.
14. Maintain the BCEOC until it is no longer necessary.

Support Agencies

A. Bonner County 9-1-1 Communications Center

1. Provide initial notifications.
2. Maintain communications with the BCEOC.
3. Coordinate with the Bonner County Sheriff's Office and BCEOC to activate the Emergency Alert System and/or issue safety advisories.

B. Bonner County Emergency Medical Services

Provide and coordinate emergency medical services

C. Bonner County Sheriff's Office

1. Provide size up and scene safety and security.
2. Assist with traffic control.
3. Provide damage assessment information to the BCEOC.
4. Coordinate with the BCEOC and Bonner County 9-1-1 Communications Center to activate the Emergency Alert System and/or issue safety advisories.
5. Patrol blackout areas and provide welfare checks on affected populations.

D. Bonner County Road and Bridge

1. Provide support to reestablish utilities within capabilities.
2. Assist with damage assessment.
3. Assist with traffic control.
4. Assist with removal of downed trees.

E. Independent Highway District

1. Provide support to reestablish utilities within capabilities.
2. Assist with damage assessment.
3. Assist with traffic control.
4. Assist with removal of downed trees.

F. Fire Districts and Departments

1. Provide size up and scene safety.
2. Provide fire protection services.
3. Provide emergency medical services.
4. Provide damage assessment information.

G. Municipal Police Departments

1. Provide size up and scene safety and security.
2. Assist with traffic control.
3. Provide damage assessment information to the BCEOC.
4. Patrol blackout areas and provide welfare checks on affected populations.

H. Municipal Public Works Departments

1. Provide support to reestablish utilities within capabilities.
2. Assist with damage assessment.
3. Assist with traffic control.
4. Assist with removal of downed trees.

I. Energy and Utility Providers

1. Establish and maintain emergency procedures.
2. Coordinate emergency actions and activities with Bonner County Department of Emergency Management and establish liaison with the Bonner County EOC when requested.
3. Assist with development, coordination and support of energy and utility

conservation policies and programs; and establishing priority systems for the curtailment or reduction of services, restoration of services, and provisions for emergency services.

4. Cooperate with voluntary requests for conservation and control measures.

5. Coordinate with Bonner County Department of Emergency Management and Bonner County EOC to establish priorities and control measures.

BC-ESF #12 - Energy

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #13

PUBLIC SAFETY AND SECURITY

Primary Agency

Bonner County Sheriff's Office

Support Agencies

Bonner County 9-1-1 Communications Center
Bonner County Road and Bridge Department
Fire District of Jurisdiction
Bonner County Coroner
Bonner County Department of Emergency Management

Municipalities

Municipal Police Departments
Municipal Public Works

Districts

Independent Highway District

INTRODUCTION

I. Purpose

Bonner County Emergency Support Function #13 – Public Safety and Security (BC-ESF #13) coordinates maintenance of law and order, security of critical facilities and supplies, evacuation of threatened areas, and traffic and access control to evacuated areas or critical facilities.

II. Scope

BC-ESF #13 outlines law enforcement responsibilities required to respond to an emergency or disaster.

III. Policies

Under emergency or disaster conditions, law enforcement activities are the responsibility of the local law enforcement agency within each jurisdiction. In unincorporated Bonner County, the Sheriff exercises law enforcement authority. Law enforcement units supplied by other agencies remain under the command of their parent agency but operate under the Unified Command System.

SITUATION AND ASSUMPTIONS

I. Situation

- A. A significant natural disaster or emergency that overwhelms the County will require coordination between local law enforcement agencies and other emergency responders.
- B. The protection of life and property will be the primary concern.

II. Planning Assumptions and Considerations

- A. If terrorism is suspected, the Federal Bureau of Investigation (FBI) will assume the role of primary agency and set up a Unified Command System, coordinating with the Sheriff's Office and other county and municipal agencies as necessary.
- B. Resources within the affected area may be inadequate to control traffic, assist with notifications and evacuations, and provide security.
- C. Additional law enforcement resources may be needed.
- D. Restrictions to public access may be required in and around the disaster area.
- E. Disasters or emergencies within populated areas may require evacuation assistance and/or enforcement of isolation or quarantine.
- F. Fire Services will assist with warning the public and evacuation efforts.
- G. Law enforcement, in coordination with emergency management, will be responsible for warning the public and evacuating citizens.
- H. Bonner County Sheriff's Office will be responsible for the coordination of traffic control. Agency support for traffic control may include the Idaho Transportation Department (ITD), Bonner County Road and Bridge Department, Independent Highway District and municipal police and public works.
- I. Law enforcement will provide security and protection for response personnel.
- J. Damage assessment will be conducted in cooperation between law enforcement agencies and other emergency services and reported to IC and Bonner County Department of Emergency Management. Early damage assessments will be general, incomplete, and may be inaccurate.
- K. The Idaho State Police has responsibility for traffic control on all State highways.

CONCEPT OF OPERATIONS

I. General

- A. Law Enforcement agencies within the Bonner County boundaries interact within guidelines set forth by signed memorandums of understanding.

B. The Emergency Alert System (EAS) can be activated by both the Department of Emergency Management and the Bonner County Sheriff's Office. (See BC-ESF #2 – Communications)

C. The Bonner County Sheriff's Office coordinates and is responsible for the activation of Search and Rescue (SAR). (See BC-ESF #9)

D. The County Sheriff is the designated EOC representative for law enforcement and is responsible for coordinating law enforcement's role in the emergency. In the Sheriff's absence, a representative for the Sheriff's Office will be designated.

II. Preparedness

Each law enforcement agency within Bonner County should accomplish the following:

1. Establish policies and provide implementation instructions for law enforcement activities during an emergency.
2. Develop and conduct training programs to support emergency activities.
3. Establish and maintain the communications capability to support emergency operations.
4. Keep an updated inventory of available equipment and personnel.

III. Response

A. Initiate the Incident Command System (ICS).

B. Provide representation for law enforcement operations in the Emergency Operations Center (EOC).

C. Provide security for the EOC if necessary.

D. Assign additional staff to the EOC to support communications, security, and other operations.

E. Coordinate with IC, Emergency Operations Center (EOC) and Public Information Officer (PIO) regarding emergency news releases advising the public of the emergency.

F. Establish staging areas for personnel and equipment.

G. Coordinate with the Idaho Transportation Department (ITD), County's Road and Bridge Department, Independent Highway District and municipal public works for signs and barricades.

H. Coordinate with the County Road and Bridge Department and ITD to establish and maintain access control points to the emergency area.

I. Establish liaison with State Law Enforcement Coordinator, municipal police departments, and key EOC staff.

- J. Establish Unified Command when appropriate.
- K. Coordinate with Idaho State Police (ISP) and ITD to verify proposed routing of traffic on State highways and to establish traffic control points.
- L. Prepare a traffic control plan for movement of evacuees, essential workers, and necessary resources.
- M. Survey essential facilities (e.g. food, water, fuel, utilities) requiring security.
- N. Assist in damage assessment.
- O. Maintain order and safeguard property in and around emergency/disaster scene.
- P. Coordinate evacuation of endangered persons.
- Q. In coordination with the PIO, inform the public of evacuation orders including, but not limited to: door-to-door notification of persons and warning the public using mobile public address systems.
- R. Provide security of evacuated property.
- S. Provide security at public shelters if needed.
- T. Assist the County Coroner in investigation, identification, recovery, and disposition of deceased persons.

IV. Recovery

- A. Assist with traffic control for the movement of dislocated citizens back to their homes.
- B. Reopen closed traffic routes.
- C. Assess capabilities and limitations for law enforcement operations.
- D. Restore normal law enforcement services suspended during the emergency.
- E. In cooperation with other agency personnel, submit final damage assessment to the Bonner County Department of Emergency Management.

RESPONSIBILITIES

I. Primary Agency

Bonner County Sheriff's Office

1. Initiate Incident Command.
2. Provide representation in the EOC to coordinate law enforcement or organized volunteer operations.

3. Provide law enforcement services and emergency traffic control.
4. Provide watercraft and Marine Division with operators for reconnaissance of disaster-impacted areas and other emergency missions.
5. Provide for the identification and preservation of essential law enforcement records.
6. Provide assistance to the County Coroner's Office for the identification of the deceased.
7. Provide security to the EOC during disaster operations.
8. Provide direction and control for wilderness and urban search and rescue, coordination of heavy rescue operations, and coordination of organized volunteer units during disaster operations.
9. Develop internal disaster plans and procedures for the Bonner County Jail.

II. Support Agencies

A. Bonner County 9-1-1 Communications Center

1. Provides initial notifications and dispatch.
2. Provide additional support as needed.

B. Bonner County Road and Bridge Department

1. Assist with traffic control as required.
2. Provide sign, barricades and cones as needed.
3. Provide flaggers as necessary.

C. Fire District of Jurisdiction

1. When requested, assist local law enforcement with evacuation by using public address systems to warn the public.
2. Assist law enforcement as requested in accordance with mutual aid agreements and training qualifications.

D. Bonner County Coroner

1. Recover, identify, and manage disposition of deceased persons.
2. Report the deceased names and causes of death to the Bonner County Department of Emergency Management and other appropriate agencies.

E. Bonner County Department of Emergency Management

1. In coordination with IC and the County Commissioners, activate EOC to appropriate level.
2. Issue emergency warnings as necessary.
3. Assist law enforcement agencies to coordinate with other County and municipal agencies/departments.
4. Gather and assess damage reports.

F. Municipal Police Departments

1. Exercise overall law enforcement authority for police within city limits.
2. Secure crime scene and conduct investigation of criminal activities within the police department's jurisdiction.
3. Report damage assessment information to IC or the Bonner County Department of Emergency Management.
4. Law enforcement agencies within their jurisdictional boundaries have primary responsibility for traffic control on roadways other than primary State Highways.

G. Independent Highway District

1. Assist law enforcement with traffic control as requested.
2. Provide barricades and signs as needed.

H. Municipal Public Works

1. Assist law enforcement with traffic control as requested.
2. Provide barricades and signs as needed.

BC-ESF #13 - Public Safety and Security

Approved:

Bonner County Sheriff's Office

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN
EMERGENCY SUPPORT FUNCTION #14
LONG-TERM COMMUNITY RECOVERY AND MITIGATION

Primary Agency

Bonner County Department of Emergency Management

Support Agencies

Bonner County Board of Commissioners
City Mayors
County Assessor's Office
County/City Planning and Zoning
City Councils
County/City Clerks
County/City Legal Counsel
Idaho Bureau of Homeland Security
Federal Emergency Management Agency

INTRODUCTION

I. Purpose

Bonner County Emergency Support Function #14 – Long Term Recovery (BC-ESF #14) develops a comprehensive and coordinated recovery process that will achieve the prompt and orderly restoration of community facilities and services, infrastructure, and economic base, while providing for the health, welfare and safety of the population. Long-term community recovery and mitigation efforts are forward looking, focus on permanent restoration of infrastructure, housing, and the economy, with attention to mitigation of future impacts of a similar nature.

II. Scope

BC-ESF #14 support may vary depending on the magnitude and type of incident and the potential for long term and severe consequences. BC-ESF #14 will provide coordination during large-scale incidents that require assistance to address significant long-term impacts in the affected area. Activities within the scope of this function include:

A. Advise on the long-term recovery implications of response activities and coordinate the transition from response to recovery in field operations.

B. Work with County Departments; other local governments; non-governmental organizations; and private-sector organizations to conduct comprehensive market disruption and loss analysis and develop a comprehensive long-term recovery plan for the community.

- C. Identify appropriate State and Federal programs and agencies to support implementation of the long-term community recovery plan, ensure coordination, and identify gaps in resources available.
- D. Determine/identify responsibilities for recovery activities, and provide a vehicle to maintain continuity in program delivery among departments and agencies, and other involved parties, to ensure follow-through of recovery and hazard mitigation efforts.
- E. Develop coordination mechanisms and requirements for post-incident assessments, plans, and activities that can be scaled to incidents of varying types and magnitudes.
- F. Establish procedures for integration of pre-incident planning and risk assessment with post-incident recovery and mitigation efforts.

SITUATION

Natural or man-caused disasters can result in situations where there will be considerable damage to critical infrastructure that will necessitate long-term recovery and mitigation actions.

CONCEPT OF OPERATIONS

I. General

Recovery has two components:

- A. The short-term recovery phase deals primarily with life saving and emergency relief efforts (i.e., clearing roads, restoring power, and securing structures for search and rescue). In short-term recovery, the primary departments involved include Emergency Management, Fire, EMS, Law Enforcement, Health, Social Services, and Public Works departments.
- B. The long-term recovery and reconstruction phase deals with more permanent and long-term recovery and redevelopment issues. Although all departments are involved in both components, the emphasis and focus changes among departments as they shift from one component to the other. In the long-term recovery and reconstruction component, the emphasis shifts to departments and agencies dealing with housing and redevelopment, public works, economic development, land use, zoning, and government financing.
- C. The two components will occur simultaneously with the emergency recovery component taking precedence in the initial stages of recovery, and the recovery and reconstruction component receiving greater attention as the recovery process matures.
- D. Emergency response agencies, under the lead of the Incident Commander and supported by the Bonner County Department of Emergency Management, are key to the success of the short-term recovery operation.
- E. In the long-term recovery phase, the Bonner County Board of Commissioners takes a proactive role in leading all the county agencies in reconstruction and rebuilding.

II. Short-term recovery strategies.

Short-term recovery strategies focus on providing or restoring:

- A. Emergency Services;
- B. Communications networks;
- C. Transportation networks and services;
- D. Potable water systems;
- E. Sewer systems;
- F. Oil and natural gas networks;
- G. Electrical power systems;
- H. Initial damage assessment;
- I. Emergency debris removal; and
- J.. Security of evacuated or destroyed area.

III. Long-term recovery strategies.

Long-term strategies strive to restore and reconstruct the post-disaster environment to pre-existing conditions. Federal and State agencies will provide technical assistance to Bonner County in the long-term planning and redevelopment process. Economic aid will be provided to assist in rebuilding the economic base, replacing and restoring the housing inventory, and ensuring that all construction and development complies with building codes and plans. Regional cooperation and coordination shall be stressed and promoted at all levels in order to achieve the priorities established and facilitate recovery efforts. Items or actions to be focused on in this phase include:

- A. Completion of the damage assessment;
- B. Completion of the debris removal;
- C. Repairing/rebuilding the transportation infrastructure;
- D. Repairing/rebuilding of private homes and businesses; and
- E. Hazard mitigation projects.

ORGANIZATION

The Bonner County Board of Commissioners, City Mayors and the Bonner County Emergency Management Director will work together to identify and prioritize projects.

RESPONSIBILITIES

Primary Agency

Bonner County Department of Emergency Management

A. Implement plans that address key issues such as temporary and permanent housing, debris removal, decontamination and environmental restoration, restoration of public facilities and infrastructure, restoration of the agricultural sector and short and long-term economic recovery;

B. Notify all BC-ESF #14 supporting agencies upon EOC activation, as needed;

C. Review mitigation plans for the early identification of mitigation projects to reduce socio-economic consequences;

D. Support development of damage assessment teams and develop plans to obtain and analyze damage assessment data;

E. Coordinate the identification of federal and state programs to support the implementation of long-term recovery plans;

F. Develop action plans identifying appropriate agency participation and resources available taking into account the differing technical needs for risk assessment and statutory responsibilities by hazards;

G. Ensure participation from primary and support agencies;

H. Lead post-incident assistance efforts; and

I. Identify areas of collaboration with support agencies and facilitate interagency integration.

Support Agencies

A. All County agencies

1. Develop long-term strategies that strive to restore and reconstruct the postdisaster environment to pre-existing conditions.

2. Coordinate the identification of federal and state programs to support the implementation of long-term recovery plans.

B. BC-ESF #3 (Public Works)

1. In conjunction with BC-ESF #1 (Transportation):

- a. Determine the transportation requirements necessary to conduct debris removal operations.

- b. Determine the priority for clearing the road system.

2. Determine the capability of the landfill to accept disaster debris or establish burn sites for disaster debris.
3. In conjunction with BC-ESF #7 (Resource Support), contract with local vendors to conduct debris removal operations.
4. Confirm that the appropriate tests are performed to ensure that water quality is maintained following the disaster.
5. Identify and document the economic impact and losses avoided due to previous mitigation projects and determine new priorities for mitigation in the affected areas;

C. BC-ESF #4 (Firefighting)

1. Conduct an immediate assessment on the capability and availability of firefighting resources;
2. Determine the immediate need for firefighting services with ongoing fires as a result of the disaster;
3. In conjunction with BC-ESF #8 and BC-ESF #13, coordinate BC-ESF #10 – Hazardous Material operations; and
4. Coordinate mutual aid requests and any resource requests for through the EOC.

D. BC-ESF #13 (Public Safety and Security)

1. Enforce curfews as imposed;
2. Establish traffic control around areas where homes, businesses, and critical infrastructure has been damaged;
3. Establish traffic control points as necessary to establish security around disaster areas;
4. Verify that personnel attempting to enter restricted or disaster areas are residents or response personnel who can display approved access passes prior to entry;
5. Submit all requests for law enforcement assistance through the EOC; and
6. Establish assembly areas for law enforcement assistance arriving from other counties across the state.

E. BC-ESF #1 (Transportation)

1. Plan for and provide technical assistance in transportation planning and engineering;

2. Coordinate damage assessment of the road system, including structural evaluations of all bridges; and
3. Assist in obtaining transportation assistance as needed in the removal and disposal of disaster debris.

F. BC-ESF #8 (Public Health & Medical)

1. Conduct an immediate assessment of the availability and capability of area hospitals and medical facilities to provide patient care;
2. Provide technical assistance in the removal and management of contaminated debris and environmental remediation;
3. Coordinate requests and activation of the state and federal mass fatality plans, NDMS, and DMORT activities; and
4. Coordinate vector control programs.

G. BC-ESF #10 (Hazardous Materials/Weapons of Mass Destruction)

1. Determine if hazardous materials operations are required following the disaster;
2. Determine if hazardous materials operations can be conducted using only local assets;
3. If assistance is needed for the Regional Response Team, submit the request through the EOC;
4. Coordinate all hazardous materials operations through BC-ESF #4 (Firefighting), BC-ESF #8 (Public Health & Medical) and BC-ESF #13 (Public Safety & Security) to insure that adequate local assistance is received.

H. American Red Cross

1. Support damage assessment and share information gathered;
2. Provide trained personnel to participate in long-term recovery programs as needed.

I. BC-ESF #15 (Public Information and External Affairs)

1. Approve all press releases from all departments prior to release to the media;
2. Ensure that procedures are in place so that timely and accurate information is provided to the public regarding:
 - a. Status of emergency conditions within the affected areas;

- b. The availability of emergency services;
 - c. Additional measures necessary to protect public health and safety;
 - d. Availability of relief of relief supplies and donated goods;
 - e. Status of power and telecommunications services being restored; and
 - f. Availability and safety of water.
3. Establish the Joint Information Center and ensure it is staffed appropriately;
and
4. Coordinate and conduct tours for the media and VIPs in the affected areas.

BC-ESF #14 – Long Term Community Recovery and Mitigation

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION #15

PUBLIC INFORMATION AND EXTERNAL AFFAIRS

Primary Agency:

Bonner County Department of Emergency Management

Support Agencies:

Bonner County Board of Commissioners
Bonner County Sheriff's Office

INTRODUCTION

Purpose

Bonner County ESF #15 – Public Information and External Affairs (BC-ESF #15) describes the means, organization, and process by which Bonner County will coordinate the provision of timely, accurate, and useful instructions to area residents during emergencies.

Scope

BC-ESF #15 will receive direction from the Bonner County Board of Commissioners and will exercise direction and control over the actions contained in this Support Function. BC-ESF #15 will appoint support staff as needed. During a disaster, media releases will be cleared by the Public Information Officer (PIO) through the Bonner County Board of Commissioners and coordinated with the Emergency Management Director. There will be full coordination with all other Emergency Support Functions. BC-ESF #15 provides for public information activities during an actual or pending emergency and actively solicits information from all ESFs and municipal liaisons to ensure current and complete information is being disseminated.

Policies

- A. The Public Information Officer will serve as primary spokesman to the media.
- B. The Chief Elected Official will approve all information prior to its release.
- C. The Public Information Officer will be appointed by the Emergency Management Director with the concurrence of the County Board of Commissioners.
- D. The Public Information Officer will disseminate information concerning specific disasters, their associated threats, and protective actions to the news media and general public.

E. The Public Information Officer will release public information concerning needed volunteers and donations, re-entry, and other recovery issues.

F. The Public Information Officer will ensure media are monitored for correct and consistent informational releases.

G. The Public Information Officer will coordinate with the Idaho Bureau of Homeland Security Public Information Officer regarding the Declaration of a County Disaster and resources supplied by the State of Idaho and Federal Agencies.

SITUATION AND ASSUMPTIONS

Situation

Several emergencies could require emergency public information support, including floods, earthquakes, pandemics, agroterrorism incidents, hazardous materials spills, and severe storms.

Planning Assumptions:

A. Severe winter storms, earthquakes, or floods could disrupt dissemination of printed information to some areas of the County.

B. The media will immediately pursue information regarding the emergency.

C. Local media will cooperate in an emergency situation.

D. A Bonner County Joint Information Center or System will be activated.

E. Telephone and/or power service may be interrupted, requiring alternate methods of communications, such as communications provided by the Bonner County RACES organization.

F. An aggressive program combining both emergency information and educational material could significantly reduce loss of life and property damage.

G. There is a need for a single source of reliable information during an emergency for both the public and the media.

H. The County is serviced by cable television, radio, and internet service.

I. Radio reception is variable throughout the County and may not be reliable in emergency situations.

J. Special needs populations (non-English speaking, hearing/vision impaired, elderly, or ill) will require extraordinary measures for alert/notification.

K. Rumors will circulate.

CONCEPT OF OPERATIONS

General:

- A. The BC-ESF #15 Public Information Officer (PIO) is appointed by the Emergency Management Director with the concurrence of the County Board of Commissioners.
- B. The PIO will be located in the Emergency Operations Center (EOC) or in a location with access to the responsible elected officials, current emergency information and the media.
- C. The PIO will serve as official spokesman and the media's single point of contact for the county and will coordinate all public information releases with the County Commissioners, and assume responsibility for the organization and operation of the public information system.
- D. A continuing flow of emergency information and instructions will be provided to the public and the media.
- E. The PIO will coordinate with all other annex coordinators, liaison agencies, other local PIOs and PIOs from the State, and Federal government as necessary.
- F. Ongoing public education programs will be provided to increase the awareness of those hazards that Bonner County is particularly vulnerable to, and the mitigation, preparedness, response, and recovery activities associated with those hazards.
- G. BC-ESF #15 will activate the Bonner County Joint Information Center or System. The Center will be a specific location for all media activities. If the physical Center is not activated, a Joint Information Systems approach will be established to facilitate the cooperative release of information, share media monitoring information, manage rumors, and provide unified messages to the public.

Organization:

- A. The Bonner County Emergency Management Director will coordinate with Idaho BHS if a Public Information Emergency Response Team is needed.
- B. All Bonner County organizations will support the Joint Information Center/System by providing staff to support emergency information activities when requested by the PIO.

Continuity of Government

Normal practices and procedures will be continued under emergency conditions to the extent possible. However, no administrative process will be permitted to interfere with operations essential to preventing injury, loss of life and/ or significant property damage.

Administration and Logistics

- A. Normal public information practices and procedures will be continued under emergency conditions to the extent possible.

B. Administrative support and supplies for public information activities during EOC operations will be provided by the Bonner County Clerk's Office.

C. A Public Information log will be maintained during EOC operations. Additionally, every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified.

MAINTENANCE

A. The PIO will annually review BC-ESF #15 and update or modify as necessary in conjunction with the Bonner County Department of Emergency Management Director.

B. The PIO will prepare supporting documents such as notification and media lists, maps and demographic information. These documents will be attached to this Annex, reviewed annually, and updated as necessary.

BC-ESF #15 – Public Information and External Affairs

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION # 16

MILITARY SUPPORT

Primary Agency

Bonner County Department of Emergency Management

Support Agencies

State of Idaho Military Division
Idaho Bureau of Homeland Security
Idaho National Guard (IDNG)

INTRODUCTION

I. Purpose

BC-ESF #16, Military Support, describes the process for obtaining military support during disaster response operations. Military support is governed by the Idaho Emergency Operations Plan ESF #16.

II. Scope

This annex applies to military support for emergencies within Bonner County that are beyond the capabilities of local authorities to control. It does not include planning and support for fires, except when the Idaho National Guard is ordered to State Active Duty (SAD) for fire operations.

III. Policies

- A. The Commanding General – Idaho (CG-ID) commands all IDNG forces.
- B. Committed IDNG forces are commanded by military personnel. IDNG forces will not be placed under the command of federal, state, or local civil authorities.
- C. Unit integrity will be maintained when feasible. Control of all IDNG resources will remain in the military chain of command.
- D. Military Support to Civil Authorities (MSCA) will be used to supplement, not substitute for, local authorities.
- E. IDNG soldiers who are members of fire, police, or other emergency services in any county or city affected by the disaster emergency may be excused from military duty to perform civilian duties if requested by city or county officials and coordinated through the Commanding General.
- F. The IDNG will normally be called upon for support after local, city, and county governments have exhausted all civilian resources. IDNG will withdraw troops and

equipment as soon as possible.

G. The 101st Weapons of Mass Destruction Civil Support Team (101st WMD CST) is best deployed at or nearly the same time as the HAZMAT Regional Response Teams. The primary purpose is to speed deployment, analysis, and response in a WMD situation.

SITUATION AND ASSUMPTIONS

I. Situation

Disaster emergencies can occur within Bonner County that are beyond the capabilities of local authorities to control.

II. Planning Assumptions

A. Disaster emergencies can and will occur at anytime with little or no warning.

B. The Bonner County Emergency Operations Plan has been implemented and the Board of Commissioners has declared a disaster emergency in the affected area.

C. The Idaho Emergency Operations Plan has been implemented and the Governor has declared a disaster emergency in the affected area.

D. A properly constituted local, county, state, or federal government will remain in existence for the direction and control of government agencies.

E. IDNG resources for military support will be provided when requested by civil authorities through the Idaho Bureau of Homeland Security (BHS).

CONCEPT OF OPERATIONS

I. General

Idaho National Guard (IDNG) forces will provide military support to civil authorities under any state disaster emergency which is of such nature and scope to require assistance.

II. Coordinating Instructions:

A. The Bonner County Department of Emergency Management will submit requests for military support with the approval of the Bonner County Board of Commissioners.

B. The request will be coordinated with the Idaho Bureau of Homeland Security North Area Field Officer, or if not available, with the Idaho Bureau of Homeland Security Emergency Operations Center.

C. Upon approval of request for military support, IDNG Task Force (TF) commanders will establish liaison with Bonner County, conduct initial planning, and provide assistance.

D. In extreme disaster emergencies when a delay may cause loss of life and/or major

property damage, or when communications with higher headquarters is not possible, unit commanders in the affected area may employ IDNG resources.

E. If the incident may involve hazardous materials/weapons of mass destruction, the request process is managed in accordance with the Idaho Hazardous Materials/WMD Incident Command and Response Support Plan.

ORGANIZATION AND RESPONSIBILITIES

I. Primary Agency

Bonner County Department of Emergency Management

- A. Coordinates with the Idaho Bureau of Homeland Security through the North Area Field Officer for requests for military support.
- B. Coordinates response and support requirements with the IDNG TF Commander.
- C. Facilitates withdrawal of IDNG forces when no longer required.
- D. Participates in after action reviews.

II. Support Agencies

A. Idaho Bureau of Homeland Security

- 1. Receives, reviews and approves requests for military support.
- 2. Forwards approved requests to the Idaho National Guard

B. Idaho National Guard Headquarters

- 1. Command and control all National Guard units.
- 2. Perform Idaho National Guard Reaction Force (NGRF) training to respond to State and Federal emergencies.
- 3. On order, provide personnel and equipment to support an Idaho BHS initial damage assessment team.
- 4. On order, identify and establish a Task Force and/or Joint Task Force to be deployed in support of an incident.

C. Idaho National Guard Task Force Commander/Joint Task Force Commander

- 1. Provides command and control of all state military assets deployed in support of civil authorities.
- 2. Works closely with the incident commander to maintain situational awareness of response actions.

D. 101st Weapons of Mass Destruction Civil Support Team (101st WMD CST)

1. On order, the 101st WMD CST deploys to support civil authorities at a CBRNE incident site by identifying CBR agents/substances, assessing consequences, advising on response measures, and assisting with requests for additional support.
2. The CST provides specialized resources and subject matter experts in the following areas:
 - a. Chemical, Biological, Radiological, Nuclear and high Explosive (CBRNE) response, detection, monitoring and analysis.
 - b. Medical liaison with emergency medical technicians and public health officials.
 - c. Hazard assessment to include consequence management hazard plume modeling.
 - d. On site technical decontamination for first responders.
 - e. Mobile communications interoperability platforms in support of secure and nonsecure voice and data communications.
 - f. In-depth scientific presumptive and confirmatory scientific analysis in the field.
3. The CST will be prepared to provide a liaison officer to the Bonner County EOC, as the situation requires.

E. National Guard Reaction Force (NGRF):

The NGRF provides quick reaction and rapid response capabilities for the following missions:

- a. Providing site security.
- b. Establishing roadblocks and checkpoints.
- c. Assisting civil authorities in controlling civil disturbances.
- d. Protecting Department of Defense critical infrastructure.

BC-ESF #16 – Military Support

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

SUPPORT ANNEX #1

DAMAGE ASSESSMENT

Primary Agency

Bonner County Department of Emergency Management

Support Agencies

Bonner County Assessor
Bonner County Road and Bridge
Bonner County Sheriff's Office
Independent Highway District

INTRODUCTION

I. Purpose

This Annex describes the organization and procedures that Bonner County will follow to assess, compile, and report damage caused by natural or man-made disasters.

II. Scope

This Annex is applicable to Bonner County departments and political subdivisions that may apply for disaster emergency relief funding and assistance.

SITUATION AND ASSUMPTIONS

I. Situation

A. Many disaster events have the potential to cause major damage within the County. A coordinated damage assessment program will facilitate an efficient and effective response and recovery effort.

B. The initial damage assessment will document the severity and magnitude of the disaster for the following purposes:

1. To identify the type, extent, and location of damages.
2. To establish priorities for recovery.
3. To determine resource and personnel requirements.
4. To determine eligibility and need for State and/or Federal assistance.

C. Immediately following a major disaster, organizations such as American Red Cross, insurance companies, and public utilities will conduct damage assessments. Information

from these assessments will help to determine the full extent of damage and to develop response and recovery plans.

II. Assumptions

- A. An initial damage assessment will be conducted by local personnel.
- B. Local damage assessment teams will be composed of personnel appointed by the Bonner County Department of Emergency Management, augmented by technical specialists from other County departments, municipalities, and the private sector.
- C. In the event of a major disaster, trained State and Federal personnel will assist in performing detailed damage assessments.
- D. Accurate and timely damage assessment will expedite disaster assistance.

CONCEPT OF OPERATIONS

- A. Damage assessment operations will be coordinated from the BCEOC.
- B. Initial damage assessment will be conducted as soon as possible after a disaster to determine the number of casualties, and the damage to public and private property. Elected officials will use this information to determine if a disaster declaration is warranted and if State/Federal assistance is required.
- C. Initial assessment of damages immediately following a disaster rests with Bonner County. If Bonner County requires damage assessment assistance, the county will request support from the Idaho Bureau of Homeland Security.
- D. Damaged structures within the incorporated areas of Bonner County will be posted in a manner that displays the condition of the structure and its suitability for continued occupation.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

I. Primary Agency

Bonner County Department of Emergency Management

- A. Appoint a Damage Assessment Coordinator.
- B. Activate the damage assessment function.
- C. Form damage assessment teams and brief them on the following:
 - 1. Current disaster status.
 - 2. Damage assessment procedures, checklists, and forms.
 - 3. Assign priorities and areas of responsibility for assessments.

- D. Compile, analyze, and track the data received from damage assessment teams.
- E. Debrief damage assessment teams and provide information to the BCEOC staff. Ensure the BCEOC staff is informed about unsafe buildings, roads, bridges, and other facilities.
- F. Provide detailed information on damage sustained to municipalities, highways, roads, and County departments.
- G. Coordinate with the American Red Cross for results of their assessment efforts.
- H. Collect damage information from all sources on the following:
 - Public roads and bridges
 - Dams
 - Public buildings and equipment
 - Hospitals
 - Schools
 - Jails and confinement facilities
 - Transportation facilities and equipment
 - Communication facilities and equipment
 - Water and sewage treatment plants
 - Irrigation canals and facilities
 - Private residences
 - Private businesses
 - Farms and ranches
 - Agriculture
 - Churches
- I. Maintain a situation map with plots of damaged areas.
- J. Review damage assessment reports with the Damage Assessment Coordinator, other officials, and BCEOC staff, to determine if outside assistance is necessary.
- K. Coordinate damage assessment reports and needs with the Idaho BHS North Area Field Officer.
- L. Coordinate with BC-ESF #15 – Public Information and External Affairs to develop and release damage assessment and other appropriate information to the public.
- M. Coordinate with BC-ESF #3 - Public Works and Engineering to establish priorities for emergency repair to roads, bridges, buildings, and debris removal.
- N. Develop procedures for safety assessments of damaged facilities, including checklists and placards that indicate condition of inspected buildings.
- O. Coordinate procedures for controlled entry into damaged buildings with elected officials.
- P. Create a database to manage records of damaged buildings and provide timely reports of building status as repairs are made.

Q. Coordinate with adjacent counties to determine how damage in these areas may impact Bonner County.

R. Coordinate with State and/or Federal agencies in conducting Preliminary Damage Assessments.

S. Provide initial and follow-up situation and damage reports to Idaho BHS.

II. Support Agencies

A. Bonner County Assessor

Assist with damage assessment.

B. Bonner County Road and Bridge

Assist with damage assessment.

C. Bonner County Sheriff's Office

Assist with damage assessment.

D. Independent Highway District

1. Assist with damage assessment.

2. Report damage to roads, bridges, and public facilities.

DIRECTION AND CONTROL

The Bonner County Damage Assessment Coordinator is under the direction of the Bonner County Department of Emergency Management during emergency operations.

CONTINUITY OF GOVERNMENT

A. The Damage Assessment Coordinator will relocate with the BCEOC staff to an alternate EOC if the situation warrants.

B. All essential records will be protected from destruction and loss.

ADMINISTRATION AND FINANCE

See BC-SA #1 - Financial Management

ANNEX MAINTENANCE

Bonner County Department of Emergency Management will review, update, and modify this annex annually. Supporting documents to this annex such as SOGs, checklists, and notification and resource lists will be maintained by the Bonner County Department of Emergency Management. They will be reviewed annually and updated as necessary.

BC-SA #1 - Damage Assessment

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

SUPPORT ANNEX #2

FINANCIAL MANAGEMENT

Primary Agencies:

Bonner County Clerk

Support Agencies:

Bonner County Department of Emergency Management
All Other Bonner County Agencies involved in disaster response and recovery operations

INTRODUCTION

I. Purpose

The Financial Management Support Annex provides guidance for all departments and agencies responding to disaster emergencies under the provisions of this plan, in accordance with appropriate state and federal fiscal laws, policies, regulations, and standards.

II. Scope

This annex is applicable to Bonner County agencies and political subdivisions that may apply and/or receive disaster assistance or emergency/disaster relief funding.

III. Policies

A. General: Each agency is responsible for providing its own financial services and support to its response operation in the field. Funds to cover eligible costs for response activities may be provided through reimbursement by the Bureau of Homeland Security (BHS).

B. Procurement: The procurement of resources will be in accordance with statutory requirements and established procedures regarding disaster emergency/non-emergency conditions.

C. Procedures for Reimbursement: General policy for reimbursement of state agencies and political subdivisions is provided by the Mission Assignment or Project Agreement Processes. Each entity that received mission assignments or project agreements by BHS may have activities that are reimbursable from the State Disaster Emergency Account (DEA). Those agencies will keep appropriate track of all eligible expenses to submit for reimbursement to BHS.

D. Financial Records and Supporting Documentation: State agencies and political subdivisions conducting activities under this plan, for which state reimbursement may be

requested, must organize their operations to provide financial documentation in support of their emergency response and recovery activities to BHS. All agencies must maintain records, receipts, and documents to support claims, purchases, reimbursements, and disbursements defined within the respective mission assignment or project agreement. Reimbursement requests must be submitted with supporting documentation such as personnel time cards and payroll reports with benefit rates, equipment rates and operators, dates and locations of response activities, service contracts, travel, per diem, and other expenses specific to the assigned work.

E. Cost Estimates for Additional Appropriations: After beginning their initial response operations, County agencies may need to make an estimate of the total funding needs for the duration of the disaster emergency response. These estimates shall be incorporated into revisions of the mission assignment or project agreement as soon as it becomes apparent that the mission assignment or project agreement varies by ten percent (10%) of the original estimate.

F. Audit of Expenditures: The expenditures of state/federal funds related to disaster emergencies will be subject to an independent audit in accordance with state/federal statutes and audit procedures.

SITUATION AND ASSUMPTIONS

I. Situation

A. Disasters may have an immediate impact on local and state resources resulting in shortages that may require the unplanned expenditure of funds by state and local governments. In addition, coordination may be required between local, state and federal organizations to administer the various funding programs designed to assist disaster victims.

B. A Gubernatorial Disaster Emergency Declaration may permit funding from the Disaster Emergency Account (DEA) under the provision of Idaho Code §46-1005(A). Additional funds may be made available by special appropriation of the Idaho State Legislature or through Gubernatorial Executive Order.

C. In the event of a Presidential Declaration of Disaster where the Federal Emergency Management Agency (FEMA) establishes a Joint Field Office (JFO), the Idaho BHS will provide purchasing/financial support to the State Coordinating Officer (SCO) and the Governor's Authorized Representative (GAR), the designated manager responsible for the state funds.

II. Planning Assumptions

A. Local governments are responsible for first response to emergencies affecting their jurisdictions including the application of fiscal procedures and remedies designed to be used during local emergencies.

B. State assistance may be available on a case-by-case basis as determined by the Governor to jurisdictions which have declarations of emergency exceeding local budgets.

C. The immediate expenditures of large sums of state funds to support a state response to a disaster emergency may be required of the Idaho Bureau of Homeland Security (BHS), state agencies, and other political subdivisions in order to save lives, protect property, and the environment.

D. Financial operations will be carried out under the stress of disaster emergency timelines and political pressure, necessitating expedited procedures yet maintaining the requirement for sound financial management and accountability.

E. An incident where state assistance is requested may result in a state or federal Declaration of Disaster Emergency.

CONCEPT OF OPERATIONS

I. General

Funding for state emergency response activities conducted pursuant to the Idaho Code may be made available from the State Disaster Emergency Account. The uses of those funds are described in Idaho Code §46-1005A(2). The following concept of operations describes the events and policies that guide financial management for state response operations.

II. Response Actions

A. A disaster occurs or is imminent. Bonner County commits all its resources in response.

B. Bonner County resources are exhausted. The County approves a disaster emergency declaration.

C. If County resources aren't adequate to resolve the emergency, mutual aid is requested. If mutual aid is inadequate, the County coordinates with the Idaho Bureau of Homeland Security for additional resources and the potential need for a Gubernatorial Disaster Declaration.

D. When the Governor declares a disaster emergency, the Idaho Emergency Operations Center (IDEOC) may utilize some or all of the state agencies in their designated Emergency Support Function (ESF) roles identified in this plan. Upon receipt and verification of a local jurisdiction's request for assistance, the IDEOC will mission assign the appropriate State agency to provide required resources, services, or information. On occasion, it may be more prudent to negotiate with a local jurisdiction by a project agreement to fulfill a request for assistance rather than a state agency.

E. BHS reviews any request for state assistance from a local jurisdiction and makes a recommendation that is forwarded to the Governor for final determination on a state declaration of a disaster emergency. Until such time a disaster emergency is declared, BHS and other state agencies continue to assess the situation and assist to the maximum extent allowed in the absence of a Governor's declaration.

C. Eligible expenses (i.e. personnel, travel, and logistical assistance for situation/damage assessment activities) that were incurred immediately following an

event, but before a Gubernatorial Declaration of a disaster emergency, may be reimbursable by BHS provided a state declaration follows. Reimbursement of any expenses will be processed in accordance with the state procedures and any conditions set forth specific to the disaster emergency including match requirements.

RESPONSIBILITIES

I. Primary Agency:

Bonner County Clerk

1. Implement a financial system to track disaster emergency related costs of the County.
2. Submit to BHS in a timely manner all requests for reimbursement of expenses incurred during a declared state of disaster emergency.
3. Gather and retain records on total disaster costs.
4. Keep the Board of County Commissioners informed on the status of funding and current issues related to the declared disaster emergency.

II. Support Agencies:

A. Bonner County Department of Emergency Management

1. Serve as the focal point for Bonner County for coordination of all federal, state, local, and volunteer disaster emergency response and recovery activities.
2. Advise the Board of County Commissioners on the ongoing status of the disaster emergency, including recommending and preparing a County disaster emergency declaration, and requesting additional resources when County capabilities are exceeded.
3. Coordinate with the Idaho Bureau of Homeland Security on the status of the disaster emergency, County disaster declarations, and requests for State assistance.
4. Provide information received from BHS to the County Commissioners and to County agencies and affected local jurisdictions on the declaration, the types of assistance authorized, and the areas eligible to receive such assistance.
5. Retain all pertinent records for audit.

B. All Other Bonner County Agencies

1. Respond to disaster emergencies.
2. Advise the Bonner County Department of Emergency Management when current capabilities may be exhausted.

3. Keep records of all costs of disaster response and recovery operations, in accordance with established procedures.
4. Submit requests for reimbursement of disaster expenses to Bonner County Clerk.

BC-SA #2 - Financial Management

Approved:

Bonner County Clerk

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

SUPPORT ANNEX #3

MUTUAL AID

Primary Agency

Bonner County Department of Emergency Management

Support Agencies

All other Bonner County Agencies, Districts and Departments

INTRODUCTION

I. Purpose

This annex describes the policies and responsibilities, for County incident management activities involving the use of mutual aid agreements (MAA) and memoranda of understanding (MOU). For purposes of this Annex, mutual aid agreements (MAA) and memoranda of understanding (MOU) are interchangeable terms. In the remainder of this Annex, the term mutual aid agreement will be used to apply to both types of agreement.

II. Scope

A. Mutual aid agreements are the means for one jurisdiction to provide resources, facilities, services, and other required support to another jurisdiction during an incident. Each jurisdiction should be party to a mutual aid agreement with appropriate jurisdictions from which they expect to receive or to which they expect to provide assistance during an incident. This normally includes all neighboring or nearby jurisdictions, as well as relevant private sector and nongovernmental organizations.

B. This annex applies to all County agencies operating under the Bonner County Emergency Operations Plan (BCEOP) in incidents requiring a response that involves the use of mutual aid agreements.

III. Policies

A. Bonner County will participate in intrastate agreements that encompass all local jurisdictions. The County also has or will establish mutual aid agreements with private organizations, such as the American Red Cross, to facilitate the timely delivery of assistance during incidents.

B. Bonner County encourages all agencies within the County to enter into and periodically update mutual aid agreements with other agencies, private sector and nongovernmental organizations as appropriate.

C. This annex does not alter existing Bonner County or agency responsibilities for emergency management under the law. Existing contractual or other legal obligations are not supplanted by this annex.

SITUATION AND ASSUMPTIONS

I. Situation

A disaster emergency situation can occur that overwhelms Bonner County's internal capacity to respond in an effective manner that saves lives, maintains public safety, minimizes damage, and reduces impacts.

II. Planning Assumptions

- A. Bonner County's capacity to respond is overwhelmed.
- B. Mutual aid from other agencies is available to assist the Bonner County response.
- C. Mutual aid response will be timely and effective.
- D. Mutual aid resources will be released when no longer needed.

CONCEPT OF OPERATIONS

I. General

- A. Bonner County Department of Emergency Management manages the daily analysis of incident-related reports and information.
- B. The BCEOC coordinates response activities and is the conduit for requesting assistance when an incident exceeds local capabilities.

II. Preparedness

- A. Agencies that provide and receive mutual aid will negotiate formal mutual aid agreements.
- B. Mutual aid agreements will include the following elements or provisions:
 - 1. Definitions of key terms used in the agreement;
 - 2. Roles and responsibilities of individual parties;
 - 3. Procedures for requesting and providing assistance;
 - 4. Procedures, authorities, and rules for payment, reimbursement, and allocation of costs;
 - 5. Notification procedures;
 - 6. Protocols for interoperable communications;
 - 7. Relationships with other agreements among jurisdictions;

8. Workers compensation;
9. Treatment of liability and immunity;
10. Recognition of qualifications and certifications;
11. Sharing agreements, as required; and
12. Other agreements, as required.

C. Authorized officials from each of the participating jurisdictions will collectively approve all mutual-aid agreements.

D. Mutual aid agreements will be reviewed and updated on a regular basis.

III. Response

A. The BCEOC facilitates coordination with relevant private-sector entities.

B. The BC-ESFs also implement established protocols with private sector counterparts at the State and regional levels.

C. The BCEOC and BC-ESFs will establish procedures and processes to:

1. Determine the impact of an incident.
2. Establish communications that will facilitate a shared situational awareness all sectors in the County.
3. Coordinate and set priorities for the County and incident management support and response, and the prioritizing of the delivery of goods and services after an incident.
4. Call for the implementation of mutual aid agreements under County authority. Recommend, as appropriate, the implementation of mutual aid agreements outside County authority

IV. Recovery

A. Mutual aid resources will be demobilized and released when no longer needed.

B. Agencies that provide and receive mutual aid will complete required reports.

C. All agencies will participate in after action reviews and provide input to after action reports to improve response and recovery.

RESPONSIBILITIES

I. Primary Agency:

Bonner County Department of Emergency Management

A. Develops plans, processes, and relationships, and facilitates coordinated response planning at the strategic, operational, and tactical levels.

B. Shares information, including threats and warnings, before, during, and after an incident.

C. Facilitates the development and coordination of mutual aid agreements.

D. Coordinates and conducts incident management functions.

E. Develops, implements, and operates information-sharing and communication strategies, processes, and systems.

II. Support Agencies

All other agencies within Bonner County are responsible for developing and maintaining working relations with their counterparts, formalizing mutual aid agreements with appropriate agencies, and implementing those agreements when necessary.

BC-SA #3 - Mutual Aid

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

SUPPORT ANNEX #4

PRIVATE SECTOR COORDINATION

Primary Agency

Bonner County Department of Emergency Management

Private Industry

Idaho Businesses and Industry

INTRODUCTION

I. Purpose

This annex describes the policies, responsibilities, and concept of operations for County incident management activities involving the private sector. The private sector includes for-profit and not-for-profit organizations, including the County's critical infrastructure, key resources, other business and industry components, and nongovernmental organizations (NGOs), including those serving special needs populations.

II. Scope

A. This annex applies to all County agencies operating under the Bonner County Emergency Operations Plan (BCEOP) in incidents requiring a response that involves the private sector in any of the following ways:

1. Impacted organization or infrastructure;
2. Emergency resource provider;
3. Regulated industry and/or responsible party; and
4. Member of the County emergency management organization.

B. The BCEOP Base Plan describes the private sector role in supporting incident management. This annex addresses those aspects of incident management involving the private sector that must be emphasized because of their uniqueness or importance.

C. The roles and relationships of voluntary, not-for-profit organizations and potential donors of goods and services to governments and NGOs are detailed in the Volunteer and Donations Management Support Annex and the Bonner County Emergency Support Function (BC-ESF) #6 – Mass Care, Emergency Assistance, Housing, and Human Services Annex.

III. Policies

A. This annex supports the Bonner County commitment to ensuring the orderly functioning of the economy and the reliability and availability of essential services.

B. This annex does not alter existing private sector responsibilities for emergency management under the law. Existing contractual or other legal obligations are not supplanted by this annex except those defined in the Disaster Preparedness Act, as amended.

C. Bonner County encourages cooperation between private sector organizations and local authorities regarding prevention, preparedness, mitigation, response, and recovery activities. The County also encourages processes that support informed cooperative decision making. Engaging the private sector requires active involvement at the strategic (e.g., chief executive officer (CEO), corporate president, or other senior leadership, etc.) and operational levels to ensure:

1. Effective and efficient use of private sector and County resources.
2. Timely exchange of information.
3. Public and market confidence in times of crisis or catastrophe.

D. The County encourages owners and operators of Critical Infrastructure/Key Resources (CIKR) elements to develop emergency response plans and information-sharing processes and protocols tailored to the unique requirements of their sectors or industries, and mapped clearly to local emergency response plans and information sharing networks.

E. The County treats information provided by the private sector in a manner compliant with applicable statutes and regulations. These handling procedures include Protected Critical Infrastructure Information (PCII), providing exemption from disclosure, to protect from unauthorized disclosure appropriately designated proprietary or otherwise sensitive company information.

F. The County supports measures that ensure site accessibility for essential service providers responding to disasters or emergencies. Essential service providers, as defined in the Stafford Act as amended by Public Law 109-347, include: "(a) a municipal entity; (b) a nonprofit entity; or (c) a private, for-profit entity" that contributes to efforts to respond to an emergency or major disaster. These entities provide:

1. Telecommunications services;
2. Electrical power;
3. Natural gas;
4. Water and sewer services;
5. Emergency medical services; and/or

6. Other essential services.

SITUATION AND ASSUMPTIONS

I. Situation

A. The private sector plays a primary role in County response by sustaining its capability to ensure the orderly functioning of the economy and delivery of essential goods and services. Disruption of services could hamper the County's ability to respond and recover. Critical infrastructure and key resources are essential to the ability of local governments to save lives, maintain public safety, minimize damage, and reduce impacts. The private sector secures, defends, mitigates damage, and implements recovery efforts for its own facilities.

The private sector constitutes approximately 80% of the economy. Involving the private sector in all stages of planning and implementation is critical for the success of the Bonner County Emergency Operations Plan (BCEOP) and subsequent efforts to recover.

II. Planning Assumptions

A. Private sector involvement with incident management is determined by the nature, scope, and magnitude of the incident.

B. The private sector is encouraged to follow the concepts for incident management specified in the National Incident Management System (NIMS).

C. Private businesses and industry associations develop, validate, exercise, and implement security and business continuity plans to ensure their capability to deliver goods and services.

D. Private sector entities repair, restore, and secure their property, and first seek reimbursement for disaster losses from insurance or other sources. Federal disaster assistance may be available, primarily in the form of low-interest disaster loans from the U.S. Small Business Administration.

CONCEPT OF OPERATIONS

I. General

Bonner County Department of Emergency Management manages the daily analysis of incident-related reports and information. This management includes communications with the private sector. Private-sector incident management organizations may be established to assist local multi-agency coordination centers to facilitate interaction, communication, and coordination.

The BCEOC coordinates response activities and is the conduit for requesting assistance when an incident exceeds local and private-sector capabilities. Private-sector organizations, either for-profit or not-for-profit, may be included in the BCEOC as required.

II. Response Actions

The BCEOC initiates coordination with relevant private-sector entities. The BC-ESFs also implement established protocols with private sector counterparts at the State and regional levels.

A. The BCEOC and BC-ESFs will establish procedures and processes to:

1. Determine the impact of an incident.
2. Establish communications that will facilitate a shared situational awareness across industry and infrastructure sectors and between the public and private sectors.
3. Identify and prioritize businesses and industry needing immediate restoration and obtain goods and services necessary for the restoration and recovery of CIKR and other key elements of the economy on a priority basis.
4. Coordinate and set priorities for the County and incident management support and response, and the prioritizing of the delivery of goods and services after an incident.
5. As needed, recommend priorities for business and industry resource allocations.
6. Inform County decision makers to help determine appropriate recovery and reconstitution measures, particularly in cases where they may result in indemnity, liability, or business losses for the private sector.

RESPONSIBILITIES

I. Primary Agency: Bonner County Department of Emergency Management

- A. Develops plans, processes, and relationships, and facilitates coordinated response planning with the private sector at the strategic, operational, and tactical levels.
- B. Shares information, including threats and warnings, before, during, and after an incident.
- C. Informs and orients the private sector on the contents of the BCEOP and encourages and facilitates the development and coordination of equivalent private-sector planning.
- D. Coordinates and conducts incident management functions with the private sector.
- E. Develops, implements, and operates information-sharing and communication strategies, processes, and systems.

II. BCEOP Emergency Support Functions (BC-ESF):

The primary agency(ies) for each BCESF is (are) responsible for developing and maintaining working relations with their associated private sector counterparts through partnership committees or other means (e.g., BC-ESF #2 – Communications: telecommunications industry; BC-ESF #10 – Hazardous Materials Response: oil and hazardous materials industry; etc.).

III. Private Sector:

Private-sector organizations support the Bonner County Emergency Operations Plan (BCEOP) either through voluntary actions to ensure business continuity or by complying with applicable laws and regulations. To assist in response and recovery from an incident, private-sector organizations should:

- A. Identify risks and perform vulnerability assessments.
- B. Develop contingency and response plans.
- C. Implement appropriate prevention and protection programs.
- D. Coordinate with their suppliers and CIKR customers to identify and manage potential cascading effects of incident-related disruption through contingency planning.
- E. Collaborate with emergency management personnel before an incident occurs to ascertain what assistance may be necessary and how they can help.
- F. Provide goods and services through contractual arrangements or government purchases, or where appropriate, mutual aid and assistance agreements with host communities.
- G. Act as corporate citizens to donate and facilitate donations by others of goods and services.

BC-SA #4 - Private Sector Coordination

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

SUPPORT ANNEX #5

VOLUNTEER AND DONATIONS MANAGEMENT

Primary Agency:

Bonner County Department of Emergency Management

Non-Governmental:

Inland Northwest COAD
American Red Cross
Salvation Army
Southern Baptist Disaster Relief
Local Food Banks
St. Vincent DePaul

Support Agencies:

Citizen Corps Council of North Idaho

INTRODUCTION

I. Reference

Idaho Emergency Operations Plan Support Annex #4, Volunteer and Donations Management

II. Purpose

The purpose of this annex is to outline Bonner County level responsibilities for the coordination of acceptance, storage, distribution and disposal of monetary and *unsolicited* in-kind donations, and for the coordination of the use of *spontaneous* volunteers. See the Idaho Emergency Operations Plan for details on state level services and capabilities.

A. Unsolicited goods are donated goods that have not been asked for by professional donations specialists.

B. Spontaneous volunteers, also known as “emergent” volunteers, are volunteers that are not formally associated with a voluntary organization active in the disaster operations.

III. Scope

Following an emergency or disaster there may be a need to provide goods and services to the affected area. These commodities may be available commercially, provided by state or local jurisdictions, or donations.

IV. Policies

- A. Local governments have primary responsibility of the management of unsolicited goods and spontaneous volunteers.
- B. Local governments look principally to those voluntary organizations with established volunteer and donations management structures already in place to receive appropriate volunteers and donated goods.
- C. Donors will be discouraged from sending unsolicited donations directly to the disaster site. Under no circumstances will pharmaceutical supplies, other medications or prepared foods be accepted from the public.
- D. Bonner County encourages cash donations to recognized nonprofit voluntary organizations with disaster experience.
- E. Bonner County encourages individuals interested in volunteering their personal services to participate through the North Idaho Citizen Corps Council, Inland Northwest COAD and/or affiliate with a recognized nonprofit voluntary organization in disaster relief efforts. Spontaneous volunteers will be discouraged from going directly to any disaster site.
- F. Appropriate personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command System (ICS) and integrate those principles into all the planning and response operations.
- G. All activities, functions, and services will be provided without regard to economic status or racial, religious, political, ethnic, or other affiliation.
- H. Full use of existing voluntary organizations volunteer and donations management resources are encouraged before assistance of the state government is sought.
- I. Local Economic Considerations. Distribution of large quantities of foodstuffs and commodities may have an adverse affect on the local economy. All efforts will be made to reduce that impact.
- J. All agencies involved should maintain logs and journals on all activities regarding financial matters, trip reports, matters of institutional knowledge and concern, recordings of vital data, and after action reports or critiques (lessons learned).

SITUATION AND ASSUMPTIONS

I. Situation

- A. A major, severe or catastrophic disaster will create the need to coordinate solicited and unsolicited donated goods and/or funds.
- B. A major, severe or catastrophic disaster will create the need to coordinate spontaneous volunteer services.

C. A united and cooperative effort between local government, volunteer organizations, the private sector and the donor community is necessary for the efficient and effective channeling of offers from the public.

II. Planning Assumptions

A. Uncoordinated, uncontrolled masses of donated goods and volunteers can interfere with disaster operations and cause a secondary logistical disaster.

B. Donations must be managed to ensure that materials are properly received, safeguarded, documented and distributed in an appropriate manner.

C. Distribution will be based on priority of needs.

D. Public health concerns will be addressed before food items are distributed.

E. Volunteer services must be managed to ensure that volunteers do not become victims or casualties or impede rescue, response and recovery operations.

F. A media campaign will be coordinated as soon as a disaster is identified to encourage appropriate donation practices such as cash rather than goods to a recognized charity.

CONCEPT OF OPERATIONS

I. General

This annex will be implemented in response to major emergencies or disasters that overwhelm local capabilities to manage unsolicited donations and spontaneous volunteers. This annex should not interfere with any private volunteer organization's policies concerning donations. The intent is to provide a means to coordinate donations and respond to the needs of disaster victims and affected governments in the most efficient and timely manner.

II. Donations

A. The Bonner County Department of Emergency Management will work with the State Donations Coordinator (SDC) to determine the initial needs assessment for donated goods and to identify operating facilities suitable as donation warehouses and distribution sites.

B. The donation warehouse will receive and sort unsolicited items to be transferred to distribution sites for distribution to disaster victims.

C. Distribution sites will be established as close to the disaster area as safely possible for disaster victims to obtain needed items that may be available.

D. Designated donations are donations requested by a specific organization. Inquiries concerning donations for a specified organization will be referred to that organization. Once a donation has been accepted by a specific agency it becomes the property of that agency.

E. Unsolicited/undesigned donations are those that arrive at a reception center but have not been requested by or designated for a specific agency. Unsolicited and undesigned donations will first be directed to an agency that has agreed to accept such goods and services. If a donation arrives unsolicited, but can be used, it will be accepted and directed to the appropriate location/agency. Donations that cannot be used or that are deemed a health hazard may be rejected.

F. Corporate donations are donations made by businesses and industry. Corporate offers of bulk items will be accepted if they can be used in the disaster response and relief efforts. Corporate donors will be referred directly to an agency if there is a known need for the offer in order to coordinate shipping and receiving of the items.

G. International Donations: International donations are items donated by countries or agencies located in countries outside the United States. Bonner County will direct international donors to the Idaho State Donations Coordinator.

H. Transportation and distribution of donations from the donor to the receiving organization will be the responsibility of the donor.

I. Unsuitable and unneeded donations must be disposed of properly. Local laws will apply when disposing of hazardous materials. Unusable items will be recycled if possible. Usable goods will be redistributed to non-profit organizations if possible.

J. An undesigned cash donation is money that arrives that has not been designated to a specific agency. Undesignated cash will be directed to the Bonner County Treasurer to be placed in a special disaster trust fund until distribution needs can be determined.

III. Spontaneous Volunteers

Spontaneous volunteers are individuals that want to help in the disaster area with response and recovery, but are not affiliated with one of the organizations that are working the disaster.

A. The Bonner County Emergency Operations Center (BCEOC) will determine the initial needs assessment for services and to identify operating facilities suitable as emergency volunteer reception centers (EVRC). When a large number of volunteers show up or are expected to show up at a disaster area, an EVRC will be set up to register the volunteers and connect them with an agency that is in need of their skills and services. If state assistance is required, the BCEOC will work with the State Volunteer Coordinator (SVC).

B. Volunteer organizations involved in disaster response may request public volunteers, as needed. The requesting agencies are responsible for the housing, feeding and needs of requested volunteers.

IV. Public Information:

BC-ESF #15, Public Information and External Affairs will work with the BCEOC Public Information Officer or North Idaho Joint Information Center to develop a program to educate the public and media concerning donations management operations. This program will address the following:

- A. Contacting elected officials to educate them on the needs of donations management operations. The goal is to ensure that as elected officials speak to the media, they have a message that will assist the operation.
- B. The message will encourage cash donations.
- C. The target audience will be civic organizations, church groups, unions, media, private individuals and other interested groups.
- D. Press releases regarding donations will be issued immediately following a major disaster requesting only the most needed goods, detailing exactly what is needed.
- E. Once a need has been met, BC-ESF #15 will issue a press release canceling the need for donations of that type.

RESPONSIBILITIES

Primary Agency

Bonner County Department of Emergency Management

- A. Activate this annex based on available information and estimates.
- B. Appoint a Donations Coordinator and Volunteer Coordinator to liaison with relief agencies, State Donations Coordinator and State Volunteer Coordinator to meet needs and avoid duplication of efforts.

Donations Coordinator

- A. Coordinate the establishment of distribution centers as the magnitude and severity of the disaster emergency requires.
- B. Work with volunteer organizations and if needed the state donations coordinator to develop a list of specific items needed in the disaster area for solicitation from the public.
- C. Coordinate with BC-ESF #15, Public Information and External Affairs, to issue press releases. Provide information and assistance regarding the local jurisdiction's disaster response and recovery activities and provide updated information as required.
- D. Assist EOC Planning in the development of the timeline and demobilization plan for the donations management activities. The timeline and demobilization plan will address closeout activities, downsizing coordination and operations, transitioning to voluntary agency activities, and transmission of remaining goods and services to traditional charitable organizations.

Volunteer Coordinator

- A. Coordinate with North Idaho Citizen Corps and Inland Northwest COAD in the managing of spontaneous volunteers.

B. Coordinate the establishment of emergency volunteer reception centers as the magnitude and severity of the disaster emergency requires.

C. Coordinate with BC-ESF #15, Public Information and External Affairs, to issue press releases. Provide information and assistance regarding the local jurisdiction's disaster response and recovery activities and provide updated information as required.

D. Assist EOC Planning in the development of the timeline and demobilization plan for the volunteer management activities. The timeline and demobilization plan will address closeout activities and downsizing coordination.

BC-SA #5 - Volunteer and Donations Management

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

SUPPORT ANNEX #6

WORKER SAFETY AND HEALTH

Primary Agency:

Bonner County Department of Emergency Management

Support Agencies:

Bonner County Sheriff's Office
Fire Districts and Departments
Panhandle Health District
Municipal response agencies

State Level Support Agencies:

Idaho Military Division (IMD)
- Idaho Bureau of Homeland Security (BHS)
- Idaho National Guard, 101st Civil Support Team (CST)
Idaho Department of Health and Welfare (IDHW)
Idaho Department of Environmental Quality (DEQ)
Idaho Division of Building Safety (DBS)
Idaho Department of Water Resources (IDWR)
Idaho State Department of Agriculture (ISDA)

INTRODUCTION

I. Purpose

A. This annex provides guidelines for implementing worker safety and health support functions during potential or actual emergencies and disasters. This annex describes the actions needed to ensure that threats to responder safety and health are anticipated, recognized, evaluated, and controlled consistently so that responders are properly protected during incident management operations.

B. This annex coordinates the efforts of multiple response organizations. The main objective is to ensure that the Incident Command/Unified Command (IC/UC), responding organizations, and responders involved receive coordinated, consistent, accurate, and timely safety and health information and technical assistance.

II. Scope

A. This annex addresses those functions critical to supporting and facilitating the protection of worker safety and health for all emergency responders and response organizations during potential and actual emergencies and disasters. While this annex addresses coordination and provision of technical assistance for incident safety management activities, it does not address public health and safety.

B. Coordination mechanisms and processes used to provide technical assistance for carrying out incident safety management activities include identification and characterization of incident hazards, assessments and analyses of health risks and exposures to responders, medical monitoring, and incident risk management.

III. Policies

A. Basic Provisions/Requirements of the Occupational Safety and Health Act (OSHA) of 1970 (Public Law 91-596). This Act assigns OSHA two regulatory functions - setting standards and conducting inspections - to ensure that employers are providing safe and healthful workplaces. OSHA standards may require that employers adopt certain practices, means, methods, or processes reasonably necessary and appropriate to protect workers on the job. Employers must become familiar with the standards applicable to their establishments and eliminate hazards. Compliance with standards may include ensuring that employees have been provided with, have been effectively trained on, and use personal protective equipment when required for safety or health. Employees must comply with all rules and regulations that apply to their own actions and conduct. Even in areas where OSHA has not set forth a standard addressing a specific hazard, employers are responsible for complying with OSHA's "general duty" clause. The general duty clause [Section 5(a)(1)] states that each employer "shall furnish...a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to his employees." For more information on OSHA, visit www.dol.gov.

B. Private-sector, State and local government employers, are responsible for the safety and health of their employees as outlined above. This responsibility includes allocating sufficient resources for safety and health programs, training staff, purchasing protective clothing and equipment as needed, and correcting unsafe or unsanitary conditions. Some State and National guidelines include, but are not limited to:

1. Idaho Code §44-1401 Employer's Liability Act, §39-101 Idaho Environmental Protection and Health Act, §72-101 Worker's Compensation and Related Laws;
2. National Fire Protection Association (NFPA) standards;
3. The Hazardous Waste Operations and Emergency Response Standard, codified at 29 CFR 1910.120 and 29 CFR 1926.62; and
4. The Worker Protection Standard, codified at 40 CFR 311.

C. The Bonner County Emergency Operations Center (BCEOC) coordinates with the Idaho Bureau of Homeland Security, other State agencies, and local governments to develop, obtain, and disseminate information on the likely hazards associated with potential incidents and the preventative actions that can be taken to reduce or eliminate illnesses and injuries that may result from hazardous exposure. The Joint Information Center (JIC) may be authorized to release general occupational safety and health information as outlined in BC-ESF #15 Public Information and External Affairs annex.

D. Responders are notified of personal sampling results and suggested courses of action as promptly as possible. To protect responder confidentiality, medical information on responders is never released to the public.

SITUATION AND ASSUMPTIONS

I. Situation

A. During a disaster or emergency, operations likely will encompass complex and varied hazards that must be characterized, evaluated, and controlled to protect responders. These hazards could include falls from heights, hazards associated with heavy equipment use, confined space entry, compressed gas use, electrical shock, and the toxic and hazardous substance exposures. The need for a rapid response to an incident increases the risk that responders will be deployed without complete information about the safety and health hazards present.

B. To ensure that responders are properly protected, this BCEOP Worker Safety and Health Support Annex must be in place to facilitate proactive consideration of all potential hazards and to ensure the availability and coordination of necessary personal protective equipment and other resources used in responding to the incident. A collaborative effort involving the expertise of all likely response organizations is necessary to plan for and implement responder safety and health procedures during the incident.

II. Planning Assumptions

A. Organizations responding to the incident site have properly trained, equipped, and provided technical support and expertise to their responders in accordance with their agency's mission and expertise for the incident.

B. On-scene incident management organizations will have a safety officer(s) assigned to access the health and safety risks and advise the on-scene incident commander of incident hazards and risks.

C. This annex does not replace the primary responsibilities of government and employers; rather, it ensures that in fulfilling these responsibilities, response organizations plan and prepare in a consistent manner and that interoperability is a primary consideration for worker safety and health.

CONCEPT OF OPERATIONS

I. General

As the primary agency for this support annex, the Bonner County Department of Emergency Management will obtain from the Idaho Bureau of Homeland Security the latest support information available. The Bonner County Department of Emergency Management will provide as much information as it has concerning the scope, complexity, and specific hazards associated with the incident and the needs of the response and recovery organizations. This worker safety and health annex supports the following functions within the Incident Command System:

A. Providing occupational safety and health technical advice and support to Incident Command/Unified Command (IC/UC) and Safety Officer(s) involved in incident management, and, if appropriate, at all incident sites.

- B. Providing assistance with site-specific occupational safety and health plan development and implementation, and ensuring that plans are coordinated and consistent among multiple sites, as appropriate.
- C. Providing assistance with identifying and assessing health and safety hazards and characterizing the incident environment, to include continued monitoring of incident safety.
- D. Providing assistance with task-specific responder exposure monitoring for:
 - 1. Chemical, biological, radiological, nuclear, and explosive (CBRNE) contaminants; and
 - 2. Physical stressors (e.g., noise, heat/cold, ionizing radiation).
- E. In coordination with IDHW, evaluating the need for longer term epidemiological medical monitoring and surveillance, and appropriate immunization and prophylaxis for responders and recovery workers.
- F. Assessing responder safety and health resource needs and identifying sources for those assets.
- G. Provide assistance with determining the appropriate level of personnel protective equipment (PPE) including the use and decontamination of PPE.
- H. Collecting and managing data (exposure data, accident/injury documentation, etc.) to facilitate consistent data-formatting and data-sharing among response organizations.
- I. Coordinating and providing incident-specific responder training.

RESPONSIBILITIES

I. Primary Agency:

Bonner County Department of Emergency Management

- A. During activation, coordinates technical assistance for responder safety and health to the IC/UC.
- B. Resolves technical, procedural, and risk assessment conflicts before they adversely affect the consistency and accuracy of the advice and information provided to responders and to the local IC/UC.
- C. Obtains advice and technical assistance from agencies of the state and federal government and others concerned with emergency response and hazardous substance incidents.

D. Coordinate response of specialized response teams. Idaho has specially trained and equipped teams that could be deployed, as requested, to the site of a HAZMAT/WMD incident to assist and advise the local Incident Command. Idaho's specialty teams are as follows:

1. Idaho Hazardous Materials Regional Response Teams (HAZMAT RRT);
2. Idaho National Guard 101st Weapons of Mass Destruction Civil Support Team (CST);
3. Idaho Regional Bomb Squads; and
4. Military Explosive Ordnance Disposal (EOD) Teams.

II. Support Agencies

A. Identify qualified Safety Officers to train, monitor, and brief department personnel on hazards, specific reporting procedures, PPE, decontamination, etc.

B. Provide Critical Incident Stress Management (CISM) or Critical Incident Stress Debriefing (CISD) opportunities to staff.

C. Provide psychological and physical first aid.

D. Participate in worker safety and health support coordination.

BC-SA #6 - Worker Safety and Health

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

INCIDENT ANNEX #1

CYBER INCIDENT

Primary Agency

Bonner County Information Technology Department

Support Agency

Bonner County Department of Emergency Management
All Other Bonner County Agencies

INTRODUCTION

I. Background

Cyber or cyberspace can be compared to the control system of the county's critical infrastructure. Cyberspace is comprised of hundreds of thousands of interconnected computers, servers, routers, switches, and fiber optic cables that allow our critical infrastructure to work. The county's economy and security are fully dependent upon information technology and the information infrastructure. At the core of the information infrastructure is the internet.

II. Purpose

This incident annex will briefly outline the fundamental steps the Bonner County Information Technology Department and other supporting agencies will take to prepare for and respond to a cyber incident.

III. Policies

A. Bonner County Information Technology Department will take actions to prepare, within staffing and fiscal constraints, to respond to and recover from all emergencies and disasters impacting the information technology systems and services within Bonner County government.

B. All Bonner County government end-users are responsible for familiarizing themselves with, and complying with all Bonner County policies, procedures, and standards dealing with information security.

C. In order to ensure continuity of operations, all Bonner County government agencies are responsible for developing programs and procedures that enable them to continue operations and provide services in spite of cyber attacks. Agencies should be prepared to implement non-technological protocols until cyber systems are restored and verified as safe for use.

SITUATION AND ASSUMPTIONS

I. Emergency/Disaster Hazards and Conditions

The vulnerability of Bonner County to an emergency, hazard or threat, is based on the combination of the probability of an incident occurring and the impact the incident would have on operations. Bonner County may be affected by direct attacks that target the County's information infrastructure or indirect attacks that target information systems that support County operations but are not directly connected to the County information infrastructure.

II. Planning Assumptions

A. Cyber attacks occur with or without warning.

B. In spite of technologies that block many cyber attacks, vulnerabilities exist.

C. An organized cyber attack has the potential to debilitate critical infrastructure, economy, or national security.

CONCEPT OF OPERATIONS

A. Bonner County Information Technology Department provides the following functions:

1. Software development
2. Administration and strategic planning
3. Information technology operations

B. Bonner County Information Technology Department works with all County departments and other government jurisdictions and agencies.

C. Bonner County Information Technology Department has implemented county-wide policies that address internet access, security, and multiple other related policies.

D. Bonner County Information Technology Department has internal continuity of operations and emergency response plans. These documents address specific essential functions, personnel, and emergency actions required to keep Bonner County government operational.

E. Bonner County Information Technology Department maintains vigilant monitoring to detect malicious codes that can negatively impact the county's information technology capabilities.

RESPONSIBILITIES

Primary Agency

Bonner County Information Technology Department

1. Provide staffing for the Bonner County Emergency Operations Center (EOC) as needed.
2. Maintain a method of information technology oversight. This activity makes resource and priority decisions concerning information technology. It also provides guidance and information on products and services to other County agencies.
3. Work with appropriate law and legal authorities in the investigation phase of the cyber incident.

Support Agency

A. Bonner County Department of Emergency Management

1. Open the Bonner County EOC in support of a cyber incident.
2. Maintain a functioning information technology work station in the EOC.

B. All other Bonner County agencies

1. Prepare and implement procedures that permit continued operation and service when cyber services are compromised or not available.
2. Prepare and implement procedures that facilitate a transition to normal operations after cyber service is restored to operational status.

BC-IA #1 - Cyber Incident

Approved:

Bonner County Information Technology Department

Date

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

INCIDENT ANNEX #2

EARTHQUAKE INCIDENT

Primary Agency:

Bonner County Department of Emergency Management

Support Agencies:

Bonner County Road and Bridge
Bonner County Sheriff's Office
Bonner County 9-1-1 Communications Center
Panhandle Health District
Independent Highway District
Other Bonner County Agencies

INTRODUCTION

I. Purpose

This incident annex has been prepared to facilitate a coordinated response to earthquake incidents in Bonner County. It assigns responsibilities to Bonner County agencies to support requests to reduce potential loss of life, damage to property, and to quickly restore essential services following an earthquake.

II. Scope

This incident annex covers all areas within Bonner County.

III. Policies

Emergency responsibilities assigned to Bonner County agencies for flood response parallel those for other disaster operations. All agencies will follow National Incident Management System (NIMS) doctrine and utilize the Incident Command System to exercise command and control during all incident operations.

SITUATION AND ASSUMPTIONS

I. Situation

A. Although rarely in the news, earthquakes are a fact of life in Idaho. According to a study conducted in 2003 by the United States Geological Survey (USGS), Idaho ranked 6th in terms of earthquake activity. Other scientific studies and the historical record demonstrate that damaging seismic events are possible throughout the State and the region. Earthquakes are one of the least predictable and poorly understood hazards.

B. Earthquakes are capable of catastrophic consequences, especially in urban areas and isolated rural areas. Much of Idaho's housing in suburban and rural communities was built prior to the 1970's when building codes were not in force. Additionally, rural communities do not have the resources to respond to widespread damage that might be caused by a catastrophic earthquake.

C. In minor earthquakes, damage may be done only to household goods, merchandise, and other building contents and people are occasionally injured or killed by falling objects. More violent earthquakes may cause the full or partial collapse of buildings, bridges and overpasses, and other structures. Fires due to broken gas lines, downed power lines, and other sources are common following an earthquake and often account for much of the damage. Economic losses arise from destruction of structures and infrastructure, interruption of business activity, and innumerable other sources. Utilities may be lost for long periods of time and all modes of transportation may be disrupted. Emergency services including medical may be both disabled and overwhelmed. In addition to broken gas lines, other hazardous materials may be released.

II. Planning Assumptions

A. The first few hours following an earthquake are critical in saving the lives of people who have been injured and/or trapped in collapsed structures. The use of Bonner County resources during the initial response period will be essential until state and/or federal support is available.

B. The extent of initial response efforts will depend on the location, magnitude, cascading effects, and numbers of people affected by the earthquake and the ability of Bonner County to provide assistance.

C. Additional earthquakes and aftershocks will have an impact on response and recovery operations and may trigger further damaging events.

D. Typical earthquake related threats to public safety include but are not limited to:

1. Hazardous material spills.
2. Downed power lines and/or power disruption (loss of electric power may mean no water to fight fires, no drinking water, no sewage, no lights or heat, etc.).
3. Ruptured water and sewer lines.
4. Ruptured natural gas and petroleum pipelines.
5. Fires resulting from broken gas lines or from other ignition sources.
6. Collapsed bridges and overpasses.
7. Collapsed or unstable buildings (unreinforced masonry buildings)
8. Damaged or destroyed critical facilities (hospitals, fire/police stations).
9. Contamination of domestic water supply including public and private wells.

- E. Large numbers of earthquake evacuees requiring mass care are possible.
- F. Mass debris removal may be required to facilitate response and recovery efforts.
- G. Heavy collapse search and rescue operations will be required.
- H. Business and industry may not be prepared for adequate response to an earthquake. Businesses that rely on computer-based systems are particularly vulnerable.
- I. Commercial telephone service, including cellular telephone service, is vulnerable and may be unavailable.
- J. Dams may sustain significant damage and/or fail.

CONCEPT OF OPERATIONS

I. General

The initial response to a seismic event will be made by local Bonner County responders. If and when the event overwhelms Bonner County resources, the county may request additional assistance from the Idaho Bureau of Homeland Security through the disaster declaration process as outlined in BC-ESF #5 – Emergency Management.

II. Response Actions

A. Initial Response

1. Alert and Notification:

- a. Earthquakes are very unpredictable events that allow no time for early (pre-event) public notification and/or warning.
- b. Bonner County Department of Emergency Management will notify county, municipal, and volunteer agencies, and affected industry.
- c. The Emergency Alert System (EAS). EAS messages are transmitted when requested by the Bonner County Department of Emergency Management or the Bonner County Sheriff's Office. EAS messages notify the citizens of an affected area of situations that may impact them and give them information on actions that should be taken.

2. Incident Management Process:

- a. Local Response: When an earthquake occurs, Bonner County utilizes available resources to protect life and property and reduce, to the extent possible, the suffering and hardships on individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures.

b. Bonner County will coordinate with the Idaho Bureau of Homeland Security (BHS) Area Field Officer (AFO) for consultation and advice, help to appraise the situation to better provide support, and to facilitate the declaration process.

c. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the Idaho Bureau of Homeland Security (BHS) in accordance with BC-ESF #5 – Emergency Management.

B. Continuing Actions:

1. Emergency Management Phases: Emergency operations will begin with the threat or occurrence of a damaging earthquake and continue until emergency operations are no longer required.

a. The Response Phase: The Response Phase occurs from the onset of the earthquake and lasts until lifeline systems are at least partially restored. During this phase, functions which are critical to lifesaving, protection of property, meeting basic human survival needs, securing critical infrastructure, and protecting the environment are performed.

b. The Recovery Phase: There are usually no clear distinctions between the end of the Response Phase and the beginning of the Recovery Phase. There is typically a time period after the earthquake in which both phases are in effect simultaneously. The Recovery Phase begins a few days after the earthquake and can last as long as several years. During this phase, the Federal government can provide disaster relief upon a Presidential Disaster Declaration. Functions during this phase include Federal relief (Stafford Act - PL 93-288) for public assistance and individual assistance, establishment of disaster assistance centers, establishment of temporary housing facilities, and Federal disaster loans and grants. Long-term recovery includes restoration of affected areas to their normal or improved state.

RESPONSIBILITIES

I. Primary Agency:

Bonner County Department of Emergency Management

A. Activate and staff the Bonner County Emergency Operations Center.

B. Coordinate and/or initiate alert and notification procedures.

C. Coordinate local and mutual aid response.

D. Maintain situational awareness of seismic events.

E. Maintain communications with the Idaho Bureau of Homeland Security North Area Field Officer, county agencies and municipalities regarding the status of response and recovery efforts.

F. Communicate and inform the public as coordinated through BC-ESF #15 - Public

Information and External Affairs.

II. Support Agencies:

A. Bonner County Road and Bridge

1. Provide personnel for damage assessment and damage survey teams.
2. Provide engineering services and resources for the repair and maintenance of highways, bridges, and airfields.
3. Provide debris removal services and resources.
4. Coordinate with Bonner County Sheriff's Office as required with evacuation procedures and traffic control.

B. Independent Highway District

1. Support damage assessment and damage survey teams.
2. Provide services and resources for the repair and maintenance of highways.
3. Support debris removal.
4. Support evacuation and traffic control.

C. Bonner County Sheriff's Office (see BC-ESF #13 – Public Safety and Security)

1. Preserve law and order and provide for the safety and protection of citizens.
2. Enforce emergency traffic controls and evacuation plans.

D. Panhandle Health District (See BC-ESF #8, Public Health and Medical Services)

1. Coordinate public health and medical response.
2. Keep the public informed of health and sanitary conditions.
3. Monitor food and water quality.
4. Support mass care operations.

E. Bonner County 9-1-1 Emergency Communications Center

Provide emergency communications assistance.

F. Other Bonner County Agencies

Provide additional support as requested and coordinated by the Bonner County Emergency Operations Center. The level of involvement will vary based on the scope of the disaster.

BC-IA #2 - Earthquake

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

INCIDENT ANNEX #3

FLOODING INCIDENT

Primary Agency:

Bonner County Department of Emergency Management

Support Agencies:

Bonner County Road and Bridge
Bonner County Sheriff's Office
Bonner County 9-1-1 Communications Center
Panhandle Health District
Independent Highway District
Other Bonner County Agencies

INTRODUCTION

I. Purpose

This incident annex has been prepared to facilitate a coordinated response to flooding incidents in Bonner County. It assigns responsibilities to Bonner County agencies to support requests to reduce potential loss of life, damage to property, and to quickly restore essential services following a flood.

II. Scope

This incident annex covers all areas within Bonner County. The types of flooding that may occur in the county are: Riverine Flooding, Flash Flooding, and Ice/Debris Jam Flooding.

III. Policies

Emergency responsibilities assigned to Bonner County agencies for flood response parallel those for other disaster operations. All agencies will follow National Incident Management System (NIMS) doctrine and utilize the Incident Command System to exercise command and control during all incident operations.

SITUATION AND ASSUMPTIONS

I. Situation

A. Floods have been the most serious, devastating, and costly natural hazard to affect North Idaho. Based on historical frequency, floods occur every 1 - 5 years and flashfloods every 1 - 2 years. Communities in Bonner County are vulnerable to flooding from the many rivers, lakes and creeks in the area. The three most common types of flooding experienced in Idaho are:

1. Riverine flooding: Periodic over-bank flow of rivers and streams generally associated with winter storms and spring runoff. Riverine floods generally have produced the largest scale events.
2. Flash flooding: Quickly rising rivers and/or streams generally associated with extreme precipitation, rapid snow melt, or a combination of the two. Insufficient infrastructure (e.g., inadequate drainage systems) levee failures, and dam failures are also contributing factors. Although typically limited in extent, flash floods and dam breaks represent the greatest risks to life and limb due to the rapid onset, the potentially high velocity of water, and the huge debris load carried by floodwaters.
3. Ice/debris jam flooding: Ice jam floods are associated with extreme winter cold events; debris jams may result from landslides or human activities. Flooding from ice jams is relatively common. Apart from snowmelt, mountain areas suffer from flooding associated with ice jams. Similarly, floating debris can accumulate at a natural or man-made obstruction (i.e. bridge abutments) and restrict the flow of water.

B. Flooding Terminology:

1. Bank Full Stage: The maximum amount of water that the river channel can carry and is also known as the channel capacity of a river.
2. Flood Stage: An elevation where appreciable flood damage begins to occur to urban or agricultural areas.
3. 100-Year Flood: Flood event with a statistical probability of 1% chance being inundated any given year. This is also known as the base flood.
4. Floodplain: a normally dry area of low land adjacent to a river or other watercourse that is susceptible to inundation during high water events.
5. Left Bank: The bank on the left side of the river when facing downstream with the flow.
6. Right Bank: The bank on the right side of the river when facing downstream with the flow.

II. Planning Assumptions

A. The first few hours following a flood are critical in saving the lives of people trapped in vehicles, atop structures, etc. The use of local resources during the initial response period will be essential until state and/or federal support is available.

B. Typical flood related threats to public safety include:

1. Hazardous material spills. See BC-ESF #10 – Hazardous Materials/WMD.

2. Contamination of domestic water supply including public and private wells. See BC-ESF #3 – Public Works and Engineering and BC-ESF #8 – Public Health and Medical Services.
 3. Public health issues and vector control. See BC-ESF #8 – Public Health and Medical.
 4. Power disruption. See BC-ESF #12 – Energy.
 5. Overwhelmed storm water systems causing flooding of public transportation routes.
 6. Overflow of sewer treatment and settling ponds.
 7. Flooded public buildings and private residences.
- C. The extent of initial response efforts will depend on warning time, which varies with the cause of the flooding, the numbers of people affected by the flooding, and the ability of county and municipal agencies to provide assistance.
- D. Flood stage as reported by the National Weather Service is not the same as the 100-year flood event. The 10-year, 50-year and 100-year flood level can be determined for points on rivers and streams by consulting the Flood Insurance Study. This option is available only for those sections of streams and rivers mapped by the National Flood Insurance Program.
- E. Large numbers of flood evacuees requiring mass care is possible.
- F. Citizens will be advised of potential flood conditions through a variety of methods, including: National Oceanic and Atmospheric Administration (NOAA) radio, Emergency Alert System (EAS) broadcasts, standard radio and television announcements, etc.
- G. The National Weather Service (NWS) will provide weather and flood warnings. Warning time will vary based on the type of flood event.
- H. Steep topography increases runoff water velocity and debris flow. Lack of vegetation, due to drought or wildfire, to slow runoff is another factor.
- I. A flood event may likely have the largest uninsured damage impact of any type of natural disaster. Homeowners or business owners' insurance policies usually do not cover flooding. It must be purchased separately as a special flood insurance policy. Although the program is widely publicized, history has shown that most people do not carry flood insurance.
- J. Local infrastructure may be compromised as a result of flooding.
- K. Mass debris removal may be required to facilitate response and recovery efforts.

CONCEPT OF OPERATIONS

I. General

The initial response to a flood event will be made by local Bonner County responders. If and when the event becomes so large that Bonner County resources are overwhelmed, additional assistance may be requested from the Idaho Bureau of Homeland Security through the disaster declaration process as outlined in BC-ESF #5 – Emergency Management.

II. Response Actions

A. Initial Response

1. Alert and Notification:

a. The National Weather Service will issue the initial advisory message to local authorities and the State Communications Center for two possible threat conditions:

- 1) A Flood Watch indicates that conditions are favorable for flooding to occur; and
- 2) A Flood Warning indicates that flooding is occurring or imminent.

b. Bonner County Department of Emergency Management will notify county, municipal, and volunteer agencies, and affected industry.

c. The Emergency Alert System (EAS). EAS messages are transmitted when requested by the Bonner County Department of Emergency Management or the Bonner County Sheriff's Office. EAS messages notify the citizens of an affected area of situations that may impact them and give them information on actions that should be taken.

2. Incident Management Process:

a. Local Response: When flooding occurs, Bonner County utilizes available resources to protect life and property and reduce, to the extent possible, the suffering and hardships on individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures.

b. Bonner County will coordinate with the Idaho Bureau of Homeland Security (BHS) Area Field Officer (AFO) for consultation and advice, help to appraise the situation to better provide support, and to facilitate the declaration process.

c. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the Idaho Bureau of Homeland Security (BHS) in accordance with BC-ESF #5 – Emergency Management.

B. Continuing Actions:

1. Emergency Management Phases: Emergency operations will begin with the threat or occurrence of a damaging flood and continue until emergency operations are no longer required and are categorized as follows:

a. The Response Phase: The Response Phase occurs prior to, or in the event of a dam failure immediately after, from the onset of the flood and lasts until lifeline systems are at least partially restored. During this phase, functions which are critical to lifesaving, protection of property, meeting basic human survival needs, securing critical infrastructure, and protecting the environment are performed.

b. The Recovery Phase: There are usually no clear distinctions between the end of the Response Phase and the beginning of the Recovery Phase. There is typically a time period after the flood in which both phases are in effect simultaneously. The Recovery Phase begins a few days after the flood and can last as long as several years. During this phase, the Federal government can provide disaster relief upon a Presidential Disaster Declaration. Functions during this phase include Federal relief (Stafford Act - PL 93-288) for public assistance and individual assistance, establishment of disaster assistance centers, establishment of temporary housing facilities, and Federal disaster loans and grants. Long-term recovery includes restoration of affected areas to their normal or improved state.

RESPONSIBILITIES**I. Primary Agency:**

Bonner County Department of Emergency Management

A. Activate and staff the Bonner County Emergency Operations Center.

B. Coordinate and/or initiate alert and notification procedures.

C. Coordinate local and mutual aid response.

D. Maintain situational awareness of flood activities and monitor snow pack/snow melt conditions and weather forecasts.

E. Maintain communications with the Idaho Bureau of Homeland Security North Area Field Officer, county agencies and municipalities regarding the status of response and recovery efforts.

F. Communicate and inform the public as coordinated through BC-ESF #15 - Public Information and External Affairs.

G. Coordinate request to the U.S. Army Corps of Engineers for technical assistance, flood fight assistance, and advanced measures assistance.

II. Support Agencies:

A. Bonner County Road and Bridge

1. Provide personnel for damage assessment and damage survey teams.
2. Provide engineering services and resources for the repair and maintenance of highways, bridges, and airfields.
3. Provide debris removal services and resources.
4. Coordinate with Bonner County Sheriff's Office as required with evacuation procedures and traffic control.

B. Independent Highway District

1. Support damage assessment and damage survey teams.
2. Provide services and resources for the repair and maintenance of highways.
3. Support debris removal.
4. Support evacuation and traffic control.

C. Bonner County Sheriff's Office (see BC-ESF #13 – Public Safety and Security)

1. Preserve law and order and provide for the safety and protection of citizens.
2. Enforce emergency traffic controls and evacuation plans.

D. Panhandle Health District (See BC-ESF #8, Public Health and Medical Services)

1. Coordinate public health and medical response.
2. Keep the public informed of the health and sanitary conditions created by floods: flood waters may carry untreated sewage, dead animals, disinterred bodies, and hazardous materials.
3. Monitor food and water quality and sanitary conditions.
4. Support mass care operations.

E. Bonner County 9-1-1 Emergency Communications Center

Provide emergency communications assistance.

F. Other Bonner County Agencies

Provide additional support as requested and coordinated by the Bonner County Emergency Operations Center. The level of involvement will vary based on the scope of the disaster.

BC-IA #3 - Flooding Incident

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

INCIDENT ANNEX #4

SEVERE WEATHER INCIDENT

Primary Agency:

Bonner County Department of Emergency Management

Support Agencies:

Bonner County Road and Bridge
Bonner County Sheriff's Office
Bonner County 9-1-1 Communications Center
Panhandle Health District
Independent Highway District
Other Bonner County Agencies

INTRODUCTION

I. Purpose

This incident annex has been prepared to facilitate a coordinated response to severe weather incidents in Bonner County. It assigns responsibilities to Bonner County agencies to support requests to reduce potential loss of life, damage to property, and to quickly restore essential services following a severe weather incident.

II. Scope

This incident annex covers all areas within Bonner County.

III. Policies

Emergency responsibilities assigned to Bonner County agencies for severe weather response parallel those for other disaster operations. All Bonner County agencies will follow National Incident Management System (NIMS) doctrine and utilize the Incident Command System to manage all incident operations.

SITUATION AND ASSUMPTIONS

I. Situation

A. Severe weather can be experienced throughout Bonner County, putting the entire population at risk. Severe weather incidents include:

1. Severe thunderstorms are defined by the National Weather Service (NWS) as having winds in excess of 58 mph and/or hail $\frac{3}{4}$ inch diameter or larger. Severe thunderstorms have been observed in all months of the year but are most

common in the months of May through August. Severe thunderstorms typically cause blowing dust and produce winds capable of blowing down trees and damaging roofs. In very rare circumstances, a severe thunderstorm is capable of significant damage such as lifting roofs off buildings or collapsing less well constructed buildings.

2. Tornadoes occur on average 5 times/year in Idaho. Most of these tornadoes occur in the Snake River plain. The vast majority of Idaho tornadoes (80%) are rated on the Enhanced Fujita (EF) scale as an EF0 tornado meaning winds are less than 85 mph. Only 15% of Idaho's tornadoes are rated as an EF1 meaning winds 85-110 mph. About 1 tornado every 6 to 10 years will reach an EF2 strength with winds up to 135 mph. While an EF2 is the strongest tornado to hit Idaho in recorded history, a tornado stronger than EF2 is possible but would be an extremely rare event. EF0 tornadoes have about the same impact as a severe thunderstorm, causing broken tree limbs and some minor roof damage to structures.

3. Winter storms are a common occurrence from November through April. Winter storms drop considerable snow causing transportation difficulties on Bonner County's highways. Several times each winter, storms will arrive with considerable wind causing blizzard or near blizzard conditions. These storms close highways due to the inability of road crews to keep up with falling and drifting snow on roadways. The greatest impact from these storms is typically traffic delays. Occasionally people are trapped in cars on closed roads. They may be stranded in their vehicles, try to walk to safety, and die of hypothermia.

4. High winds in Idaho come from severe thunderstorms and in the winter/spring months, when strong winds can blow for long periods of time. These storms bring winds that are not strong enough to cause structural damage yet strong enough to cause blowing dust which can reduce visibility to a ¼ mile or less. The most likely effect is reduced visibility and the resulting transportation difficulties and auto accidents.

5. Floods and flash floods: See BC-IA #3 – Flooding.

6. Drought is a recurring weather phenomenon that can have a profound impact upon the physical environment and social systems of Idaho. These impacts are often ambiguous and complex. They are usually related to such water use activities as agriculture, commerce, tourism, fire suppression, and wildlife preservation. Reductions in electrical power generation and water quality are also likely. Because drought is progressive in nature and develops slowly, it is often not recognized until it is severe. Most of Idaho's water arrives in the form of rain and snow through the winter months. The slow melt of the snowpack in the mountains through the spring and early summer provides irrigation water to much of Idaho's agriculture. Because of Idaho's reservoir storage capacity, one year of below normal winter precipitation is not enough to cause significant problems for water supply purposes. However, back to back dry years can stress the system due to reservoirs not filling completely. These back to back dry years occur with a low but not insignificant frequency.

7. Heat wave. Exposure to excess heat can cause illness, injury and death. Most heat-related deaths occur during the summer months. The elderly, the very young, and people with chronic health problems are most at risk. Air conditioning is the best protection against heat-related illness and death. The dangerous condition of heat waves comes with a combination of high daytime temperatures and high nighttime temperatures. Although these conditions rarely occur, as urban areas increase in size these conditions may grow in importance.
 8. Severe Cold. Exposure to severe cold can cause death from hypothermia, a condition that occurs when the body temperature is chilled due to extreme cold or from a cool wet environment. Deaths from hypothermia typically occur from persons lost far from shelter and elderly people living in rural areas who have a minor accident while outdoors in cold weather and are unable to get to shelter.
- B. Severe weather can cause deaths, injuries, and widespread property damage. There is a need to increase severe weather awareness among all of Bonner County's citizens.
- C. Effects of severe weather may include:
1. Structural damage to public buildings and private residences.
 2. Damage to the environment.
 3. Downed trees resulting in structural damage and impassable roads.
 4. Impassable/blocked roadways cutting off population centers and preventing first responder access.
 5. Injury and death due to exposure to severely cold or hot temperatures.
 6. Downed telecommunications lines and microwave towers.
 7. Power disruption or outages and downed power lines.
 8. Wildland fires from extreme heat, wind, and/or lightning.
 9. Loss of potable drinking water.
 10. Damaged or destroyed critical infrastructure.
- D. The greatest hazard potential is in vehicles, portable buildings, and buildings with large roof spans. Strong winds associated with a tornado or straight line winds can overturn vehicles or portable buildings. Buildings with large roof spans are particularly at risk of structural damage.

II. Planning Assumptions

- A. Bonner County is vulnerable to a significant threat of damage from severe weather throughout the county.

B. Additional damage can be caused by hail, lightning, and rising water due to heavy rains.

C. Severe weather events can create increased demands for traditional first responders such as law enforcement, emergency medical services, and firefighters. This can cause longer than usual response times and availability of response personnel.

D. A severe weather event may trigger one or more secondary events such as the release of hazardous materials or fires.

E. Damage to transportation systems may complicate recovery efforts following a severe weather event. The loss or impairment of major highway links serving the area may significantly increase the difficulty of rescue and relief efforts. Debris removal operations may have a high priority.

CONCEPT OF OPERATIONS

I. General

Unlike most other types of emergencies or disasters, State of Idaho resources will likely be involved at the onset of severe weather incidents (i.e. issuing warnings, clearing roadways, etc.) as part of their routine responsibilities. If and when the event overwhelms Bonner County resources, the county may request additional assistance from the Idaho Bureau of Homeland Security through the disaster declaration process as outlined in BC-ESF #5 – Emergency Management.

II. Response Actions

The Response Phase occurs from the onset of severe weather and lasts until lifeline systems are at least partially restored. During this phase, functions that are critical to lifesaving, protection of the populace, meeting basic human needs, securing critical infrastructure, and safeguarding Bonner County records are performed.

A. Initial Response:

1. Alert and Notification:

a. Bonner County Department of Emergency Management will facilitate the widest dissemination of weather watches, advisories, and warnings.

b. Bonner County Department of Emergency Management will notify county, municipal, and volunteer agencies, and affected industry.

c. The Emergency Alert System (EAS). EAS messages are transmitted when requested by the Bonner County Department of Emergency Management or the Bonner County Sheriff's Office. EAS messages notify the citizens of an affected area of situations that may impact them and give them information on actions that should be taken.

2. Incident Management Process:

- a. Local Response: When severe weather occurs, Bonner County utilizes available resources to protect life and property and reduce, to the extent possible, the suffering and hardships on individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures.
- b. Bonner County will coordinate with the Idaho Bureau of Homeland Security (BHS) Area Field Officer (AFO) for consultation and advice, help to appraise the situation to better provide support, and to facilitate the declaration process.
- c. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the Idaho Bureau of Homeland Security (BHS) in accordance with BC-ESF #5 – Emergency Management.

B. Continuing Actions:

1. Emergency Management Phases: Emergency operations will begin with the threat or occurrence of a severe weather incident and continue until emergency operations are no longer required and are categorized as follows:

- a. The Response Phase: The Response Phase occurs prior to, or in the event of a severe weather incident, and lasts until lifeline systems are at least partially restored. During this phase, functions which are critical to lifesaving, protection of property, meeting basic human survival needs, securing critical infrastructure, and protecting the environment are performed.
- b. The Recovery Phase: There are usually no clear distinctions between the end of the Response Phase and the beginning of the Recovery Phase. There is typically a time period after the incident in which both phases are in effect simultaneously. The Recovery Phase begins a few days after the incident and can last as long as several years. During this phase, the Federal government can provide disaster relief upon a Presidential Disaster Declaration. Functions during this phase include Federal relief (Stafford Act - PL 93-288) for public assistance and individual assistance, establishment of disaster assistance centers, establishment of temporary housing facilities, and Federal disaster loans and grants. Long-term recovery includes restoration of affected areas to their normal or improved state.

RESPONSIBILITIES

I. Primary Agency:

Bonner County Department of Emergency Management

- A. Activate and staff the Bonner County Emergency Operations Center.
- B. Coordinate and/or initiate alert and notification procedures.
- C. Coordinate local and mutual aid response.

D. Maintain situational awareness of severe weather incidents.

E. Maintain communications with the Idaho Bureau of Homeland Security North Area Field Officer, county agencies and municipalities regarding the status of response and recovery efforts.

F. Communicate and inform the public as coordinated through BC-ESF #15 - Public Information and External Affairs.

II. Support Agencies:

A. Bonner County Road and Bridge

1. Provide personnel for damage assessment and damage survey teams.
2. Provide engineering services and resources for the repair and maintenance of highways, bridges, and airfields.
3. Provide debris removal services and resources.
4. Coordinate with Bonner County Sheriff's Office as required with evacuation procedures and traffic control.

B. Independent Highway District

1. Support damage assessment and damage survey teams.
2. Provide services and resources for the repair and maintenance of highways.
3. Support debris removal.
4. Support evacuation and traffic control.

C. Bonner County Sheriff's Office (see BC-ESF 13 – Public Safety and Security)

1. Preserve law and order and provide for the safety and protection of citizens.
2. Enforce emergency traffic controls and evacuation plans.

D. Panhandle Health District (See BC-ESF #8, Public Health and Medical Services)

1. Coordinate public health and medical response.
2. Keep the public informed of health and sanitary conditions.
3. Monitor food and water quality.
4. Support mass care operations.

E. Bonner County 9-1-1 Emergency Communications Center

Provide emergency communications assistance.

F. Other Bonner County Agencies

Provide additional support as requested and coordinated by the Bonner County Emergency Operations Center. The level of involvement will vary based on the scope of the disaster.

BC-IA #4 - Severe Weather Incident

Approved:

Bonner County Department of Emergency Management

Date

BONNER COUNTY EMERGENCY OPERATIONS PLAN

INCIDENT ANNEX #5

TERRORIST INCIDENT

Primary Agency

Bonner County Sheriff's Office
Municipal Police Departments

Support Agencies

Bonner County Department of Emergency Management
Bonner County Emergency Medical Services
Bonner County Road and Bridge
Fire Districts
Independent Highway District
Municipal Fire Departments
Panhandle Health District

REFERENCE

The primary guidance document for terrorist incidents is the Idaho Hazardous Materials/WMD Incident Command and Response Support Plan.

I. Purpose

The purpose of this incident annex is to facilitate an effective response to terrorist incidents. First, this annex provides guidelines for assessing threats and reducing Bonner County's vulnerability to terrorism. Next, it assists in developing a comprehensive and integrated plan for Bonner County and municipal governments to work in cooperation with state and federal agencies in responding to and managing a terrorist incident, including the use of chemical, biological, radiological, nuclear, and high explosive (CBRNE) weapons of mass destruction (WMD). Finally, it provides guidance in coordinating recovery activities in Bonner County after a terrorist incident.

II. Scope

A. This annex provides planning guidance and outlines operational concepts for the integrated response by all Bonner County agencies to a terrorist incident.

B. This annex builds upon concepts already addressed in the Bonner County Emergency Operations Plan to respond to and recover from a broad spectrum of hazards, but it also addresses unique actions necessary to respond to a terrorist act.

C. Organization and assignment of responsibilities are contained in the Bonner County Emergency Operations Plan, Emergency Support Function Annexes, and Support Annexes, tailored to the characteristics of terrorist incidents.

III. Policies

- A. All agencies will use the National Incident Management System and Incident Command System in responding to terrorist incidents.
- B. All agencies should develop internal standard operating procedures that address their response to a terrorist incident that may involve Weapons of Mass Destruction.

SITUATION AND ASSUMPTIONS

I. Situation

The complexity, scope, and potential consequences of a terrorist threat or incident require that there be a rapid and decisive capability to resolve the situation. The resolution to an act of terrorism demands an extraordinary level of coordination of law enforcement, criminal investigation, protective activities, emergency management functions, and technical expertise across all levels of government. The incident may affect a single location or multiple locations, each of which may be an incident scene, a hazardous scene, and/or a crime scene simultaneously.

II. Planning Assumptions and Considerations

- A. All communities are vulnerable to acts of terrorism from local, national or international sources.
- B. A terrorist threat or incident may occur at any time of day with little or no warning, may involve single or multiple geographic areas, and may result in mass casualties.
- C. The fact that an emergency situation was a result of a terrorist act may not be determined until days, weeks, or months after the event has occurred.
- D. No single agency at the local, state, federal, or private level possesses the expertise to act unilaterally in response to threats/acts of terrorism, particularly if weapons of mass destruction are involved.
- E. An act of terrorism, particularly one involving nuclear, radiological, biological, or chemical materials, will have major consequences that can overwhelm the capabilities of many county and state governments to respond and may seriously challenge existing Federal response capabilities.
- F. In the case of a biological attack, the effects may be dispersed in space and time, with no determined or defined incident site. Response operations may be conducted over a multijurisdictional, multistate region.
- G. A biological attack employing a contagious agent may require quarantine by county, state, and federal health officials to contain the disease outbreak.
- H. If appropriate personal protective equipment and capabilities are not available and the area is contaminated with CBRNE or other hazardous materials, response actions into a contaminated area may be delayed until the material has dissipated to a level that is

safe for emergency response personnel to operate or until appropriate personal protective equipment and capabilities arrive, whichever is sooner.

CONCEPT OF OPERATIONS

Preparedness

- A. Keep the public informed concerning the potential for terrorist incidents.
- B. Coordinate with business, government agencies, schools, day care centers, hospitals, etc. on precautions and emergency actions prior to a terrorist incident.
- C. Coordinate with the Idaho Bureau of Homeland Security, Idaho State Police, Panhandle Health District, and other agencies for information and warnings affecting local jurisdictions.
- D. Conduct hazard analysis of key facilities and the impact of a terrorist incident on those facilities.
- E. Procure or produce information pamphlets for distribution to the public.
- F. Coordinate and plan terrorist incident exercises.
- G. Coordinate with the American Red Cross for availability of shelters and shelter agreements.
- H. Coordinate to ensure timely and accurate Emergency Alert System activation.

Response

- A. Determine that a terrorist incident has occurred. Identify type of terrorist incident (i.e., chemical, biological, explosive, etc.).
- B. Establish incident command and notify Idaho State Communications in accordance with the Idaho Hazardous Materials/WMD Incident Command and Response Support Plan.
- C. Identify immediate action or response requirements.
- D. Ensure response forces have as much information as possible.
- E. Activate mass casualty plan if appropriate.
- F. Activate bioterrorism plan if appropriate.
- G. Activate radiation contamination or other contamination plans if appropriate.
- H. Immediately implement actions necessary to preserve life and/or property, including the deployment of required resources.
- I. Activate the BCEOC as appropriate.

- J. Issue alert and warning based on established protocols.
- K. On order, evacuate effected areas with assistance from available response agencies.
- L. Establish communications with responding agencies.
- M. Establish traffic control and security with law enforcement.
- N. Through communications with response agencies, determine as quickly as possible:
 - 1. Number of killed or injured (if any)
 - 2. General boundary of the affected area
 - 3. General extent of devastation (if any)
 - 4. General extent of traffic route disruption
 - 5. Immediate needs of response agencies
 - 6. If voluntary evacuations of the population have begun
 - 7. Location of congregate care facilities
- O. Evaluate overall county situation.
- P. Request that liaison from Panhandle Health District and from law enforcement, both knowledgeable of terrorist activity, report to the EOC.
- Q. Establish communications with the Idaho Bureau of Homeland Security.
- R. Request Region I Regional Response Team if appropriate.
- S. Establish communications with and request a liaison from Idaho Transportation Department, Idaho State Police and electric and gas utilities as necessary.
- T. Establish communications with area schools and businesses that may be affected.
- U. Establish an ongoing reporting system from the response agencies, private sector, volunteer organizations and utilities.
- V. Establish command post(s) as needed.
- W. Coordinate with American Red Cross on the opening of shelters.
- X. Conduct first staff briefing as soon as practical after EOC activation.
- Y. Implement the Joint Information System (JIS) to inform the public, the media, and government officials.

Z. Establish a schedule for briefings.

AA. Brief city/county/agency/utility executives.

AB. Establish, as appropriate, a Joint Information Center (JIC) with state and federal response agencies.

AC. Provide response agencies with updated information as quickly as possible.

AD. Issue action guidance as appropriate.

AE. Establish 24/7 duty roster for the EOC and or command post.

AF. Develop and post required maps or diagrams.

AG. Activate an events log.

AH. Review and follow resource procurement and purchasing procedures.

AI. Inventory additional resources that may be used or called upon for use.

AJ. Activate formal resource request procedure and resource tracking.

AK. Coordinate all resource requests forwarded to the Idaho Bureau of Homeland Security.

AL. Activate financial tracking plan in accordance with BC-SA # 2.

AM. Activate damage assessment and follow damage assessment procedure in accordance with BC-SA #1.

AN. Develop an incident action plan outlining actions that must be accomplished during the next operational period.

AO. Conduct shift briefings.

Recovery

A. Gather damage assessment information (public, housing, business) from damage assessment teams.

B. Obtain information from technical sources regarding mental and physical health effects.

C. Obtain information from American Red Cross regarding shelters and support necessary for continued operation.

D. Obtain from American Red Cross an estimated duration for continued shelter operations, if any.

E. Obtain information from utilities regarding outages, length of repair, safety, etc.

- F. Obtain assessment regarding safety of the area.
- G. Assess needs for individual assistance and public assistance.
- H. Evaluate unmet needs if appropriate.
- I. Gather financial information.
- J. As appropriate, gather additional information to include:
 - 1. Responder personnel information and time involved in the response.
 - 2. Time sheets or time logs.
 - 3. Supplies used.
 - 4. Contracts issued.
 - 5. Purchase orders issued.
 - 6. Any other expenditures.
 - 7. Damage to public buildings, equipment, utilities, etc.
 - 8. Loss of life.
 - 9. Documents regarding economic impact.
- K. Develop or generate reports for local elected officials, municipalities, and state agencies.
- L. Coordinate recovery organizations, including private and volunteer relief organizations.
- M. Establish donations management based on policy and procedure.
- N. Ensure public officials and the general public are made aware of the assistance application process, if applicable.
- O. Perform an incident after action review as soon as possible with all response organizations.
- P. Review agency performance.
- Q. Identify strengths and areas for improvement in operations planning.
- R. Identify and implement changes to the Bonner County All-Hazard Mitigation Plan.
- S. Provide elected officials with updated information and disaster recovery progress.

BC-IA #5 - Terrorist Incident

Approved:

Bonner County Sheriff's Office

Date

Bonner County Department of Emergency Management

Date

APPENDIX 1

GLOSSARY OF KEY TERMS

For the purposes of NIMS, the following terms and definitions apply:

Accessible: Having the legally required features and/or qualities that ensure easy entrance, participation, and usability of places, programs, services, and activities by individuals with a wide variety of disabilities.

Acquisition Procedures: A process used to obtain resources to support operational requirements.

Agency: A division of government with a specific function offering a particular kind of assistance. In the Incident Command System, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance). Governmental organizations are most often in charge of an incident, though in certain circumstances private-sector organizations may be included. Additionally, nongovernmental organizations may be included to provide support.

Agency Administrator/Executive: The official responsible for administering policy for an agency or jurisdiction. An Agency Administrator/Executive (or other public official with jurisdictional responsibility for the incident) usually makes the decision to establish an Area Command.

Agency Dispatch: The agency or jurisdictional facility from which resources are sent to incidents.

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, tribal, or local government agency, or nongovernmental or private organization, that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

All-Hazards: Describing an incident, natural or manmade, that warrants action to protect life, property, environment, and public health or safety, and to minimize disruptions of government, social, or economic activities.

Allocated Resource: Resource dispatched to an incident.

Area Command: An organization established to oversee the management of multiple incidents that are each being handled by a separate Incident Command System organization or to oversee the management of a very large or evolving incident that has multiple Incident Management Teams engaged. An Agency Administrator/Executive or other public official with jurisdictional responsibility for the incident usually makes the decision to establish an Area Command. An Area Command is activated only if necessary, depending on the complexity of the incident and incident management span-of-control considerations.

Assessment: The process of acquiring, collecting, processing, examining, analyzing, evaluating, monitoring, and interpreting the data, information, evidence, objects, measurements, images, sound, etc., whether tangible or intangible, to provide a basis for decision making.

Assigned Resource: Resource checked in and assigned work tasks on an incident.

Assignment: Task given to a personnel resource to perform within a given operational period that is based on operational objectives defined in the Incident Action Plan.

Assistant: Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to Unit Leaders.

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See Supporting Agency.

Available Resource: Resource assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

Badging: The assignment of physical incident-specific credentials to establish legitimacy and limit access to various incident sites.

Branch: The organizational level having functional or geographical responsibility for major aspects of incident operations. A Branch is organizationally situated between the Section Chief and the Division or Group in the Operations Section, and between the Section and Units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

Cache: A predetermined complement of tools, equipment, and/or supplies stored in a designated location, available for incident use.

Camp: A geographical site within the general incident area (separate from the Incident Base) that is equipped and staffed to provide sleeping, food, water, and sanitary services to incident personnel.

Categorizing Resources: The process of organizing resources by category, kind, and type, including size, capacity, capability, skill, and other characteristics. This makes the resource ordering and dispatch process within and across organizations and agencies, and between governmental and nongovernmental entities, more efficient, and ensures that the resources received are appropriate to their needs.

Certifying Personnel: The process of authoritatively attesting that individuals meet professional standards for the training, experience, and performance required for key incident management functions.

Chain of Command: The orderly line of authority within the ranks of the incident management organization.

Check-In: The process through which resources first report to an incident. All responders, regardless of agency affiliation, must report in to receive an assignment in accordance with the procedures established by the Incident Commander.

Chief: The Incident Command System title for individuals responsible for management of functional Sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence/Investigations (if established as a separate Section).

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Staff: The staff who report directly to the Incident Commander, including the Public Information Officer, Safety Officer, Liaison Officer, and other positions as required. They may have an assistant or assistants, as needed.

Common Operating Picture: An overview of an incident by all relevant parties that provides incident information enabling the Incident Commander/Unified Command and any supporting agencies and organizations to make effective, consistent, and timely decisions.

Common Terminology: Normally used words and phrases—avoiding the use of different words/phrases for same concepts—to ensure consistency and to allow diverse incident management and support organizations to work together across a wide variety of incident management functions and hazard scenarios.

Communications: The process of transmission of information through verbal, written, or symbolic means.

Communications/Dispatch Center: Agency or interagency dispatch centers, 911 call centers, emergency control or command dispatch centers, or any naming convention given to the facility and staff that handles emergency calls from the public and communication with emergency management/response personnel. The center can serve as a primary coordination and support element of the Multiagency Coordination System(s) (MACS) for an incident until other elements of the MACS are formally established.

Complex: Two or more individual incidents located in the same general area and assigned to a single Incident Commander or to Unified Command.

Comprehensive Preparedness Guide 101: A guide designed to assist jurisdictions with developing operations plans. It promotes a common understanding of the fundamentals of planning and decision making to help emergency planners examine a hazard and produce integrated, coordinated, and synchronized plans.

Continuity of Government: A coordinated effort within the Federal Government's executive branch to ensure that National Essential Functions continue to be performed during a catastrophic emergency (as defined in National Security Presidential Directive 51/Homeland Security Presidential Directive 20).

Continuity of Operations: An effort within individual organizations to ensure that Primary Mission Essential Functions continue to be performed during a wide range of emergencies.

Cooperating Agency: An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordinate: To advance an analysis and exchange of information systematically among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Corrective Actions: The implementation of procedures that are based on lessons learned from actual incidents or from training and exercises.

Credentialing: The authentication and verification of the certification and identity of designated incident managers and emergency responders.

Critical Infrastructure: Assets, systems, and networks, whether physical or virtual, so vital to the United States that the incapacitation or destruction of such assets, systems, or networks would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

Delegation of Authority: A statement provided to the Incident Commander by the Agency Executive delegating authority and assigning responsibility. The delegation of authority can include objectives, priorities, expectations, constraints, and other considerations or guidelines, as needed. Many agencies require written delegation of authority to be given to the Incident Commander prior to assuming command on larger incidents. (Also known as Letter of Expectation.)

Demobilization: The orderly, safe, and efficient return of an incident resource to its original location and status.

Department Operations Center (DOC): An Emergency Operations Center (EOC) specific to a single department or agency. The focus of a DOC is on internal agency incident management and response. DOCs are often linked to and, in most cases, are physically represented in a combined agency EOC by authorized agent(s) for the department or agency.

Deputy: A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or to perform a specific task. In some cases a deputy can act as relief for a superior, and therefore must be fully qualified in the position. Deputies generally can be assigned to the Incident Commander, General Staff, and Branch Directors.

Director: The Incident Command System title for individuals responsible for supervision of a Branch.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission, or an administrative move from one location to another.

Division: The organizational level having responsibility for operations within a defined geographic area. Divisions are established when the number of resources exceeds the manageable span of control of the Section Chief. See Group.

Emergency: Any incident, whether natural or manmade, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Management Assistance Compact (EMAC): A congressionally ratified organization that provides form and structure to interstate mutual aid. Through EMAC, a disaster-affected State can request and receive assistance from other member States quickly and efficiently, resolving two key issues up front: liability and reimbursement.

Emergency Management/Response Personnel: Includes Federal, State, territorial, tribal, substate regional, and local governments, NGOs, private sector-organizations, critical infrastructure owners and operators, and all other organizations and individuals who assume an emergency management role. (Also known as emergency responder.)

Emergency Operations Center (EOC): The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, medical services), by jurisdiction (e.g., Federal, State, regional, tribal, city, county), or by some combination thereof.

Emergency Operations Plan: An ongoing plan for responding to a wide variety of potential hazards.

Emergency Public Information: Information that is disseminated primarily in anticipation of or during an emergency. In addition to providing situational information to the public, it frequently provides directive actions required to be taken by the general public.

Evacuation: The organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Event: See Planned Event.

Federal: Of or pertaining to the Federal Government of the United States of America.

Field Operations Guide: Durable pocket or desk guides that contain essential information required to perform specific assignments or functions.

Finance/Administration Section: The Incident Command System Section responsible for all administrative and financial considerations surrounding an incident.

Function: One of the five major activities in the Incident Command System: Command, Operations, Planning, Logistics, and Finance/Administration. A sixth function, Intelligence/Investigations, may be established, if required, to meet incident management needs. The term *function* is also used when describing the activity involved (e.g., the planning function).

General Staff: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief. An Intelligence/Investigations Chief may be established, if required, to meet incident management needs.

Group: An organizational subdivision established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. See Division.

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Incident: An occurrence, natural or manmade, that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan: An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Base: The location at which primary Logistics functions for an incident are coordinated and administered. There is only one Base per incident. (Incident name or other designator will be added to the term Base.) The Incident Command Post may be co-located with the Incident Base.

Incident Command: The Incident Command System organizational element responsible for overall management of the incident and consisting of the Incident Commander (either single or unified command structure) and any assigned supporting staff.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Command Post (ICP): The field location where the primary functions are performed. The ICP may be co-located with the Incident Base or other incident facilities.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide an integrated organizational structure that reflects 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, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Management: The broad spectrum of activities and organizations providing effective and efficient operations, coordination, and support applied at all levels of government, utilizing both governmental and nongovernmental resources to plan for, respond to, and recover from an incident, regardless of cause, size, or complexity.

Incident Management Team (IMT): An Incident Commander and the appropriate Command and General Staff personnel assigned to an incident. The level of training and experience of the IMT members, coupled with the identified formal response requirements and responsibilities of the IMT, are factors in determining “type,” or level, of IMT.

Incident Objectives: Statements of guidance and direction needed to select appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Information Management: The collection, organization, and control over the structure, processing, and delivery of information from one or more sources and distribution to one or more audiences who have a stake in that information.

Integrated Planning System: A system designed to provide common processes for developing and integrating plans for the Federal Government to establish a comprehensive approach to national planning in accordance with the Homeland Security Management System as outlined in the *National Strategy for Homeland Security*.

Intelligence/Investigations: An organizational subset within ICS. Intelligence gathered within the Intelligence/Investigations function is information that either leads to the detection, prevention, apprehension, and prosecution of criminal activities—or the individual(s) involved—including terrorist incidents or information that leads to determination of the cause of a given incident (regardless of the source) such as public health events or fires with unknown origins. This is different from the normal operational and situational intelligence gathered and reported by the Planning Section.

Interoperability: Ability of systems, personnel, and equipment to provide and receive functionality, data, information and/or services to and from other systems, personnel, and equipment, between both public and private agencies, departments, and other organizations, in a manner enabling them to operate effectively together. Allows emergency management/response personnel and their affiliated organizations to communicate within and across agencies and jurisdictions via voice, data, or video-on-demand, in real time, when needed, and when authorized.

Job Aid: Checklist or other visual aid intended to ensure that specific steps of completing a task or assignment are accomplished.

Joint Field Office (JFO): The primary Federal incident management field structure. The JFO is a temporary Federal facility that provides a central location for the coordination of Federal, State, tribal, and local governments and private-sector and nongovernmental organizations with primary responsibility for response and recovery. The JFO structure is organized, staffed, and managed in a manner consistent with *National Incident Management System* principles. Although the JFO uses an Incident Command System structure, the JFO does not manage on-scene operations. Instead, the JFO focuses on providing support to on-scene efforts and conducting broader support operations that may extend beyond the incident site.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media. Public information officials from all participating agencies should co-locate at the JIC.

Joint Information System (JIS): A structure that integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, accurate, accessible, timely, and complete information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the Incident Commander (IC); advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., Federal, State, tribal, local boundary lines) or functional (e.g., law enforcement, public health).

Jurisdictional Agency: The agency having jurisdiction and responsibility for a specific geographical area, or a mandated function.

Key Resource: Any publicly or privately controlled resource essential to the minimal operations of the economy and government.

Letter of Expectation: See Delegation of Authority.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies or organizations.

Local Government: Public entities responsible for the security and welfare of a designated area as established by law. A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit

corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal entity, or in Alaska a Native Village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Logistics: The process and procedure for providing resources and other services to support incident management.

Logistics Section: The Incident Command System Section responsible for providing facilities, services, and material support for the incident.

Management by Objectives: A management approach that involves a five-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching incident objectives; developing strategies based on overarching incident objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable tactics or tasks for various incident-management functional activities and directing efforts to attain them, in support of defined strategies; and documenting results to measure performance and facilitate corrective action.

Manager: Individual within an Incident Command System organizational unit who is assigned specific managerial responsibilities (e.g., Staging Area Manager or Camp Manager).

Mitigation: Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or manmade disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

Mobilization: The process and procedures used by all organizations—Federal, State, tribal, and local—for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Mobilization Guide: Reference document used by organizations outlining agreements, processes, and procedures used by all participating agencies/organizations for activating, assembling, and transporting resources.

Multiagency Coordination (MAC) Group: A group of administrators or executives, or their appointed representatives, who are typically authorized to commit agency resources and funds. A MAC Group can provide coordinated decision making and resource allocation among cooperating agencies, and may establish the priorities among incidents, harmonize agency policies, and provide strategic guidance and direction to support incident management activities. MAC Groups may also be known as multiagency committees, emergency management committees, or as otherwise defined by the Multiagency Coordination System.

Multiagency Coordination System (MACS): A system that provides the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. MACS assist

agencies and organizations responding to an incident. The elements of a MACS include facilities, equipment, personnel, procedures, and communications. Two of the most commonly used elements are Emergency Operations Centers and MAC Groups.

Multijurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In the Incident Command System, these incidents will be managed under a Unified Command.

Mutual Aid Agreement or Assistance Agreement: Written or oral agreement between and among agencies/organizations and/or jurisdictions that provides a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and/or after an incident.

National: Of a nationwide character, including the Federal, State, tribal, and local aspects of governance and policy.

National Essential Functions: A subset of government functions that are necessary to lead and sustain the Nation during a catastrophic emergency and that, therefore, must be supported through continuity of operations and continuity of government capabilities.

National Incident Management System: A set of principles that provides a systematic, proactive approach guiding government agencies at all levels, nongovernmental organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

National Response Framework: A guide to how the Nation conducts all-hazards response.

Nongovernmental Organization (NGO): An entity with an association that is based on interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross. NGOs, including voluntary and faith-based groups, provide relief services to sustain life, reduce physical and emotional distress, and promote the recovery of disaster victims. Often these groups provide specialized services that help individuals with disabilities. NGOs and voluntary organizations play a major role in assisting emergency managers before, during, and after an emergency.

Officer: The Incident Command System title for a person responsible for one of the Command Staff positions of Safety, Liaison, and Public Information.

Operational Period: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually they last 12 to 24 hours.

Operations Section: The Incident Command System (ICS) Section responsible for all tactical incident operations and implementation of the Incident Action Plan. In ICS, the Operations Section normally includes subordinate Branches, Divisions, and/or Groups.

Organization: Any association or group of persons with like objectives. Examples include, but are not limited to, governmental departments and agencies, nongovernmental organizations, and the private sector.

Personal Responsibility: The obligation to be accountable for one's actions.

Personnel Accountability: The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that Incident Command System principles and processes are functional and that personnel are working within established incident management guidelines.

Plain Language: Communication that can be understood by the intended audience and meets the purpose of the communicator. For the purpose of the *National Incident Management System*, plain language is designed to eliminate or limit the use of codes and acronyms, as appropriate, during incident response involving more than a single agency.

Planned Event: A scheduled nonemergency activity (e.g., sporting event, concert, parade, etc.).

Planning Meeting: A meeting held as needed before and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the Planning Meeting is a major element in the development of the Incident Action Plan.

Planning Section: The Incident Command System Section responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the Incident Action Plan. This Section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Portability: An approach that facilitates the interaction of systems that are normally distinct. Portability of radio technologies, protocols, and frequencies among emergency management/response personnel will allow for the successful and efficient integration, transport, and deployment of communications systems when necessary. Portability includes the standardized assignment of radio channels across jurisdictions, which allows responders to participate in an incident outside their jurisdiction and still use familiar equipment.

Pre-Positioned Resource: A resource moved to an area near the expected incident site in response to anticipated resource needs.

Preparedness: A continuous cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective action in an effort to ensure effective coordination during incident response. Within the *National Incident Management System*, preparedness focuses on the following elements: planning; procedures and protocols; training and exercises; personnel qualification and certification; and equipment certification.

Preparedness Organization: An organization that provides coordination for emergency management and incident response activities before a potential incident. These organizations range from groups of individuals to small committees to large standing organizations that represent a wide variety of committees, planning groups, and other organizations (e.g., Citizen Corps, Local Emergency Planning Committees, Critical Infrastructure Sector Coordinating Councils).

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Primary Mission Essential Functions: Government functions that must be performed in order to support or implement the performance of National Essential Functions before, during, and in the aftermath of an emergency.

Private Sector: Organizations and individuals that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal and informal structures, commerce, and industry.

Protocol: A set of established guidelines for actions (which may be designated by individuals, teams, functions, or capabilities) under various specified conditions.

Public Information: Processes, procedures, and systems for communicating timely, accurate, and accessible information on an incident's cause, size, and current situation; resources committed; and other matters of general interest to the public, responders, and additional stakeholders (both directly affected and indirectly affected).

Public Information Officer: A member of the Command Staff responsible for interfacing with the public and media and/or with other agencies with incident-related information requirements.

Publications Management: Subsystem that manages the development, publication control, publication supply, and distribution of *National Incident Management System* materials.

Recovery: The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental, and public assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; postincident reporting; and development of initiatives to mitigate the effects of future incidents.

Recovery Plan: A plan developed to restore an affected area or community.

Reimbursement: A mechanism to recoup funds expended for incident-specific activities.

Resource Management: A system for identifying available resources at all jurisdictional levels to enable timely, efficient, and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the *National Incident Management System* includes mutual aid agreements and assistance agreements; the use of special Federal, State, tribal, and local teams; and resource mobilization protocols.

Resource Tracking: A standardized, integrated process conducted prior to, during, and after an incident by all emergency management/response personnel and their associated organizations.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an Emergency Operations Center.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Retrograde: To return resources back to their original location.

Risk: The estimated impact that a hazard would have on people, services, facilities, and structures in a community; the likelihood of a hazard event resulting in an adverse condition that causes injury or damage. Risk is often expressed in relative terms such as a high, moderate, or low likelihood of sustaining damage above a particular threshold due to a specific type of hazard event. It also can be expressed in terms of potential monetary losses associated with the intensity of the hazard (FEMA 2001 (August), a-6)

Safety Officer: A member of the Command Staff responsible for monitoring incident operations and advising the Incident Commander on all matters relating to operational safety, including the health and safety of emergency responder personnel.

Section: The Incident Command System organizational level having responsibility for a major functional area of incident management (e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence/Investigations (if established)). The Section is organizationally situated between the Branch and the Incident Command.

Single Resource: An individual, a piece of equipment and its personnel complement, or a crew/team of individuals with an identified work supervisor that can be used on an incident.

Situation Report: Confirmed or verified information regarding the specific details relating to an incident.

Span of Control: The number of resources for which a supervisor is responsible, usually expressed as the ratio of supervisors to individuals. Under the *National Incident Management System*, an appropriate span of control is between 1:3 and 1:7, with optimal being 1:5, or between 1:8 and 1:10 for many large-scale law enforcement operations.

Special Needs Population: A population whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures, who have limited English proficiency, or who are non-English-speaking; or who are transportation disadvantaged.

Staging Area: Temporary location for available resources. A Staging Area can be any location in which personnel, supplies, and equipment can be temporarily housed or parked while awaiting operational assignment.

Standard Operating Guidelines: A set of instructions having the force of a directive, covering those features of operations which lend themselves to a definite or standardized procedure without loss of effectiveness.

Standard Operating Procedure: A complete reference document or an operations manual that provides the purpose, authorities, duration, and details for the preferred method of performing a single function or a number of interrelated functions in a uniform manner.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Status Report: Information specifically related to the status of resources (e.g., the availability or assignment of resources).

Strategy: The general plan or direction selected to accomplish incident objectives.

Strike Team: A set number of resources of the same kind and type that have an established minimum number of personnel, common communications, and a leader.

Substate Region: A grouping of jurisdictions, counties, and/or localities within a State brought together for specified purposes (e.g., homeland security, education, public health), usually containing a governance structure.

Supervisor: The Incident Command System title for an individual responsible for a Division or Group.

Supporting Agency: An agency that provides support and/or resource assistance to another agency. See Assisting Agency.

Supporting Technology: Any technology that may be used to support the *National Incident Management System*, such as orthophoto mapping, remote automatic weather stations, infrared technology, or communications.

System: Any combination of facilities, equipment, personnel, processes, procedures, and communications integrated for a specific purpose.

Tactics: The deployment and directing of resources on an incident to accomplish the objectives designated by strategy.

Task Force: Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technical Specialist: Person with special skills that can be used anywhere within the Incident Command System organization. No minimum qualifications are prescribed, as technical specialists normally perform the same duties during an incident that they perform in their everyday jobs, and they are typically certified in their fields or professions.

Technology Standards: Conditions, guidelines, or characteristics that may be required to facilitate the interoperability and compatibility of major systems across jurisdictional, geographic, and functional lines.

Technology Support: Assistance that facilitates incident operations and sustains the research and development programs that underpin the long-term investment in the Nation's future incident management capabilities.

Terrorism: As defined in the Homeland Security Act of 2002, activity that involves an act that is dangerous to human life or potentially destructive of critical infrastructure or key resources; is a violation of the criminal laws of the United States or of any State or other subdivision of the United States; and appears to be intended to intimidate or coerce a civilian population, to influence the policy of a government by intimidation or coercion, or to affect the conduct of a government by mass destruction, assassination, or kidnapping.

Threat: Natural or manmade occurrence, individual, entity, or action that has or indicates the potential to harm life, information, operations, the environment, and/or property.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

Tribal: Referring to any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 Stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Type: An Incident Command System resource classification that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size, power, capacity, or (in the case of Incident Management Teams) experience and qualifications.

Unified Approach: The integration of resource management, communications and information management, and command and management in order to form an effective system.

Unified Area Command: Version of command established when incidents under an Area Command are multijurisdictional. See Area Command.

Unified Command (UC): An Incident Command System application used when more than one agency has incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior persons from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single Incident Action Plan.

Unit: The organizational element with functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Unit Leader: The individual in charge of managing Units within an Incident Command System (ICS) functional Section. The Unit can be staffed by a number of support personnel providing a wide range of services. Some of the support positions are preestablished within ICS (e.g., Base/Camp Manager), but many others will be assigned as technical specialists.

Unity of Command: An Incident Command System principle stating that each individual involved in incident operations will be assigned to only one supervisor.

Vital Records: The essential agency records that are needed to meet operational responsibilities under national security emergencies or other emergency or disaster conditions (emergency operating records), or to protect the legal and financial rights of the government and those affected by government activities (legal and financial rights records).

Volunteer: For purposes of the *National Incident Management System*, any individual accepted to perform services by the lead agency (which has authority to accept volunteer services) when the individual performs services without promise, expectation, or receipt of compensation for services performed. See 16 U.S.C. 742f(c) and 29 CFR 553.101.

Vulnerability Assessment: A vulnerability assessment presents “the extent of injury and damage that may result from a hazard event of a given intensity in a given area. The

vulnerability assessment should address impacts of hazard events on the existing and future built environment.” (FEMA 2001 (August), 7)

APPENDIX 2

GLOSSARY OF ABBREVIATIONS AND ACRONYMS

PURPOSE: This annex contains key acronyms and abbreviations with their definitions that are commonly used throughout this plan.

<u>ACRONYM</u>	<u>DEFINITION</u>
AFO	Area Field Officer
BCEOC	Bonner County Emergency Operations Center
BCEOP	Bonner County Emergency Operations Plan
BHS	Bureau of Homeland Security (Idaho)
BT	Bioterrorism
DHS	Department of Homeland Security (U.S.)
EOC	Emergency Operations Center
EMS	Emergency Medical Services
FEMA	Federal Emergency Management Agency
GIS	Geographic Information System
HAZMAT	Hazardous Materials
IC	Incident Commander
ICS	Incident Command System
IDAVOAD	Idaho Volunteer Organizations Active in Disasters
IDEOC	Idaho Emergency Operations Center
IDEOP	Idaho Emergency Operations Plan
IDNG	Idaho National Guard
IMD	Idaho Military Division
JIC	Joint Information Center
JIS	Joint Information System
LEPC	Local Emergency Planning Committee
MA	Mission Assignment
MAC	Multi-Agency Coordination System
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NGO	Non-Governmental Organization
NIMS	National Incident Management System
NRF	National Response Framework
PA	Project Agreement
PIER	Public Information Emergency Response
PFO	Principal Federal Official
PHD	Panhandle Health District
StateComm	Idaho State Communications Center
WMD	Weapons of Mass Destruction