

RESOLUTION NO.

RESOLUTION TO ADOPT THE 2022 SKAGIT COUNTY COMPREHENSIVE  
EMERGENCY MANAGEMENT BASE PLAN

WHEREAS, Skagit County, in cooperation with local city and town governments, private sector entities, and private non-profit organizations, has revised the County's Comprehensive Emergency Management Base Plan (CEMP) in a continued effort to provide an effective allocation of resources for the protection of people and property in time of emergency; and,

WHEREAS, normal day-to-day procedures are insufficient for effective disaster response, as extraordinary emergency measures must be implemented quickly to reduce impacts to life, property, and environment. Effective plans carried out by knowledgeable and well-trained personnel can reduce losses, injuries, and damages; and,

WHEREAS, the objective of the CEMP is to coordinate the facilities and personnel of the County and its local jurisdictions into an effective organization capable of responding effectively to an emergency;


NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED, the Board of Skagit County Commissioners gives its full support to the CEMP base plan and urges all officials, employees, and citizens to do their part in the emergency preparedness effort. Local municipalities shall continue to have the responsibility to prepare and maintain their own emergency procedures and guidelines and commit to carrying out the training, exercises, and plan maintenance needed to support the Skagit County CEMP.

BE IT FURTHER RESOLVED that the Board of Skagit County Commissioners does hereby promulgate and adopt the 2022 Skagit County CEMP. This 2022 Skagit County Comprehensive Emergency Management Base Plan supersedes all previous County CEMPs and shall be effective immediately. **A copy of the 2022 CEMP is attached and incorporated**


PASSED this 8 day of August, 2022.

BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON



  
Peter Browning, Chair

  
Ron Wesen, Commissioner

  
Lisa Janicki, Commissioner

Attest:

Kate Williams

Clerk of the Board

Approved as to form:

8/2/22

[Signature]  
Civil Deputy Prosecuting Attorney

Approved as to Content:

Tom McLeish

Department Head

RESOLUTION





Skagit County

# Comprehensive Emergency Management Plan

## Basic Plan



**State Reviewed April 2021**

For the municipalities of Anacortes, Burlington, Concrete, Hamilton, Lyman, La Conner, Mount Vernon, Sedro-Woolley and unincorporated Skagit County



## Skagit County CEMP

Basic Plan

# Skagit County Comprehensive Emergency Management Plan

## POINT OF CONTACT

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### Approval and Implementation

This revision and publication of the 2021 Skagit County Comprehensive Emergency Plan (CEMP) has involved the cooperative efforts of the whole community. Stakeholders and Department of Emergency Management staff worked collaboratively in planning and coordinating emergency management activities intended to identify, develop, maintain, and enhance state emergency management capabilities. The Skagit County Department of Emergency Management appreciates the cooperation and support of the whole community, consisting of public and private stakeholders, state agencies, local jurisdictions, private and non-profit organizations, and the local Tribes that have contributed to this effort; our sincere thanks to all of you that have made this plan possible. This plan update builds upon the 2013 plan by clarifying the county's role in the preparedness (including prevention and protection), mitigation, response, and recovery emergency management mission activities. Mitigation plans are included in the *Skagit County Natural Hazards Mitigation Plan*. The plan demonstrates the ability of numerous stakeholders to work together to build or sustain core capabilities to assist in achieving a common goal. The CEMP is intended as a comprehensive framework for county-wide preparedness (including prevention and protection), mitigation, response, and recovery activities with supporting plans, programs, and stakeholder activities. The CEMP is one of many efforts in preparing the citizens and visitors of Skagit County for emergencies and disasters.

This CEMP supersedes all previous CEMPs and is formatted to be consistent with the National Response Framework, complete with Emergency Support Functions and Annexes that support specific areas necessary to enhance the concepts presented in the CEMP. Our objective is to provide a format that all local jurisdictions can follow, promoting interoperability at all levels of response. Any requests for changes or modifications should be directed to the Skagit County Department of Emergency Management, with a copy also provided to the Skagit County Administrator. If necessary, minor temporary modifications to agency-specific capabilities and responsibilities can be made by the Director of the Department of Emergency Management (or designee), subject to subsequent formal approval by the Skagit County Board of Commissioners (as soon as reasonably possible in the ordinary course of business), with notification of any such temporary modifications sent to any agencies affected, the Skagit County Administrator, and the Skagit County Board of Commissioners.

See attached Skagit County signature page.

CEMP adopted by the Skagit County Board of Commissioners pursuant to Resolution # R2022 0145, dated 8/8, 2022.=



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### Record of Temporary Changes

Change Number: YR-XXX	Date of Change: MM/YYYY	Change Summary/Sections Affected (Section number, why)	Position Name/Initials





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### Record of Distribution

Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY
<b>Skagit County</b>		
Board of Commissioners		
Coroner's Office		
Emergency Management		
Emergency Medical Services		
Geographic Information Services (GIS)		
Human Resources		
Medical Director		
Parks and Recreation		
Permit and Planning		
Prosecuting Attorney's Office		
Public Health		
Public Works		
Sheriff's Office		
Treasurer's Office		
Technology Services		





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Record of Distribution		
Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY
<b>Cities/Towns, including Fire and Law Departments if available</b>		
City of Anacortes Anacortes Fire (29) Anacortes Police		
City of Burlington Burlington Fire (18) Burlington Police		
Town of Concrete Concrete Fire (28)		
Town of Hamilton Hamilton Fire (25)		
Town of La Conner La Conner Fire (27)		
Town of Lyman		
City of Mount Vernon Mount Vernon Fire (1) Mount Vernon Police		
City of Sedro-Woolley Sedro-Woolley Fire (55) Sedro-Woolley Police		



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Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY
<b>Fire Districts</b>		
2 – McLean Road		
3 – Cedardale, Conway		
4 – Clear Lake		
5 – Edison, Allen, Samish Island		
6 – Peterson		
7 – Lake Cavanaugh		
8 – Punkin Center, Lyman, Hickson, Prairie		
9 – Big Lake		
10 – Birdsvew, Grassmere		
11 – Mt. Erie		
12 – Bayview		
13 – Stevenson, Snee Oosh		
14 – Alger, Bow		
15 – Lake McMurray		
16 – Day Creek		
17 – Guemes Island		
19 – Marblemount, Rockport		
Skagit County Fire Commissioners Assoc.		
Skagit County Fire Chiefs Assoc.		
Aero Skagit		



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Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY
<b>School Districts</b>		
Anacortes		
Burlington		
Concrete		
Conway		
Mount Vernon		
Sedro-Woolley		

Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY
<b>Public, Private, and Non-Profit Agencies</b>		
American Red Cross, Island Chapter		
American Red Cross, Mt. Baker Chapter		
Community Action of Skagit County		
Island Hospital		
Skagit Valley Hospital		
United General Hospital		
Skagit Council of Government		
Skagit Island County Builders Association		
Skagit Valley Humane Society		
Puget Sound Energy		
Seattle City Light		
BNSF Railway		
Washington State University – Extension		



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Hospice of Skagit Valley		
Skagit Valley College		
Skagit 911		

Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY
<b>State</b>		
WA State Department of Agriculture		
WA State Department of Natural Resources (DNR)		
WA State Department of Ecology (ECY)		
WA State Department of Transportation (WSDOT)		
WA State Military Department, Emergency Management Division		
Washington State Patrol (WSP)		

Agency / Organization / Department	Position Name	Date of Delivery: MM/YYYY
<b>Federal/Tribal</b>		
Civil Air Patrol		
National Parks Service		
National Weather Service – Seattle		
United States Army Corps of Engineers		
Samish Nation Emergency Management		
Sauk-Suiattle Nation Emergency Management		
Swinomish Nation Emergency Management		
Upper Skagit Nation Emergency Management		





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### **1. Introduction**

#### **1.1. Purpose**

- 1.1.1. The basic plan provides an overview of the jurisdiction's approach to emergency operations. It identifies emergency response policies, describes the response organization, and assigns tasks. Although the basic plan guides the development of the more operationally-oriented annexes, its primary audience consists of the County and jurisdiction's senior official, their staff, organization or agency heads, and the community. The elements listed in this section should meet the needs of this audience while providing a solid foundation for the development of supporting annexes.
- 1.1.2. Emergency Management consists of mitigation, preparedness (including prevention and protection), response, and recovery activities. The CEMP sets in place policies for minimization of the impacts of emergencies and disasters to the people, property, environment, and economy of Skagit County; and is the primary implementing document for the National Incident Management System (NIMS) within Skagit County.
- 1.1.3. The CEMP is a planning document, and while all parties will undertake reasonable good-faith efforts to follow and comply with the CEMP; the County, members Skagit County Emergency Management Advisory Board, and other parties cannot guarantee any specific result or outcome in the event of an emergency.
- 1.1.4. The authorizing State Law includes RCW 38.52 and WAC 118-30. The authorizing local law is Skagit County Ordinance 020180001, which created Skagit County Code Section 9.28. (SCC 9.28.).

#### **1.2. Scope**

- 1.2.1. The CEMP is an all-hazards plan and establishes the framework for an effective emergency response for Skagit County and explains responsibilities for preparation, mitigation, response, and recovery efforts. It has been developed in accordance with the Washington State CEMP and is intended to be consistent with that document. This plan is expected to be functional for any event that overwhelms daily response capabilities and to cover the geographic area of Skagit County. The plan applies to all local public and private entities and organizations participating and included in the plan, to include responding agencies that are providing requested mutual-aid assistance. This plan is specifically operational for the unincorporated portions of the County and those municipalities that have entered into interlocal agreements with the County for emergency management services (see, Appendix 1, Section 3.7).
- 1.2.2. Skagit County and the municipalities will make every reasonable effort to respond in the event of an emergency or disaster based upon the situation, information, and resources available at the time. However, no guarantee is expressed or implied by this plan or any of its ESF Annexes, Support Annexes, Incident Annexes, or Appendices.





### **1.3. National Incident Management System (NIMS)**

- 1.3.1. NIMS is part of the Nation Response Framework (NRF) that establishes a standardized incident response. NIMS provides a systemic, proactive approach to guide departments and agencies at all levels of government to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents.
- 1.3.2. The CEMP uses NIMS and is an all-hazards plan that provides the structure and mechanism for coordination for incident management in Skagit County and the participating municipalities. Skagit County intends to use the Incident Command System (ICS) to respond to emergencies. ICS is a tool for the command and control of resources and personnel in accordance with NIMS that has already been adopted by the agencies included in this plan. Consistent with the model provided in the National Response Framework (NRF) and NIMS, the CEMP can be partially or fully activated in the course of a threat, or in anticipation of a significant incident.

### **1.4. Situation Overview**

- 1.4.1. An emergency or disaster could occur at any time. Some emergencies or disasters will occur with enough warning that appropriate notification can be issued to ensure some preparation; others will occur without advance warning. The time of year, day of the week, time of day, and weather conditions are key variables that can have an impact on the seriousness of an incident and the ability of government to respond.
- 1.4.2. Skagit County is vulnerable to significant hazards including, but not limited to:
1. Civil Disturbance - commonly characterized by a group lashing out in a violent public disturbance against authority, property or people. Typically involves theft, vandalism, and destruction of property, public or private. The property targeted varies depending on those involved. Targets can include shops, cars, restaurants, state-owned institutions, and religious buildings.
  2. Climate Change – Although there is presently no direct impact of climate change it has been identified to create secondary climatic conditions favorable to exacerbating other natural hazards such as drought, heat waves, flooding and severe storms.
  3. Drought - is a natural disaster of below-average precipitation in a given region, resulting in prolonged shortages in the water supply, whether atmospheric, surface water or ground water. It can have a substantial impact on the ecosystem and agriculture of the county thus harming the local economy. Also, fire threat will be enhanced and drinking water supply limited.
  4. Earthquake - A trembling or shaking of the ground caused by the sudden release of energy stored in the rocks below the surface, radiating from a fault along which movement has just taken place. Secondary earthquake hazards include building collapse, utility infrastructure disruption (defined below), unplanned hazardous material release, liquefaction, landslides, and tsunamis. Liquefaction is when water saturated



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sands, silts, and other very loosely compacted soils, when subjected to earthquake motion, may be rearranged, thereby losing their supporting strength. When this occurs, buildings and roads may partly sink into the ground. Flooding conditions may be prevalent.

5. Epidemic / Public Health Emergency - An epidemic is the rapid spread of infectious disease to a large number of people in a given population within a short period of time, usually two weeks or less. Although there is not property damage or utility disruption, this type of emergency overly tasks emergency responders, caregivers and government services as well as normal day-to-day economic activities of the general population and businesses.
6. Event Mass Migration – Many major catastrophes in local Counties could cause the need for large numbers of people to leave those areas and seek shelter in Skagit County. This would strain sheltering, food, and utility capacities which would also affect everyone in the County.
7. Flooding - A flood is an overflow of water that submerges land that is usually dry. Floods are of significant concern in agriculture, civil engineering and public health. Floods may be a result of weather, structure (designed to restrain the flow of water) failure, tidal, liquefaction, and/or tsunami. Another source of flood is Dam Failure - a catastrophic type of failure characterized by the sudden, rapid, and uncontrolled release of impounded water or the likelihood of such an uncontrolled release. Downstream will be threatened by a massive impact of rapid moving water and debris and will pose possible destruction on the civilian population, property, utilities and wildlife. Severe erosion and debris are secondary conditions that must be considered because it will impact roads and bridges.
8. Hazardous Materials (HAZMAT) - substances in quantities or forms that may pose a reasonable risk to health, property, or the environment. HAZMATs include such substances as toxic chemicals, fuels, nuclear waste products, and biological, chemical, and radiological agents. Skagit County has refineries, pipeline, and chemical production facilities. The ability of this county to respond to a large HAZMAT event is limited by local resources.
9. Landslide - occur when masses of rock, earth material, or debris flows move down a slope due to gravity. Landslides can occur on any terrain if the conditions are right, and cause significant damage and casualties to people and property. (See Avalanche and Tsunami)
10. Utility Infrastructure Disruption - There are many causes of a utility disruption. Whether it is manmade or natural the disruption causes emergency services to become active. Secondary issues form such as food and water, cooling/heating, life safety, alarms and alert, communications.





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11. Severe Weather - winter storms create a higher risk of car accidents, hypothermia, frostbite, carbon monoxide poisoning, and heart attacks from overexertion. Winter storms and blizzards can bring extreme cold, freezing rain, snow, ice, and high winds. Power disruptions could be dangerous during these times and warming shelters may need to be opened. Severe weather includes Derecho or High Wind Event / Tornado - intense, widespread, and fast-moving windstorms and sometimes thunderstorms that moves across a great distance and is characterized by damaging winds. Utility disruption due to falling trees and unsecured debris from other sources. These winds can damage structures and impact life.
12. Terrorism - is a violent attack, but with a specific aim: to influence politics, to inspire fear in the public, or to get the populace to doubt the legitimacy of their government or its ability to prevent terrorism. This may cause Utility Infrastructure Disruption and Transportation Accident,
13. Mass Transportation Accident – Land, sea, or air transportation as well as highway structure and rail lines all supply movement of people and things. Hazards will include its disruption, hazardous material spillage, and passenger harm. Mass events can involve transportation of large quantities in a small number of vehicles or large numbers of vehicles with smaller quantities in each.
14. Tsunami - is a series of enormous ocean waves caused by earthquakes, underwater landslides, volcanic eruption hazard, or asteroids. Tsunami can travel 20-30 miles per hour with waves 10-100 feet high. Tsunami can kill or injure people and damage or destroy buildings and infrastructure as waves come in and go out.
15. Volcanic Eruption Hazards - Dome Collapse and the formation of pyroclastic flows and surges, including lava, lahar, and debris flows, tephra fall and ballistic projectiles can people, property, and infrastructure within a large area. Volcanic gas and tsunamis can affect areas both near and far removed from the volcano.
16. Wildland/Urban Interface Fire (WUI) - Fires within communities surrounded by natural areas are the most dangerous and costliest fires in North America. WUI communities are rapidly becoming this county's largest fire concern due to favorable fire conditions in our managed and unmanaged natural areas.

### 1.4.3. Hazard Assessment Summary

- 1.4.3.1. Skagit County natural hazards have a detailed threat analysis in the Skagit County Natural Hazard Mitigation Plan (NHMP). Threats are scored using a matrix of probability, magnitude, geographic extent, warning time and duration for a Calculated Priority Risk Index (CPRI) score. The same process was used to include all listed threats. Some man-made hazards have shifting threats, so their risk level may rise as the situation changes.



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Table 1 Threat Assessment Scoring

Rank	Hazard	CPRI score	Level	Subjective Ranking Reason
1	Earthquake	3.85	Very High	
2	Severe Weather	3.25	High	
3	Mass Transport Accident	3.20	High	
4	Hazardous Materials	3.15	High	
5	Climate Change	3.15	High	
6	Landslide/Erosion	3.10	High	
7	Flood	3.05	High	
8	Tsunami	2.55	Medium-High	Large population centers affected
9	Volcano/Lahar	2.35	Medium-High	Drainage area for 2 volcanoes
10	Wildfire	3.05	Medium	Mostly rural impact
11	Utility Disruption	2.20	Medium	
12	Drought	2.55	Low	Mostly economic impact
13	Epidemic/ Public Health	2.15	Low	
14	Event Mass Migration	2.10	Low	
15	Civil Disturbance	1.75	Low	
17	Terrorism	1.55	Low	

### 1.5. Planning Assumptions

- 1.5.1. Federal assistance may become available for disaster response and recovery operations under the provisions of the National Response Framework and the Stafford Act, Public Law 93-288, as amended. Some emergencies will occur with enough warning that appropriate notification will be issued to ensure some level of preparation. Other emergencies or disasters will occur with no advanced warning.
- 1.5.2. Individual community members will keep informed of ongoing emergencies and disaster from the media.
- 1.5.3. The possibility exists that emergency response personnel may be victims of the emergency or disaster and response efforts could be greatly compromised.
- 1.5.4. Individual community members will likely seek to volunteer or self-dispatch after an emergency in their local area.
- 1.5.5. It is likely that local government response will be delayed; citizens need to be prepared to take care of their own basic survival needs for at least the first 72 hours after an event occurs.
- 1.5.6. The resources of many of the supporting public and private organizations will need to be mobilized on a cooperative basis. Some supporting agencies may be overwhelmed and need support from other agencies.





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- 1.5.7. Unsolicited donations will arrive and need to be managed.
- 1.5.8. Incidents involving transportation corridors will delay response activities and action.
- 1.5.9. Local jurisdictions will have established procedures for continuity of government and emergency operations. They will communicate with Skagit County EOC on the status of activities during or following any emergency or disaster. They will issue local emergency proclamations when appropriate and preserve essential records.
- 1.5.10. Any disaster has the potential to severely stress normal county and municipal systems. Skagit County and the municipalities may be unable to satisfy all emergency resource requests during a major emergency or disaster and would likely require outside assistance from other jurisdictions, the state, and the federal government.
- 1.5.11. The arrival of State and Federal assistance may be delayed for several days after the occurrence.
- 1.5.12. Federal assistance may become available for disaster response and recovery operations under the provisions of the National Response Framework and the Stafford Act, Public Law 93-288, as amended.

## **2. Concept of Operations**

### **2.1. General**

- 2.1.1. Emergencies should always be managed at the lowest jurisdictional level possible for effective response. Minor emergencies such as response to fires, violations of the law, and emergency medical incidents occur on a daily basis and do not normally require the direct involvement of emergency management and elected officials. On a less frequent basis, local government is confronted with larger scale events that may occur suddenly or over a longer period of time that escalate beyond normal operational capabilities. These events, which are classified as major emergency incidents or disasters, require an increased level of response and incident management due to their size and/or complexity. In most cases, these incidents require at least some level of coordination to be undertaken by the local emergency management organization.
- 2.1.2. The disaster preparedness plans for each municipality should be developed such that no portion conflicts with the plan of any other municipality or with the county. In the event of a conflict, the issue should first be addressed with discussion among all involved stakeholders. Should further resolution be necessary, the State Emergency Management Office will provide review and resolution to the conflict.
- 2.1.3. As described herein, the Board of County Commissioners and Mayors are generally responsible for emergency management operations within their respective jurisdictions. The Chief of the Skagit County DEM shall reasonably consider recommendations of the Skagit Emergency Management Advisory Board for carrying out the emergency management



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program for Skagit County and the member municipalities. The elected and appointed county and municipal officials, departments, and offices, as well as supporting organizations, agencies, or individuals, will retain their identity and autonomy but will coordinate activities under this plan as an emergency organization.

- 2.1.4. Skagit County, the municipalities, and their employees, augmented by trained reserves, volunteers, and appointed emergency management officials, will take all reasonable action to respond to the effects of a disaster and expedite response and recovery.
- 2.1.5. Desired end-states or outcomes are to return communities to as close as possible as pre-disaster states, or to get to a community agreed upon "new normal" state. A desired outcome comes from the accomplishment of operational objectives, which in turn are established through Leadership's intent within the Emergency Management organization throughout all phases.

### **2.2. Whole Community Involvement**

2.2.1. The Whole Community is defined by the Federal government as:

2.2.1.1. "Whole Community is a means by which residents, emergency management practitioners, organizational community leaders, and government officials can collectively understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their assets, capacities, and interests. Whole Community includes individuals and families, including those identified as at-risk or vulnerable populations; businesses; faith-based and community organizations; nonprofit groups; schools and academia; media outlets; and all levels of government, including state, local, tribal, territorial, and federal partners."

2.2.2. Involving the Whole Community is a means by which Washington State residents, businesses, non-profit organizations, emergency management practitioners, organizational and community leaders, and government officials at all levels can collectively identify and assess the needs of their respective communities and determine the best ways to organize and strengthen their assets, capacities, and interests. The Whole Community approach in Washington State attempts to engage the full capacity of the public, private and nonprofit sectors. This includes businesses, faith-based and disability organizations, and the public, including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), people with Limited English Proficiency (LEP), and culturally diverse populations. This engagement is in conjunction with the participation of local, tribal, state, and federal governmental partners.

2.2.3. The term Access and Functional Needs (AFN) has replaced "special needs," "vulnerable," "high-risk," and similar terms. People with access or functional needs are those who may have additional needs before, during or after an incident in functional areas including, but not limited to: maintaining health, independence, communication, transportation, support, services, self-determination, and medical care. Individuals in need of additional response assistance may include people who have disabilities, who live in institutionalized settings, who are older adults, who are children, who are from diverse cultures, who have limited English





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proficiency or who are non-English speaking, or who are transportation disadvantaged (National Preparedness Goal, September 2015). Needs to consider are increased need for supervision, dietary requirements, enhanced safety, specialized supplies, healthcare, and education.

- 2.2.4. Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.
- 2.2.5. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies issue guidance to grant recipients, assisting such organizations and entities in understanding their language access obligations. The Department of Homeland Security (DHS) published the required grant recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The guidance provides helpful information such as how a grant recipient can determine the extent of its obligation to provide language services, selecting language services, and elements of an effective plan on language assistance for LEP persons.
- 2.2.6. State and local governments carrying out emergency response and providing disaster assistance shall comply with all applicable non-discrimination provisions contained in RCW 49.60, Discrimination - Human Rights Commission, as well as in Public Law 110-325, Americans with Disabilities Act (ADA) of 1990 as amended with ADA Amendments Act of 2008.
- 2.2.7. The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to ensure state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency. ESF 6, Mass Care, and ESF 11, Agriculture and Natural Resources, address pets, service animals, and livestock.
- 2.2.8. Each ESF is expected to address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities

### **2.3. Operational Objectives**

#### **2.3.1. Incident Management**

- 2.3.1.1. Operational objectives are based on the following priorities: **Life Safety; Incident Stabilization; Protection of Property; and Protection of the Environment.**





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2.3.2. NIMS Components to Achieve Priorities - Incident management priorities include saving lives, stabilizing the incident, and protecting property and the environment. To achieve these priorities, incident personnel apply and implement NIMS components through ICS in accordance with the principles of flexibility, standardization, and unity of effort. The outcome of any emergency or disaster is to return the impact areas and communities to as near as possible to normal or establish a new normal through effective and efficient Whole Community coordination and collaboration.

2.3.2.1. *Flexibility* – allows NIMS to be scalable and, therefore, applicable for incidents that vary widely in terms of hazard, geography, demographics, climate, cultural, and organizational authorities.

2.3.2.2. *Standardization* – defines standard organizational structures that improve integration and connectivity among jurisdictions and organizations, defines standard practices that allow incident personnel to work together effectively and foster cohesion among the various organizations involved, and includes common terminology to enable effective communication.

2.3.2.3. *Unity of Effort* – coordinating activities among various organizations to achieve common objectives. Unity of effort enables organizations with specific jurisdictional responsibilities to support each other while maintaining their own authorities.

### 2.4. Activation Levels

Activation Level	Description
4 – Normal Operations / Steady-State	DEM Duty Officer on call 24/7. Equipment at stand-by.
3 – Alert/Watch Operations	<p>Alert/Watch Operation: Phase III Activation is the lowest level of EOC activation and is typically initiated in the event of an impending or occurring incident that requires close monitoring by the DEM Duty Officer and/or other DEM staff, select staff from other county offices/departments, and/or other agencies.</p> <p>Examples of Level III incidents may include: flood watch, minor/localized small stream flooding, winter storm watch, high wind warning, minor hazardous materials incidents, and multiple-casualty incidents.</p>
2 – Enhanced Steady-State / Partial Activation	<p>Limited Operation: An incident has grown or is expected to grow beyond the capability of alert/watch operation staffing levels and requires additional EOC staffing and capabilities to manage the incident and provide warning and/or public information.</p> <p>Examples of Level II incidents may include: minor/localized river flooding, moderately sized hazardous materials incidents, winter storm events.</p>

Approved by Skagit County Board of Commissioners

July 2022



Activation Level	Description
1 – Full Activation	<p>Full Operation: Phase I Activation is the highest level of EOC activation. The size and complexity of an incident requires EOC representation by all appropriate local and outside agencies and organizations to support response and/or recovery activities.</p> <p>Examples of Level I incidents may include: moderate to major flooding events, moderate to major earthquakes, large-scale evacuations, extended periods of severe weather, and large hazardous materials incidents, incidents that require the establishment of an Area Command.</p> <p>Phase I-Alt Activation – Alternate Operation: Extensive damage throughout the County creates unstable and unsafe roads and bridges preventing personnel from reaching the EOC facility. In this instance, DEM personnel not able to reach the Skagit County EOC will attempt to report to the most accessible municipal EOC: Anacortes, Burlington, Mount Vernon or Sedro-Woolley. EOC personnel from other departments need to follow their departmental SOG. Those departments need to fill as many of their vacant positions in the County EOC as possible and report those that can't be filled.</p>

### 2.5. *Plan Activation*

- 2.5.1. Depending upon the severity of the emergency or disaster, the Skagit County EOC may be activated at the request of the Board of Commissioners, Mayors or upon the direction of Skagit County DEM officials.
- 2.5.2. Coordination is enacted through the staffing of DEM duty officers and the activation of the Emergency Operations Center (EOC). The DEM maintains 24-Hour Duty Officer to provide support and assistance to local emergency response agencies, as needed. The Emergency Management Duty Officer is the primary after-hours contact for receiving alert and warning information from a variety of sources and initiating emergency management response actions, as needed, on behalf of the department.
- 2.5.3. The essential services of the emergency organization will be coordinated through the Skagit County EOC and/or the appropriate municipal EOC. Emergency operations may be conducted on a 24-hour basis, as required. At the request of the DEM, the chief official of each county and municipal government department and office is responsible for providing qualified and trained personnel to the EOC and to their respective organizations to carry out emergency





activities as assigned.

- 2.5.4. Individuals representing agencies who are staffing the EOC must have knowledge of the resources and capabilities of their respective agency and have the authority to commit those resources during response and recovery operations. It is imperative that this EOC staffing, consisting of subject matter experts, is afforded the opportunity to train and exercising annually on EOC operations.
- 2.5.5. In some cases, further action may need to be taken. Local elected officials may need to formally declare that an emergency exists in order for local government to take the action necessary to protect lives, property, or the environment. This action also serves as a prerequisite for asking for state assistance and, if needed, federal assistance.
- 2.5.6. Each municipality is encouraged to use the EOC concept to manage response and recovery activities within their respective boundaries and to efficiently coordinate response and recovery efforts with the Skagit County EOC.
- 2.5.7. In addition, Skagit County offices/departments (if applicable) and the municipalities are encouraged to develop their own internal plans that will enable them to:
1. Ensure continuity of government operations during or immediately following emergency or disaster and issue emergency proclamations as appropriate.
  2. Support and assist county-wide response and recovery efforts and assist in staffing the Skagit County EOC and/or municipal EOC (or Command Post) to the best of their abilities as part of an assigned responsibility or ESF identified in this plan.
  3. Communicate with the Skagit County EOC and activated municipal EOC's regarding the status of response and recovery activities during or following any emergency or disaster. Provide situation reports to convey requests for assistance, damage assessment, and preliminary damage estimates of their operational capabilities, equipment, and facilities.
  4. Coordinate the dissemination of public information to the media and citizens through the Joint Information Center (JIC), if established.

NOTE: If established, the JIC will directed by the Skagit County Public Information Officer (PIO) in cooperation with the Skagit County EOC.

## **2.6. Request for a Declaration of Emergency**

- 2.6.1. A Declaration of Emergency is the legal method which authorizes extraordinary measures to solve disaster problems. A declaration allows for the emergency use of resources, sometimes by-passing hearings and the competitive bid process, and activates extraordinary measures as outlined in this plan and RCW 38.52.070, RCW 35.33.081 for cities/towns, and including RCW 36.32., RCW 36.40.180., and RCW 39.04. for the County. It is a prerequisite for county and/or state assistance.



- 2.6.2. Local Cities/Towns – Impacted cities or towns will coordinate their emergency response effort to an emergency or disaster within their jurisdiction and the local legislative authority (or Chief Elected Official) should declare or proclaim a state of emergency in accordance with their local codes, charters, or ordinances. When the incident exceeds the capacity of the local government, its emergency management agency will request county assistance through the Skagit County EOC.
- 2.6.3. Skagit County – The inability of local departments and agencies to carry out their responsibilities as listed in the CEMP due to lack of staff or resources will lower the threshold to issue an emergency declaration. In preparing an emergency declaration resolution, a description of the event and the necessary emergency authorizations need to be documented. The State Emergency Management Division and/or State EOC will be informed and provided a copy of the declaration, and a news release made as soon as possible when a Declaration of Emergency resolution is passed by the Skagit County Board of Commissioners.
- 2.6.3.1. The Skagit County Department of Emergency Management (and/or other applicable County departments) may assist in preparation of a proposed emergency declaration resolution.
- 2.6.3.2. The County Prosecuting Attorney's Office will review such proposed emergency declaration resolution for approval as to form, and provide legal advice on behalf of the County.
- 2.6.3.3. The emergency declaration resolution will be routed to the Board of County Commissioners for recommended approval (being passed by the Board of County Commissioners).
- 2.6.4. Jurisdictions should establish a line of succession authorizing the issuance of a Declaration of Emergency.
- 2.6.5. Note: A Declaration of Emergency does not necessarily guarantee any financial reimbursement and/or availability of grant funding.

### **2.7. Termination of a Declaration of Emergency**

- 2.7.1. The decision to terminate a declared emergency should be coordinated with the jurisdictions which were part of the emergency operation. They may have different response needs which will influence the decision.

## **3. Direction, Control, and Coordination**

### **3.1. Multi-Jurisdictional Coordination**

- 3.1.1. Summary: The purpose of direction and control is to provide for the effective supervision, authority, coordination, and cooperation of emergency management activities and to ensure the continued operation of government and essential services during and after emergencies and disasters.





- 3.1.2. Direction and control of emergency management functions is the responsibility of the Skagit County Board of Commissioners, the Mayors of local member municipalities, and elected officials of special purpose districts. Depending upon the size, scope, and/or complexity of the emergency or disaster, elected and appointed officials will activate and establish an Emergency Operations Center (EOC) in their community to provide proper direction and control and aid in overall management or coordination of response and recovery activities in their communities. This should include coordination among department/agency heads for continuity of operations of essential government services.
- 3.1.3. Other governmental entities within the county are responsible for ensuring effective operations and using all available resources, including mutual-aid, to manage the emergency within their respective jurisdictions prior to requesting assistance from Skagit County government.
- 3.1.4. The possibility exists that emergency response personnel may be victims of the emergency or disaster and response efforts could be greatly compromised. Should such an event occur, the DEM would request assistance from neighboring counties through existing mutual aid agreements. If needed, assistance would be requested from state and federal agencies through the Washington State Military Department, Division of Emergency Management (EMD).

Figure 1: Emergency Management Mission Area Preparedness Cycle





### **3.2. Horizontal Integration**

- 3.2.1. The Basic Plan is concerned with all Mission Areas of emergency management: Preparedness (Prevent and Protection), Mitigation, Response and Recovery. It is an interagency plan that provides direction to local and county government entities concerned with preparing for and responding to response and recovery issues following a disaster.
- 3.2.2. There are many plans that are horizontally integrated with the Skagit CEMP such as:
  - 3.2.2.1. Natural Hazard Mitigation Plan (NHMP) – updated 2020, analyzes natural threats across Skagit County with Annexes for jurisdictions; has mitigation and prevention.
  - 3.2.2.2. County Wildfire Protection Plan (CWPP) – done by Skagit Conservation District, assesses potential areas of concern for wildfire and suggests mitigation strategies.
  - 3.2.2.3. Puget Sound Regional Catastrophic Plan – 8 County plan looking at Evacuation, Sheltering, Pre-Hospital Emergency Triage, Resource Management and Logistics, Transportation Recovery, Victim Information and Family Assistance, and Volunteer and Donation Management.
  - 3.2.2.4. Community Awareness and Response Plan (CAER) – Major industrial area in western Skagit County
  - 3.2.2.5. Skagit County Flood Plan – analyzes flood threat and response, mitigation strategies
  - 3.2.2.6. Skagit County Fire Mobilization Plan
  - 3.2.2.7. Skagit County Terrorism/Weapon of Mass Destruction Plan
  - 3.2.2.8. Skagit County Local Emergency Planning Committee Hazardous Materials Contingency Plan

### **3.3. Vertical Integration**

- 3.3.1. The CEMP Basic Plan should integrate vertically with state and regional level plans as well as city and town plans at the local levels and remain flexible to coordinate with other plans to include:
  - 3.3.1.1. WA Comprehensive Emergency Management Plan
  - 3.3.1.2. WA Regional Healthcare Emergency Plan
  - 3.3.1.3. Puget Sound Energy Emergency Action Plan
  - 3.3.1.4. Seattle City Light Emergency Action Plan
  - 3.3.1.5. Skagit 911 Disaster Preparedness Plan
  - 3.3.1.6. City of Burlington Flood Management, Hazard Reduction and Disaster Preparedness Plan
  - 3.3.1.7. Mount Vernon Flood Handbook
  - 3.3.1.8. City of Anacortes Emergency Plan
  - 3.3.1.9. Town of La Conner Flood Emergency Response Plan
  - 3.3.1.10. Sedro-Woolley School District Emergency Response Plan
  - 3.3.1.11. Burlington-Edison School District Emergency Response Plan
  - 3.3.1.12. Dike and Drainage Districts Flood Fight Action/Management Plans
  - 3.3.1.13. Local industrial business emergency response plans (Paccar, HF Sinclair, Kinder-Morgan, etc.)





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### 3.4. *Unity of Effort through Core Capabilities*

3.4.1. The core capabilities contained in the Goal are the distinct critical elements necessary for our success. They are highly interdependent and require us to use existing preparedness networks and activities, coordinate and unify efforts, improve training and exercise programs, promote innovation, leverage and enhance our science and technology capacity, and ensure that administrative, finance, and logistics systems are in place to support these capabilities. The core capabilities serve as both preparedness tools and a means of structured implementation using a common language. The core capabilities are not exclusive to any single government or organization, but rather require the combined effort of the whole community.

**Core Capability by Mission Area**

Prevention	Protection	Mitigation	Response	Recovery			
Planning							
Public Information and Warning							
Operational Coordination							
Intelligence and Information Sharing		Community Resilience	Infrastructure Systems				
Interdiction and Disruption			Critical Transportation	Economic Recovery			
Screening, Search, and Detection					Environmental Response/ Health and Safety	Health and Social Services	
Forensics and Attribution	Access Control and Identity Verification						Fatality Management Services
	Cyber Security	Fire Management and Suppression	Natural and Cultural Resources				
	Physical Protective Measures						
	Risk Management for Protection Programs and Activities						
	Supply Chain Integrity and Security						
				Risk and Disaster Resilience Assessment	Threats and Hazards Identification		
			Logistics and Supply Chain Management				
			Mass Care Services				
			Mass Search and Rescue Operations				
			On-scene Security, Protection, and Law Enforcement				
			Operational Communications				



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			Public Health, Healthcare, and Emergency Medical Services	
			Situational Assessment	

### ***Common All Mission Areas***

These three common capabilities serve to unify the mission areas and, in many ways, are necessary for the success of the remaining core capabilities.

COMMON CORE CAPABILITIES
Planning
Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning
Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination
Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.

### ***Common Prevention and Protection***

SHARED PREVENTION & PROTECTION CORE CAPABILITIES
Intelligence and Information Sharing
Provide timely, accurate, and actionable information resulting from the planning, direction, collection, exploitation, processing, analysis, production, dissemination, evaluation, and feedback of available information concerning physical and cyber threats to the United States, its people, property, or interests; the development, proliferation, or use of WMDs; or any other matter bearing on U.S. national or homeland security by local, state, tribal, territorial, Federal, and other stakeholders. Information sharing is the ability to exchange intelligence, information, data, or knowledge among government or private sector entities, as appropriate.
Interdiction and Disruption
Delay, divert, intercept, halt, apprehend, or secure threats and/or hazards.
Screening, Search, and Detection
Identify, discover, or locate threats and/or hazards through active and passive surveillance and search procedures. This may include the use of systematic examinations and assessments, bio-surveillance, sensor technologies, or physical investigation and intelligence.





### **Prevention Mission**

3.4.2. Prevention includes those capabilities necessary to avoid, prevent, disrupt, avert, or stop a threatened or actual act of terrorism. Unlike other mission areas, which are all-hazards by design, Prevention core capabilities are focused specifically on imminent terrorist threats, including on-going attacks or stopping imminent follow-on attacks.

3.4.3. In addition to the following Forensics capability, Skagit County will conduct investigations into potential threats; implement countermeasures such as inspections, security, or surveillance; and conduct public health testing, immunizations, or quarantine for potential threats.

PREVENTION CORE CAPABILITIES
Forensics and Attribution
Conduct forensic analysis and attribute terrorist acts (including the means and methods of terrorism) to their source, to include forensic analysis as well as attribution for an attack and for the preparation for an attack, in an effort to prevent initial or follow-on acts and/or swiftly develop counter-options.

### **Protection Mission**

3.4.4. Protection includes the capabilities to safeguard the homeland against acts of terrorism and man-made or natural disasters. It focuses on actions to protect our people, our vital interests, and our way of life.

PROTECTION CORE CAPABILITIES
Access Control and Identity Verification
Apply and support necessary physical, technological, and cyber measures to control admittance to critical locations and systems.
Cybersecurity
Protect (and, if needed, restore) electronic communications systems, information, and services from damage, unauthorized use, and exploitation.
Physical Protective Measures
Implement and maintain risk-informed countermeasures and policies protecting people, borders, structures, materials, products, and systems associated with key operational activities and critical infrastructure sectors.
Risk Management for Protection Programs and Activities
Identify, assess, and prioritize risks to inform Protection activities, countermeasures, and investments.
Supply Chain Integrity and Security
Strengthen the security and resilience of the supply chain.

### **Mitigation Mission**

3.4.5. Mitigation includes those capabilities necessary to reduce loss of life and property by lessening the impact of disasters. It is focused on the premise that individuals, the private and nonprofit sectors, communities, critical infrastructure, and the Nation as a whole are made more resilient when the consequences and impacts, the duration, and the financial and human costs to respond to and recover from adverse incidents are all reduced.

3.4.6. Mitigation activities are designed to reduce or eliminate the effects of future disasters upon people, property, environment, and economy. The Skagit County Natural Hazards Mitigation



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Plan (published as a separate document) identifies a variety of mitigation activities applicable to Skagit County and the municipalities. The plan is a multi-jurisdictional mitigation plan that addresses natural hazards and has the distinction of being the first such plan to be approved by FEMA within the State of Washington. The plan has been adopted by Skagit County, all of the incorporated municipalities within the county, The Samish Indian Nation, the Swinomish Indian Tribal Community, the Upper Skagit Indian Tribe, and numerous special purpose districts within the county. The goals of the Skagit County Natural Hazards Mitigation Plan are to:

- Save lives and property.
- Increase disaster preparedness and reduce the risk of future losses.
- Speed recovery.
- Facilitate post-disaster funding.
- Demonstrate commitment to improving community health and safety.

3.4.7. The Skagit County Natural Hazards Mitigation Plan contains a listing of multi-jurisdiction/multi-hazard mitigation goals and action items and jurisdiction-specific mitigation strategies and proposed projects.

3.4.8. Preparedness activities are designed to encourage and support a state of readiness in governments, public organizations, businesses, families, and individuals that provide the capability to survive a disaster and to ensure continuity of government. County and municipal governments should take steps to prepare for emergency and/or disaster events before those events occur.

3.4.9. As part of the preparation process prior to major planned events an Incident Action plan (IAP) should be developed and shared with potential stakeholders that are in the plan. This will ensure that all responders are well informed on their expected roles. A copy shall be given to DEM Duty Officer.

3.4.10. Those county and municipal agencies that have primary and support responsibilities during an emergency or disaster event should take action to develop the operational capabilities necessary to facilitate an effective response. These agencies should:

- Identify lines of authority to ensure continuity of government.
- Establish jurisdiction and agency roles and responsibilities for emergency and/or disaster events.
- Review disaster readiness capabilities and develop and/or update emergency procedures and guidelines.
- Promote employee individual and family preparedness.





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- Ensure personnel assigned to EOC positions are trained and maintain their proficiency to perform assigned EOC duties.
- Encourage and maintain inter-jurisdiction and/or inter-agency cooperation and coordination of readiness planning efforts.
- Maintain facilities, equipment, supplies, and vehicles in a readiness condition.
- Develop and maintain a resource inventory.
- Develop and adopt mutual-aid agreements and memorandums of understanding with neighboring jurisdictions/agencies.
- Elected officials and/or department heads shall identify employees that require NIMS training and arrange for those employees to be trained to the level required.
- Validate plans and preparation through exercise participation and application of lessons learned.
- Pre-establishment of incident command posts, staging areas, and other facilities as needed.
- Use of risk-assessment and modeling tools

MITIGATION CORE CAPABILITIES
Community Resilience
Enable the recognition, understanding, communication of, and planning for risk, and empower individuals and communities to make informed risk management decisions necessary to adapt to, withstand, and quickly recover from future incidents.
Long-term Vulnerability Reduction
Build and sustain resilient systems, communities, and critical infrastructure and key resources lifelines so as to reduce their vulnerability to natural, technological, and human-caused threats and hazards by lessening the likelihood, severity, and duration of the adverse consequences.
Risk and Disaster Resilience Assessment
Assess risk and disaster resilience so that decision makers, responders, and community members can take informed action to reduce their entity's risk and increase its resilience.
Threats and Hazards Identification
Identify the threats and hazards that occur in the geographic area; determine the frequency and magnitude; and incorporate this into analysis and planning processes so as to clearly understand the needs of a community or entity.





### Common Response and Recovery

SHARED RESPONSE & RECOVERY CORE CAPABILITY
Infrastructure Systems
Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.

### Response Mission

- 3.4.11. Response includes those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred. It is focused on ensuring that the Nation is able to effectively respond to any threat or hazard, including those with cascading effects. Response emphasizes saving and sustaining lives, stabilizing the incident, rapidly meeting basic human needs, restoring basic services and technologies, restoring community functionality, providing universal accessibility, establishing a safe and secure environment, and supporting the transition to recovery.
- 3.4.12. Response activities primarily include emergency notification and warning, coordination of response actions, management of resources, dissemination of emergency public information, and liaison with various local, state, and federal agencies/officials.

RESPONSE CORE CAPABILITIES
Critical Transportation
Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety
Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services
Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Fire Management & Suppression
Provide structural, wildland, and specialized firefighting capabilities to manage and suppress fires of all types, kinds, and complexities while protecting the lives, property, and environment in the affected area.
Logistics & Supply Chain Management
Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Mass Care Services
Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.



RESPONSE CORE CAPABILITIES
<b>Mass Search &amp; Rescue Operations</b>
Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.
<b>On-scene Security, Protection, &amp; Law Enforcement</b>
Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.
<b>Operational Communications</b>
Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
<b>Public Health, Healthcare, &amp; Emergency Medical Services</b>
Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.
<b>Situational Assessment</b>
Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

### 3.4.13. Agency Responsibilities

3.4.13.1. Those county and municipal agencies that have primary and support responsibilities during an emergency or disaster event should be prepared to support and perform key functions as described.

3.4.13.1.1. The Board of County Commissioners and Mayors are responsible for emergency management operations within their respective jurisdictions. The Director of the Skagit County DEM shall reasonably consider recommendations of the Skagit Emergency Management Advisory Board for carrying out the emergency management program for Skagit County and the member municipalities. The elected and appointed county and municipal officials, departments, and offices, as well as supporting organizations, agencies, or individuals, will retain their identity and autonomy but will coordinate activities under this plan as an emergency organization.

3.4.13.1.2. The Director or designee, assisted by DEM staff, EOC staff, and/or municipal officials, shall help coordinate the activities of all organizations for emergency management within Skagit County and may also maintain liaison and coordination with the emergency management agencies and organizations of neighboring jurisdictions and other levels of government.

3.4.13.1.3. Local governments are mandated by law (and special purpose districts are advised) to perform emergency management functions within their jurisdictional boundaries. Local government may conduct such functions outside their territorial





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limits as may be necessary pursuant to applicable law, including, RCW 38.52. and current resolutions, ordinances, SCC 9.28, applicable inter-local agreements, and mutual-aid agreements.

- 3.4.13.1.4. The emergency management organization of member jurisdictions is comprised of all agencies assigned responsibilities as noted in this plan as well as respective jurisdiction and/or agency plans and operating guidelines. The Board of County Commissioners and Mayors have the ultimate responsibility for the operations of their organizations within their jurisdictions. The organization acts in accordance with this plan as well as individual jurisdiction/agency Standard Operating Guidelines (SOGs).
- 3.4.13.1.5. Skagit County and the municipalities and their employees, augmented by trained reserves, volunteers, and appointed emergency management officials, will take all reasonable action to respond to the effects of a disaster and expedite response and recovery.
- 3.4.13.1.6. Other governmental entities within the county are responsible for ensuring effective operations and using all available resources, including mutual aid, to manage the emergency within their respective jurisdictions prior to requesting **assistance from Skagit County government.**
- 3.4.13.1.7. The DEM will request mission numbers from the Washington State Military Department, Emergency Management Division for all response actions intended to protect life, property, and the environment during emergency incidents.
- 3.4.13.1.8. During emergency incidents that do not require the activation of the Skagit County EOC, public information may be disseminated to the media through the County Commissioners, Mayors, Agency Public Information Officer(s), On-Scene Incident Commander(s), and the Director of Emergency Management, or their designee(s). Upon activation of the Skagit County EOC, all public information disseminated to the news media and citizens should be coordinated with the Skagit County Public Information Officer or the Joint Information Center (JIC), if established, to ensure release of compatible and accurate information.

### ***Recovery Mission***

- 3.4.14. Recovery includes those capabilities necessary to assist communities affected by an incident to recover effectively. Support for recovery ensures a continuum of care for individuals to maintain and restore health, safety, independence and livelihoods, especially those who experience financial, emotional, and physical hardships. Successful recovery ensures that we emerge from any threat or hazard stronger and positioned to meet the needs of the future. Recovery capabilities support well-coordinated, transparent, and timely restoration, strengthening, and revitalization of infrastructure and housing; an economic base; health and social systems; and a revitalized cultural, historic, and environmental fabric.





3.4.15. Recovery activities include collecting and reporting damage assessment information, assisting in establishing Disaster Assistance Centers, coordinate disaster relief efforts within the community. Those county and municipal agencies that have primary and support responsibilities during an emergency or disaster event should be prepared to take the necessary action needed to restore governmental, health, and welfare support systems to minimum operational standards and eventually to pre-incident levels including the following:

- Carry out damage assessment functions and assess community recovery needs.
- Prioritize recovery projects and coordinate activities with appropriate agencies.
- Compile event documentation.
- Coordinate with state and federal officials to provide short-term and long-term disaster relief as needed.
- Conduct after-action assessment to identify deficiencies.

RECOVERY CORE CAPABILITIES
<b>Economic Recovery</b>
Return economic and business activities (including food and agriculture) to a healthy state and develop new business and employment opportunities that result in an economically viable community.
<b>Health &amp; Social Services</b>
Restore and improve health and social services capabilities and networks to promote the resilience, independence, health (including behavioral health), and well-being of the whole community.
<b>Housing</b>
Implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience.
<b>Natural &amp; Cultural Resources</b>
Protect natural and cultural resources and historic properties through appropriate planning, mitigation, response, and recovery actions to preserve, conserve, rehabilitate, and restore them consistent with post-disaster community priorities and best practices and in compliance with applicable environmental and historic preservation laws and Executive orders.

## 4. Organization

### 4.1. Comprehensive Emergency Management Plan (CEMP)

4.1.1. Besides this Basic Plan and its Appendices, this plan includes Emergency Support Function Annexes (ESF) in accordance with the National Response Framework as well as Support Annexes and Incident Annexes. Emergency Support Function Annexes group resources and capabilities into functional areas that are most frequently needed in an incident response. Support Annexes identify and describe the essential supporting aspects that are common to all incidents. In addition, this plan contains Incident Annexes that explain how the county and



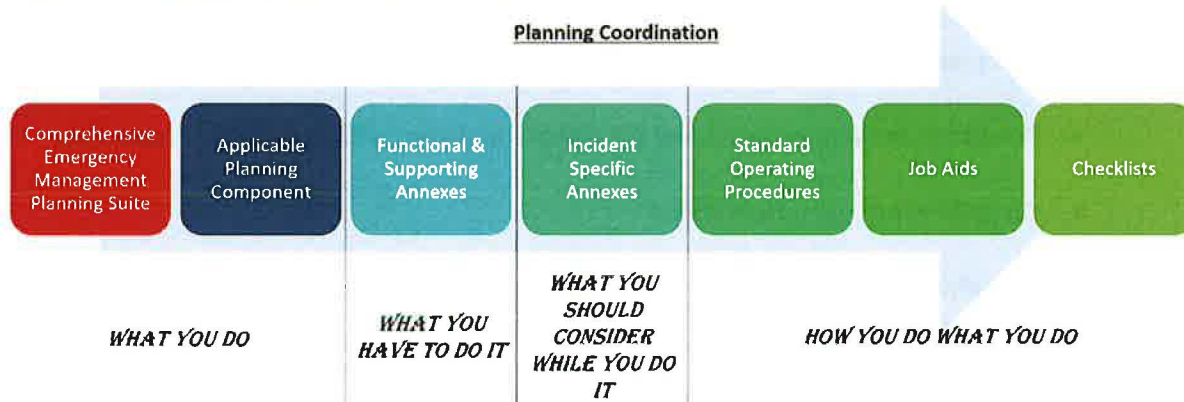
# Skagit County CEMP

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participating municipalities will deal with specific types of hazard events.

- 4.1.2. Detailed responsibilities and essential activities are found in the appropriate Emergency Support Function (ESF) Annexes and Appendices to this document.

Figure 2: Planning Coordination and Wildfire Scenario Example



## 4.2. Jurisdictional Organizational Structure

- 4.2.1. Skagit County government has the primary responsibility for disaster mitigation, preparedness, response, and recovery within unincorporated Skagit County. Municipalities are responsible for providing these services within their jurisdictions, except where contracts with other jurisdictions or agencies are in place for these services.
- 4.2.2. Special purpose district jurisdictions (dike, drainage, fire, hospital, port, school, sewer, and water) are also responsible for providing these services within their jurisdictions, except where contracts with Skagit County are in place for these services.
- 4.2.3. Local County and municipal response agencies are required to utilize the National Incident Management System. On-Scene Incident Commanders representing an agency/agencies with functional responsibility shall establish a Command Post and should use an accountability system to track all personnel assigned to the incident. On-Scene Incident Commanders will direct response and recovery operations in the field and request additional resources (including mutual-aid) through normal methods. Multiple-agency responses will require the establishment of a Unified Command Organization
- 4.2.4. Pursuant to SCC 9.28.070, the Skagit County Emergency Management Organization is defined as including all county, city, and town officers and employees within the County of Skagit, together with those volunteer forces enrolled to aid them during a disaster, and all groups, organizations and persons who may by duly executed inter-local cooperative agreement and/or operation of law.
- 4.2.5. In accordance with SCC 9.28.040 and the interlocal agreements with participating municipalities, the Emergency Management Advisory Board (EMAB) will consist of a total of 16 voting members representing each of the 8 municipalities, Sheriff's Office Search and





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Rescue (SAR), Public Health Emergency Preparedness, Skagit 911, Fire Commissioners, Rural Fire Chiefs, and representatives of three Dike Districts. The EMAB will review and provide only advisory recommendations on proposed rules, policies, or other matters to the DEM Director, County Administrator, and/or the County Commissioners.

4.2.6. The Skagit County DEM, with advisory recommendations from the EMAB, is responsible for coordinating the disaster preparedness, response, recovery, and mitigation efforts within Skagit County, including the municipalities located within the county. The Director of the Skagit County DEM shall serve at the pleasure of the County Board of Commissioners, acting under the supervision of the County Administrator, and is a non-voting ex-officio representative and liaison of the advisory board.

4.2.7. The Skagit County DEM is a wholly separate County department and is independently responsible for its own daily operations. While DEM staff may be physically located at or within the buildings and/or facilities of the Skagit County Sheriff's Office, such DEM staff are not employees of the Skagit County Sheriff's Office (or vice versa), and the Skagit County Sheriff's Office shall not be responsible for the operations of the Skagit County DEM. The position of the Director of the Skagit DEM is separate from and in addition to any other elected or appointed position(s) that may otherwise concurrently be held by the DEM Director.

### **4.3. Emergency Organizational Structure**

4.3.1. ICS and EOC organizational structures develop in a modular fashion based on an incident's size, complexity, and hazard environment. Responsibility for establishing and expanding ICS organizations and EOC teams ultimately rests with the Incident Commander (or Unified Command) and EOC director. Responsibility for functions that subordinates perform defaults to the next higher supervisory position until the supervisor delegates those responsibilities. As incident complexity increases, organizations expand as the Incident Commander, Unified Command, EOC director, and subordinate supervisors delegate additional functional responsibilities.

4.3.2. Maintaining an appropriate span of control helps ensure an effective and efficient incident management operation. It enables management to direct and supervise subordinates and to communicate with and manage all resources under their control. The optimal span of control for incident management is one supervisor to five subordinates; however, effective incident management frequently necessitates ratios significantly different from this.

4.3.3. Bringing representatives from various stakeholder and partner organizations together in EOCs optimizes unity of effort and enables staff to share information, provide legal and policy guidance to on-scene personnel, plan for contingencies, deploy resources efficiently, and generally provide whatever support is required. The composition of EOC teams may also vary depending on the nature and complexity of the incident or situation. Regardless of which organizations are represented, all EOC teams receive oversight from elected and/or appointed officials such as governors, tribal leaders, mayors, and city managers. They typically make decisions regarding priorities and on issues such as emergency declarations, large-scale





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evacuations, access to extraordinary emergency funding, waivers to ordinances and regulations, and adjudication of scarce resources.

### **4.4. Emergency Operations Center/Emergency Coordination Center**

4.4.1. EOCs are locations where staff from multiple agencies typically come together to address imminent threats and hazards and to provide coordinated support to incident command, on-scene personnel, and/or other EOCs. EOCs may be fixed locations, temporary facilities, or virtual structures with staff participating remotely.

4.4.2. Primary functions of staff in EOCs, whether virtual or physical, include:

- Collecting, analyzing, and sharing information;
- Supporting resource needs and requests, including allocation and tracking;
- Coordinating plans and determining current and future needs; and
- Providing coordination and policy direction.

4.4.3. Agencies and departments also have operations centers. However, these organization-specific operations centers differ from multidisciplinary EOCs. Departmental Operations Center (DOC) staff coordinate their agency or department's activities. While they communicate with other organizations, EOCs, and may exchange liaisons with other agencies, DOC staff are primarily inward looking, focusing on directing their own assets and operations.

4.4.4. Primary/Alternate Location

4.4.4.1. The Skagit County Emergency Operations Center (EOC), located at 2911 East College Way in Mount Vernon, WA, is the primary central coordination point of the emergency management organization for Skagit County and the participating municipalities.

4.4.4.2. Skagit County DEM has established an alternate EOC, managed and operated by Skagit County DEM, but physically located in the Sheriff's Office Bay View Detachment building near the Skagit Regional Airport. In addition, the DEM owns, operates, and maintains a Mobile Command Post Vehicle. The municipalities of Anacortes, Burlington, La Conner, Mount Vernon, and Sedro-Woolley, as well as the Swinomish Tribe, have established and equipped EOC facilities including two-way radio communications capability within their municipalities.

### **4.5. Activation Process**

4.5.1. EOCs are activated for various reasons based on the needs of a jurisdiction, organization, or Incident Commander; the context of a threat; the anticipation of events; or in response to an incident. Circumstances that might trigger EOC activation include:

- More than one jurisdiction becomes involved in an incident and/or the incident involves multiple agencies.
- The Incident Commander or Unified Command indicates an incident could expand rapidly, involve cascading effects, or require additional resources.
- A similar incident in the past led to EOC activation.
- The EOC director or an appointed or elected official directs that the EOC be activated.



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- An incident is imminent.
- Threshold events described in the emergency operations plan occur.
- Significant impacts to the population are anticipated.

4.5.1.1. The decision on whether an incident meets the criteria for activation will be made by the Emergency Management Director or the DEM Duty Officer (should the EM Director not be able to be reached) and any one or a combination of the following individuals or their designees:

Area Incident Commander.

Skagit County Sheriff.

Skagit County Public Works Director.

Skagit County Public Health Department Director.

4.5.2. Skagit County Resolution #R20060255, dated August 1, 2006, establishes that the initial command structure utilized by Skagit County government for a significant incident shall be a Unified Command composed of qualified senior officials from the Skagit County Sheriff's Office, Skagit County Public Health Department, Skagit County DEM, and the Skagit County Public Works Department.

4.5.3. The Unified Command establishes an appropriate organization (Area Command or Multi-Agency Coordination Center) to manage and support the incident(s). This system provides a command structure and organization to provide oversight, gather and disseminate incident information, and request and allocate resources to aid response and recovery activities occurring in various locations throughout the county. This structure is also useful to support multiple Incident Command Posts (ICP's) and to effectively manage response and recovery activities associated with events that are large, complex, or affect multiple jurisdictions.

4.5.4. The use of liaisons may help ensure communication and/or coordination during large or widespread incidents involving multiple jurisdictions. This may be accomplished by municipalities sending a representative to the Area Command or Multi-Agency Coordination Center. If a municipal representative is not available to perform this function, the Area Command or Multi-Agency Coordination Center may send a representative to the affected municipal EOC or Incident Command Post to assist with communication and coordination.

4.5.5. Multi-agency responses will operate under the Unified Command System. Very large or complex incidents, or incidents involving terrorism and/or weapons of mass destruction, may require the utilization of an Incident Management Team to properly manage response and recovery activities.

4.5.6. Large events involving multiple locations may require multiple Command Posts may be established in order to manage on-scene emergency response activities. On-scene Incident Commanders will exert command and control over field operations and personnel under their command. Overall coordination, allocation of resources, and dissemination of public information to the media will be performed by the appropriate municipal EOC or, if activated,





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by the Skagit County EOC.

- 4.5.7. Under such a circumstance (such as a Skagit River flood event) the Skagit County EOC may act as an Area Command or Multi-Agency Coordination Center (MACC) to assist involved agencies and jurisdictions by acting as an overall coordinator and clearinghouse to reconcile any competition for scarce resources and/or to eliminate the potential for conflicting or duplicated efforts.
- 4.5.8. Based on situational demands, the over-arching strategic goals listed below should be the primary focus during activations of the EOC:
- Life safety, to include the personal safety of emergency responders and protecting the greatest number of people who are at risk.
  - Preservation of property, such as preserving as many residential, business, government, and industrial properties as possible.
  - Restraining the spread of environmental damage.
  - Minimizing human hardship and economic interruptions.
- 4.5.9. Depending upon the situation, implementation of the above-listed strategic goals could include any or all of the following:
- Local Declaration of Emergency.
  - Providing and coordinating emergency warning and public information.
  - Collecting and managing information.
  - Overseeing the effective use and allocation of available local resources.
  - Determining specific requirements that are vital but beyond local means to acquire and referring such needs to the state for supplemental assistance.
  - Coordinating inter-agency and/or inter-jurisdictional activities.
  - Coordinating continuity of government operations.
  - Coordinating damage assessment and recovery activities.
- 4.5.10. The Skagit County EOC is equipped with supplies, information display materials, internal communications, and support equipment to help facilitate efficient operation. Backup power generation is maintained to ensure continued operations.
- 4.5.11. Skagit County Commissioners (or their designees) along with heads of selected departments and offices (or their designees) and other key individuals may operate during emergencies and





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disasters from the Skagit County EOC, or another site (or sites) as designated.

- 4.5.12. Municipalities may activate Command Posts or EOC's in support of their specific operations. These Command Posts or EOC's will coordinate information, needs, and resources with the Skagit County EOC.
- 4.5.13. Depending on the situation, EOC staff may include representatives from various county offices or departments and selected representatives from other support agencies within the county. In many cases, it may be necessary for liaison personnel from various agencies and organizations such as selected municipalities, the Washington State Military Department, and federal agencies to be located in the Skagit County EOC. Support agencies may consist of: law enforcement, fire, emergency medical, and public works agencies; special purpose districts; utilities and industry; and various volunteer organizations.
- 4.5.14. Upon the activation of the Skagit County EOC, the following will be notified:
- Skagit 911.
  - Washington State Military Department, Emergency Management Division Duty Officer.
  - Members of the Skagit Emergency Management Advisory Board.
  - Skagit County Administrator.
  - Skagit County Board of Commissioners' office.
- 4.5.15. Furthermore, as a recognized emergency management organization and recipient of federal Emergency Management Performance Grant (EMPG) funds, Skagit County Emergency Management has the responsibility to inform the Washington State Military Department, Emergency Management Division upon activation of the Skagit County EOC and to provide incident situation information and damage assessment statistics in accordance with the Washington State CEMP.
- 4.5.16. Users (those individuals responding to the EOC) are asked to review EOC procedures located in this CEMP under ANNEX G – EOC Operation, whenever possible. EOC staff should keep records of their activities in the EOC. Following each EOC activation, a debrief will be conducted and a formal After-Action Report created based on the records kept and submissions from the EOC staff.

### **4.6. Deactivation Process**

- 4.6.1. The EOC director deactivates EOC staff as circumstances allow, and the EOC returns to its normal operations/steady state condition. Deactivation typically occurs when the incident no longer needs the support and coordination functions provided by the EOC staff or those functions can be managed by individual organizations or by steady-state coordination mechanisms. EOC leadership may phase deactivation depending on mission needs. EOC staff complete resource demobilization and transfer any ongoing incident support/recovery activities before deactivating.



### 4.7. **Emergency Roles**

#### 4.7.1. **Coordinating**

4.7.1.1. Coordinators oversee the preparedness activities for a particular capability and coordinate with its primary and support agencies. Responsibilities of the coordinator include:

- Maintaining contact with primary and support agencies through conference calls, meetings, training activities, and exercises.
- Monitoring the progress in meeting the core capabilities it supports.
- Coordinating efforts with corresponding private sector, NGO, and Federal partners.
- Ensuring engagement in appropriate planning and preparedness activities.

#### 4.7.2. **Primary**

4.7.2.1. Primary agencies have significant authorities, roles, resources, and capabilities for a particular function within a capability. Primary agencies are responsible for:

- Orchestrating support within their functional area for the appropriate response core capabilities and other missions.
- Notifying and requesting assistance from support agencies.
- Managing mission assignments (in Stafford Act incidents) and coordinating with support agencies, as well as appropriate state officials, operations centers, and other stakeholders.
- Coordinating resources resulting from mission assignments.
- Working with all types of organizations to maximize the use of all available resources.
- Monitoring progress in achieving core capability and other missions and providing that information as part of situational and periodic readiness or preparedness assessments.
- Planning for incident management, short-term recovery operations, and long-term recovery.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards or to validate and improve capabilities to address changing risks.
- Promoting physical accessibility, programmatic inclusion, and effective communication for the whole community, including individuals with disabilities.

#### 4.7.3. **Support**

4.7.3.1. Support agencies have specific capabilities or resources that support primary agencies in executing capabilities and other missions. The activities of support agencies typically include:

- Participating in planning for incident management, short-term recovery operations, long-term-recovery, and the development of supporting operational plans, standard operating procedures, checklists, or other job aids.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.





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- Identifying new equipment or capabilities required to respond to new or emerging threats and hazards, or to improve the ability to address existing threats.
- Coordinating resources resulting from response mission assignments.

MISSION AREA	P – Primary S – Support C - Coordinating	ESF 1: Transportation	ESF 2: Communications	ESF 3: Public Works &	ESF 4: Firefighting	ESF 5: Emergency Management	ESF 6: Mass Care, Human Services	ESF 7: Logistics	ESF 8: Public Health & Medical	ESF 9: Search and Rescue	ESF 10: Oil & Hazmat	ESF 11: Ag & Natural Resources	ESF 12: Energy	ESF 13: Public Safety	ESF 14: Long-term Recovery	ESF 15: External Affairs
	CORE CAPABILITIES															
PREVENTION	Planning					C								P		
	Public Information & Warning					C								S		P
	Operational Coordination					P								S		
	Intelligence & Information Sharing					C								P		S
	Interdiction & Disruption													P		
	Screening, Search, & Detection													P		
	Forensics & Attribution								S					P		
PROTECTION	Planning					P										
	Public Information & Warning					S								S		P
	Operational Coordination					P										
	Intelligence & Information Sharing													P		S
	Interdiction & Disruption					C								P		
	Screening, Search, & Detection													P		
	Access Control & Identity Verification													P		
	Cybersecurity		P										S	S		
	Physical Protective Measures			S										P		
	Risk Management for Protection Programs													P		
	Supply Chain Integrity & Security	S	S	S				S					S	P		
MITIGATION	Planning					C/P	S								S	
	Public Information & Warning				P	C/P									S	S
	Operational Coordination			S		C/P									S	
	Community Resilience				P	C/P									S	S
	Long-term Vulnerability Reduction					C/P							S		S	
	Risk & Disaster Resilience Assessment					C/P									S	
	Threats & Hazards Identification					C/P									S	
RESPONSE	Planning				P	C/P								P	S	
	Public Information & Warning		S			C/P	S		S					P	S	P
	Operational Coordination				P	C/P	S		S		S			P	S	S
	Infrastructure Systems	S	P	P	S	C		S			S		P		S	
	Critical Transportation	P		S		C	S	S	S		S			S	S	





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MISSION AREA	P – Primary S – Support C – Coordinating	ESF 1: Transportation	ESF 2: Communications	ESF 3: Public Works &	ESF 4: Firefighting	ESF 5: Emergency Management	ESF 6: Mass Care, Human Services	ESF 7: Logistics	ESF 8: Public Health & Medical	ESF 9: Search and Rescue	ESF 10: Oil & Hazard	ESF 11: Ag & Natural Resources	ESF 12: Energy	ESF 13: Public Safety	ESF 14: Long-term Recovery	ESF 15: External Affairs
	CORE CAPABILITIES															
	Environmental Response/Health & Safety			S		C			S		C/P	P	S		S	
	Fatality Management Services					C	S		C/P							
	Fire Management & Suppression				P	C							S	S		
	Logistics & Supply Chain Management			S	S	C/P	S	P	S			S	S		S	
	Mass Care Services			S		C	C/P	S	S			S			S	
	Mass Search & Rescue Operations				S	C				C/P				S		
	On-scene Security, Protection, & Law Enforcement				S	C/S								P		
	Operational Communications		P	S	S	C		S					S		S	
	Public Health, Healthcare, & EMS				S	C	S		C/P						S	
	Situational Assessment				S	C/P						S	S	S	S	
RECOVERY	Planning					C/P									P	
	Public Information & Warning					C/P								S	P	P
	Operational Coordination					C/P									P	
	Infrastructure Systems	P	P	P		C							P		P	
	Economic Recovery	S	S	S		C		P					S		S	
	Health & Social Services					C	S		P			S			P	
	Housing					C/P	S								P	
	Natural & Cultural Resources					C/S						P			P	

Table 1: Assignment of Emergency Roles per Core Capability



### 5. Responsibilities

- 5.1. The goal is to work together, reviewing plans, agreements, and operational initiatives to ensure the whole community can build, sustain, and improve their capability to prepare for, protect against, respond to, recover from, and mitigate all hazards.
- 5.2. Skagit County DEM encourages each individual, head-of-household, or caregiver to have on hand sufficient resources for themselves and those in their care to be self-sufficient for a minimum of 72 hours should an emergency or disaster occur. Ideally, general public, tribes, organizations and businesses will be prepared to be self-sufficient for up to two weeks should a large-scale disaster occur.

#### 5.2.1. Elected/Appointed Officials

<b>All Mission Areas</b>	Jurisdictional chief executives are responsible for the public safety and welfare of the people of their jurisdiction. These officials provide strategic guidance and resources across all five mission areas. Chief elected, or appointed, officials must have a clear understanding of their emergency management roles and responsibilities and how to apply the response core capabilities to make decisions regarding resources and operations during an incident, as needed. Lives may depend on their decisions. Elected and appointed officials also routinely shape or modify laws, policies, and budgets to aid preparedness efforts and improve emergency management and response capabilities.
<b>Prevention</b>	<ul style="list-style-type: none"><li>• May routinely shape or modify laws, policies, and budgets to aid prevention and general preparedness efforts.</li></ul>
<b>Protection</b>	<ul style="list-style-type: none"><li>• May routinely shape or modify laws, policies, and budgets to aid protection and general preparedness efforts.</li><li>• Establish policy and procedures for the for the municipality's chain of command and continuity of government.</li></ul>
<b>Mitigation</b>	<ul style="list-style-type: none"><li>• May routinely shape or modify laws, policies, and budgets to aid mitigation efforts.</li></ul>
<b>Response</b>	<ul style="list-style-type: none"><li>• Chief executives' response duties may include:<ul style="list-style-type: none"><li>○ Obtaining assistance from other governmental agencies;</li><li>○ Providing direction for response activities; and</li><li>○ Ensuring appropriate information is provided to the public</li></ul></li></ul>
<b>Recovery</b>	<ul style="list-style-type: none"><li>• Has the authority to appoint local recovery leadership that they select or that is selected by a designated recovery management organization</li></ul>

#### 5.2.2. Local Government Agencies/Departments

<b>All Mission Areas</b>	Local governments provide leadership for services such as law enforcement, fire, public safety, environmental response, public health, emergency management, emergency medical services, and public works for all manner of threats, hazards, and emergencies. Local governments are responsible for ensuring all citizens receive timely information in a variety of accessible formats. Department and agency heads collaborate with the emergency manager during the development of local emergency plans and provide key response resources. Participation in the
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	<p>planning process helps to ensure that specific capabilities are integrated into a workable plan to safeguard the community. These department and agency heads (and their staff) develop, plan, and train on internal policies and procedures to meet response needs safely. They also participate in interagency training and exercises to develop and maintain necessary capabilities.</p>
<b>Prevention</b>	<ul style="list-style-type: none"> <li>• Coordinate prevention resources and capabilities with neighboring jurisdictions, the state, and the private and nonprofit sectors</li> </ul>
<b>Protection</b>	<ul style="list-style-type: none"> <li>• Promote: <ul style="list-style-type: none"> <li>○ Coordination of ongoing protection plans;</li> <li>○ Implementation of core capabilities; and</li> <li>○ Engagement and information sharing with private sector entities, infrastructure owners and operators, and other jurisdictions and regional entities</li> </ul> </li> <li>• Address unique geographical protection issues, transborder concerns, dependencies and interdependencies among agencies and enterprises, and the establishment of agreements for cross-jurisdictional and public-private coordination</li> <li>• Local law enforcement agencies are responsible for the protection of life and property, the preservation of peace, the prevention of crime, and the arrest of violators of the law <ul style="list-style-type: none"> <li>○ These agencies respond to incidents, conduct criminal investigations, collect criminal intelligence, and collaborate with other law enforcement agencies to resolve crime; and</li> <li>○ They engage in community, private industry, and interagency partnerships to identify and prevent criminal acts, including terrorism and transnational threats</li> </ul> </li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Lead pre-disaster recovery and mitigation planning efforts <ul style="list-style-type: none"> <li>○ Provide a better understanding of local vulnerabilities as they relate to risk reduction activities;</li> <li>○ Actions to reduce long-term vulnerability are applied in both the pre-disaster planning and the post-disaster recovery activities of the jurisdiction; and</li> <li>○ Improve resiliency by preparing for recovery and integrating mitigation policies into the recovery phase to ensure opportunities are not lost for risk reduction during rebuilding</li> </ul> </li> <li>• Assist in making the connection between community resilience priorities and private sector development, most often addressed directly at the local level</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Prepare for and manage the response and recovery of the community</li> <li>• Volunteers and Donations: Volunteers and donors support response efforts in many ways, and governments at all levels must plan to incorporate volunteers and donated resources into response activities</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Primary role of planning and managing all aspects of a community's recovery post-disaster</li> </ul>





	<ul style="list-style-type: none"> <li>○ Focus on business retention and the redevelopment of housing units that are damaged or destroyed; repairing and rebuilding presents an opportunity to promote and integrate mitigation measures into recovery rebuilding strategies and plans;</li> <li>○ Find opportunities to share information with the public on the status of recovery efforts to maintain community coordination and focus; and</li> <li>○ Document progress made towards objectives and best practices for use in future incidents</li> </ul> <ul style="list-style-type: none"> <li>● Take the lead in ensuring that recovery needs assessment and planning processes are inclusive and accessible, often by establishing local recovery structures that address overall coordination, sectors impacted, and survivor services</li> </ul>
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### 5.2.3. Regional Organizations

<b>All Mission Areas</b>	Regional organizations provide coordination and support for planning, training, and exercise services regarding functional areas (e.g. public safety, hazardous materials, environmental response, public health, emergency medical services, etc.) for all manner of threats, hazards, and emergencies. Regional organizations are responsible for collaborating and coordinating with emergency management during the development of local emergency plans and identifying key response capabilities. Participation in the planning process helps to ensure that specific capabilities are integrated into a workable plan to safeguard each community. These regional organizations (and their staff) coordinate, plan, and train to meet response needs safely. They also participate in interagency training and exercises to develop and maintain necessary capabilities.
<b>Prevention</b>	<ul style="list-style-type: none"> <li>● Coordinate prevention resources and capabilities with neighboring jurisdictions, the state, and the private and nonprofit sectors.</li> </ul>
<b>Protection</b>	<ul style="list-style-type: none"> <li>● Promote: <ul style="list-style-type: none"> <li>○ Coordination of ongoing protection plans;</li> <li>○ Implementation of core capabilities;</li> <li>○ Engagement and information sharing with private sector entities, infrastructure owners and operators, and other jurisdictions and regional entities</li> </ul> </li> <li>● Address unique geographical protection issues, transborder concerns, dependencies and interdependencies among agencies and enterprises, and the establishment of agreements for cross-jurisdictional and public-private coordination</li> <li>● Engage in community, private industry, and interagency partnerships to identify and prevent criminal acts, including terrorism</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>● Support local jurisdictions in pre-disaster recovery and mitigation planning efforts</li> <li>● As able, promote and implement mitigation activities without necessarily holding a formal position of authority within a jurisdiction</li> </ul>



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	<ul style="list-style-type: none"> <li>• May provide training and education to jurisdictions or communities, including how-to guides</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Participate and/or support with local jurisdictions in preparation for and manage the response and recovery of the communities</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Support role in planning and advising functional aspects of a community's recovery post-disaster</li> <li>• May provide experience and subject matter expertise to local jurisdictions and Skagit County agencies in ensuring that recovery needs assessment and planning processes are inclusive and accessible</li> <li>• In addition to collaborating on disaster planning with recovery partners, it is beneficial for regional organizations to develop their own plans for how they will support disaster recovery efforts</li> </ul>

### 5.2.4. Private Sector

<b>All Mission Areas</b>	Private sector entities operate in all sectors of business, commerce, private universities, and industry that support the operation, security, and resilience of global trade systems. Owners and operators of private sector entities and infrastructure should maintain situational awareness and take actions on a continuous basis to promote and build capabilities.
<b>Prevention</b>	<ul style="list-style-type: none"> <li>• Maintain situational awareness of the current threat environment, including potential terrorism-related activities; this awareness allows private sector entities to assist in preventing terrorism by identifying and reporting potential terrorism-related activity to law enforcement</li> </ul>
<b>Protection</b>	<ul style="list-style-type: none"> <li>• Both private and public sector infrastructure develop and implement: <ul style="list-style-type: none"> <li>○ Risk-based protective programs;</li> <li>○ Resilience strategies for infrastructure; and</li> <li>○ Related information and operations under their control</li> </ul> </li> <li>• Make investments in security and resilience as necessary components of prudent day-to-day business and continuity of operations planning</li> <li>• Work together and with public sector entities through established sector coordination bodies established under relevant legal authorities to share information and jointly address public risks</li> </ul>
<b>Mitigation</b>	<p>Mitigation is a sound business practice that reduces disaster losses and quickens restoration of normal operations. Private sector investments in continuity and vulnerability reduction have broad benefits. Private sector entities are essential to improving resilience through planning and long-term vulnerability reduction efforts and the development of regulatory measures that address and manage risks across infrastructure sectors. A more resilient private sector strengthens community resilience by helping to sustain economic vitality and ensuring the delivery of goods and services in the aftermath of a disaster. Among numerous activities that promote and implement the mitigation core capabilities, businesses:</p> <ul style="list-style-type: none"> <li>○ Analyze and manage their own risks;</li> <li>○ Volunteer time and services;</li> <li>○ Operate business emergency operations centers;</li> </ul>





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	<ul style="list-style-type: none"> <li>○ Help protect America's infrastructure; and</li> <li>○ Promote the return on investment realized from increased resilience, developed continuity of operations plans, and reduced vulnerability</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>● Provide for the welfare of their employees in the workplace</li> <li>● Should have a direct link to emergency managers and, in some cases, be involved in the decision-making process</li> <li>● Critical infrastructure—such as privately-owned transportation and transit, telecommunications, utilities, financial institutions, hospitals, and other health regulated facilities—should have effective business continuity plans               <ul style="list-style-type: none"> <li>○ Unique private sector organizations, including critical infrastructure and regulated entities, may require additional efforts to promote resilience</li> </ul> </li> <li>● Certain regulated facilities or hazardous operations may be legally responsible for preparing for and preventing incidents and responding when an incident occurs</li> <li>● Participate in state and local preparedness activities by providing resources (donated or compensated) through local public-private emergency plans, or mutual aid and assistance agreements, or in response to requests from government and nongovernmental-volunteer initiatives</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>● Participate in coordination opportunities during pre-disaster planning processes</li> <li>● Maintain communication with the recovery officials about the status of operations and supply chains, as well as restoration challenges and timelines</li> <li>● Businesses that plan for disruption are less likely to go out of business after an incident than those that do not               <ul style="list-style-type: none"> <li>○ Develop continuity plans that include actionable, effective, and accessible internal communication processes and protocols to convey critical information</li> </ul> </li> <li>● May provide volunteers, leaders, technical assistance, commodities, and facilities to support the recovery effort</li> </ul>

### 5.2.5. Nongovernmental/Volunteer and Community Organizations

<b>All Mission Areas</b>	<p>Nongovernmental Organizations include voluntary, racial and ethnic, faith-based, veteran-based, and nonprofit organizations that provide sheltering, emergency food supplies, and other essential support services. Communities are groups that share goals, values, and institutions. They are not always bound by geographic boundaries or political divisions. Instead, they may be faith-based organizations, neighborhood partnerships, advocacy groups, academia, social and community groups, and associations. All these groups bring people together in different ways for different reasons, but each provides opportunities for sharing information and promoting collective action by fostering the development and organizational capacity to act toward a common goal. Communities may be the most effective actors to take specific action to manage and reduce their specific risks.</p>
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<b>Prevention</b>	<ul style="list-style-type: none"><li>• May possess the knowledge and understanding of the threats they face and have the capacity to alert authorities of potential terrorism-related information and/or suspicious activities</li><li>• Support terrorism prevention activities through information sharing by identifying and reporting potential terrorism-related information to law enforcement</li></ul>
<b>Protection</b>	<ul style="list-style-type: none"><li>• Understand the threats and hazards in their locales</li><li>• Promote, implement, and deliver core capabilities within the Protection mission by:<ul style="list-style-type: none"><li>○ Sharing information;</li><li>○ Establishing protection standards of practice; and</li><li>○ Advocate for, or assistance providers to, the entire range of community members by helping communities, individuals, and households to receive that protection information and resources</li></ul></li><li>• Central role in the development of Protection plans and in identifying and implementing solutions to Protection challenges<ul style="list-style-type: none"><li>○ As risks transect geographical and jurisdictional boundaries, communities are essential partners for understanding how to manage complex Protection issues across multiple spheres of responsibility</li></ul></li></ul>
<b>Mitigation</b>	<ul style="list-style-type: none"><li>• Represent communities and many groups in mitigation policy discussions</li><li>• Apply a localized understanding of risks to effective planning<ul style="list-style-type: none"><li>○ Identify strategic mitigation options</li></ul></li><li>• As able, promote and implement mitigation activities without necessarily holding a formal position of authority within a jurisdiction</li><li>• May provide training and education to communities, including how-to guides</li></ul>
<b>Response</b>	<ul style="list-style-type: none"><li>• Possess the knowledge and understanding of the vital roles for delivering important services; some are officially designated as support elements to national response capabilities:<ul style="list-style-type: none"><li>○ The American Red Cross: the American Red Cross is chartered by Congress to provide relief to survivors of disasters and help people prevent, prepare for, and respond to emergencies. Red Cross has a legal status of “a federal instrumentality” and maintains a special relationship with the Federal Government. In this capacity, the American Red Cross supports several ESFs and the delivery of multiple core capabilities.</li><li>○ National Voluntary Organizations Active in Disaster (National VOAD): is the forum where organizations share knowledge and resources throughout the disaster cycle—preparation, response, recovery, and mitigation—to help disaster survivors and their communities. National VOAD is a consortium of approximately 50 national organizations and 55 territorial and state equivalents. Washington Voluntary Organizations Active in Disaster (WA VOAD) is the State Chapter.</li></ul></li></ul>





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	<ul style="list-style-type: none"> <li>○ National Center for Missing &amp; Exploited Children (NCMEC). Within the NCMEC, the National Emergency Child Locator Center (NECLC) facilitates the expeditious identification and reunification of children with their families.</li> <li>● Support the volunteer and donations objective for managing the influx of volunteers and donations to voluntary agencies and all levels of government before, during, and after an incident               <ul style="list-style-type: none"> <li>○ The goal is to support jurisdictions affected by disasters through close collaboration with the voluntary organizations and agencies</li> </ul> </li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>● Foster relationship building with local emergency management organization</li> <li>● Maintain access to extended networks through local offices and chapters of the organization, providing contextually based insight and access to potential recovery partnerships and resilience champions</li> <li>● Play a critical role in the implementation of an inclusive, locally led recovery organization and planning process</li> <li>● Some NGOs are part of Voluntary Organizations Active in Disaster (VOAD) or Community Organizations Active in Disaster (COAD), which are responsible for meeting disaster-caused unmet needs of disaster survivors</li> <li>● May note milestones achieved and document best practices for their use and for the benefit of their peers               <ul style="list-style-type: none"> <li>○ This information may also be implemented into the planning process for the state VOAD or COAD as appropriate</li> </ul> </li> <li>● May provide experience and subject matter expertise greatly assisting with the management of money, manpower, and materials to meet recovery needs and obligations that otherwise are not funded by government programs</li> <li>● In addition to collaborating on disaster planning with recovery partners, it is beneficial for NGOs to develop their own plans for how they will support disaster recovery efforts</li> </ul>

### 5.2.6. Individual Community Members

<b>All Mission Areas</b>	<p>Although not formally part of emergency management operations, individuals, families, and households play an important role in emergency preparedness; each can be better prepared in the immediate aftermath of a disaster if they:</p> <ul style="list-style-type: none"> <li>● Build an emergency kit that includes food, water, battery powered communication devices, and other essential needs</li> <li>● Prepare emergency plans, with family members who have access and functional needs, to addresses evacuation, sheltering-in-place, and sheltering needs; include medical needs; provisions for their animals, including household pets or service and assistance animals; prepare for the essential needs of their children and ensure children know the family emergency plan</li> <li>● Contribute to the preparedness and resilience of their households and communities by volunteering with emergency organizations and completing emergency response training courses</li> </ul>
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	Safe, secure, and prepared individuals, families, and households are often less dependent on response services, which, in turn, places fewer responders in hazardous response situations. Those who prepare will reduce their personal stress, be able to reach out to others in need of assistance and be better positioned to actively contribute to post-disaster response and recovery efforts.
<b>Prevention</b>	<ul style="list-style-type: none"> <li>Identify and report potential terrorism-related activity to law enforcement               <ul style="list-style-type: none"> <li>Individual vigilance and awareness help communities remain safer and bolster prevention efforts</li> </ul> </li> </ul>
<b>Protection</b>	<ul style="list-style-type: none"> <li>Understand the threats and hazards in their locales               <ul style="list-style-type: none"> <li>Acquire an awareness of potential threats and hazards through sources such as news outlets, local emergency management agencies, public information and warning systems, community education campaigns, and information-sharing mechanisms                   <ul style="list-style-type: none"> <li>Take risk-informed protective actions based on this knowledge</li> </ul> </li> </ul> </li> </ul>
<b>Mitigation</b>	<p>Mitigation begins with individual awareness and action; informed decisions facilitate actions that reduce risk and enable individuals, families, and households to better withstand, absorb, or adapt to the impacts of threats and hazards and quickly recover from future incidents. Homeowners who have adequate hazard and flood insurance coverage and take steps to protect their property from hazards common to their area, reduce the impacts of an incident and are less reliant on external assistance to repair or rebuild their homes.</p> <ul style="list-style-type: none"> <li>Stay aware of and participate in disaster preparedness efforts in their community</li> <li>Become aware of planning efforts regarding floodplain management, building codes, and land use and environmental regulations</li> <li>Take actions and the basic steps to prepare themselves for emergencies               <ul style="list-style-type: none"> <li>Reduce hazards in and around their homes through efforts such as raising utilities above flood level or securing unanchored objects against the threat of high winds</li> </ul> </li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>Prepare to take care of themselves and their neighbors until assistance arrives               <ul style="list-style-type: none"> <li>Preparedness should account for a minimum of three days (72 hours)</li> <li>Due to the unique catastrophic hazard profile in the State of Washington, EMD and Skagit County DEM recommend striving to prepare for 14 days</li> </ul> </li> <li>Monitor emergency communications and follow guidance and instructions provided by local authorities</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>After suffering losses, survivors can:               <ul style="list-style-type: none"> <li>Maximize any benefits from insurance coverage;</li> <li>Pursue additional funding through any available personal or loan-based resources;</li> <li>Apply for local, regional/metropolitan, state, tribal, territorial, insular area, or Federal program assistance that may be available                   <ul style="list-style-type: none"> <li>After applying, survivors should:                       <ul style="list-style-type: none"> <li>Ensure they follow up on agency requests;</li> </ul> </li> </ul> </li> </ul> </li> </ul>





	<ul style="list-style-type: none"><li>• Gain full understanding of program processes; and</li><li>• Express any unmet needs</li><li>• Get involved in their community's recovery activities, including providing input in the post-disaster recovery planning process</li></ul>
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### 5.3. Memorandum Responsibilities

5.3.1. Skagit County has an Intergovernmental Cooperation Agreement with Skagit Transit for use of Transit buses during an emergency. The only requirement is that Skagit Transit must notify Skagit County if they are unable to respond. The agreement self-renews every five years until terminated. (C20070501)

5.3.2. Skagit County has interlocal agreements (see, Appendix 1, Section 3.7) with each of the municipalities for components of emergency management services which may include:

#### 5.3.2.1. Prevention:

- Maintain emergency plans
- Provide technical assistance to municipalities for plan development

#### 5.3.2.2. Protection:

- Provide duty officer 24/7
- Use multiple means of communications to notify, warn, and/or provide information and instruction to the general public regarding impending or occurring disasters
- Provide training, information, and/or technical assistance to ensure communications interoperability

#### 5.3.2.3. Mitigation:

- Oversee CERT
- Oversee ARES/RACES
- Coordinate annual functional exercise and additional training opportunities

#### 5.3.2.4. Response:

- Activate EOC to support Municipalities
- Deploy Liaison to municipality when requested
- Activate CEMP
- Make available County resources not needed elsewhere
- Request additional assistance as needed
- Initiate Declaration of Emergency
- Provide technical assistance to support disaster recovery efforts

#### 5.3.2.5. Recovery:

- Coordinate FEMA's post-disaster PDA process

## 6. Communications

6.1. Leadership, at the incident level and in EOCs, facilitates communication through the development and use of a common communications plan, interoperable communications processes, and systems that include voice and data links. Integrated communications provide and maintain contact among and between incident resources, enable connectivity between various levels of government, achieve situational awareness, and facilitate information sharing. Planning, both in advance of and during an incident, addresses equipment, systems, and protocols necessary to



achieve integrated voice and data communications.

- 6.2. The principles of communications and information management, which support incident managers in maintaining a constant flow of information during an incident, are (1) Interoperability; (2) Reliability, Scalability, and Portability; (3) Resilience and Redundancy; and (4) Security. Information and intelligence management includes identifying essential elements of information (EEI) to ensure personnel gather the most accurate and appropriate data, translate it into useful information, and communicate it with appropriate personnel. ESF 2: Communication supports impacted local jurisdictions with regard to communications issues.

### **6.3. *Interoperable Communications Plans***

#### **6.3.1. *Federal***

##### **6.3.1.1. National Emergency Communications Plan (NECP)**

- 6.3.1.1.1. The NECP is the Nation's strategic plan for emergency communications that promotes communication and sharing of information across all levels of government, jurisdictions, disciplines, and organizations for all threats and hazards, as needed and when authorized.

#### **6.3.2. *State***

##### **6.3.2.1. The Alert and Warning Center (AWC)**

- 6.3.2.1.1. The AWC is a function of the State Emergency Operations Center (SEOC) which provides 24-hour, 7 days a week coverage for notifications, alerts, and warnings of emergency events and incidents affecting Washington State. The AWC provides continuous situational monitoring during non-emergency periods as well as in times of disaster and emergency. Federal, state, local and tribal officials are then responsible for further dissemination or action as needed.

##### **6.3.2.2. Information Management Systems**

- 6.3.2.2.1. Washington State maintains information management systems, such as WebEOC, to manage disasters and emergencies and to support and increase public safety information sharing. The system provides the SEOC and local jurisdictions with a platform to receive, process and manage information. The system is used as a gateway to share information and provide communications among county/city EOCs, the SEOC and state, federal, and local public safety entities. This information sharing allows authorized users to make informed decisions regarding public safety operations during disasters or emergencies and supports statewide collaboration.

##### **6.3.2.3. State Radio Amateur Civil Emergency Services (RACES) Plan**

- 6.3.2.3.1. RACES is utilized during a variety of emergency/disaster situations where normal governmental communications systems have sustained damage or when additional communications are required/desired. Situations that RACES can be used include: natural disasters, technological disasters, terrorist incidents, civil disorder, and nuclear/chemical incidents or attack. The purpose of this plan is to provide guidance, establish responsibility, and ensure coordinated operations between State of Washington government officials, local agencies, and the RACES





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organizations during times when there are extraordinary threats to the safety of life and/or property. This plan enables agencies and organizations having emergency responsibilities to include the RACES organizations in local emergency plans and programs.

#### 6.3.2.4. State Telecommunications Service Priority (TSP) Planning Guidance

6.3.2.4.1. The TSP System is a priority-based system for installation of new telecommunications services which may be needed during a national emergency or disaster, as well as the restoration of TSP identified telecommunications services at any time. The purpose of this planning guide is to describe the State of Washington's policy and procedures for the Telecommunications Service Priority (TSP) system. It summarizes the legal and regulatory basis and procedures for all non-federal government agencies in Washington. It will aid potential users in determining eligibility for TSP and outlines the procedures for submitting TSP applications in Washington.

#### 6.3.2.5. Statewide Communications Interoperability Plan (SCIP)

6.3.2.5.1. A statewide strategic plan to enhance interoperability and emergency communications. The purpose of the Washington SCIP is to: 1) provide the strategic direction and alignment for those responsible for interoperable and emergency communications at the State, regional, local, and tribal levels; and 2) explain to leadership and elected officials the vision for interoperable and emergency communications and demonstrate the need for funding.

#### 6.3.2.6. Washington Statewide AMBER Alert Plan

6.3.2.6.1. A program of voluntary cooperation between broadcasters, cable systems, and local and state law enforcement agencies to enhance the public's ability to assist in recovering abducted children. AMBER Alert notification is supported by the AMBER Alert Web Portal (Portal) and the Emergency Alert System (EAS). The Federal Communications Commission has authorized activation of the EAS for AMBER Alerts using the "child abduction emergency" code.

#### 6.3.2.7. Appendix: Communicating with Limited English Proficient Populations; Washington State CEMP - ESF 15

### 6.4. *Community Communications Plans*

6.4.1. See ESF 2, Communications.

6.4.2. Skagit County 911 Radio Communication Plan has radio frequencies for National, State and local emergency entities.

6.4.3. Most local plans include procedures for CodeRED and the Community Notification System (CNS), with local radio stations for information.



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### 6.4.4. Limited-English Proficiency (LEP) Communications Plan

6.4.4.1. Washington State RCW 38.52.070(3)(a)(ii) defines “significant population segment” as “each limited English proficiency language group that constitutes five percent or one thousand residents, whichever is less, of the population of persons eligible to be served or likely affected within a city, town, or county.”

6.4.4.2. According to the Office of Financial Management, Skagit County has an estimated 15,700 “County Specific Hispanic” speaking population, based on the 2016 data of 3,820 students (21.67% of enrolled students). The estimated 2016 population of Skagit County was 122,270. The Spanish-speaking population is estimated at 12.8%. Spanish is the only language that qualifies as a significant population segment for Skagit County.

6.4.4.3. Skagit County utilizes CodeRED for emergency alerts. CodeRED uses voice, text, and email to notify subscribers of emergency alerts. Text and email messages can be translated to Spanish before sending.

6.4.4.4. AFN and LEP individuals may need more frequent and varied notifications of life-safety information during an emergency. All avenues should be sought to get information out in voice, text, print, and graphic forms.

6.4.4.5. **After-Action Reporting Process will be completed for each incident and training.** Skagit County Department of Emergency Management will review for challenges with communications efforts, including technical challenges, and propose recommendations and resources needed to address those challenges.

6.4.4.6. Current technical challenges which limit the ability to communicate effectively with the LEP community include not having accurate multi-translation abilities at all points of communication, limited alternate language networks, and limited community engagement with social media.

6.4.4.6.1. The most proficient method of timely communication is the CodeRED app, which translates and provides the information in both text and language, depending on how the recipient has signed up.

6.4.4.6.2. Skagit County has expanded its contracts with local agencies for Spanish translation services.

6.4.5. Reliable telecommunications and information system capabilities are necessary at all levels of government for day-to-day communications, alert and warning of impending events, response and recovery operations, search and rescue operations, and coordination with other jurisdictions and public safety agencies. Such capabilities must be available to the Skagit County for operations from the primary or alternate EOC.

6.4.6. Emergency communication between Skagit County and other local jurisdictions as well as with other state and federal agencies can be provided through Skagit 911, the county’s Public Safety Answering Point (PSAP).





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6.4.7. Skagit 911 or Skagit DEM can activate the Emergency Alert System (EAS) to notify the public of a wide-ranging emergency. Both agencies can also use an alerting software that will call all landlines in a designated area to warn of a threat. Both agencies also have at their disposal an application for smart phones to push information and alerts called CodeRED to all those who subscribe to this free service.

6.4.8. The county has a number of communications capabilities to include EAS, alerting software, a primary radio system, commercial telephones (provided by CenturyLink which has an emergency plan in place), email, internet, cellular phones, the Amateur Radio Emergency System (ARES) and Radio Amateur Civil Emergency Services (RACES) groups, and the Comprehensive Emergency Management Network (CEMNET) a two-way VHF radio system for back-up direction and control from the State.

## 7. Administration

7.1. The Governor, Washington Military Department, Emergency Management Division (EMD), and other governmental officials require information concerning the nature, magnitude, and impact of a disaster or emergency. This information allows for evaluating and providing the most efficient and appropriate distribution of resources and services during the response to and recovery from a disaster or emergency. State agencies, local jurisdictions, and other organizations provide these reports including, but are not limited to:

- Situation Reports;
- Requests for Declarations of Emergency;
- Requests for Assistance;
- Costs/Expenditures Reports;
- Damage Assessment Reports; and/or
- After Action Reports.

### 7.2. Documentation

7.2.1. Records will be kept in such a manner to separately identify incident related expenditures and obligations from general programs and activities of local jurisdictions or organizations. Complete and accurate records are necessary to document requests for assistance, for reimbursement under approved applications pertaining to declared emergencies or major disasters, and for audit reports. Records are subject to retention and public disclosure requirements as required by law, including, but necessarily limited to, RCW 42.56.

### 7.3. Retention

7.3.1. Accurate emergency logs and expenditure records must be kept from the very beginning of an event to receive the maximum amount of entitled reimbursement should Federal Assistance become available. Records should be kept in such a manner to separate disaster expenditures from general ongoing expenditures and accurately document expenditures for potential audit or for state and/or Federal Disaster Assistance programs.



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- 7.3.2. Records need to be maintained for as long as required under the Washington State Local Government Common Records Retention Schedule (CORE) or as required for any Disaster Assistance or other reimbursement or grant programs.

### **7.4. Preservation**

- 7.4.1. Local government offices may coordinate the protection of their essential records with the state archivist as necessary to provide continuity of government under emergency conditions pursuant to RCW 40.10.010.

## **8. Finance**

- 8.1. Local jurisdictions requesting assistance should assume the resources requested will need to be paid out of local funding. Local jurisdictions may incur disaster-related obligations and expenditures in accordance with the provisions of RCW 38.52.070, applicable state statutes and local codes, charters, and ordinances, which may include but are not limited to the following:
- Emergency expenditures for cities with populations less than 300,000. RCW 35.33.081.
  - Emergency expenditures for towns and cities with an ordinance providing for a biennial budget. RCW 35.33.081.
  - Emergency expenditures for code cities. RCW 35A.33.080 and RCW 35A.34.140.
  - Emergency expenditures for counties. RCW 36.32., RCW 36.40.180., and RCW 39.04.
- 8.2. The Federal Emergency Management Agency (FEMA) requires that state and local governments receiving federal financial assistance under the Stafford Act comply with FEMA's rules prohibiting discrimination, as provided in 44 Code of Federal Regulation (CFR) § 206.11. As a result of this federal requirement, state, and local governments seeking to receive federal disaster assistance will follow a program of non-discrimination and incorporates FEMA's Whole Community approach (discussed in the **Concept of Operations** section). This requirement encompasses all state and local jurisdiction actions to the Federal/State Agreement.
- 8.3. All personnel carrying out federal major disaster or emergency assistance functions, including the distribution of supplies, the processing of applications, and other relief and assistance activities, shall perform their work in an equitable and impartial manner, without discrimination on the grounds of race, religion, sex, color, age, economic status, physical and sensory limitations, Limited English Proficiency (LEP), or national origin.
- 8.4. As a condition of participation in the distribution of assistance or supplies under the Stafford Act, government bodies and other organizations shall provide a written assurance of their intent to comply with regulations relating to nondiscrimination promulgated by the President or the administrator of the Federal Emergency Management Agency (FEMA), and shall comply with such other regulations applicable to activities within an area affected by a major disaster or emergency as the administration of FEMA deems necessary for the effective coordination of relief efforts.
- 8.5. The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The PETS Act is operational when a federal disaster





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declaration is made and can provide reimbursement for allowable, documented services used in the declared emergency. Eligible costs related to pet evacuations and sheltering is in FEMA's Public Assistance Program and Policy Guide (PAPPG).

### **8.6. Incurred Costs Tracking**

8.6.1. Each community organization, agency, or department is responsible for establishing effective administrative funding controls, segregation of duties for proper internal controls, and accountability to ensure that costs incurred are consistent with the missions identified in this plan. Extreme care and attention to detail must be taken throughout the emergency response period to maintain logs, formal records, and file copies of all expenditures, including personnel time sheets, in order to provide clear and reasonable accountability and justification for future reimbursement requests.

### **8.7. Cost Recovery**

8.7.1. Disaster-related expenditures and obligations of state agencies, local jurisdictions, and other organizations may be reimbursed under a number of federal programs. The federal government may authorize reimbursement of approved costs for work performed in the restoration of certain public facilities after a major disaster declaration by the President of the United States under the statutory authority of certain federal agencies.

#### **8.7.2. Federal Assistance Programs**

##### **8.7.2.1. Public Assistance (PA) Program**

8.7.2.1.1. FEMA's Public Assistance (PA) grant program provides federal assistance to government organizations and certain private nonprofit (PNP) organizations following a Presidential disaster declaration. PA provides grants to state, tribal, territorial, and local governments, and certain types of PNP organizations so that communities can quickly respond to and recover from major disasters or emergencies. Through the program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly-owned facilities, and the facilities of certain PNP organizations. The PA program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process. The federal share of assistance is not less than 75 percent of the eligible cost. The Recipient (usually the state) determines how the non-federal share (up to 25 percent) is split with the subrecipients (eligible applicants).

##### **8.7.2.2. Individual Assistance (IA) Program**

8.7.2.2.1. FEMA provides assistance to individuals and households through the Individual Assistance Program, which includes all of the following:

- Mass Care and Emergency Assistance (MC/EA);
- Crisis Counseling Assistance and Training Program (CCP);
- Disaster Unemployment Assistance (DUA);
- Disaster Legal Services (DLS);



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- Disaster Case Management (DCM); and
- Individuals and Households Program (IHP). IHP is comprised of two categories of assistance: Housing Assistance (HA) and Other Needs Assistance (ONA).

### 8.7.3. State Assistance Programs

#### 8.7.3.1. Public Assistance (PA) Program

8.7.3.1.1. The Public Assistance (PA) State Administrative Plan (SAP) provides procedures used by the Military Department, Emergency Management Division staff (as Grantee) to administer the Public Assistance Program. Audits of state and local jurisdiction emergency expenditures will be conducted in the normal course of state and local government audits. Audits of projects approved for funding with federal disaster assistance funds are necessary to determine the eligibility of the costs claimed by the applicant.

#### 8.7.3.2. Individual Assistance (IA) and Other Needs Assistance (ONA) Programs

8.7.3.2.1. The Individual Assistance (IA) State Administrative Plan (SAP) for the Other Needs Assistance (ONA) Program is used by the State Emergency Management Division staff (as Grantee) to administer the Individual Assistance Program. The IA SAP sets forth the organization, staffing, and procedures for administration of the **Individuals and Households Program, Other Needs Assistance, in Washington State** subsequent to a major disaster declaration by the President.

### 8.7.4. Local Assistance Programs

- 8.7.4.1. Insurance – Self-insured with Business, renter's or homeowner's insurance and/or participation in the National Flood Insurance Program (NFIP) can recover some of the expenses needed to repair or rebuild
- 8.7.4.2. U.S. Small Business Administration Disaster Loan Assistance provides low-interest disaster loans to businesses, private non-profit organizations, homeowners and renters.
- 8.7.4.3. Skagit Community Action Agency administers a variety of assistance programs ranging from housing, utilities, food, and some medical programs.

## 9. Logistics and Resource Management

9.1. NIMS resource management guidance enables many organizational elements to collaborate and coordinate to systematically manage resources—personnel, teams, facilities, equipment, and supplies. Most jurisdictions or organizations do not own and maintain all the resources necessary to address all potential threats and hazards. Therefore, effective resource management includes leveraging each jurisdiction's resources, engaging private sector resources, involving volunteer organizations, and encouraging further development of mutual aid agreements.

### 9.2. ***Resource Typing***

9.2.1. Resource typing is defining and categorizing incident resources by capability. Resource typing definitions establish a common language for discussing resources by defining minimum





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capabilities for personnel, teams, facilities, equipment, and supplies. Resource typing enables communities to plan for, request, and have confidence that the resources they receive have the capabilities they requested. FEMA leads the development and maintenance of resource typing definitions for resources shared on a local, interstate, regional, or national scale. Jurisdictions can use these definitions to categorize local assets.

- 9.2.2. Local jurisdictions are encouraged to maintain accurate resource typing lists. Memorandums of agreement are encouraged with a wide variety of professional organizations and private sector to be able to utilize specialized equipment (e.g. heavy equipment, housing inspectors, hazmat equipment). If local jurisdictions are not able to procure needed resources and Skagit County has an agreement for that resource, Skagit County EOC will attempt to provide the resource and the requesting jurisdiction will be responsible for any agreed-upon costs. The specialized resources will be procured and managed using the following Procurement Methodology (section 9.4).

### **9.3.      *Emergency Worker Program/Liability Protection***

- 9.3.1. RCW 38.52. authorizes the use of emergency workers as outlined in state law. "Emergency Worker" is defined in RCW 38.52.010(7), while provisions addressing the registration, use, classification and coverage of emergency workers are addressed by other applicable law, including, RCW 38.52. and WAC 118-04.
- 9.3.2. When emergency workers are utilized by government agencies, these agencies are responsible for keeping records of the name, Emergency Worker Registration Number, arrival time, duration of utilization, departure time and other information relative to the service of emergency workers, as well as documentation of any injuries, lost or damaged equipment, and any extraordinary costs.

### **9.4.      *Procurement Methodology***

- 9.4.1. During EOC activations, the distribution of resources will be accomplished through the Logistics Section of the EOC under the direction of the EOC Manager in support of the Operations Section Chief and the EOC Plan. When local resources have been exhausted, the EOC will submit all resource requests which can be transmitted to the State through WebEOC, use of the ICS 213 Resource Request form, or by phone or radio.
- 9.4.2. Resource acquisition and distribution must be first requested either by an incident commander, area commander or other authorized field personnel, or in anticipation of an event by a person in authority. Should a resource gap be identified, or specialized resource be required, resource acquisitions must be coordinated through the EOC when activated. Out-of-state mutual aid resources will be requested through the county EOC then forwarded to State via the Emergency Management Assistance Compact (EMAC) per Public Law 104-321 or the Pacific Northwest Emergency Management Arrangement (PNEMA) established in Public Law 105-381.



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- 9.4.3. When there are multiple competing resource requests for a limited supply of resources, their acquisition and distribution will be prioritized by the EOC Manager taking into account the recommendations of the Operations Section Chief and the operations plan. The prioritization of these requests can be influenced by the type of incident, the threats that the incident poses, environmental factors such as weather, availability and location of the resource relative to the incident site, and the means of distribution.
- 9.4.4. All resources distributed for response and recovery will be tracked. Whenever possible, upon demobilization, resources will be returned to their original condition.
- 9.4.5. Community Points of Distribution (CPOD) will be used to distribute needed resources in the case of a wide-ranging disaster. The locations of these points and associated procedures will be promulgated in a separate document. See Support ANNEX C CPOD
- 9.4.6. Volunteers will become an important human resource in the event of a disaster. The county has a group of registered volunteers who can be used to support operations. While all volunteers are requested to pre-register through a volunteer organization, many individuals and groups will want to volunteer spontaneously during a disaster. Staging areas should be designated and persons wishing to volunteer may be directed there for registration and assignments. Volunteer emergency workers shall be registered using procedures established by Chapter 118-04 WAC Emergency Worker Standards.
- 9.4.7. The Washington Intrastate Mutual Aid System (WAMAS), established in RCW 38.56, provides for in-state mutual assistance among member jurisdictions, to include every county, city, and town of the state. Federally recognized tribal nations located within the boundaries of the state, may become a member upon receipt, by the Washington State Military Department, of a tribal government resolution declaring its intention to be a member of WAMAS. Members of WAMAS are not precluded from entering into or participating in other mutual aid agreements that are authorized by law. WAMAS does not replace current mutual aid agreements; it is a mutual aid tool to use when other agreements do not exist.
- 9.4.8. Out-of-state mutual aid resources are requested through the Emergency Management Assistance Compact (EMAC), established in Public Law 104-321, or the Pacific Northwest Emergency Management Arrangement (PNEMA), established in Public Law 105-381, both coordinated through Washington Emergency Management Division.
- 9.4.9. Resources should deploy only when appropriate authorities request and dispatch them through established resource management systems. Resources that authorities do not request should refrain from spontaneous deployment to avoid overburdening the recipient and compounding accountability challenges.
- 9.4.10. Resource requests are tracked throughout their entire life cycle, from the time submitted, until filled (if consumable) or until the resource is demobilized and returned (if non-consumable). Supply chain elements, such as state and local staging areas, reception and integration centers, movement coordination centers, and movement control points activate





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as appropriate to the situation. State and local staging areas serve as temporary storage areas for the movement of resources to affected areas. Reception and integration centers provide reception, integration, onward movement, and accountability for out-of-state resources.

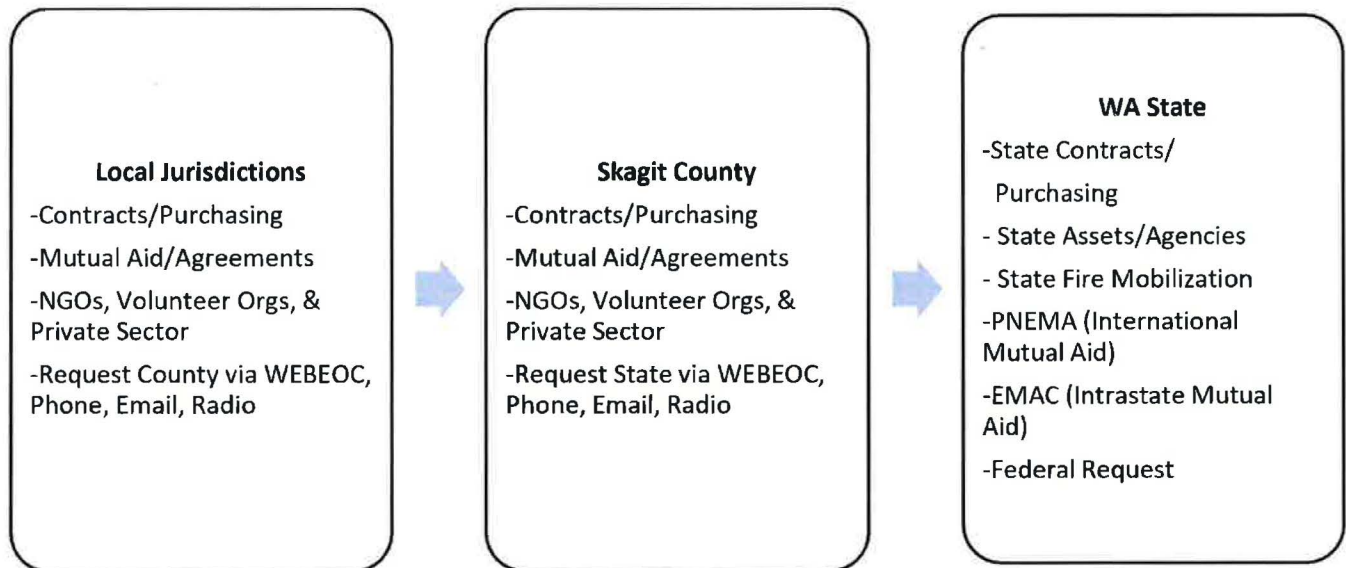


Figure 6: Resource Request Process Overview – Local Jurisdiction to County to State

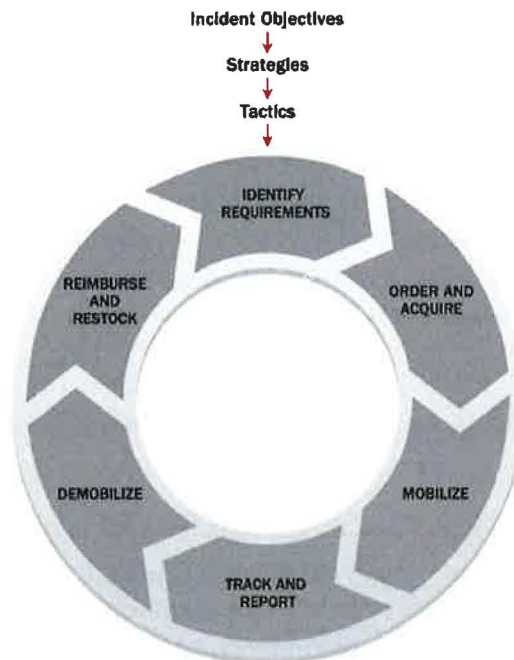


Figure 7: Resource Tracking Life Cycle

### 9.5. Demobilization

9.5.1. The demobilization of incident resources must be conducted in an efficient and safe manner and shall not interfere with ongoing incident operations. Demobilization ensures that



## Skagit County CEMP

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resources checking out of the incident have completed all appropriate incident business and provides the Planning Section information on resources released from the incident.

9.5.2. Whenever possible, upon demobilization, resources will be returned to their original condition.

### **9.6. Resource Gaps**

9.6.1. Comprehensive and integrated planning can help other levels of government plan their response to an incident within a jurisdiction. By knowing the extent of the jurisdiction's capability, supporting planners can pre-identify shortfalls and develop pre-scripted resource requests.

## **10. Development and Maintenance**

10.1. This Comprehensive Emergency Management Plan is required by law and is the basis for an integrated system of emergency management in Skagit County, in accordance with the requirements of RCW 38.52 and WAC 118. This plan is the documentation of the planning process and as such needs to be a product of that process, and it is essential this be accomplished with the input and cooperation of all participants. The CEMP and associated Functions, Annexes and Appendices are available to the public on the Skagit County Emergency Management webpage or are available upon request. Copies of the current Plan are also held at each Public Library in the County.

### **10.2. Core Planning and Development Team**

#### *10.2.1. Planning Process*

10.2.1.1. Planning is a continuous process that does not stop when the plan is published. The planning team develops a rough draft of the basic plan or annexes. The team prepares a final draft and circulates it for comment to organizations that have responsibilities for implementing the plan. The written plan should be checked for its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice. Once validated, the planning team presents the plan to the appropriate officials for signature and promulgation. The promulgation process should be based on specific statute, law, or ordinance. Once approved, the planner should arrange to distribute the plan to stakeholders who have roles in implementing the plan.

#### *10.2.2. Review Process*

10.2.2.1. Commonly used criteria can help decision makers determine the effectiveness and efficiency of plans. These measures include adequacy, feasibility, and acceptability. Decision makers directly involved in planning can employ these criteria, along with their understanding of plan requirements, not only to determine a plan's effectiveness and efficiency but also to assess risks and define costs.

10.2.2.1.1. *Adequacy* – a plan is adequate if the scope and concept of planned operations identify and address critical tasks effectively; the plan can accomplish the assigned mission while complying with guidance; and the plan's assumptions are valid, reasonable, and comply with guidance.





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- 10.2.2.1.2. *Feasibility* – a plan is feasible if the organization can accomplish the assigned mission and critical tasks by using available resources within the time contemplated by the plan. The organization allocates available resources to tasks and tracks the resources by status (e.g., assigned, out of service). Available resources include internal assets and those available through mutual aid or through existing state, regional, or Federal assistance agreements.
- 10.2.2.1.3. *Acceptability* – a plan is acceptable if it meets the requirements driven by a threat or incident, meets decision maker and public cost and time limitations, and is consistent with the law. The plan can be justified in terms of the cost of resources and if its scale is proportional to mission requirements. Planners use both acceptability and feasibility tests to ensure that the mission can be accomplished with available resources, without incurring excessive risk regarding personnel, equipment, material, or time. They also verify that risk management procedures have identified, assessed, and applied control measures to mitigate operational risk (i.e., the risk associated with achieving operational objectives).
- 10.2.2.1.4. *Completeness* – a plan is complete if it:
- Incorporates all tasks to be accomplished;
  - Includes all required capabilities;
  - Integrates the needs of the general population, children of all ages, individuals with disabilities and others with access and functional needs, immigrants, individuals with limited English proficiency, and diverse racial and ethnic populations;
  - Provides a complete picture of the sequence and scope of the planned response operation;
  - Makes time estimates for achieving objectives; and
  - Identifies success criteria and a desired end-state.
- 10.2.2.1.5. *Compliance* – the plan should comply with guidance and doctrine to the maximum extent possible, because these provide a baseline that facilitates both planning and execution. It will also be updated outside the five-year cycle should there be a major revision to the National Response Framework (NRF) or applicable Washington State Law substantially changing the information promulgated in the plan, or upon direction from a higher authority. State and local rules and laws should be checked annually in March to ensure the CEMP is in compliance with new legislation.

### 10.2.3. Revision Process

- 10.2.3.1. Plans should evolve as lessons are learned, new information and insights are obtained, and priorities are updated. Evaluating the effectiveness of plans involves a combination of training events, exercises, and real-world incidents to determine whether the goals, objectives, decisions, actions, and timing outlined in the plan led to a successful response. Planning teams should establish a process for reviewing and revising the plan. Reviews should be a recurring activity. In no case should any part of the plan go for more than two years without being reviewed and revised.



Figure 8: CEMP Review Timeline

### 10.3. Maintenance Schedule

10.3.1. The CEMP Basic Plan will be revised at a minimum of every five years from the date of last publication.

Section	Year Reviewed	Year Updated	Year Approved	Next Review	Next Update

### 10.4. Training & Exercise Program

10.4.1. Through the implementation of the Homeland Security Exercise and Evaluation Program (HSEEP), organizations can use training and exercises to improve current and required Core Capability levels, identify gaps, and overcome shortfalls. A Capabilities Assessment provides a gap analysis, by Core Capability, for each desired outcome and capability target; each of the Homeland Security Regions is required to complete an assessment. After the Capabilities Assessment is completed, it is referenced to determine the priority capabilities for training and exercise planned activities and should be coordinated with the Training and Exercise Plan (TEP) of the state.

10.4.2. Skagit County DEM has adopted the Homeland Security Exercise and Evaluation Program (HSEEP), a federal standard under the National Preparedness System, as the standard for its emergency management exercise program. Under HSEEP, exercises are documented in an after-action report and corrective actions are identified and assigned in a comprehensive improvement plan.



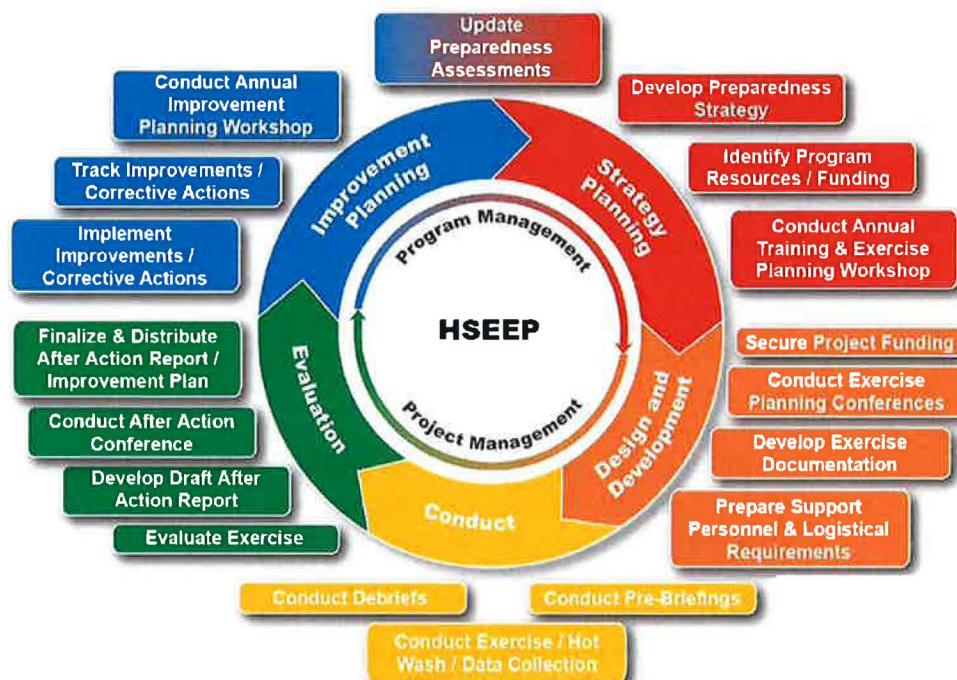


Figure 9: Homeland Security Exercise and Evaluation Program (HSEEP) Process

### 10.3 Training Program

#### 10.3.1 Exercise Program

10.3.1.1 Applying the following principles to both the management of an exercise program and the execution of individual exercises is critical to the effective examination of capabilities:

- *Guided by Elected and Appointed Officials* – provide the overarching guidance and direction for the exercise and evaluation program as well as specific intent for individual exercises.
- *Capability-based, Objective Driven* – through HSEEP, organizations can use exercises to examine current and required core capability levels and identify gaps; exercises focus on assessing performance against capability-based objectives.
- *Progressive Planning Approach* – a progressive approach includes the use of various exercises aligned to a common set of exercise program priorities and objectives with an increasing level of complexity over time.
- *Whole Community Integration* – encourage exercise planners to engage the whole community throughout exercise program management, design and development, conduct, evaluation, and improvement planning.
- *Informed by Risk* – identifying and assessing risks and associated impacts helps organizations identify priorities, objectives, and core capabilities to be evaluated through exercises.
- *Common Methodology* – enables organizations of divergent sizes, geographies, and capabilities to have a shared understanding of exercise program management, design and development, conduct, evaluation, and improvement planning; and fosters



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exercise-related interoperability and collaboration.

10.3.1.1.1 The Skagit County DEM will coordinate at least one exercise per year involving the use of the CEMP. Exercises that are coordinated through other agencies but which include portions of the CEMP, including ESF activities, will have shortfalls and other feedback captured via After Action Reports (AAR) and forwarded to Skagit County DEM for possible inclusion in CEMP updates, process improvement, and the identification of equipment shortages, training needs and policy refinement. These lessons learned will be shared to all stakeholders of the CEMP and the general public upon publication.

### 10.3.1.2 *After-Action Reporting Process*

10.3.1.2.1 The After-Action Report (AAR) summarizes key exercise-related evaluation information, including the exercise overview and analysis of objectives and core capabilities; however, the AAR can also be used to capture and analyze key incident-related information throughout the phases of an incident, including any specific Limited English Proficiency reporting requirements. The AAR should include an overview of performance related to each exercise objective and associated core capabilities, while highlighting strengths and areas for improvement. Upon completion, the exercise evaluation team provides the **draft AAR to the exercise sponsor, who distributes it to participating organizations** prior to drafting a formal AAR. Elected and appointed officials, or their designees, review and confirm observations identified in the formal AAR and determine which areas for improvement require further action. Areas for improvement that require action are those that will continue to seriously impede capability performance if left unresolved.

10.3.1.2.1.1 AARs will be developed within 1 week after every large-scale and actual event, with input from as many participants as possible. They will include actionable items with assigned due dates and responsible parties.

10.3.1.2.1.2 The effectiveness of the communication of life safety information, along with technical challenges, recommendations, and resources for improvement will be evaluated and submitted to the Washington Emergency Management Department Describe per RCW 38.52.070(4).

### 10.4.2.1. *Corrective Action Program*

10.4.2.1.1. Corrective actions are concrete, actionable steps that are intended to resolve capability gaps and shortcomings identified in exercises or real-world events. In developing corrective actions, elected and appointed officials and/or their designees should first review and revise the draft AAR, as needed, to confirm that the issues identified by evaluators are valid and require resolution. The reviewer then identifies which issues fall within their organization's authority and assume responsibility for acting on those issues. Finally, they determine an initial list of appropriate corrective actions to resolve identified issues.





### **Appendix 1: Authorities and Guides**

Local, State and Federal Ordinances, Resolutions, Laws, Statutes and Regulations: the Skagit County Comprehensive Emergency Plan has been developed and is maintained under the following Authorities:

#### **1. Federal**

- 1.1. Public Law 81-920 Federal Civil Defense Act of 1950, as amended.
- 1.2. Public Law 88-352, Civil Rights Act of 1964. Title VI of the Civil Rights Act regarding discrimination against person with Limited English Proficiency.
- 1.3. Public Law 93-288, The Disaster Relief Act of 1974, as amended by 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act. (August 2016)
- 1.4. Public Law 96-342, Improved Civil Defense Act of 1980.
- 1.5. Public Law 99-499, Superfund Amendments and Re-authorization Act of 1986, Title III (SARA) – related to hazardous waste.
- 1.6. Public Law 105-19, Volunteer Protection Act of 1997.
- 1.7. Public Law 107-296, Homeland Security Act of 2002.
- 1.8. Public Law 109-225, Post-Katrina Emergency Management Reform Act of 2006.
- 1.9. Public Law 109-308, Pet Evacuation and Transportation Standards Act of 2006.
- 1.10. Presidential Directive 5 (Homeland Security), Management of Domestic Incidents
- 1.11. Presidential Directive 8 (Homeland Security), National Preparedness
- 1.12. Presidential Executive Orders
  - 1.12.1. Executive Order 13166 – Improving Access to Services for Person with Limited English Proficiency
  - 1.12.2. Executive Order 13347 – Individuals with Disabilities in Emergency Preparedness
- 1.13. Subtitle A of the Title II of the American Disabilities Act, as
- 1.14. 44 Code of Federal Regulations 201 Federal Mitigation Funds
- 1.15. 44 Code of Federal Regulations 206.16. Nondiscrimination in Disaster Assistance

#### **2. State**

- 2.1. RCW 35.33.081 Emergency Expenditures – Non-debatable Emergencies.
- 2.2. RCW 35.33.091 Emergency Expenditures – Other Emergencies – Hearing.
- 2.3. RCW 35.33.101 Emergency Warrants
- 2.4. RCW 38.52 Local Organizations and Joint Local Organizations Authorized – Establishment, Operation – Emergency Powers, Procedures
- 2.5. RCW 43.43.960-964 – State Fire Mobilization
- 2.6. RCW 49.60.030 Freedom of Discrimination – Declaration of Civil Rights
- 2.7. WAC Chapter 118-30 – Local Emergency Management/Services Organizations, Plans and Programs

#### **3. Local**

- 3.1. Skagit County Ordinance #O20180001 (Ordinance enacting SCC 9.28.)
- 3.2. Skagit County Code, Chapter 9.28 (Skagit County Emergency Management Code; Creates Emergency Management Organization and EMAB, etc.)
- 3.3. Skagit County Resolution #R20180137 (Appointing EMAB member for the Town of La Conner)



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- 3.4. Skagit County Resolution #R20180051 (Appointing EMAB members for all other Cities and Towns in Skagit County)
- 3.5. Skagit County Resolution #R20170172 (Directed preparation of SCC 9.28)
- 3.6. Skagit County Resolution #R20060255 Regarding the Command Structure for Significant Emergency and/or Disaster Events Occurring Within Skagit County
- 3.7. Inter-local Cooperation Agreements with the Municipalities of La Conner, Anacortes, Burlington, Mount Vernon, Concrete, Lyman, Hamilton, and Sedro Woolley (Skagit County Contract Numbers: C20180560, C20180561, C20180562, C20180563, C20180564, C20180565, C20180566, & C20180567).
- 3.8. Whatcom, Skagit, Snohomish, and San Juan Mutual Aid Agreement
- 3.9. Inter-local Cooperation Agreement (Skagit County Contract #C20070501) between Skagit County and the Skagit Transit Authority (Agreement concerning use of buses during a declared emergency)
- 3.10. Skagit County Resolution No. 11444 (Resolution designating hazardous incident command agency for Skagit County)
- 3.11. City of Burlington Ordinance No. 1116
- 3.12. Town of Concrete Resolution No. 88-01
- 3.13. Town of Hamilton Resolution No. 1-88
- 3.14. Town of La Conner Resolution No. 134
- 3.15. Town of Lyman Resolution No. 88-3
- 3.16. City of Mount Vernon Resolution No. 257
- 3.17. City of Sedro-Woolley Resolution No. 461
- 3.18. Port of Anacortes Resolution No. 785
- 3.19. Port of Skagit County Resolution No. 88-05

#### **4. Related Plans and Documents:**

- National Response Framework
- National Incident Management System
- Washington State Comprehensive Emergency Management Plan
- Washington State Fire Mobilization Plan
- Mount Baker-Glacier Peak Coordination Plan
- North Puget Sound Area Emergency Alert System, Local Area Plan
- North Puget Sound Abducted Minor Broadcast Emergency Response (AMBER) Plan
- Skagit County Hazard Identification and Vulnerability Analysis
- Skagit County Natural Hazards Mitigation Plan
- Skagit County Fire Mobilization Plan
- Skagit County Local Emergency Planning Committee (LEPC) Hazardous Materials Contingency Plan
- Skagit County Household Pets and Service Animals Disaster Plan





# Skagit County CEMP


Basic Plan

DATED this 8 day of August, 2022.

Attachment (Skagit County Signature Page).

## BOARD OF COUNTY COMMISSIONERS SKAGIT COUNTY, WASHINGTON

  
Peter Browning, Chair

  
Ron Wesen, Commissioner

  
Lisa Janicki, Commissioner

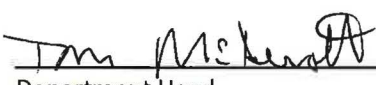
Attest:

  
Clerk of the Board

For contracts under \$5,000:  
Authorization per Resolution R20030146

Recommended:

County Administrator

  
Department Head

Approved as to form:

 8/2/22  
Civil Deputy Prosecuting Attorney

Approved as to indemnification:

  
Risk Manager

Approved as to budget:

  
Budget & Finance Director

Approved by Skagit County Board of Commissioners  
July 2022