

# **SKAGIT COUNTY**

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## **Local Emergency Planning Committee (LEPC) Hazardous Materials Contingency Plan**

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*This document serves as Emergency Support Function #10 – (ESF #10) of the Skagit County Comprehensive Emergency Management Plan (CEMP).*



**April 2019**

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## Promulgation

### EMERGENCY SUPPORT FUNCTION (ESF) #10 – OIL AND HAZARDOUS MATERIALS RESPONSE ANNEX

#### APPROVAL & IMPLEMENTATION

The Skagit County LEPC developed this ESF #10 Annex to identify and implement HAZMAT emergency preparedness and response responsibilities in accordance with Chapter 118-40 of the Washington Administrative Code (WAC) and the Emergency Planning and Community Right-to-Know Act (EPCRA). This plan is intended to act at the ESF #10 Annex to the Skagit County Comprehensive Emergency Management Plan (CEMP), as well as fulfil its requirements under WAC 118-40.

This plan details the purpose, policy, concept of operations, direction/control, actions and responsibilities of primary and support agencies to ensure a mutual understanding and a coordinated plan of action is implemented with appropriate agencies within Skagit County.

The Skagit County Department of Emergency Management directs each office, department and agency to study the ERP and prepare or update, as needed, the supporting plans and operating procedures needed to implement the ERP in the event of a hazardous material event.

The Skagit County Department of Emergency Management is responsible for publishing and distributing this plan and will issue changes as required.



DOUGLAS J. TEN HOOPEN  
Director, Skagit County Department of Emergency  
Management and LEPC Chairman

APRIL 1, 2019

Date

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## Contents

<b>Promulgation .....</b>	<b>ii</b>
GENERAL.....	1
Scope .....	1
How to Use This Plan.....	1
Policies and Legal Authorities.....	2
Situation .....	3
Assumptions.....	4
Limitations .....	4
RESPONSE ACTIONS .....	5
Release Identification .....	5
Notification.....	5
Direction and Control.....	7
Determination of Affected Areas.....	9
Emergency Response .....	9
Public Safety .....	11
Responder Safety.....	12
Resource Management.....	13
Finance / Cost Recovery .....	14
Containment / Clean-Up.....	14
Documentation and Investigation .....	15
RESPONSIBILITIES.....	15
Community Emergency Coordinator .....	15
Primary Agencies .....	16
<i>Skagit County Fire Departments and Fire Districts.....</i>	<i>16</i>
<i>Skagit County Department of Emergency Management.....</i>	<i>17</i>
<i>Washington State Patrol.....</i>	<i>18</i>
Support Agencies.....	18
<i>Skagit County Sheriff / Municipal Police Department.....</i>	<i>18</i>
<i>Skagit County Health Department .....</i>	<i>18</i>
<i>Skagit County Public Works .....</i>	<i>19</i>
<i>Washington State Emergency Management Division (EMD) .....</i>	<i>19</i>
<i>Washington State Department of Ecology.....</i>	<i>19</i>
<i>Washington State Department of Transportation.....</i>	<i>20</i>
<i>Washington State Department of Health .....</i>	<i>20</i>
<i>Regulated Facilities and Shippers .....</i>	<i>20</i>
TRAINING.....	20
EXERCISES.....	21
EPCRA REPORTING .....	22
REFERENCES .....	22
ACRONYMS.....	23

DEFINITIONS .....25

**Appendix A – Notification and Contact Information ..... 29**

**Appendix B – Regulated Facilities and HAZMAT Mapping ..... 33**

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**Appendix C - Public Safety Procedures..... 39**

    Shelter-in-Place .....39

    Evacuation .....40

**Appendix D – Response Resources ..... 51**

**Appendix E – Verbal Emergency Assistance Agreement ..... 53**

**Appendix F - Training Schedule ..... 55**

**Appendix G – Exercise Schedule\* ..... 57**

**Appendix H – Incident Report..... 59**

**Support Annex A - EVACUATION ..... 63**



**Primary Agencies:**

Skagit County Department of Emergency Management (SCDEM)  
Skagit County Fire Agencies  
Washington State Patrol (WSP)

**Support Agencies:**

American Red Cross (ARC)  
Clean-Up Contractors  
Fixed Facilities  
Law Enforcement Agencies (LE)  
Local jurisdiction executive heads  
Medical Program Director (MPD)  
Northwest Clean Air Agency (NWCAA)  
Public Works Departments (County and Municipalities)  
Regulated Facilities  
Responsible Party  
Skagit County Amateur Radio Emergency Services (ARES/RACES)  
Skagit County Fire Marshal (FM)  
Skagit County Local Emergency Planning Committee (SCLEPC)  
Skagit County Office of Emergency Medical Services (EMS)  
Skagit County Public Health  
Skagit Transit (SKAT)  
Transportation Companies  
United States Coast Guard (USCG)  
United States Environmental Protection Agency (EPA)  
Washington Poison Control Center (WAPC)  
Washington State Department of Ecology (DOE)  
Washington State Department of Fish and Wildlife (WDFW)  
Washington State Department of Health (DOH)  
Washington State Department of Labor and Industries (L&I)  
Washington State Department of Natural Resources (DNR)  
Washington State Department of Transportation (WSDOT)  
Washington State Emergency Management Division (EMD)

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## **GENERAL**

### **Purpose**

The purpose of this plan is to provide effective, coordinated emergency response to incidents involving the release or potential release of hazardous materials (HAZMAT) in Skagit County. This plan establishes the policies and procedures under which Skagit County will operate in the event of HAZMAT incidents, to include spills and other unplanned releases of HAZMAT. This plan is designed to prepare Skagit County and its political subdivisions for incident response and to minimize the exposure to, or damage from, materials that could adversely impact human health and safety, and/or the environment. This document outlines the roles, responsibilities, procedures and organizational relationships of government agencies and private entities when responding to and recovering from a HAZMAT event.

The plan provides guidance for HAZMAT incident planning, notification and response as required by SARA Title III of 1986, also known as the Emergency Planning & Community Right-to-Know Act, which shall hereafter be referred to as EPCRA.

The Skagit County Local Emergency Planning Committee (LEPC) will assist Skagit County and its cities and towns in preparing and reviewing hazardous material response plans and procedures.

### **Scope**

This plan shall also serve as Emergency Support Function 10 (ESF #10) of the Comprehensive Emergency Management Plan (CEMP) for Skagit County and its municipalities. Therefore, this plan uses the ESF format, and is not intended to act entirely as a stand-alone document. Some components will be covered by other ESFs and other elements of the Skagit County CEMP. Where relevant, this plan will refer to portions of the CEMP and associated annexes.

This plan is consistent with the Washington State CEMP and Federal plans, and is complemented by the following plans:

- Washington State CEMP
- Washington State CEMP, ESF10 HAZMAT Annex
- National Oil and Hazardous Substances Pollution Contingency Plan; also known as the National Contingency Plan (NCP)
- The Northwest Area Contingency Plan (NWACP)
- Relevant Geographic Response Plans (GRPs)

### **How to Use This Plan**

Activation of this plan should begin if:

- casualties or injuries occur due to a HAZMAT incident.
- evacuation is necessary due to a HAZMAT incident, especially if outside a facility boundary.
- a facility or transporter requests assistance with a HAZMAT response beyond capability of their own resources.
- a facility or transporter is required to make warning, notification, or reports under EPCRA or the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA).
- a HAZMAT release or a potential release may involve multiple jurisdictions or agencies.

This plan is intended to:

- outline the responsibilities and procedures for responding to incidents involving the release of HAZMAT within Skagit County that pose threats to life, property, and/or the environment.
- define the roles and responsibilities of facilities, jurisdictions and agencies.
- provide guidance to stakeholders.
- coordinate local response and stakeholder plans.
- be used for response, consistent to this plan, by all stakeholders,
- coordinate training and exercises, policies and procedures, protocols, checklists and guidelines to ensure consistency with this plan.

### **Policies and Legal Authorities**

This plan is developed, promulgated and maintained per federal, state and local statutes and regulations as ESF #10 within the Skagit County CEMP. Each of the departments, agencies, jurisdictions and organizations assigned responsibilities in this plan will be responsible for their own legal responsibilities, obligations and reporting requirements. The applicable statutes and regulations are as follows:

Federal Statutes and Regulations:

- Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA or Superfund)
- Superfund Amendments and Reauthorization Act (SARA) Title III, Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA)
- Clean Air Act (CAA) of 1990 Amendments, Section 112(r)
- Clean Water Act (CWA) of 1972
- Occupational Safety and Health Administration (OSHA) Regulations, 29CFR1910

State Statutes and Regulations:

- Emergency Management, Revised Code of Washington (RCW) Chapter 38.52
- Hazardous Substance Information Act, RCW 70.102
- Incident Command Agencies, RCW 70.136.030
- Washington Industrial Safety and Health Act (WISHA), RCW 49.17
- Oil and Hazardous Substances Spill Prevention and Response, RCW 90.56
- Local Emergency Management/Services Organizations, Plans and Programs, Washington Administrative Code (WAC) Chapter 118-30
- Hazardous Chemical Emergency Response Planning and Community Right-To-Know Reporting, WAC 118-40
- General Occupational Health Standards, WAC 296-62
- Emergency Response, WAC 296-824

Local Statutes and Regulations:

- Skagit County Ordinance #8859, May 5, 1981,
- Title 9, Chapter 9.28, Skagit County Code, Emergency Services Council, Amended by County Ordinance #O201800001, January, 2018.

Agreements:

- 2015 NW Regional Fire Defense Plan
- Inter-Local Agreement by and between Skagit County Jurisdictions for Mutual Aid for Fire and Emergency Services

## Situation

Skagit County is host to many facilities that currently store, use, transport or manufacture HAZMAT. Some facilities use extremely hazardous substances (EHS) in quantities that require special emergency response planning measures. Extremely hazardous substances are materials which, because of their extreme flammability, toxicity, corrosivity or other perilous qualities, could constitute an immediate danger or threat to life and property, and which usually have specialized uses under controlled conditions. As a result, EHS generally require special handling such as licensing and training of handlers, protective clothing, and special containers and storage; and thus have additional planning requirements and considerations. Skagit County is also home to a large and robust agricultural community, which relies on the use of a variety of farm-related chemicals and substances. Many of these chemicals and substances are stored in moderate quantities within the County and are transported in both liquid and solid form.

For the 2016 Tier II reporting year, 162 individual facilities in Skagit County reported chemical inventories, as defined by EPCRA. These facilities have chemicals that are deemed more likely to have impacts outside of the facility. This includes potential airborne toxics such as chlorine, anhydrous ammonia, chlorine dioxide, hydrogen chloride and explosive substances such as hydrogen and propane.

There are highways, main arterial roads, rail lines, pipelines and flight paths across Skagit County on which HAZMAT are transported. Since 2013, there has been an increased amount of railway transportation of Bakken Crude Oil traveling throughout Skagit County via Burlington Northern Santa Fe (BNSF) Railway, which operates several lines throughout Skagit County (see Appendix C). In addition to crude oil, BNSF transports other HAZMAT by rail, to include:

- Flammable liquids – crude oil, refined petroleum products, alcohols
- Flammable gases – propane, LPG
- Corrosive materials – chlorine, sodium hydroxide, hydrochloric acid, sulfuric acid

Two major refineries – Marathon and Shell – are also located in Skagit County on the March's Point area producing refined oil products. Three other industrial facilities – Air Liquide, Chemtrade Logistics, and Linde – also operate in the March's Point area producing chemicals that pose a higher than normal risk.

Skagit County also has numerous pipelines traversing the county (see Appendix C):

- Olympic Pipeline – 53.96 miles of interstate liquid fuel pipeline
- Kinder Morgan – 22.16 miles of interstate crude oil pipeline
- Williams Pipeline – 25.26 miles of interstate natural gas pipeline
- Cascade Natural Gas – 19.33 miles of intra-county natural gas transmission pipeline

The predominant languages spoken in Skagit County are, roughly:

- 84% English
- 11% Spanish
- 0.6% Russian
- 0.6% Tagalog

Skagit County maintains a library of pre-scripted emergency messaging to provide preparedness and incident information via the County's community notification and alerting system that is regularly updated to reflect the latest perceived incidents. Under the provisions of SB 5046,

SCDEM is in the process of developing messages in Spanish to provide warning and life-safety notifications to the County's Spanish-speaking population. Additionally, SCDEM continues to work with the Washington State EMD Limited English Proficiency (LEP) coordinator to develop immediate interpretation and translation capacity for messaging during emergencies.

Island Hospital in Anacortes, Skagit Valley Hospital in Mount Vernon, and United General Hospital in Sedro-Woolley are all equipped to receive hazmat-contaminated patients and can perform decontamination of patients at their facilities.

### **Assumptions**

An accidental release of a hazardous substance/material could pose a threat to the local population and/or environment.

A HAZMAT incident may be caused by, or occur during, another related emergency, such as flooding, a major fire, a multiple casualty incident (MCI) or an earthquake. Agencies must be cognizant of additional risks, potential health hazards and second-order effects when responding to any incident. This includes proper personal protective equipment (PPE) requirements, responder safety considerations and public notification, which may apply during non-HAZMAT emergencies.

A HAZMAT incident may require the evacuation of citizens from any location in Skagit County. Appendix D outlines Shelter-in-Place and Evacuation Procedures, which can also be found in Support Annex B of the CEMP

The length of time available to determine the scope and magnitude of a HAZMAT incident will impact protective action recommendations.

Wind shifts and other changes in weather conditions during the course of an incident may necessitate changes in protective action recommendations.

Residents with access and functional needs may require assistance when evacuating.

Hazardous Materials spills could possibly enter water or sewer systems and necessitate the shutdown of those systems.

### **Limitations**

Currently, no certified HAZMAT Response Team whose members are all trained at the Technician Level exists in Skagit County.

Fire agencies throughout Skagit County generally train their responders to the Operations level (see training and capabilities defined in WAC 296-824-30005), however are limited by the availability of HAZMAT detection equipment and PPE.

At this time, Skagit County is in discussions regarding developing a draft inter-local agreement with the Snohomish County Fire Chiefs Association for the provision of Hazmat Team support to Skagit County.

Skagit County's Community Notification System (CNS) system is designed to theoretically reach 100% of households in any given notification area. However, due to limitations in phone switch capacity, limitations in phone records (completeness and currency), and other factors, such as folks no longer maintaining a landline due to the ubiquity of cell phones, prevents 100% reach.

## **RESPONSE ACTIONS**

### **Release Identification**

The early identification that a release of some type has occurred is paramount. The methods and procedures for doing so, and the identification of the resultant area(s) affected by the release, vary by location, personnel qualifications and the type of product involved.

Initial determination of a release is the responsibility of the facility owner and/or operator(s). The Emergency Coordinator(s) of each facility will establish appropriate internal procedures for detecting a release and reporting it in a timely manner. The methods and procedures used to determine that a release has occurred will also vary by the qualifications and resources available to the facility or shipper. It is also the responsibility of any agent responsible for the transportation or storage of HAZMAT to be trained to recognize a release and take initial response actions.

A release is reportable:

- as determined by the facility and reported by the facility Emergency Coordinator in accordance with facility's emergency response plans.
- as determined by the transporter and reported according to transportation emergency response plans, and statutes like EPCRA and/or DOT regulations.
- if the quantity released is equal to or greater than the reportable quantity listed under Section 304 of SARA Title III or CERCLA.
- if the material has or may impact waters of the State of Washington.

**\*Note:** If Skagit 911 receives a report from either a responder or a member of the public, Skagit 911 will dispatch according to Dispatch Standard Operating Guideline: 4.4 (Incident Natures). If the responding engine company determines that the incident meets the reporting requirements, Skagit 911 will page the SCDem Duty Officer to fulfill the reporting requirement.

The recognized methods and procedures Skagit County responders will use to identify the release of HAZMAT also vary by training and qualification. First responders will limit their actions to identify the occurrence of a release to those methods specified for their HAZMAT response qualification level (e.g. Operations Level) and available equipment, including PPE.

Appropriate methods of determining the product type and off-site migration of a released substance include, but are not limited to:

- on-site environmental monitoring capability (to determine conditions such as wind speed and direction, air temperature, etc.);
- computer software such as Computer Aided Management of Emergency Operations (CAMEO) that can model toxic atmospheric plumes;
- automated air monitoring equipment mounted at strategic locations on-site;
- hand-held air monitoring equipment; and
- reports of off-site complaints of chemical odors or adverse health-related symptoms.

If the responsible party determines a released substance has or may migrate off-site, they must immediately call 911 for emergency notification.

### **Notification**

Per 40 CFR 302.6(a), any person in charge of a vessel, or an onshore or offshore facility shall, as soon as they have knowledge of any release of a hazardous substance from such vessel or facility

in a quantity equal to or exceeding the reportable quantity in any 24-hour period, immediately notify the NRC at 800-424-8802 or 202-267-2675.

Per 40 CFR 355.40, whenever there is a release of a reportable quantity of any EHS or CERCLA hazardous substance at any facility at which a “hazardous chemical” is produced, used and/or stored, the owner or operator of the facility must immediately provide verbal notification to the State Emergency Response Commission (SERC) and the community emergency coordinator for the LEPC of any area likely to be impacted by the release.

In Skagit County, notifications should be made as follows:

1. Notify Skagit 911 immediately for all non-permitted releases of HAZMAT that meet one or more of the following criteria:

- a. Release is uncontrolled and has the potential to migrate off-site
- b. Release occurs while in transit off-site
- c. Release creates a safety or health risk, regardless if on-site or off-site

For general information about spill reporting see:

[www.ecy.wa.gov/programs/spills/other/reportaspill.htm](http://www.ecy.wa.gov/programs/spills/other/reportaspill.htm)

Information about pre- and post-incident reporting requirements can be found at:

[www.ecy.wa.gov/epcra/reportingreq.html](http://www.ecy.wa.gov/epcra/reportingreq.html)

2. The Responsible Party (RP) must provide Skagit 911 with the following information:
  - a. Chemical name
  - b. Whether the substance is classified as an Extremely Hazardous Substance (EHS)
  - c. Estimation of the quantity released
  - d. Time and duration of the release
  - e. Whether or not the release has been contained, secured or still being released
  - f. Location of the release (air, water, land)
  - g. Known/anticipated acute or chronic health risks associated with the emergency
  - h. Proper precautions (evacuation or shelter-in-place)
  - i. Name and phone number of the contact person
  - j. Safe routes of entry into the site for emergency response personnel
3. Skagit 911 is the designated agency to receive initial notification of a HAZMAT incident, and this notification to Skagit 911 satisfies the requirement for the responsible party to verbally notify the LEPC, Community Emergency Coordinator, and the appropriate fire department. Skagit 911 will notify appropriate response agencies and the SCDEM Duty Officer.
4. The NRC, SERC, and LEPC/Community Emergency Coordinator must be notified immediately if the release reaches the Reportable Quantity (RQ) under Section 304 of SARA Title III or CERCLA. Verbal notifications to the SERC should be made through the Washington State Emergency Operations Officer (SEOO) in the State Emergency Operations Center (SEOC) Alert and Warning Center.

Washington SERC: 800-258-5990

National Response Center: 800-424-8802



5. The Department of Ecology (DOE) must be notified immediately if dangerous waste or hazardous substances are spilled or discharged that threatens human health or the environment, regardless of quantity.
6. The Washington State DOE and the NRC must be notified immediately if any oil or hazardous substances (regardless of quantity) are discharged to waters of the state including lakes, rivers, ponds, streams, underground water, storm water systems, sewers and all other surface water and watercourses.
7. The SCDEM Duty Officer or the on-scene incident commander will notify area hospitals of their potential to receive contaminated patients as well as pertinent information regarding the type of HAZMAT that spilled.

A guide to release notifications for Skagit County is available in Appendix B – Chemical Release Notification Guide – Skagit County.

Additional Notifications: Spillers, responders and supporting agencies should make additional notifications in order to address other threats to the environment or public health.

Spills that may impact:	Notify:
Waste-water systems	Waste-water system manager (Public Works agencies)
Storm drains	Public Works agencies
Drinking water well-heads or well-head protection areas	Water system manager (Skagit Public Utilities, City of Anacortes, etc.) and Skagit County PublicHealth.
Air quality (possibly involving Clean Air Act violations)	Northwest Washington Clean Air Agency

Written follow-up reports must be submitted to the Washington State DOE, representing the SERC, within 30 days. See the [Department of Ecology website](#) for additional information on spill reporting and local contact information.

### Direction and Control

#### Emergency Coordinator Identification

1. The Community Emergency Coordinator (CEC) is the SCDEM Director or Designee. The CEC representative, the SCDEM Duty Officer, can be contacted through Skagit 911.
2. A list of Facility Emergency Coordinators is kept on file at SCDEM. This information is included in their annual chemical inventory (Tier II) reports. Facility Emergency Coordinators will contact the CEC through Skagit 911.

#### Incident Command Agency

1. In Skagit County, the Incident Command agency for HAZMAT incidents within all jurisdictions is the Washington State Patrol (WSP).
2. Skagit County currently maintains between 15 and 25 responders trained as HAZMAT Incident Commanders (ICs) capable of assuming incident command until either a Unified Command is formed or a higher qualified IC from the State arrives on scene.
3. If the first responder arriving at the scene is not certified as a HAZMAT IC, they may take control of the incident within their designated role and training level until a qualified individual arrives on-scene.

4. To assist with decision-making and responding to the complexities of a HAZMAT incident, the IC will form a Unified Command (UC) when appropriate with applicable state and federal parties, as well as the RP, and may also require assistance from an Incident Management Team (IMT). The IC/UC will maintain command and control of the scene and all on-site actions related to the incident. The IC/UC will direct the activities of deployed emergency response elements through the Incident Command Post (ICP). The response will initially concentrate on the immediate needs at the incident site by isolating the area, implementing traffic controls, containing the spill, and formulating and implementing protective actions for emergency responders and the public at-risk.
5. The IC/UC will request the assistance of mutual aid partners when the size and scope of the HAZMAT incident exceeds Skagit County's response capabilities.
6. The Washington State DOE is the lead State agency for environmental cleanup. The Environmental Protection Agency (EPA) is the lead federal agency in the inland area, including inland waters. The U.S. Coast Guard (USCG) is the lead federal agency in response to spills in marine and navigable waters.
7. The National Guard's FEMA Region X Homeland Response Force can assist in mass decontamination if local assets are overwhelmed and/or a State of Emergency is declared by the Governor.

#### Skagit County Emergency Coordination Center (SCECC)

1. The SCECC will be activated by the appropriate executive head as specified in the SCECC Plan. The ECC is located at 2911 E. College Way, Mt Vernon, WA, 98273. Alternate SCECC facilities are also available should the primary site be unusable.
2. SCDEM is the manager of the SCECC and maintains detailed plans and procedures for its operations.
3. Effective exchange of critical information between the SCECC and the ICP is essential for overall response efforts to succeed. The support and coordination from the SCECC to the ICP includes the following:
  - a. requests for out-of-county HAZMAT Team support
  - b. requests for mutual aid assistance to provide other needed support and resources
  - c. coordination with local resources and HAZMAT Teams in transit to the emergency
  - d. requests for Public Works assistance
  - e. maintaining records to track incoming resources and costs associated with the event
  - f. optimizing use of available communications
  - g. coordination of evacuations, sheltering, public health issues and public assistance
  - h. collection, evaluation and dissemination of information on the current status of the event
  - i. aid in executive decision making
  - j. provide documentation for investigative follow up

### Determination of Affected Areas

Skagit County agencies responding to the release will do so only to the extent of their personnel's training and qualification, available resources and capabilities.

Once on-scene, responders will determine the type and scope of threat within their training level and qualification to:

- identify isolation and protective action distances relative to the materials released;
- identify the wind direction, stage up-wind and extend isolation and protective action distances as necessary; and
- identify low areas in the immediate proximity of the release in which heavier than air materials will collect, and then isolate those areas.

Skagit County responders will identify the area and/or population likely affected by the release of the material using the following resources:

- WA EPCRA mobile app
- [WISER](#) mobile app
- [ERG \(Current Edition\)](#) using the “Table of Initial Isolation and Protective Action Distances”
- [Hazard Communication Standard: Safety Data Sheets \(SDS\)](#)
- [Chemical Transportation Emergency Center \(CHEMTREC\)](#)
- [NIOSH Pocket Guide to Chemical Hazards](#)
- [CAMEO Software Suite](#)
- [AskRail mobile app](#)

### Emergency Response

Prior to the arrival of any out-of-county HAZMAT teams, the IC/UC will implement life safety and incident stabilization at the incident site including:

1. isolating the area and restricting entry;
2. Implementing traffic control in the immediate area;
3. deploying local resources to contain the spill (if possible); and
4. formulating, communicating and implementing protective actions for emergency responders and the public near the incident site.

The methods and procedures used to respond to the release of HAZMAT conform to the standards set in National Fire Protection Association (NFPA) 472 - Standard for Professional Competence of Responders to HAZMAT Incidents. Agencies responding to the release will do so only to the extent of their personnel's training and qualification, available resources and capabilities.

1. Awareness-Level Responders – trained to initiate an emergency response sequence by notifying the proper authorities of the release
  - a. Analyze the incident to determine both the HAZMAT/WMD present and the basic hazard and response information for each HAZMAT/WMD agent by completing the following tasks:

- i. Detect the presence of HAZMAT/WMD
    - ii. Survey the HAZMAT/WMD incident from a safe location to identify the name, UN/NA identification number, type of placard or other distinctive markings applied for the HAZMAT/WMD involved
    - iii. Collect hazard information from the current edition of the DOT Emergency Response Guidebook (ERG)
    - iv. Implement actions consistent with the local Emergency Response Plan (ERP), the standard operating procedures and the current edition of the ERG by completing the following tasks:
      1. Initiate protective actions
      2. Initiate the notification process
2. Operations-Level Responders – trained to respond in a defensive fashion without trying to stop the release and as such will maintain a safe distance, keep the release from spreading and prevent exposures
  - a. Analyze the HAZMAT/WMD incident to determine the scope of the problem and potential outcomes by completing the following tasks:
    - i. Survey the HAZMAT/WMD Incident to identify the containers and materials involved, determine whether HAZMAT/WMD has been released, and evaluate the surrounding conditions
    - ii. Collect hazard and response information from SDS, CHEMTREC, local, state and federal authorities, and shipper/manufacturer contacts
    - iii. Predict the likely behavior of the HAZMAT/WMD and its container
  - b. Estimate the potential harm at the HAZMAT/WMD incident
  - c. Plan the initial response to the HAZMAT/WMD incident within the capabilities and competencies of available personnel and PPE by completing the following tasks:
    - i. Describe the response objectives for the HAZMAT/WMD incident
    - ii. Describe the response options for each objective
    - iii. Determine whether the PPE provided is appropriate for implementing each option
    - iv. Describe emergency decontamination procedures
    - v. Develop a plan of action, including safety considerations
  - d. Implement the planned response for the HAZMAT/WMD incident to favorably change the outcomes consistent with the ERP and/or standard operating procedures by completing the following tasks:
    - i. Establish and enforce scene control procedures, including control zones, emergency decontamination and communications
    - ii. Where criminal or terrorist acts are suspected, establish means of evidence preservation
    - iii. Initiate the ICS for HAZMAT/WMD Incidents
    - iv. Perform tasks assigned as identified in the incident action plan
    - v. Be prepared to set-up emergency decontamination operations
  - e. Evaluate the progress of the actions taken at the HAZMAT/WMD incident to ensure the response objectives are being met safely, effectively and efficiently by completing the following tasks:
    - i. Evaluate the status of the actions taken in accomplishing the response objectives

ii. Communicate the status of the planned response

3. HAZMAT Incident Commander

- a. Oversee the competencies specified for the First Responder Operations Level
- b. Implement the local ERP
- c. If necessary, activate the State ERP and the Federal Regional Response Team
- d. If able, implement the employer's ERP
- e. Implement Skagit County's ESF #10 Plan
- f. Monitor employees working in chemical protective clothing for the hazards and risks associated when wearing that protective clothing
- g. Ensure emergency decontamination operations are properly set up and following the appropriate procedures

4. Responsible Party (if available) is expected to:

- a. provide immediate verbal notification of all reportable HAZMAT spills, releases and incidents;
- b. during an incident, send a representative to the ICP with knowledge of the material released or provide this information to the IC/UC as expeditiously as possible;
- c. assist the IC/UC with identification of the material and determining affected areas in accordance with their ERP, training and capabilities;
- d. coordinate and cooperate with the directions of the IC/UC;
- e. send written follow-up notifications within 30 days as required under EPCRA; and
- f. participate in post-incident after action reviews to enhance future prevention and emergency response operations.

### Public Safety

The primary objective of every HAZMAT response is to protect the people at risk. This includes the employees of the affected facility and/or Transportation Company, as well as citizens and visitors in the immediate area of the release and projected plume.

The public will receive emergency warning and notification of a HAZMAT release through multiple channels of communications. Skagit County is able to send emergency alerts via cell phone text message, email, and voice mail. How a member of the public receives the message is based on the citizen's preferences when specifically signing up for receiving alerts via the Community Notification System program used by the County (currently CodeRED). The system is intended to be used for emergency alerts, as well as non-emergency incidents that may have significant impacts to residents. Emergency alerts could be related to specific hazards that require some kind of action be taken such as evacuation, shelter-in-place, boil water orders, etc. Non-emergency alerts could include significant transportation problems with prolonged impacts or significant ongoing police and/or fire activity. Citizens are urged through various means (such as the County's Emergency Management website, organizations like CAER, County social media sites and other public outreach programs/events) to provide Skagit 911 with their contact information and preference for contact.

Skagit County will broadcast on the Emergency Alert System (formerly the Emergency Broadcast System) on local radio (KAPS 660 AM, KBRC 1430 AM, KLKI 1340 AM), Seattle radio (KOMO 1000 AM, KIRO 710 AM), television stations (KOMO 4, KING 5, KIRO 7, KSTW 11, KVOS 12) and on scanner frequencies (NOAA 162.425 or 162.550). Skagit County Communications Coordinator

will put messages out on the County website and through social media channels as necessary. Additionally, work is underway with the State to get Emergency Alert messages broadcast in multiple languages. Spanish will be the first foreign language that Skagit County will be able to broadcast in to get emergency alerts and notifications out to the Spanish speaking community.

The procedures for implementing the evacuation and shelter-in-place strategies are found in Appendix D - Public Safety Procedures.

Protection of the public during a HAZMAT emergency is a complex undertaking. Using information gathered on the hazard, the IC/UC will determine an appropriate public protection strategy, which may include:

- Evacuation. Evacuation can be completely effective and safe if accomplished prior to the arrival of a toxic plume (see Skagit County Comprehensive Emergency Management Plan, Support Annex B).
- Shelter-In-Place. In some cases, advising people to stay indoors and attempting to reduce air flow into a structure may be the most effective protective action. See EMD's shelter-in-place instructions at the following web link: [https://www.mil.wa.gov/uploads/pdf/emergency-management/shelter\\_in\\_place\\_flyer.pdf](https://www.mil.wa.gov/uploads/pdf/emergency-management/shelter_in_place_flyer.pdf)
- Ingestion Advisory. Food crops and drinking water may be contaminated by a chemical release in certain situations; therefore, the public must be warned of a threat to the food and/or water supplies. See DOH Source Water Protection at the following web link: <https://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/SourceWater/SourceWaterProtection>
- Sewage and Run-Off. A hazardous chemical release may contaminate sewage systems or area streams and lakes. Such contamination could create a public health threat as well as cause serious environmental problems.

Regulated facilities are required to have evacuation plans for employees and visitors. WAC 296-24-567 requires each facility to have an Emergency Action Plan (EAP) which includes, at a minimum:

- evacuation procedures and route assignments;
- procedures for employees who are required to remain behind, at least initially, to operate critical plant operations before they evacuate;
- procedures to account for all employees after an emergency evacuation has been completed;
- rescue and medical duties for those employees who have been designated to perform them;
- the preferred means of reporting fires and other emergencies; and
- names and job titles of persons (and their associated departments) who can be contacted for further information or explanation of duties under the plan.

## **Responder Safety**

It is essential that on-scene response personnel are protected from the adverse effects of HAZMAT contamination to safely perform their duties in protecting the public and mitigating the incident. Agencies also must be cognizant of additional risks and potential health hazards when responding to any incident. This includes strict adherence to PPE requirements, responder safety considerations and public notification, which may apply during non-HAZMAT emergencies.

The safety of response personnel is a priority of the IC/UC and must be managed in accordance with NFPA 472, WAC 296-305, and WAC 296-824. A Safety Officer shall be appointed to the Command Staff to assist the IC/UC with responder safety. If the IC/UC does not appoint a Safety Officer for some reason, the IC/UC assumes the responsibilities of the Safety Officer. The Safety Officer is responsible for monitoring operations, identifying potential safety hazards, correcting unsafe situations, and developing additional methods and procedures to ensure responder safety. The Safety Officer is given authority to alter, suspend or terminate any activity they deem is unsafe. The Safety Officer must give specific attention to the following:

- medical surveillance of responders prior to, and after, entering the hot zone
- establishment of an exclusion zone
- selection of appropriate PPE, as well as the additional safety considerations inherent to each type of PPE

Medical Monitoring. The Advanced Life Support (ALS) agencies, within their respective regions, are responsible for surveillance of the entry team for any indicators of the effects of toxic exposure.

Incident Perimeter Zones. Incident perimeter zones are the safety perimeters established around a HAZMAT release. They are defined as follows:

- Hot Zone. The area of maximum hazard and the area where contamination could occur. All personnel entering the Hot Zone must wear the proper level of protective equipment as prescribed by the appropriate authority. The Hot Zone should be physically secured, fenced or well defined by landmarks. A single entry and exit checkpoint must be established at the perimeter of the Hot Zone to regulate and account for the flow of personnel and equipment into and out of the zone.
- Contamination Control Zone (Warm Zone). This zone surrounds the Hot Zone and is also a restricted area. The level of PPE required is less stringent than that of the Hot Zone. The decontamination unit (if needed) is located here, as well as the Safety Officer and immediate support and security personnel. PPE must be worn inside this zone and must be no less than one level below the PPE required in the Hot Zone (e.g. Level B in the Warm Zone if Level A is worn in the Hot Zone).
- Safe Zone (Cold Zone). This is the unrestricted area beyond the outer perimeter of the Warm Zone. The ICP, responders and support agencies are in this area. Normal work clothes are appropriate in this area.

All responders at a HAZMAT incident will:

- adhere to applicable local, state and federal laws, statues, ordinances, rules, regulations, guidelines and established standards pertaining to responder safety; and
- not exceed individual response certification level in accordance with CFR 1910.120 (HAZWOPER) and WAC 296-824 training under any circumstance.

## Resource Management

Skagit County does not have its own organic Hazmat Response Team, but there are two trailer caches of HAZMAT-specific response equipment and resources available to HAZMAT responders.

The County has had discussions with the staffs of the Shell and Tesoro refineries regarding HAZMAT response equipment. The refineries have confirmed that Skagit County may contact them to request response equipment and personnel for incidents outside their refinery grounds. If

the current incident is not affecting the refineries, they may allow their resources to deploy to the incident at hand.

Skagit Valley Hospital in Mount Vernon and Island Hospital in Anacortes have trailers on their campuses that contain decontamination supplies. Neither hospital, however, is looking to share those trailers with the general public.

The Sedro-Woolley Fire Department has a trailer staged at their Station 2 that has HAZMAT response equipment and supplies up to Level B protection.

Because of the diverse nature of HAZMAT, local resources may be quickly exhausted. The IC/UC is able to request further assistance by contacting the SCDem Duty Officer.

Per RCW 70.136.070, verbal HAZMAT emergency assistance agreements may be entered into at the scene of an incident where execution of a written agreement prior to the incident is not possible. A template 'verbal emergency agreement' is included at Appendix F.

### **Finance / Cost Recovery**

All responding agencies must keep an accurate account of all expendable materials used at the scene, any damage to equipment from the response, personnel hours and any other expenses incurred during the response.

During all phases of response, the lead agency shall complete and maintain documentation to establish the basis for cost recovery. In general, documentation shall be completed in order to:

1. Provide the source and circumstances of the release;
2. Identify the responsible party(ies);
3. Record response action taken;
4. Provide accurate accounting of federal, state or private party costs;
5. Document impacts and potential impacts to the public health and welfare and the environment; and
6. Record when the NRC received notification of a release of a reportable quantity per 40CFR300.160

### **Containment / Clean-Up**

Under most circumstances, the spiller (the RP), is responsible for cleanup, disposal and property damage. Per RCW 4.24.314, the spiller is responsible for costs incurred in the cleanup of a HAZMAT incident. Skagit County will not accept any financial responsibility for cleanup or disposal of hazardous substances owned and/or spilled by others. □

Provision for cost recovery:

1. The RP, Transportation Company, or facility will make their own arrangements for cost recovery.
2. The RP pays for the costs of responding agencies and jurisdictions.
3. Responding agencies and jurisdictions will separately document costs associated with the specific incident response.
4. If no RP can be determined, EPA may provide funding through the Local Government Reimbursement Program (800-431-9209) for up to \$25,000 in extraordinary local expenses for qualifying incidents using EPA Form 9310-1, Application Package for Reimbursement to Local Governments.



If the spiller is unknown or there is a dispute with the spiller about cost recovery, cleanup efforts will be undertaken by the Department of Ecology and/or the Environmental Protection Agency. Waterborne spills may begin with local response, but will probably be turned over to the Department of Ecology or U.S. Coast Guard for response, recovery and determination of any financial responsibility of the spiller.

General guidelines for first responders are:

- Identify, contain and treat HAZMAT to protect the public from exposure.
- Limit incident site entry to trained personnel with appropriate personal protective equipment.
- Follow decontamination procedures to limit area of contamination and restrict further spread of the HAZMAT.
- Plan for restoration and mitigation of damage to the environment.

Additionally, once the emergency response is complete and cleanup begins, HAZWOPER requires a Health and Safety Plan (HASP) and that cleanup personnel be trained accordingly.

See the Department of Ecology's spill contractor list at this web link:

<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Primary-response-contractors> for details of available clean-up contracting companies within Skagit County.

### **Documentation and Investigation**

All responders will assist with the identification of the party responsible for the HAZMAT incident through the collection and reporting of relevant information related to their response activities.

Criminal acts related to HAZMAT incidents will be investigated by the law enforcement agency having jurisdiction in cooperation with the Washington State Patrol.

All responses will be followed by an After Action Review during which all responding agencies will participate. The RP is also encouraged to participate.

## **RESPONSIBILITIES**

All primary and supporting agencies must have established disaster related policies, systems, procedures and training for:

- personnel accountability, safety, lines of authority and succession;
- providing logistical support to their personnel and equipment;
- facility/infrastructure damage assessment and reporting;
- continuity of operations to maintain essential services; and
- facility/infrastructure repair and restoration.

### **Community Emergency Coordinator**

The Skagit County Department of Emergency Management Director is designated as the Community Emergency Coordinator (CEC). The CEC will maintain all LEPC documentation and review issues relating to HAZMAT vulnerability analysis. Records pertaining to EPCRA and individual organization Risk Management Plans (RMPs) are maintained and accessible to the staff and the public. Coordination with County and city planning agencies is vital, as the location of fixed

HAZMAT sites and transportation routes could have a significant impact on life and property, future zoning decisions, as well as the construction of roads and buildings.

## Primary Agencies

Primary agencies have lead responsibilities for mitigation, preparedness, response and recovery, with a focus on life safety, property protection and environmental preservation. These responsibilities include, but are not limited to, ensuring the readiness of skilled personnel and equipment, response procedures and protocols, responder training programs, resource coordination and the HAZMAT Response Program.

### *Skagit County Fire Departments and Fire Districts*

- Provide the initial response to HAZMAT incidents at the Operations Level utilizing available protective gear, realizing that response may be limited due to type of material(s) involved.
- Act as the initial incident commander until properly relieved by a higher authority (e.g. the Washington State Patrol (WSP) will assume IC duties on state and federal highways or in areas where the WSP is designated as incident commander).
- Notify the appropriate dispatch agency when the magnitude of the incident or type of material(s) involved exceeds the expertise of the initial responders.
- Identify hazardous material(s) without compromising safety (placard number, shipping documents, driver comments, etc.).
- Determine the need/size of exclusion and evacuation zones, as well as what emergency medical aid may be needed for anyone exposed to the hazard.
- Communicate all known or suspected incident site hazards through dispatch and/or other communications means to all responding agencies to provide the greatest assurance for responder safety, including, but not limited to, safe access routes and staging areas.
- Isolate the affected area in accordance with the ERG or other appropriate resource information.
- Provide for the safety of the public by whatever means necessary (e.g. evacuation, shelter-in-place, etc.).
- Attempt to identify the RP so they can be contacted for further information.
- Provide support to specialized HAZMAT Teams on scene (such as Snohomish County's or Whatcom County's HAZMAT Team) with personnel, equipment and other assistance, as required.
- Triage, treat, and transport victims to Island Hospital in Anacortes, Skagit Valley Hospital in Mount Vernon, or United General Hospital in Sedro-Woolley.
- Provide medical surveillance of emergency response personnel at the scene.
- Comply with ambulance decontamination and isolation procedures prior to any transport for hospital admission.
- Provide a liaison between medical personnel at the scene and hospital officials. They will notify area hospitals regarding what chemicals are involved, and what decontamination and

exposure situations will be expected for proper handling and care of victims throughout the triage-treatment-transport process.

*Skagit County Department of Emergency Management*

- Maintain and coordinate the updating of this plan, and develop interagency agreements for response to HAZMAT incidents. The LEPC will review this plan annually to address any changed conditions within their community, and submit their plans to the SERC for review when updated, but not less than at least once every five years.
- Designate a coordinator to work with the Local Emergency Planning Committee (LEPC).
- Function as lead agency for the Skagit County LEPC.
- Provide public education materials to the public and businesses on HAZMAT and preparedness.
- Provide public information regarding response activities, evacuation routes and/or life safety measures as necessary during major incidents, using all available communication methods and channels, including but not limited to: website, radio, social media, etc.
- Provide emergency management or ECC support to the IC/UC during HAZMAT incidents.
- Coordinate training for HAZMAT response/recovery support functions including an annual exercise designed to test part or all of this plan.
- Sponsor exercises and drills, and create and maintain plans for evacuation and shelter-in-place.
- Develop lists of specialized resources available.
- Coordinate and host local LEPC meetings.
- In conjunction with the LEPC, conduct outreach to review any relevant agency, facility and shipper HAZMAT response plans.
- Provide notification of agencies and organizations as requested by either the facility representative or first responders.
- Provide on-scene liaison when requested by the IC/UC.
- Script and transmit emergency alert system (EAS) messages when requested and appropriate.
- Support first response agencies and the IC/UC with information and resource coordination as required.
- Assist with federal, state and other notifications.
- Assist IC/UC in determining need for evacuation or shelter-in-place.
- Establish a Joint Information System (JIS)/Joint Information Center (JIC) as appropriate in coordination with the Skagit County Communications Coordinator or designated Public Information Officer.

*Washington State Patrol*

- Act as designated IC for HAZMAT incidents on interstate and state highways, and in areas specifically designated by the local political entity. When the local jurisdiction does not designate an IC agency, assume IC for the jurisdiction in accordance with RCW 70.136.030.
- When necessary, establish a unified command system with fire departments, emergency medical services and other state and federal agencies.

**Support Agencies***Skagit County Sheriff / Municipal Police Department*

- Coordinate law enforcement resources during a HAZMAT incident.
- Maintain on-scene control by establishing and enforcing scene perimeters, access control points, and traffic control points, as well as direct traffic for evacuees if evacuation routes have been established and activated.
- Assist with identifying the type or types of materials involved, and the scope of the incident as quickly as possible.
- Assist where necessary in the rapid dissemination of warning and public safety information to the public.
- Assist with enforcing evacuations under an ordered evacuation.
- Assist with investigation of possible criminal acts involving hazardous substances and/or their intentional release.

*Skagit County Health Department*

- Take such measures as the Health Officer deems necessary to promote and protect the public's health.
- Assess the public health implications of any HAZMAT incident and take appropriate actions.
- In conjunction with the Washington State Departments of Ecology and Health, assist water and sewer utilities in the investigation and mitigation of impacts from the effects of a HAZMAT incident.
- Direct the closure of contaminated sites, as necessary. The County Health Officer may issue public health orders to close or curtail public gatherings or for isolation and/or quarantine of individuals under the authority of RCW 70.05.070, if required.
- Provide information to the public on the health effects of, and how to avoid, contamination from any HAZMAT release as needed.
- Make a final determination on when contamination no longer poses a public health risk.
- Initiate actions to reopen sites once deemed contaminated when the threat is properly mitigated.

*Skagit County Public Works*

- Mobilize and manage Public Works personnel, equipment and necessary materials to help with containment of a HAZMAT release and isolation of the hazard area (e.g. physical barriers, signs, etc.).
- Construct, or assist in the construction of, earthen dikes to contain spills or reroute them around critical areas such as water supplies and sewer inlets.
- Remove debris in an emergency and/or to re-open roads and highways.
- Provide equipment and manpower to repair critical facilities damaged as a result of a hazardous material release.
- Provide assistance to law enforcement with regard to traffic control on evacuation routes and at the incident scene.
- Implement protection/mitigation measures to ensure safety and integrity of drinking water and waste water systems.

*Washington State Emergency Management Division (EMD)*

- Provide 24-hour assistance upon notification of a HAZMAT incident, to include initial notification to local, state and federal response agencies.
- Provide communications links to state and federal agencies, as well as other local jurisdictions through the state EOC.
- Issue requisite State mission number(s).

*Washington State Department of Ecology*

- Act, within the Unified Command System, as the State On-Scene Coordinator (OSC) for HAZMAT and oil spill incidents. Provide on-scene coordination and technical assistance on containment, cleanup, disposal and recovery, natural resource damage assessments, laboratory analysis, and evidence collection.
- Provide 24-hour response to oil spills or HAZMAT incidents.
- Assist with determining the release source, cause and identification of the RP for the incident. Assume responsibility for incident management and clean-up (in conjunction with USCG or EPA), if the RP is unavailable, unresponsive or unidentified.
- Set clean-up standards for the incident in accordance with Federal and State laws, and ensure that source control, containment, clean-up and disposal are accomplished. Coordinate incident cleanup if the RP is non-responsive or unknown.
- Initiate enforcement actions as appropriate.
- As required by the size and/or duration of the incident, assist to establish a JIC with involved agencies and the RP to provide current and accurate information to the community.
- Activate and coordinate the activities of the Natural Resources Damage Assessment Team.

*Washington State Department of Transportation*

- Provide personnel and equipment to support response operations on highways and lands under state and federal jurisdiction.

*Washington State Department of Health*

- If requested through the DOH Duty Officer (360-888-0838), provide DOH Strike Teams to assist with sample collection, laboratory analysis, hazard identification and assessment of public health impacts of chemical or radiological incidents. If other detection mechanisms are established at a later time, the facility must advise the LEPC.

*Regulated Facilities and Shippers*

- Facility Emergency Coordinators shall provide direct contact/coordination with the IC/UC, or their designated representative, for all aspects related to access, inventory, location and hazards of chemical(s) on-site.
- Applicable facilities, vessels, pipelines and railroad facilities must submit an oil spill contingency plan to the Department of Ecology in accordance with WAC 173-182.
- Ensure their personnel are appropriately trained in HAZMAT and equipped for their assigned role in accordance with 29 CFR 1910.120, NFPA 472 and 473, and WAC 296-824-30005.
- Provide immediate verbal notification and follow-up written reports for all HAZMAT spills, releases and incidents that exceed the reportable quantity via the Notification procedures outlined on page 5 of this plan.
- Regulated Facilities and Shippers are requested to:
  - participate in the Skagit County LEPC. They are also encouraged to provide personnel, technical expertise and equipment support during LEPC exercises and training activities, if requested and available.
  - coordinate efforts and cooperate with the directions of the IC/UC.
  - channel on-site media communication through the designated PIO or JIC.
  - participate in post-incident after-action reviews to enhance future prevention and emergency response operations.

## **TRAINING**

EPCRA requires that each LEPC Plan describes a multi-year HAZMAT training program for emergency response personnel (including schedules). This annual training plan must be reviewed each year at the October meeting. Skagit County publishes a monthly training and exercise calendar on the Skagit County Department of Emergency Management webpage:

<https://www.skagitcounty.net/Departments/EmergencyManagement/main.htm>; however, since no specialized HAZMAT Response Teams exist in Skagit County, it is the responsibility of each

municipal fire department and individual fire district to provide the initial Operations Level training to their personnel as well as the required annual refresher training.

HAZMAT response training requirements are governed by WAC 296-824-30005, which meets or exceeds the Occupational Safety and Health Administration (OSHA) standards in 29 CFR 1910.120. In addition, the National Fire Protection Association (NFPA) established a standard of professional competence (NFPA 472) for responders to HAZMAT incidents.

All HAZMAT incident emergency responders and workers at HAZMAT facilities, transport companies, waste treatment facilities, storage facilities and disposal facilities will be provided training which meets federal and state standards. Such training will be commensurate with their employers or organization's plans and policies.

### State and Federal Training

- [State Fire Marshal Fire Academy](#) conducts HAZMAT certification and ongoing training
- [Emergency Management Division](#) leads a comprehensive all-hazards Training and Exercise program
- Industry spill response drills are posted on the [Northwest Area Committee's Exercise Calendar](#)

Many federal agencies provide free in-person, mobile or web-based HAZMAT training. See the [EMD Training Consortium website](#) for further information. FEMA's National Training and Education Division publishes a [catalog](#) of available courses. HAZMAT training opportunities include:

- PHMSA [Transportation Rail Incident Preparedness and Response](#) (TRIPR)
- [National Fire Academy](#)
- [Center for Domestic Preparedness](#)
- [Emergency Management Institute](#)
- [Security and Emergency Response Training Center](#)
- [National Training and Education Division](#)
- [US Chemical Safety Board](#)
- [CDC Learning Connection](#)
- EPA's Web-based [EPCRA training](#)
- TEEX [DHS/FEMA Funded Courses](#)
- FEMA Region X [Master Training and Exercise Calendar](#)
- [FEMA HAZMAT Tabletop Exercise Manual](#)
- TRANSCAER's industry-led hazmat training catalog <https://www.transcaer.com/>

## **EXERCISES**

On behalf of the Skagit County LEPC, SCDEM will organize at least one exercise each year to test part or all of this plan. At a minimum, exercises will evaluate the effectiveness and feasibility of this plan and its incorporated standard operating procedures, as well as the readiness of response agencies, facilities and the public. These exercises may be discussion-based (seminars, workshops, tabletops and games) or operations-based (functional and full-scale exercises) in order to test the full spectrum of preparedness. NOTE: An actual HAZMAT incident which requires the activation of this plan and incorporates a post-event After-Action Review can satisfy this annual requirement in lieu of an exercise. Skagit County publishes a monthly training and exercise

calendar on the Skagit County Department of Emergency Management webpage, <https://www.skagitcounty.net/Departments/EmergencyManagement/main.htm>.

Additionally, the [Northwest Area Committee's Exercise Calendar](https://fortress.wa.gov/ecy/naces/) (<https://fortress.wa.gov/ecy/naces/>) provides details on industry HAZMAT drills.

## **EPCRA REPORTING**

All facilities within Skagit County receiving, storing and/or using EHS, must notify the SERC and LEPC in accordance with Section 302 of 40 CFR Part 355 – Notification of Extremely Hazardous Substances.

Facilities must submit Safety Data Sheets (SDS), or a SDS list of the hazardous chemicals present on-site in excess of threshold levels, to the SERC, LEPC and local fire department/district in accordance with Section 311.

Facilities storing chemicals must provide specific information about chemicals on site to the SERC, LEPC and local fire department/district using the Tier II Form in accordance with Section 312.

Emergency and follow-up reporting requirements are found on page 5 of this plan.

## **REFERENCES**

FEMA, *Guide for All-Hazard Emergency Operations Planning* (SLG-101).

US Department of Transportation and Transport Canada, *Emergency Response Guidebook*.

SARA Title III – *Emergency Planning and Community Right-to-Know Act (EPCRA)*, <http://www.ecy.wa.gov/epcra>.

Public Law 99-499 – *Superfund Amendment and Reauthorization Act (SARA)*

Chapter 118-40 WAC – *Hazardous Chemical Emergency Response Planning*



## **ACRONYMS**

ALOHA	Areal Locations of Hazardous Atmospheres
ARC	American Red Cross
AWC	Alert and Warning Center
CAA	Clean Air Act
CAMEO	Computer Aided Management for Emergency Operations
CEC	Community Emergency Coordinator
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act of 1980
CHEMTREC	Chemical Transportation Emergency Center
DEM	Department of Emergency Management
DNR	Washington State Department of Natural Resources
DOH	Washington State Department of Health
DSHS	Washington State Department of Social and Health Services
EAS	Emergency Alert System
EHS	Extremely Hazardous Substances
EMAB	Emergency Management Advisory Board
EMD	Emergency Management Division
EMS	Emergency Medical Services
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide Book
ESF	Emergency Support Function
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JIC	Joint Information Center
JIS	Joint Information System
LEPC	Local Emergency Planning Committee
MARPLOT	Mapping Applications for Response, Planning, and Local Operational Tasks
NIMS	National Incident Management System
NRC	National Response Center
NRF	National Response Framework
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
RACES	Radio Amateur Civil Emergency Services
RCW	Revised Code of Washington

RP	Responsible Party
SCECC	Skagit County Emergency Coordination Center
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SOP	Standard Operating Procedures
TERC	Tribal Emergency Response Commission
UC	Unified Command
WAC	Washington Administrative Code

## **DEFINITIONS**

**ACCIDENT SITE** - The location of an unexpected occurrence, failure or loss, either at a regulated facility or along a transportation route, where a release of HAZMAT-listed chemicals occurs.

**ACUTE EXPOSURE** - Exposure of a short duration to a chemical substance that results in adverse physical effects.

**ACUTELY TOXIC CHEMICALS** - Chemicals that can cause both severe short-term and long-term health effects after a single, brief exposure of short duration. These chemicals can cause damage to living tissue, impairment of the central nervous system and severe illness. In extreme cases, death can occur when ingested, inhaled or absorbed through the skin.

**AEROSOL** - Fine liquid or solid particles suspended in a gas such as fog or smoke.

**CHEMICAL AGENT** - A chemical substance intended for use in military operations to kill, seriously injure or incapacitate people through its physiological effects. Excluded from consideration are riot control agents, smoke and flame materials. The agent may appear as a vapor, aerosol or liquid. It can be either a casualty/toxic agent or an incapacitating agent.

**CHEMICAL TRANSPORTATION EMERGENCY CENTER (CHEMTREC)** - a centralized toll-free telephone service providing advice on the nature of chemicals and steps to be taken in handling the early stages of transportation emergencies where hazardous chemicals are involved. Upon request, CHEMTREC may contact the shipper or manufacturer of the HAZMAT involved in the incident for additional, detailed information and appropriate follow-up action, including on-scene assistance when feasible.

**COLD ZONE** - The area outside the Warm Zone (contamination reduction area) that is free from contaminants.

**DECONTAMINATION** - The process of making people, objects or areas safe by absorbing, destroying, neutralizing, making harmless or removing the hazardous material.

**EMERGENCY ALERT SYSTEM (EAS)** – A system used for the dissemination of emergency information to the public by the President or federal, state or local jurisdiction authorities via the Commercial Broadcast System. Composed of amplitude modulation (AM), frequency modulation (FM), television broadcasters and the cable industry. Formerly known as the Emergency Broadcast System (EBS).

**EMERGENCY COORDINATION CENTER (ECC)** - The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An ECC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. ECCs may be organized by major functional disciplines (e.g. fire, law enforcement and medical services), by jurisdiction (e.g. federal, state, regional, tribal, city, county), or some combination thereof.

**EMERGENCY SUPPORT FUNCTION (ESF)** - The functional approach that groups the types of assistance a state and/or local jurisdiction is most likely to need (e.g. mass care, health and medical services, etc.), as well as the kind of federal operations support necessary to sustain state response actions (e.g. transportation, communications, etc.). ESFs are expected to support one another in carrying out their respective missions.

**EXTREMELY HAZARDOUS SUBSTANCES (EHS)** - These are substances identified by the EPA on the basis of hazard or toxicity. EHS inventories above certain threshold quantities must be reported to

the Washington SERC or TERC, and local fire department pursuant to Sections 302, 304, 311 and 312 of EPCRA. EHS releases which exceed certain quantities must be reported to the National Response Center, the SERC or TERC, LEPC and local fire department that may be affected, pursuant to EPCRA Section 304. The EHS and pertinent, reportable quantities are listed in 40 CFR 355 and EPA Consolidated List of Lists.

**FACILITY** - Fixed-site required to report under EPCRA.

**HAZARDOUS CHEMICALS OR SUBSTANCES** - Chemicals, mixtures and other products determined by U.S. Occupational Safety and Health Administration (OSHA) regulations to pose a physical or health hazard. No specific list of chemicals exists, but the existence of a Safety Data Sheet (SDS) for a substance indicates it may be reportable under EPCRA. Reporting information software and current LEPC contact information is available at: [www.ecy.wa.gov/epcra](http://www.ecy.wa.gov/epcra)

**HAZARDOUS MATERIAL (HAZMAT)** - A substance in a quantity or form posing an unreasonable risk to health, safety, property and/or the environment when manufactured, stored or transported in commerce. A substance which by its nature, containment and reactivity has the capability for inflicting harm during an accidental occurrence. A material characterized as being toxic, corrosive, flammable, reactive, an irritant or a strong sensitizer, and thereby poses a threat to health and the environment when improperly managed. HAZMAT includes extremely hazardous and hazardous substances of oil and other petroleum products. Other toxic substances include some infectious agents, radiological materials and materials such as industrial solid waste substances.

**HAZARDOUS SUBSTANCE (HS)** - Chemicals, chemical mixtures and other products determined by OSHA regulations to pose a physical or health hazard. No specific list of chemicals or substance exists, but the existence of a Safety Data Sheet (SDS) for a product or substance indicates it may be reportable under EPCRA regulations. Facilities that store 10,000 pounds or more of a HS at any time are required to report chemical inventories annually to the SERC or TERC, LEPC and local fire department in accordance with EPCRA regulations. Substances can also be designated as such by the EPA pursuant to the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). HS releases above certain levels may need to be reported to the National Response Center and must be reported to the SERC or TERC, and local agencies pursuant to CERCLA, Section 304 of EPCRA, and related state regulations.

**HOT ZONE** - The area surrounding a particular incident site where contamination does or may occur. All unauthorized personnel may be prohibited from entering this zone.

**INCIDENT COMMANDER (IC)** - The IC is the overall coordinator of the response team. Responsible for on-site strategic decisions and actions throughout the response phase, and maintains close liaison with the appropriate government agencies to obtain support. Provides progress reports on each phase of the emergency response. Must be trained to a minimum of Operations level and certified in the Incident Command System.

**INCIDENT COMMAND SYSTEM (ICS)** - An all-hazards, on-scene functional management system that establishes common standards in organization, terminology and procedures. ICS provides a means (unified command) for the establishment of a common set of incident objectives and strategies during multi-agency/multi-jurisdiction operations while maintaining individual agency/jurisdiction authority, responsibility and accountability. ICS is a component of the National Incident Management System (NIMS).

**JOINT INFORMATION CENTER (JIC)** - A facility that may be used by affected utilities, state agencies, counties, local jurisdictions and/or federal agencies to jointly coordinate the public information function during all-hazards incidents.

**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)** - The planning body designated in the Superfund Amendments and Reauthorization Act Title III legislation as the planning body for preparing local HAZMAT plans.

**NATIONAL RESPONSE CENTER (NRC)** - The interagency organization, operated by the U.S. Coast Guard, which receives reports when reportable quantities of dangerous goods, hazardous substances, and/or extremely hazardous substances are spilled. After receiving notification of an incident, the NRC will immediately notify appropriate federal response agencies, which may activate the Regional Response Team or the National Response Team.

**PLUME** - A vapor cloud formation that has shape and buoyancy. The cloud may be colorless, tasteless, or odorless, and may not be visible to the human eye.

**PRIMARY AGENCY** - An agency assigned primary responsibility to manage and coordinate a specific ESF. Primary agencies are designated on the basis of who has the most authorities, resources, capabilities or expertise relative to accomplishment of the specific ESF with assistance, if requested, from the SCECC. An example of a primary agency is the Department of Transportation for ESF #1: Transportation.

**REGULATED FACILITY** - A site where handling and transfer, processing, and/or storage of chemicals is performed. For the purposes of this document, regulated facilities produce, use or store EHS in quantities which exceed threshold planning quantities, or they store one or more HS in a quantity of 10,000 pounds or more at any one time. Facilities that meet either criterion must annually report their chemical inventories of such materials to the SERC or TERC, LEPC, and local fire department.

**REPORTABLE QUANTITY** - The minimum quantity of hazardous substances released, discharged or spilled that must be reported to federal, state, local and/or tribal authorities pursuant to statutes and EPCRA regulations.

**RISK MANAGEMENT PLAN (RMP)** - Pursuant to Section 112r of the Clean Air Act (CAA), facilities that produce, process, distribute or store certain toxic and flammable substances are required to have a RMP that includes a hazard assessment, an accident prevention program and an emergency response program. A summary of the RMP must be submitted to the EPA. RMP guidance is available at <http://yosemite.epa.gov/oswer/ceppoweb.nsf/content/RMPS.htm>

**SARA TITLE III** - Public Law 99-499, Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA), requires the establishment of state and local planning organizations, a SERC (a subcommittee of the Emergency Management Council), and LEPCs to conduct emergency planning for HAZMAT incidents. The law requires site-specific planning for EHS, participation in the planning process by facilities storing or using HS, and notifications to the SERC or LEPC of releases of specified hazardous substances. It also provides a mechanism for information sharing on hazardous chemicals and emergency plans for hazardous chemical events to the public.

**TOXIC SUBSTANCES** - Toxic substances are chemicals or compounds which may present an unreasonable threat to human health and the environment. Human exposure to toxic substances can cause a variety of health effects including long-term adverse health effects. Certain facilities which have 10 or more full-time employees and that manufacture, process or use a toxic substance in excess of threshold amounts during the calendar year are required to submit a Toxics Release Inventory Report annually to the U.S. EPA and the Washington SERC. A current list of substances covered, reporting guidance, and software is available at the U.S. EPA TRI website at [www.epa.gov/tri](http://www.epa.gov/tri)

**TOXICITY** - A measure of the harmful effect produced by a given amount of a toxin on a living organism. The relative toxicity of an agent can be expressed in milligrams of toxin needed per kilogram of body weight to kill experimental animals.

**VULNERABLE FACILITIES** - Facilities which may be of particular concern during a HAZMAT incident because they 1) are institutions with special populations that are particularly vulnerable or could require substantial assistance during an evacuation (e.g. schools, hospitals, nursing homes, day care centers, jails, etc.); 2) fulfill essential population support functions (e.g. power plants, water plants, fire/police/EMS dispatch centers, etc.); or 3) include large concentrations of people (e.g. shopping centers, recreation centers, stadiums, etc.).

**WARM ZONE** - An area over which the airborne concentration of a chemical involved in an incident could reach a concentration that may cause serious health effects to anyone exposed to the substance for a short period of time and is the designated area between the Hot Zone and the Cold Zone.

## Appendix A – Notification and Contact Information

### Washington State Alert & Warning Center

Contact Number: 800-258-5990

Hours of Operation: 24 hours/day

Services Provided: Notification required by law for many releases. Satisfies the requirement to notify the SERC. Able to assign mission numbers. Receives requests to activate the Fire Service Resource Mobilization Plan. Receives requests to activate state and federal assets.

### National Response Center (U.S. Coast Guard)

Contact Number: 800-424-8802

Hours of Operation: 24 hours/day

Services Provided: Notification required by law for many releases. Can give information on all aspects of release management.

### CHEMTREC®

Contact Number: 800-424-9300, 703-527-3887

Hours of Operation: 24 hours/day

Services Provided: Will provide information on products as provided in manufacturers' SDS. Can assist in identifying and contacting manufacturer of product or shipment.

### National Pesticide Information Center

Contact Number: 800-858-7378

Hours of Operation: 0630-1630 PST

Services Provided: Will provide information on pesticides.

### Burlington Northern Railroad

Contact Number (Ops Call Center): 800-832-5452

Hours of Operation: 24 hours/day

Services Provided: Receives calls to report any abnormal BNSF train event. Is limited on releasing any information to unauthorized personnel.

### Kinder Morgan Pipeline

Contact Number: 888-876-6711

Hours of Operation: 24 hours/day

Services Provided: Receives calls for emergencies and dispatches company personnel to the scene of event.

### Olympic Pipeline

Contact Number: 888-271-8880

Hours of Operation: 24 hours/day

Services Provided: Receives calls for emergencies and dispatches company personnel to the scene of event.

Williams Gas Pipeline

Contact Number: 800-972-7733

Hours of Operation: 24 hours/day

Services Provided: Receives calls for emergencies and dispatches company personnel to the scene of event.



## Notification Requirements

Event driving Notification	Required to be Notified	Contact	24-hour Emergency Response Hotline
Any incident that impacts or threatens public health, safety, the environment or property.	Skagit 911	Skagit 911	911
All releases at or above the EPCRA or CERCLA reportable quantity.	LEPC and/or TERC Community Emergency Coordinator	Department of Emergency Management	911
	National Response Center (NRC)	Emergency 24-hour Center	800-424-8802 <a href="http://www.nrc.uscg.mil/">http://www.nrc.uscg.mil/</a>
NOTE: Spillers must notify all impacted LEPCs	State Emergency Response Commission (SERC)	Washington State Emergency Operations Center, Alert and Warning Center (AWC). (AWC is the point-of-contact for SERC notifications).	800-258-5990

## Supplementary and Incident-Specific Notifications

IF spill is on or into:	Contact:	Phone
Surface water, coastal navigable waters	United States Coast Guard	206-217-6001
	Washington State Department of Ecology (via State EOC)	800-258-5990
Surface water, inland waters (waters of the State)	Washington State Department of Ecology – Northwest Regional Office	800-258-5990
	Environmental Protection Agency (via NRC)	800-424-8802 <a href="http://www.nrc.uscg.mil/">http://www.nrc.uscg.mil/</a>
	Skagit County Public Works (Natural Resources Division, Storm Water Division)	360-336-9400
Surface water	Washington State Patrol (in compliance with RCW 70.136.030)	360-992-4000
	Department of Transportation (Washington, NW Region)	206-440-4000
On state roadways	Department of Transportation (Washington, NW Region)	206-440-4000
Air – for spills or emissions involving release of a significant amount of air pollutants, possible clean air act violations, odor complaints and illegal burns	Northwest Clean Air Agency (NWCAA) of Washington	360-428-1617
	Appropriate water or wastewater agency	
Surface water or sewer system inside incorporated boundary	Anacortes Public Works	360-293-1919
	Mount Vernon Public Works	360-336-6204
	Burlington Public Works	360-757-9715
	Sedro-Woolley Public Works	360-855-0771
	Skagit Public Utilities District	360-424-7104
Department of Natural Resources lands	Department of Natural Resources (NW Region)	360-856-3500 -or- 1-800-258-5990
If incident involves radioactive material	Washington State Department of Health – Office of Radiation Protection	(206) NUCLEAR (206-582-5327)

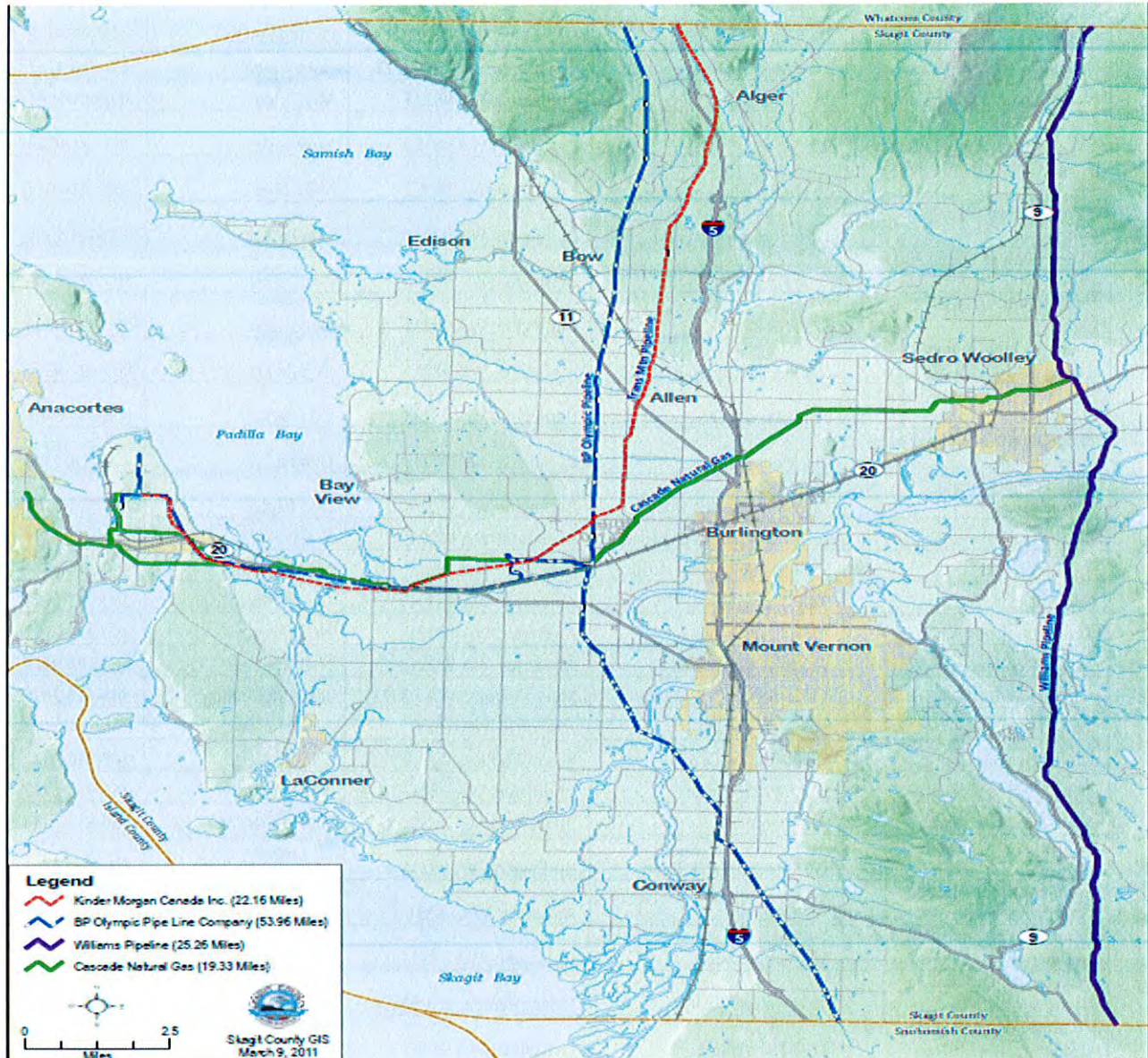
## Appendix B – Regulated Facilities and HAZMAT Mapping

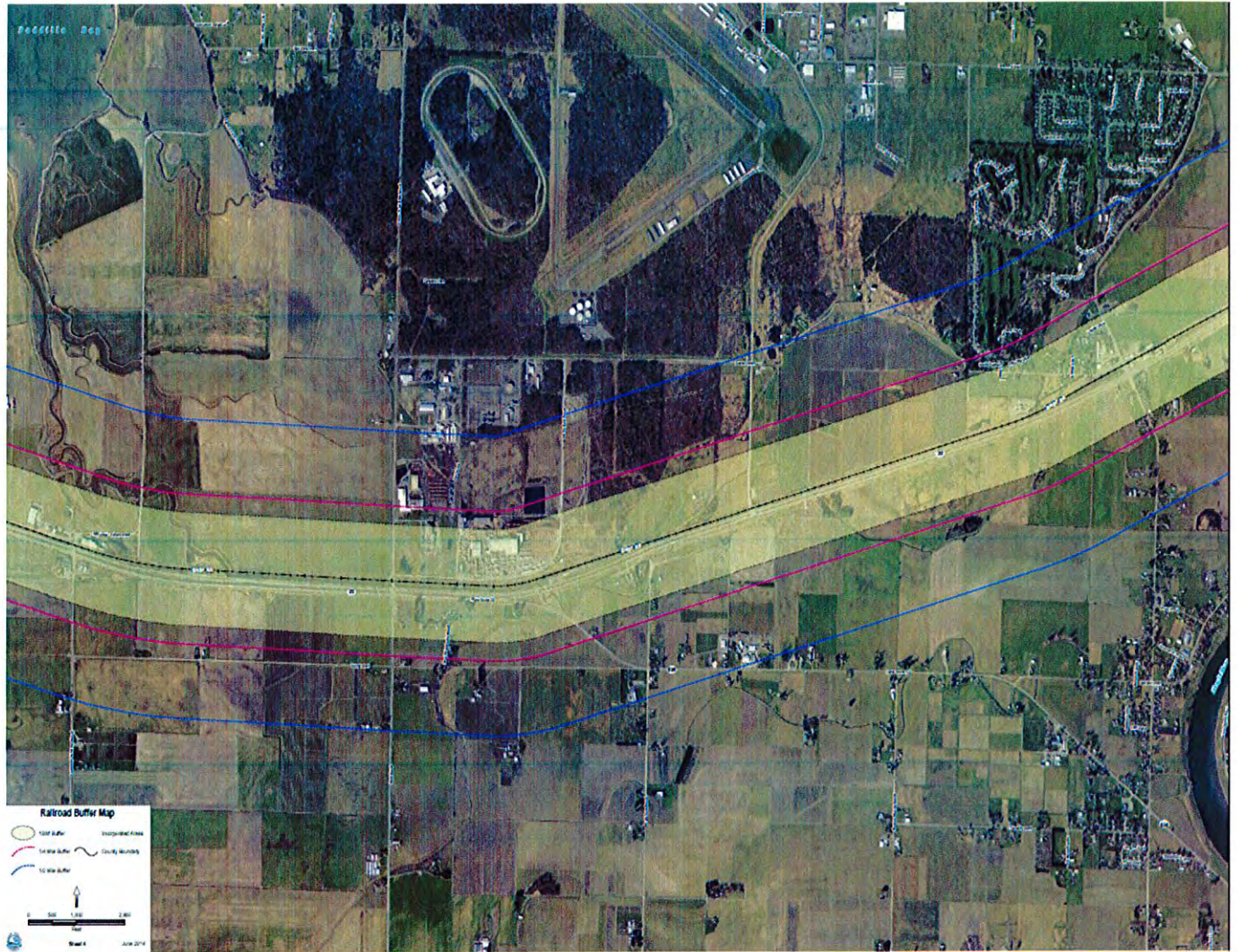
The following list is for informational purposes only. The LEPC maintains a full database of Tier II information which is available to 911 centers and responders throughout Skagit County. This information can be publicly made available after the submission of a Public Information Request to the LEPC.

Company	Physical Address	City, State, Zip	Contact Name	24-Hr Number
Air Products MFG Corp	10200 West March Point Rd.	Anacortes, WA 98221	Keith J. Leinbach	253-380-0230
American Tower Cultus Mt #310614	Cultus Mtn. 7 mi. NE of MV	Sedro-Woolley, WA 98284	Scot Sandefur	602-284-0280
AmeriCold Logistics	301 SouthWalnut Street	Burlington, WA 98233	Teal Potter	360-770-9995
AmeriGas Propane	1008 Sicklesteel Lane	Mount Vernon, WA 98274	Michael Hess	360-424-6119
Anacortes Water Treatment	14489 Riverbend Rd.	Mount Vernon, WA 98273	Jeff Marrs	360-428-1598
Anacortes, City of	500 T Avenue	Anacortes, WA 98221	Rebecca Fox	360-661-3487
Anacortes, City of	6000 Cabanna Lane	Anacortes, WA 98221	Rebecca Fox	360-661-3487
Anacortes, City of	2100 Ferry Terminal Rd.	Anacortes, WA 98221	Rebecca Fox	360-661-3487
Anacortes, City of	9430 S March Point Rd.	Anacortes, WA 98221	Rebecca Fox	360-661-3487
Anacortes, City of	8071 S March Point Rd.	Anacortes, WA 98221	Rebecca Fox	360-661-3487
Anacortes, City of	1200 B Avenue	Anacortes, WA 98221	Rebecca Fox	360-661-3487
Associated Petroleum Prod	1215 Hwy 9 S	Sedro-Woolley, WA 98284	Taryn Olson	253-381-7659
Associated Petroleum Prod	9669 Padilla Heights Rd	Anacortes, WA 98221	Taryn Olson	253-381-7659
Associated Petroleum Prod	10041 S. March Point Road	Anacortes, WA 98221	Taryn Olson	253-381-7659
AT&T Corp	Hwy 9, 1000 s/o Mt. Vernon	Mount Vernon, WA 98273	Jeremy McGuire	206-972-4083
AT&T Mobility-Whistle Lake	1300 Erie Ave	Anacortes, WA 98221	Jeremy McGuire	800-638-2822
AT&T Wireless	1901 N Laventure Rd	Mount Vernon, WA 98273	Jeremy McGuire	800-638-2822
AT&T Wireless	325 S 1st Street	Mount Vernon, WA 98273	Jeremy McGuire	800-638-2822
BBC Chemical	409 Eleanor Lane	Mount Vernon, WA 98273	Matthew Baysinger	425-697-0280
Burlington-Edison School Dist.	5801 Main Street	Burlington, WA 98233	John Leander	360-661-1154
Burlington-Edison School Dist.	491 N. Burlington Blvd.	Burlington, WA 98233	John Leander	360-661-1154
Cascade Natural Gas	1248 Fruitdale Rd.	Sedro-Woolley, WA 98284	Andy McDonald	888-522-1130
ChemTrade Sulex, Inc.	13221 Farm to Market Rd	Mount Vernon, WA 98273	Pat Murphy	360-840-9701
Coleman Natural Foods LLC	8971 Harrison Road	Mount Vernon, WA 98273	Chuck Nye	360-202-9248
Coleman Natural Foods LLC	30337 Walberg Road	Mount Vernon, WA 98273	Chuck Nye	360-202-9248
Coleman Natural Foods LLC	14251 River Bend Road	Mount Vernon, WA 98273	Chuck Nye	360-202-9248
Comcast Cable	15730 Peterson Rd	Burlington, WA 98233	Jeff Dodd	425-766-3672
Commercial Cold Storage	1011 S. First Street	Mount Vernon, WA 98273	Sune Forsman	360-333-0810
Costco #662	1725 S. Burlington Blvd.	Burlington, WA 98027	Beverly Lauerman	360-402-2526
County Cousins Inc. Downey Dome	12021 Downey Road	Mount Vernon, WA 98273	Scott Willis	360-661-4219
CPC Materials Inc	34280 B Hwy 20	Sedro-Woolley, WA 98284	Matthew Hinck	425-508-7201
CPC Materials Inc-Skagit Redi-Mix	14658 Ovenell Road	Mount Vernon, WA 98273	Matthew Hinck	425-508-7201
Dakota Creek Industries	3rd and Q St.	Anacortes, WA 98221	Marie Piper	360-708-3774
Downey Dome	12021 Downey Road	Mount Vernon, WA 98273	Dave Harvin	360-661-4507
Draper Valley Farms	1000 Jason Lane	Mount Vernon, WA 98273	Barney Conner	360-202-2654
Dunlap Towing Company	617 N. First Street	La Conner, WA 98257	Michael Harlan	360-259-4163
Dunlap Towing Co/Westside	1713 Reservation Road	La Conner, WA 98257	Michael Harlan	425-259-4163

Euclid Chemical Company	13527 Farm to Market Road	Mount Vernon, WA 98273	Jim Holden	360-395-8054
Ferrell Gas (Puget Propane)	1750 Walton Drive	Burlington, WA 98233	Shane Hunt	360-631-3013
Fibrex Corporation	750 South Spruce	Burlington, WA 98233	Don Porr	361-571-9052
General Chemical Corp	8579 North Texas Rd.	Anacortes, WA 98221	Jerry Tippet	360-333-1322
Herc Rentals, Inc	685 Fisher Lane	Burlington, WA 98233	Bill Yahnke	360-821-1230
Hertz Corp.	685 Fisher Lane	Burlington, WA 98233	Todd Christiansen	360-821-1230
Hexcel Corp.	15062 Steele Road	Burlington, WA 98233	Timothy Wyer	360-391-4283
Home Depot 8561	2001 Market Place Drive	Burlington, WA 98233	Michelle O'Brien	360-202-2825
Janicki Industries	34240 Highway 20	Hamilton, WA 98255	Jessica Straight	360-391-6086
Janicki Industries	617 Sunset Park Dr	Sedro Woolley, WA 98284	Jessica Straight	360-391-6086
Janicki Industries	24595 SR 20	Sedro Woolley, WA 98284	Jessica Straight	360-391-6086
Janicki Industries	500 Metcalf St.	Sedro Woolley, WA 98284	Jessica Straight	360-391-6086
Jiffy Lube #2080	1616 Freeway Dr	Mount Vernon, WA 98273	James Willis	425-791-2204
Lakeside Industries-Anacortes	1165 Havekost Road	Anacortes, WA 98221	Amanda Neice	360-661-1952
Lakeside Industries-Belleville	8198 Od Hwy 99 N	Burlington, WA 98233	Amanda Neice	360-661-1952
Mount Vernon WTP	1401 Britt Road	Mount Vernon, WA 98273	Chad Tesarik	425-422-6909
Mt. Vernon Wastewater Lift Station	320 Alder Lane	Mount Vernon, WA 98273	Chad Tesarik	425-422-6909
Nordic Tug Inc.	11367 Higgins Airport Road	Burlington, WA 98233	Buddy Brown	360-661-0877
Northwest Hardwoods	13421 Farm to Market Road	Mount Vernon, WA 98273	Richard Ammons	425-418-3239
Northwest Farm Food Corp.	1370 South Anacortes Street	Burlington, WA 98233	Jim Rowe	360-708-3820
Northwest Pipeline Corp.	15498 Lange Road	Mount Vernon, WA 98273	Derek Forsberg	360-255-1074
Northwest Propane Sales Inc.	500 Metcalf Street	Sedro-Woolley, WA 98284	Steve VanderYacht	360-354-4471
Northwest Propane Sales Inc.	219 Suzanne Lane	Mount Vernon, WA 98273	Steve VanderYacht	360-354-4471
Olympic (BP) Pipeline	16292 Ovenell Road	Mount Vernon, WA 98273	Kelli Gustaf	888-271-8880
Olympic (BP) Pipeline	700 N. Texas Road	Anacortes, WA 98221	Kelli Gustaf	206-351-1786
Paccar Technical Center	12479 Farm to Market Rd	Mount Vernon, WA 98273	Dave Wright	360-757-8311
Puget Sound Energy	3520 W 4th St	Anacortes, WA 98221	Anna Lavik	206-604-5489
Puget Sound Energy	902 15th St	Mount Vernon, WA 98274	Anna Lavik	206-604-5489
Puget Sound Energy	1100 Bartholomew Road	Anacortes, WA 98221	Anna Lavik	206-604-5489
Puget Sound Energy	12840 Thompson Road	Anacortes, WA 98221	Anna Lavik	206-604-5489
Puget Sound Energy	47256 Baker Dam Road	Concrete, WA 98237	Anna Lavik	206-815-3170
Puget Sound Energy	46110 E. Main Street	Concrete, WA 98237	Anna Lavik	360-815-3170
Puget Sound Energy	13085 Ball Road	Mount Vernon, WA 98273	Anna Lavik	360-265-5583
Puget Sound Energy	1218 E. Blackburn	Mount Vernon, WA 98273	Anna Lavik	206-604-5489
Puget Sound Energy	24972 Minkler Road	Sedro-Woolley, WA 98284	Anna Lavik	206-604-5489
Puget Sound Energy	6th Street and E Street	Mount Vernon, WA 98273	Anna Lavik	206-604-5489
Quality Seafood Services	424 Green Leaf Ave	Burlington, WA 98233	Fred Jahns	425-263-8464
Reisner Distributor Inc 2	1114 Third St	Anacortes, WA 98221	Ted Reisner	360-661-6459
Reisner Distributor Inc	9743 Padilla Heights	Anacortes, WA 98221	Ted Reisner	360-661-6459
RSA Microtech LLC	13576 Bayview Edison Rd	Burlington, WA 98233	James D. Scott	360-420-1231
RSA Microtech LLC	11915 Westar Lane	Burlington, WA 98233	James D. Scott	360-420-1231
Sedro-Woolley School Dist 101	330 Yellow Lane	Sedro-Woolley, WA 98284	Chet Griffith	360-853-5353
Sedro-Woolley School Dist 101	23631 Lake Street	Sedro-Woolley, WA 98284	Chet Griffith	360-853-5353
Sedro-Woolley School Dist 101	23953 Prairie Road	Sedro-Woolley, WA 98284	Chet Griffith	360-853-5353
Sedro-Woolley School Dist 101	81831 Lyman Avenue	Sedro-Woolley, WA 98284	Chet Griffith	360-853-5353
Shell Puget Sound Refining	8505 South Texas Road	Anacortes, WA 98221	Chet Yeo	360-293-1701

Shelter Bay Community	1000 Shoshone Drive	La Conner, WA 98257	David Franklin	360-293-0448
Skagit County P.U.D.	2444 Morford Road	Mount Vernon, WA 98273	Dale Wardell	360-610-3757
Skagit County Public Works	201 E. Avon Avenue	Burlington, WA 98233	Mike Elde	360-661-6044
Skagit County Public Works	44511 Concrete Sauk Valley Rd	Burlington, WA 98233	Mike Elde	360-661-6044
Skagit County Public Works-Sheriff	600 South Third Street	Burlington, WA 98233	Mike Elde	360-661-6044
Skagit Farmers Supply-Burlington	1276 S. Burlington Blvd.	Burlington, WA 98233	Don Parker	800-424-9300
Skagit Farmers Supply-Burlington Hill	1665 Park Lane	Burlington, WA 98233	Don Parker	800-424-9300
Skagit Farmers Supply-Concrete	3738 SR 20	Burlington, WA 98233	Don Parker	800-424-9300
Skagit Farmers Supply-Conway (Mount Vernon 2)	20476 Conway Frontage Rd	Burlington, WA 98233	Don Parker	800-424-9300
Skagit Farmers Supply-Mount Vernon	900 Riverside Dr	Burlington, WA 98233	Don Parker	800-424-9300
Skagit Farmers Supply-Sedro-Woolley	917 Moore Street	Burlington, WA 98233	Don Parker	800-424-9300
Skag Farmers Supply Agronomy NW	12939 Avon Allen Road	Burlington, WA 98233	Don Parker	800-424-9300
Suburban Propane LP	12356 S. Fidalgo Bay Road	Anacortes, WA 98221	Wayne Meek	360-659-1251
T-Bailey, INC.	9628 S. March Point Road	Anacortes, WA 98221	Mike Jansma	360-395-8324
Sugiyo U.S.A. Inc.	3200 T Avenue	Anacortes, WA 98221	Daniel Stephenson	360-293-0180
Tesoro Logistics Anac CROF	7969 Texas Road	Anacortes, WA 98221	Neil Norcross	360-293-9199
Tesoro Refining and Mkt.	W March Point Road	Anacortes, WA 98221	Neil Norcross	360-293-9119
Therno Fluids Mt. Vernon	15195 SR 536	Mount Vernon, WA 98273	Jesse McCullough	503-519-3095
Trident Seafoods	1400 4th Street	Anacortes, WA 98221	Jeff Johnson	206-351-8175
United General Hospital	2000 Hospital Drive	Sedro Woolley, WA 98284	Tom Barnts	360-856-6021
Vanderyacht Propane	1636 Walton Drive	Burlington, WA 98233	Jeff Mortenson	360-815-2422
Vanderyacht Propane	9027 Molly Lane	Anacortes, WA 98221	Jeff Mortenson	360-815-2422
Frontier Communications - Alger	1758 Parson Creek Road	Burlington, WA 98233	Masoos Chudhury	800-590-6605
Frontier Communications - Anacortes	502 O Street	Anacortes, WA 98221	Masoos Chudhury	800-590-6605
Frontier Communications - Burlington	615 Vernon Street	Burlington, WA 98233	Masoos Chudhury	800-590-6605
Frontier Communications - Conway	2103 Bulson Road	Mount Vernon, WA 98274	Masoos Chudhury	800-590-6605
Frontier Communications - La Conner	219 Morris Street	La Conner, WA 98257	Masoos Chudhury	800-590-6605
Frontier Communication - Birdsvie Remote	3823 Challenger Road	Concrete, WA 98237	Masoos Chudhury	800-590-6605
Frontier Communications - Mt. Vernon	2301-2303 Kulshan View Dr	Mount Vernon, WA 98273	Masoos Chudhury	800-590-6605
Frontier Communications - Mt. Vernon	301 Washington Street	Mount Vernon, WA 98273	Masoos Chudhury	800-590-6605
Frontier Communications - Sedro Woolley	813 Murdock Street	Sedro Woolley, WA 98284	Masoos Chudhury	800-590-6605
Verizon - Segelsen Ridge	6 miles NW of Darrington	Darrington, WA 98241	Susan Caleron	800-264-6620
WA State Fish and Wildlife	8319 Fish Hatchery Road	Marblemount, WA 98267	Steve Stout	360-826-3858
WA State Military Dept	2260 Thompson Road	Anacortes, WA 98221	Todd Nestegard	800-258-5990
Wilbur-Ellis Company	13586 Bayview Edison Rd	Mount Vernon, WA 98273	Chris Loving	360-755-9245
WSDOT	4100 Cedardale Road	Mount Vernon, WA 98274	Matthew R. Cox	206-440-4490
WSDOT-Coal Creek	27434 SR 20	Sedro-Woolley, WA 98284	Matthew R. Cox	206-440-4490
WSP Burlington	10954 Chuckanut Dr.	Burlington, WA 98233	Matthew R. Cox	206-440-4490





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## Appendix C - Public Safety Procedures

### Shelter-in-Place

The term shelter-in-place means to seek immediate shelter and remain there during an emergency rather than evacuate the area. When the progression of a HAZMAT incident indicates that segments of the population need to be isolated from a plume, in-place sheltering is the first consideration for protective action. In-place sheltering moves people out of the open into buildings where doors and windows can be closed. This type of sheltering is viable when:

- The nature and concentration of the chemical in the plume is not life threatening. It may however, be quite noxious.
- The size of the release and given atmospheric conditions will allow the speed of dispersal to be determined.
- When a toxic plume approaches an area so rapidly that a timely evacuation cannot be safely carried out.

In older buildings that have relatively high air leakage rates, it is advisable to shut down air circulation systems. In modern energy-efficient buildings, air conditioning systems tend to build up positive pressure which counteracts air leakage inside, but only if the fresh air supply is shut off.

Technical input to support a decision ordering in-place sheltering is available from the Table of Initial Isolation found in the Emergency Response Guidebook (ERG).

The decision to shelter-in-place will be made by local authorities (Mayors or Police Chiefs in cities; County Commissioners or Sheriff in unincorporated areas of the County), after conferring with the on-scene incident commander and/or the Director of Emergency Management. Once the decision to shelter-in-place has been made, the affected population will be instructed to do so via multiple available means of communication, which include Reverse 911, the Community Notification System, and local first responder vehicles (fire apparatus and police vehicles using their mobile PA systems). Local media will also be apprised who can then provide information on sheltering-in-place with their audience.

The following actions should be taken if given a shelter-in-place order:

- Turn-off heating, cooling and ventilation systems to prevent drawing in outside air.
- Gather disaster supply kit, pets and their food and water.
- Move to a small, interior room above ground level and close doors and windows; rooms having little or no ventilation are preferred. Seal air vents, cracks around doors and windows with blankets, sheets, towels, plastic sheeting, duct tape or other materials.
- Do not use the fireplace or wood stove; extinguish all burning materials and close dampers.
- Notify those around you, and encourage others to remain in your room/office rather than to try to leave the building.
- Do not use the telephone unless you have an emergency.
- Listen to your local radio or television stations OR follow Skagit County social media for further instructions.
- Stay in your rooms/offices/classrooms and only come out when you are told that it is safe to do so.

It is important following a shelter-in-place event that the public take reverse actions. When outside toxic levels fall below those inside structures, directives should be given to begin ventilating buildings by restarting heating, cooling and ventilation systems, and opening windows and doors.

## **Evacuation**

The IC/UC is responsible for determining the need to evacuate, executing the evacuation order and communicating evacuation procedures to the public. At a minimum, an evacuation directive should include:

- Location of the hazard.
- Description of the hazard.
- Description and boundaries of the evacuation zone.
- Name and address of shelters/reception centers.
- Primary evacuation routes to be used.
- Information on how special groups (e.g. schools, nursing homes, the functionally challenged) within the evacuation zone will be evacuated/assisted.
- Information on available public transportation system and pick-up points.
- Details on what to bring and not to bring to the shelter/reception center.
- Information on security within the evacuation zone.
- Estimated time the zone/area will need to be evacuated.
- Information on how evacuees will receive instructions on when to return to the evacuation zone.

Time permitting, evacuees should also receive instructions to:

- Gather and pack only what is most needed, including medications, materials for infant care, essential documents, etc.
- Turn off heating, ventilation, and cooling systems as well as appliances, with the exception of the refrigerator.
- Leave gas, water and electricity on unless damage is suspected, there is a leak, or advised to do so by authorities.
- Lock the house or building prior to leaving.
- Not use the telephone unless it is an emergency.
- Car-pool or take only one car and drive safely. Keep all vehicle windows and vents closed, and turn on a local radio station for evacuation routes and up-to-date information. If you have a passenger in the car they should follow local social media and check the County website from their cell phone for additional information.
- Follow directions given by officials along the evacuation route(s) and be prepared to provide the right-of-way to emergency response vehicles.
- Not call their children's school or go to pick-up children. The children will be moved if an evacuation is necessary at their location. The parents of evacuated children will be notified where to pick them up.

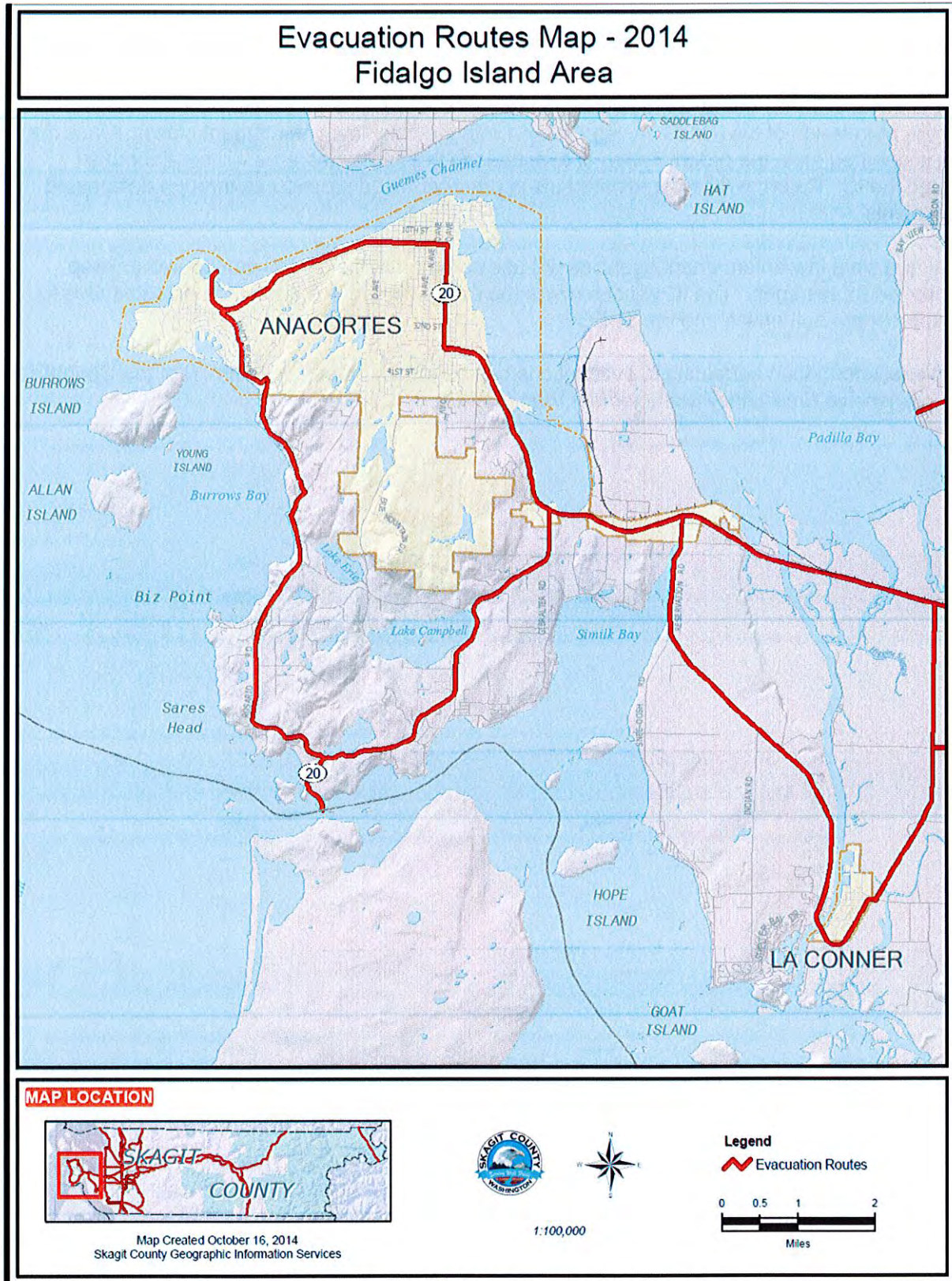
Evacuation plans can be specific to individual facilities as well as to the specific chemical. They will include special provisions and instructions for facilities in the impacted area, especially those with captive or high-risk populations (e.g. schools, hospitals, nursing homes, prisons, etc). Provisions will be made to evacuate the elderly and physically challenged who require assistance to comply with an evacuation directive. Precautionary evacuation of certain high-risk members of the affected population may be recommended even when no other segments of the population are

evacuated. This could include infants, pregnant women, persons with respiratory illnesses and the elderly.

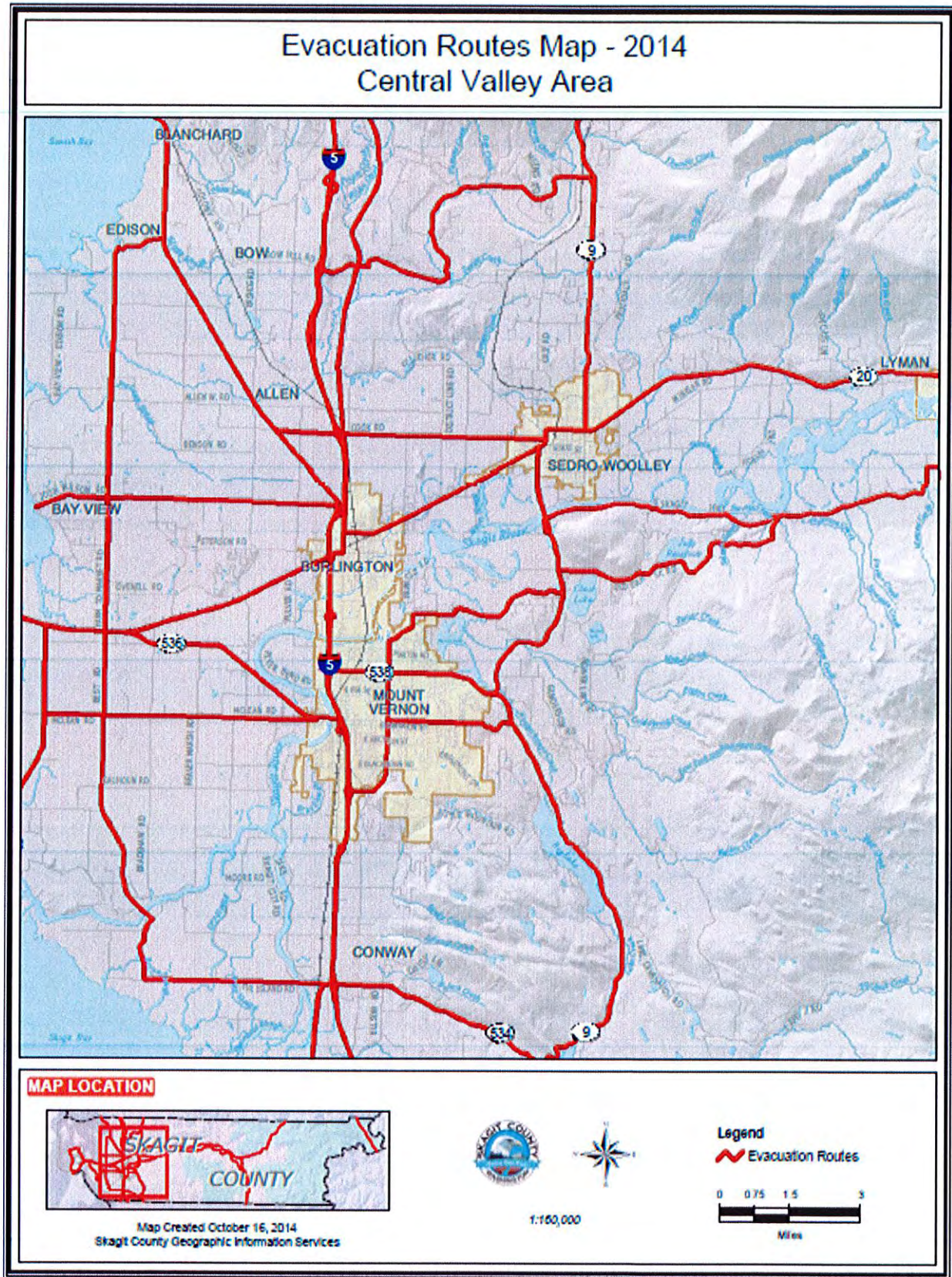
Once an evacuation is complete, no access to the evacuated area will be allowed without the express permission of the IC/UC, in coordination with the chief law enforcement officer. Once the area is deemed safe, the orderly return of evacuees to the evacuated area will be authorized through the IC. Return will be coordinated using predetermined procedures through designated checkpoints.

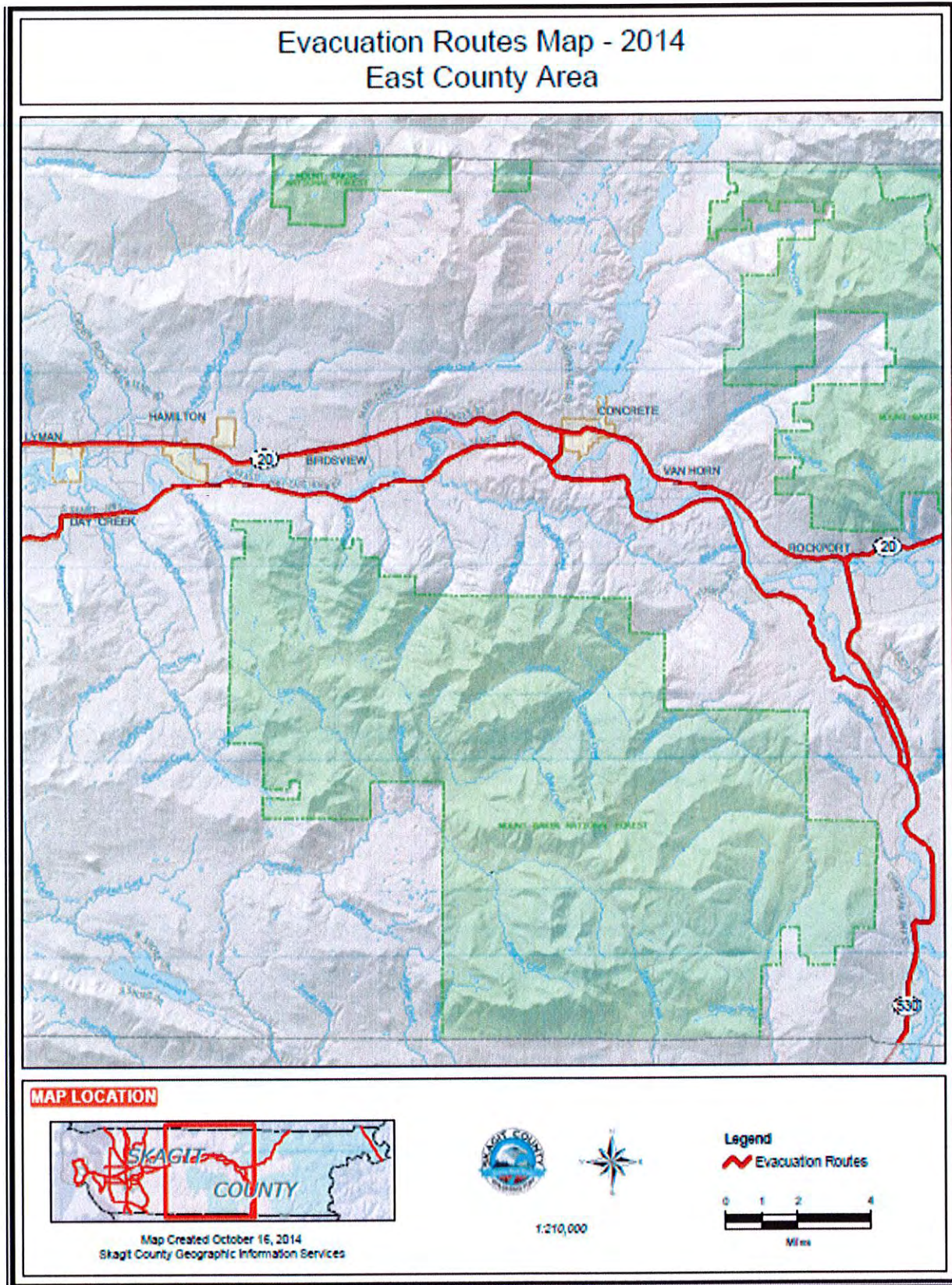
Local and state law enforcement agencies will use common traffic control procedures to keep evacuation routes open. The IC will determine the evacuation routes and communicate those to the appropriate authorities and the SCECC.

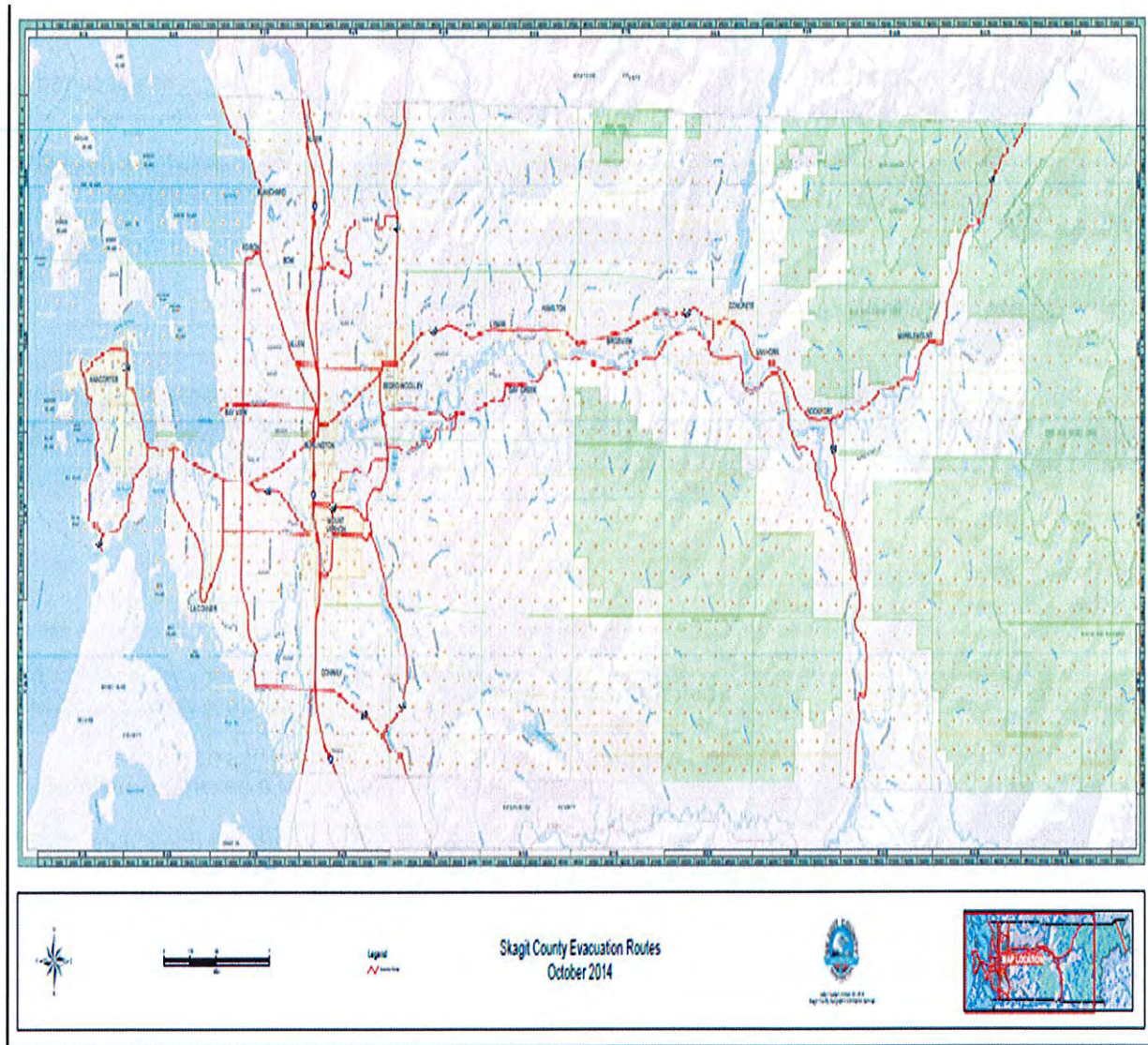
Additional information pertaining to evacuations can be found in Support Annex B of the County's Comprehensive Emergency Management Plan (CEMP).



Sample media releases for use during a HAZMAT emergency are as follows:







**SAMPLE MEDIA RELEASE A: Alert - No Protective Action**

The [jurisdiction name and agency responsible] received a report that \_\_\_\_\_ has occurred. No protective actions are required at this time to maintain public health and safety.

The [jurisdiction name and agency responsible] will continuously monitor and assess the situation. Protective actions may be recommended as needed. Keep your radio and television set turned on for additional information.

NOTE TO CORRESPONDENTS: \_\_\_\_\_

This message has been issued by authority of the [whomever grants authority for public notifications within your jurisdiction]. Additional information may be obtained from [e.g. agency facebook page, agency twitter, local radio/tv etc.]

Date/Time of Issue: \_\_\_\_\_  
 Issued by: \_\_\_\_\_

**SAMPLE MEDIA RELEASE B: Shelter In-Place Notice**

The [whomever has authority to issue public protective orders within your jurisdiction] has declared an emergency in the vicinity of \_\_\_\_\_ due to the release of a hazardous material. All residents within a \_\_\_\_\_ mile radius of the \_\_\_\_\_ are advised to seek shelter immediately to avoid exposure. Go indoors; close windows and doors; turn off air conditioners, heating systems, and fans. Remain inside until you receive further instructions.

Evacuation has not been recommended at this time. Keep your radio and television set turned on for additional information.

NOTE TO CORRESPONDENTS: \_\_\_\_\_

This message has been issued by authority of the [whomever grants authority for public notifications within your jurisdiction]. Additional information may be obtained from [e.g. agency facebook page, agency twitter, local radio/tv etc.]

Date/Time of Issue: \_\_\_\_\_  
 Issued by: \_\_\_\_\_

**SAMPLE MEDIA RELEASE C: Evacuation Preparations**

The [whomever has authority to issue public protective orders within your jurisdiction] has declared an emergency in the vicinity of \_\_\_\_\_. You may be directed to evacuate the area. Plan to be away from your home for \_\_\_\_\_ minutes/hours or less. You should now begin thinking about where you would stay and the necessities you may need to take with you.



You should review any evacuation instructions which may have previously been supplied by local officials. This station will broadcast instructions if an evacuation is ordered. The following items are recommended as evacuation supplies:

1. Two (2) blankets per person or a sleeping bag.
2. Change of clothing.
3. Important papers (identification, checkbook, etc.)
4. Medicine, particularly prescription medication.
5. Toiletry articles
6. [Add any other items deemed necessary].

We repeat that evacuation has not yet been recommended. These are only preparatory instructions. Keep your radio and television set turned on for additional information.

NOTE TO CORRESPONDENTS: \_\_\_\_\_  
\_\_\_\_\_.

This message has been issued by authority of the [whomever grants authority for public notifications within your jurisdiction]. Additional information may be obtained from [e.g. agency Facebook page, agency Twitter, local radio/TV etc.] \_\_\_\_\_.

Date/Time of Issue: \_\_\_\_\_  
Issued by: \_\_\_\_\_

<b>SAMPLE MEDIA RELEASE D:</b>	<b>Evacuation Notice</b>
--------------------------------	--------------------------

The [whomever has authority to issue public protective orders within your jurisdiction] has issued an order for the immediate evacuation of \_\_\_\_\_.

Local authorities have begun evacuating the area in response to the reported release of a hazardous material by \_\_\_\_\_.

Persons living in the affected area should follow these instructions:

1. Take the following items with you:
  - a. Two (2) blankets per person or a sleeping bag.
  - b. Change of clothing.
  - c. Important papers (identification, checkbook, etc.)
  - d. Medicine particularly prescription medication.
  - e. Toiletry articles.
2. Lock your home.
3. Go to \_\_\_\_\_. Follow the evacuation route nearest you. Do not move against traffic.
4. Time is important, but move safely.
5. Persons not having transportation should notify \_\_\_\_\_.

- 6. People immediately outside of the affected area are not subject to a direct hazard; but should remain alert to any possible changes. Stay by your radio or television. People outside the affected area are also asked not to travel on or near routes being used for evacuation. These routes are: \_\_\_\_\_.

NOTE TO CORRESPONDENTS: \_\_\_\_\_  
 \_\_\_\_\_.

This message has been issued by authority of the [whomever grants authority for public notifications within your jurisdiction]. Additional information may be obtained from [e.g. agency Facebook page, agency Twitter, local radio/TV etc.] \_\_\_\_\_.

Date/Time of Issue: \_\_\_\_\_  
 Issued by: \_\_\_\_\_

<b>SAMPLE MEDIA RELEASE E:</b>	<b>Evacuation Follow Up</b>
--------------------------------	-----------------------------

During the period of evacuation, law enforcement officers will patrol the evacuated areas to protect homes and businesses. No unauthorized persons will be allowed in the evacuated areas.

[Jurisdiction name] officials will monitor the affected areas continuously. When conditions are determined safe, you will be notified to return home [note how they will be contacted]. Transportation will again be provided for those in need.

NOTE TO CORRESPONDENTS: \_\_\_\_\_  
 \_\_\_\_\_.

This message has been issued by authority of the [whomever grants authority for public notifications within your jurisdiction]. Additional information may be obtained from [e.g. agency Facebook page, agency Twitter, local radio/TV etc.] \_\_\_\_\_.

Date/Time of Issue: \_\_\_\_\_  
 Issued by: \_\_\_\_\_

<b>SAMPLE MEDIA RELEASE F:</b>	<b>All Clear</b>
--------------------------------	------------------

The [whomever has authority to issue public protective orders within your jurisdiction] has announced that the emergency conditions at \_\_\_\_\_ have ended. It is now safe to return to your residence and/or business.

Repeating, "The emergency conditions in the area of \_\_\_\_\_ have now ended. You may return home and resume normal activities. There is no longer any threat to people in the area."

If you need additional information, you may contact \_\_\_\_\_.

NOTE TO CORRESPONDENTS: \_\_\_\_\_  
 \_\_\_\_\_.

This message has been issued by authority of the [whomever grants authority for public notifications within your jurisdiction]. Additional information may be obtained from [e.g. agency Facebook page, agency Twitter,

local radio/TV etc.] \_\_\_\_\_.

Date/Time of Issue: \_\_\_\_\_

Issued by: \_\_\_\_\_

**SAMPLE MEDIA RELEASE G: Chemical Release/School Lockdown Notification**

The [Superintendent of Schools for your jurisdiction, of whomever has authority to issue school safety orders] has issued an information/warning bulletin concerning \_\_\_\_\_ School. School authorities wish to notify parents that the school will be going to a lockdown due to a \_\_\_\_\_ incident.

Parents of children attending \_\_\_\_\_ School are advised to not attempt to pick them up. Students are safe. We repeat, STUDENTS ARE SAFE. If an evacuation/school closure is required or if students are moved to another location, a media announcement will be made to advise parents when and where the students can be picked up.

If you need additional information, please contact \_\_\_\_\_ [consider establishing a dedicated information phonenumber].

NOTE TO CORRESPONDENTS: \_\_\_\_\_  
\_\_\_\_\_.

This message has been issued by authority of the [whomever grants authority for public notifications within your jurisdiction]. Additional information may be obtained from [e.g. agency Facebook page, agency Twitter, local radio/TV etc.] \_\_\_\_\_.

Date/Time of Issue: \_\_\_\_\_

Issued by: \_\_\_\_\_

**SAMPLE MEDIA RELEASE H: School Evacuation**

The [Superintendent of Schools for your jurisdiction, of whomever has authority to issue school safety orders] has issued an order directing the immediate evacuation of \_\_\_\_\_ School. School authorities have begun the evacuation of children to \_\_\_\_\_.

Parents of children attending \_\_\_\_\_ School are advised to pick up their children at \_\_\_\_\_.

If you need additional information, you may contact \_\_\_\_\_.

NOTE TO CORRESPONDENTS: \_\_\_\_\_  
\_\_\_\_\_.

This message has been issued by authority of the [whomever grants authority for public notifications within your jurisdiction]. Additional information may be obtained from [e.g. agency Facebook page, agency Twitter, local radio/TV etc.] \_\_\_\_\_.

Date/Time of Issue: \_\_\_\_\_

Issued by: \_\_\_\_\_

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## Appendix D – Response Resources

**[Only need to include this appendix if link to an online version is not provided]**

<b>FACILITY / AGENCY</b>	<b>EQUIPMENT</b>	<b>CONTACT</b>	<b>PHONE #</b>	<b>PEEXISTING AGREEMENT</b>
<i>Snohomish County Hazardous Materials Response Team</i>	<i>4 – HAZMAT Response Vehicles 2 – Decon Shelters (HAZMAT ID Ranger) 12 – Tyvek Level A Suits</i>	<i>Snohomish 911 Center</i>	<i>425-407-3970</i>	
<i>Whatcom County Specialized Emergency Response Program (SERP)</i>	<i>3 – HAZMAT Response Vehicles 2 – Decon Shelters (HAZMAT ID Ranger) 18 – Tyvek Level A Suits 6 – HAZMAT Technicians</i>	<i>BATT Chief Chuck Henkel or Division Chief Justin Iverson</i>	<i>360-319-1786</i>	
WA State Department of Ecology	Various	Zach Gaston	360-325-5055 (cell) 360-255-4376 (office)	
BNSF	Various	Justin Piper	360-553-8672 (cell) 360-418-6268 (office)	

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## Appendix E – Verbal Emergency Assistance Agreement

### NOTIFICATION OF "GOOD SAMARITAN" LAW

You have been requested to provide emergency assistance by a representative of a HAZMAT incident command agency. To encourage your assistance, the Washington state legislature has passed "Good Samaritan" legislation (RCW [70.136.050](#)) to protect you from potential liability. The law reads, in part:

"Any person or public agency whose assistance has been requested by an incident command agency, who has entered into a written HAZMAT assistance agreement . . . at the scene of the incident pursuant to . . . RCW [70.136.070](#), and who, in good faith, renders emergency care, assistance, or advice with respect to a HAZMAT incident, is not liable for civil damages resulting from any act or omission in the rendering of such care, assistance, or advice, other than acts or omissions constituting gross negligence or willful or wanton misconduct."

The law requires that you be advised of certain conditions to ensure your protection:

1. You are not obligated to assist and you may withdraw your assistance at any time.
2. You cannot profit from assisting.
3. You must agree to act under the direction of the incident command agency.
4. You are not covered by this law if you caused the initial accident.

I have read and understand the above.

(Name) \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

I am a representative of a designated HAZMAT incident command agency and I am authorized to make this request for assistance.

(Name) \_\_\_\_\_

(Agency) \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

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## Appendix F - Training Schedule

HAZMAT Courses	Dates	Locations
HAZMAT Awareness	Various	Done at Fire Academy
HAZMAT Operations	Various	Done at Fire Academy
HAZMAT Awareness/ Operations Train the Trainer	Various	Scheduled as per Fire Academy needs
HAZMAT Technician	Not offered in Skagit County due to no organic HAZMAT Team	N/A
HAZMAT On-Scene Incident Command (OSIC)	As required (Requested every 3 years)	Various
Hazmat IQ	Spring 2019, and as required thereafter	TBD
Highway Transportation Accidents	Fall 2019, and every 3 years thereafter)	TBD
Advanced Tank Rollover	TBD	
BNSF Hazmat Training	Various	On-line and Locally as requested

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## Appendix G – Exercise Schedule\*

Type	Date(s)	Location	Planner
Table-Top Exercises	Annually	Skagit DEM	Skagit DEM
Workshop	Annually	Skagit DEM	Skagit DEM
Functional Exercise	Biennially	Skagit DEM	Skagit DEM
FD Decon Drills	Semi-annually	Various	Sedro-Woolley Fire Dept
Hospital Decon Drills	Annually	Emergency Room Bays	Hospital Emergency Managers
Confined Space Drills	Multiple each year	Various	Individual Fire Districts/Departments
CBRNE Exercises	Multiple each year	Various	10 <sup>th</sup> Homeland Response Force**
Shell Refinery Oil Spill	Annual	Shell Refinery	Shell Refinery Emergency Manager
Tesoro Refinery Oil Spill	Annual	Tesoro Refinery	Tesoro Refinery Emergency Manager
March's Point CAER Drill	Annual	March's Point	CAER Organization***

\*The matrix above reflects the goal of completing three exercises per year. The dates and types of exercises listed represent the goals for each year unless otherwise indicated, and are subject to change. Subsequent years are purposely not listed as the dates and types of exercises will be determined at the annual County Training and Exercise Planning Workshop (TEPW).

\*\*The 10<sup>th</sup> Homeland Response Force is a resource for Skagit County for HAZMAT events as needed, to include all CBRNE-type events.

\*\*\*CAER Organization: Community Awareness and Emergency Response group consisting of the five industries located on March's Point in Anacortes (American Air Liquide, Chemtrade Solutions LLC, Linde Gas North America, Shell Puget Sound Refinery, and Tesoro Anacortes Refinery); Skagit County Emergency Management; Anacortes Fire Department; Skagit County Fire Districts 11, 13 and 17; Skagit 911; Island Hospital; Swinomish Tribe; and the Skagit County Sheriff's Office.

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## Appendix H – Incident Report

### HAZMAT INCIDENT REPORT

#### INITIAL CONTACT INFORMATION

(Check one): \_\_\_\_\_ REPORTED/ACTUAL INCIDENT      \_\_\_\_\_ DRILL/EXERCISE

1. Date/Time of Notification: \_\_\_\_\_ Report received by: \_\_\_\_\_
2. Reported by (name & phone number or radio call signs): \_\_\_\_\_
3. Company/agency and position (if applicable): \_\_\_\_\_
4. Incident address/descriptive location: \_\_\_\_\_  
\_\_\_\_\_
5. Agencies at the scene: \_\_\_\_\_
6. Known damage/casualties (do not provide names over unsecured communications): \_\_\_\_\_  
\_\_\_\_\_

#### CHEMICAL INFORMATION

7. Nature of emergency: (check all that apply)  
 Leak     Explosion     Spill     Fire     Derailment     Other  
 Description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
8. Name of material(s) released/placard number(s): \_\_\_\_\_
9. Release of materials:  
 \_\_\_\_\_ Has ended    \_\_\_\_\_ Is continuing. Estimated release rate & duration: \_\_\_\_\_
10. Estimated amount of material which has been released: \_\_\_\_\_
11. Estimated amount of material which may be released: \_\_\_\_\_
12. Media into which the release occurred:    \_\_\_\_\_ air    \_\_\_\_\_ ground    \_\_\_\_\_ water
13. Plume characteristics:
  - a. Direction (Compass direction of plume): \_\_\_\_\_
  - b. Height of plume: \_\_\_\_\_
  - c. Color: \_\_\_\_\_
  - d. Odor: \_\_\_\_\_
14. Characteristics of material (color, smell, liquid, gaseous, solid, etc) \_\_\_\_\_
15. Present status of material (solid, liquid, gas): \_\_\_\_\_
16. Apparently responsible party or parties: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Note: THIS INCIDENT REPORT IS ONLY AN EXAMPLE. IT CONTAINS SOME OF THE INFORMATION REQUIRED TO REPORT AN INCIDENT TO THE SERC. Go to [www.ecy.wa.gov/epcra](http://www.ecy.wa.gov/epcra) to obtain a reporting form for businesses to submit to the SERC. This form can be used at an incident, if applicable.**

**ENVIRONMENTAL CONDITIONS**

17. Current weather conditions at incident site:  
 Wind From: \_\_\_\_\_ Wind Speed (mph): \_\_\_\_\_ Temperature (F): \_\_\_\_\_  
 Humidity (%): \_\_\_\_\_ Precipitation: \_\_\_\_\_ Visibility: \_\_\_\_\_
18. Forecast: \_\_\_\_\_
19. Terrain conditions: \_\_\_\_\_

**HAZARD INFORMATION**  
 (From ERG, SDS, CHEMTREC, or facility)

20. Potential hazards: \_\_\_\_\_
21. Potential health effects: \_\_\_\_\_
22. Safety recommendations: \_\_\_\_\_
23. Recommended evacuation distance: \_\_\_\_\_

**IMPACT DATA**

24. Estimated areas/ populations at risk: \_\_\_\_\_
25. Special facilities at risk: \_\_\_\_\_
26. Other facilities with HAZMAT in area of incident: \_\_\_\_\_

**PROTECTIVE ACTION DECISIONS**

27. Tools used for formulating protective actions
- \_\_\_\_\_ a. Recommendations by facility operator/Responsible Party
  - \_\_\_\_\_ b. *Emergency Response Guidebook (ERG)*
  - \_\_\_\_\_ c. Safety Data Sheet
  - \_\_\_\_\_ d. Recommendations by CHEMTREC
  - \_\_\_\_\_ e. Results of incident modeling (CAMEO or similar software)
  - \_\_\_\_\_ f. Other: \_\_\_\_\_
28. Protective action recommendations:  
 \_\_\_ Evacuation \_\_\_ Shelter-In-Place \_\_\_ Combination \_\_\_ No Action  
 \_\_\_ Other \_\_\_\_\_
- |       |                     |
|-------|---------------------|
| Time  | Actions Implemented |
| _____ | _____               |
| _____ | _____               |
| _____ | _____               |
29. Evacuation Routes Recommended: \_\_\_\_\_

**EXTERNAL NOTIFICATIONS**

30. Notification made to:
- \_\_\_\_\_ National Response Center (Federal Spill Reporting) 1-800-424-8802
  - \_\_\_\_\_ CHEMTREC (HAZMAT Information) 1-800-424-9300
  - \_\_\_\_\_ RRC (Oil/gas spills - production facilities, intrastate pipelines) \_\_\_\_\_
  - \_\_\_\_\_ State Emergency Response Commission (state spill reporting) 1-800-258-5990
  - \_\_\_\_\_ SERC written follow-up forms available at—[www.ecy.wa.gov/epcra](http://www.ecy.wa.gov/epcra),

31. Other Information: \_\_\_\_\_

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## Support Annex A - EVACUATION

- PRIMARY AGENCIES:** Skagit County Sheriff’s Office  
Municipal Law Enforcement Agencies
- SUPPORT AGENCIES:** Skagit Transit (SKAT)  
Washington State Patrol  
Skagit County Fire Districts  
Municipal Fire Departments  
Skagit County Search and Rescue (SAR) Council  
Skagit County Public Works Department  
Municipal Public Works/Street/Engineering Depts.  
Skagit County Parks and Recreation Department  
Municipal Parks and Recreation Departments  
School Districts  
Department of Emergency Management

### I. INTRODUCTION

The purpose of this Support Annex is to provide the emergency organization and coordination of the emergency evacuation of people from an area of high risk in the event of an occurring or threatening emergency or disaster event within Skagit County and/or the incorporated municipalities located within the County.

This Support Annex addresses the emergency evacuation of people occurring separately or coincidentally with a significant natural, human-caused, or technological emergency or disaster. This Support Annex does not address evacuation and/or re-location of persons due to the threat or occurrence of a nuclear attack.

This Support Annex will be activated in concert with ESF #1 and ESF #6.

### II. POLICIES

The decision to evacuate persons may be made by one of the following individuals: County Commissioner(s) or Mayor; Sheriff/Police Chief, or highest-ranking command law enforcement officer having jurisdictional authority (HJA); Fire Chief or highest-ranking command fire officer HJA. This decision will be based upon the current and/or projected situation.

***NOTE: There is no law requiring a citizen to evacuate their home. Law Enforcement can only advise citizens of the prudence of evacuation.***

### III. SITUATION

No single warning/evacuation system exists in Skagit County or the incorporated municipalities located within the County that will alert the public of all threatening emergency or disaster situations.

Transportation routes serving those areas of Skagit County lying east of the City of Sedro-Woolley and along the Skagit River are limited. Due to the topography of the area and their proximity to the Skagit River, these routes are highly susceptible to landslides and are frequently inundated with water during flood events.

Fidalgo Island and the City of Anacortes can be accessed by bridge – the primary route being the State Road 20 Duane Berentson Bridge and a secondary route being the Rainbow Bridge in La Conner – small aircraft, the Washington State Ferry service and private boats. Alternate access is also available from Island County via the Deception Pass Bridge. A small passenger/vehicle ferry owned and operated by the Skagit County Public Works Department provides transportation between Guemes Island and Anacortes. Transportation to other islands of Skagit County is by private boat or aircraft only.

Depending upon the situation and the severity of the event, residents of these areas may not be able to evacuate in a timely manner. Emergency response efforts to locate and remove these persons from the hazard area may be delayed due limited transportation routes and resources.

The March's Point industrial area near Anacortes is home to two large oil refineries and three chemical companies. Each of these fixed facilities holds large quantities of HAZMAT. Additionally, several cold storage facilities hold large quantities of anhydrous ammonia, and municipal water and sewer treatment facilities hold large quantities of chlorine.

In the event of a large HAZMAT release from one of these or similar facilities, it may be unsafe for law enforcement, firefighters and other first responders to enter the area to conduct an evacuation.

Depending upon the type of hazardous material released, wind direction, and other factors, officials may need to carefully evaluate the situation to determine if evacuation OR sheltering-in-place would be the preferred method of protection for those persons located within the hazard area.

Law Enforcement and Emergency Management officials may need to coordinate with the Washington State Patrol and the Washington State Department of Transportation to designate portions of State routes as one-way routes to help facilitate the rapid evacuation and movement of persons from the hazard area. In addition, coordination with the Skagit County Public Works Department may also be necessary to designate certain County roads as one-way routes to help facilitate evacuation and movement activities.

#### **IV. PLANNING ASSUMPTIONS**

A significant disaster or emergency may threaten portions of the population of Skagit County and/or portions of the population of the incorporated municipalities located within the County, thereby necessitating those affected persons to be evacuated to avoid loss of life.

A significant emergency or disaster may severely damage the transportation infrastructure inside Skagit County. Most localized transportation systems and activities may be hampered by the damaged surface transportation infrastructure and disrupted communications. The damage sustained will determine the effectiveness and efficiency of evacuation as well as response and recovery efforts.

The use of aircraft to conduct reconnaissance of disaster-impacted areas may be essential.

Disaster evacuation as well as response and recovery activities, which require the use of the transportation system, may be difficult to coordinate effectively. Gradual clearing of access routes will permit a sustained flow of emergency relief efforts.

The immediate use of the transportation system for evacuation as well as response and recovery activities will most likely exceed the capabilities of Skagit County and/or the incorporated municipalities located within the County, thus requiring assistance from the State and federal governments.

## V. CONCEPT OF OPERATIONS

Direction, control and coordination of law enforcement personnel and apparatus within their respective jurisdictions shall be directed by the Sheriff/Police Chief or highest-ranking command law enforcement officer. Priority will be given to life saving.

The Skagit County Sheriff (or designee), in consultation with the Unified Commanders (if a Unified Command is established), shall assign a supervisor or deputy with decision-making authority to act as the *Evacuation Coordinator* during emergencies/disasters of such magnitude that require evacuation coordination.

Verbal authorization to conduct an emergency evacuation may be given if an immediate evacuation is necessary to protect citizens and avoid loss of life. A written *Evacuation Order* will be prepared and signed by the Board of County Commissioners or Mayor as soon thereafter as practical.

Under emergency or disaster conditions, evacuation activities are the responsibility of the local law enforcement agency within the jurisdiction. Regular law enforcement activities such as traffic control and other law enforcement functions will remain the responsibility of the law enforcement agency concerned.

During emergency or disaster situations, local law enforcement agencies will mobilize all available apparatus and personnel to conduct effective evacuation operations. Additional resources may be obtained through existing inter-local and/or mutual aid agreements. As part of these inter-local agreements, law enforcement units supplied by other agencies will operate under the Incident Command System of the host jurisdiction.

Depending upon the availability of equipment and personnel, the Skagit County Sheriff's Office and/or the Skagit County SAR Council will assist municipal law enforcement agencies with evacuation activities.

County/municipal support to an evacuation will be coordinated through the Skagit County ECC or appropriate municipal EOC.

Under emergency or disaster conditions, evacuation activities are the responsibility of the local law enforcement agency within the jurisdiction.

The evacuation of persons will be coordinated with the County's Department of Emergency Management (DEM) and/or County ECC staff. The DEM and/or ECC staff will coordinate with the

*Evacuation Coordinator* regarding evacuation and movement issues as well as the American Red Cross (ARC) regarding the establishment of emergency shelters. Law enforcement, firefighter, search and rescue, and other personnel conducting an evacuation shall make every effort to instruct evacuees as to the location of evacuation shelters.

Evacuation instructions and information to the public will be disseminated using the media (local radio and television stations), social media, door-to-door contacts and mobile sirens/public address systems.

Appropriate evacuation routes will be selected to provide for rapid, safe and controlled movement away from the designated hazard area.

Abandoned and/or disabled vehicles will be cleared from evacuation routes by whatever means necessary so as to not impede the movement of persons away from the hazard area by Public Works/Street Department, law enforcement, firefighter, Parks and Recreation or SAR personnel.

The local law enforcement agency within the jurisdiction is responsible for providing security and other law enforcement related activities within those areas that have been evacuated.

The Skagit County Sheriff/Municipal Police Chief (or highest ranking law enforcement command officer), in cooperation with the Board of County Commissioners/Mayor, the Fire Chief (or highest-ranking fire officer), and the DEM Director, will determine when it is safe for evacuees to return to their homes, and will establish re-entry priorities for evacuated areas.

The *Evacuation Coordinator* will maintain a close working relationship with other ECC staff to coordinate evacuation issues and to specifically prioritize transportation resources to provide for the evacuation of physically challenged, elderly and institutionalized persons.

Skagit County and/or the incorporated municipalities located within the County will provide emergency transportation, within their capability, during an emergency or disaster. If transportation requirements exceed the capabilities of the local jurisdiction, private sources shall be utilized as a secondary transportation means. All willing sources will be utilized to meet transportation needs.

Priorities for the use of limited public transportation assets and opening transportation routes shall be established in cooperation with other ESFs such as Transportation, Public Works and Engineering, Firefighting, Search and Rescue, and Public Safety and Security.

If use of specific routes or traffic control is necessary, road-use permits will be issued for priority movement on routes that would otherwise be heavily congested. Regulation will be instituted only where necessary and for as long as necessary.

If local capabilities are exceeded in meeting transportation needs, the DEM may request assistance through normal emergency management channels. In the event of a large disaster that severely damages the local transportation network within Skagit County, the Skagit County Public Works Director will coordinate with all municipal public works/street/engineering departments to conduct an immediate post-disaster survey of the total road/street network.

Under a Major Disaster Declaration by the President, FEMA may provide emergency public transportation services in a disaster-affected area which has lost ready-access to government offices, supply centers, stores, post offices, schools and major employment centers, to such other places as may be necessary in order to meet the emergency needs of the community.

## **VI. RESPONSIBILITIES**

### **A. Department of Emergency Management**

Activate the County's Emergency Coordination Center (ECC) if deemed necessary.

Coordinate the establishment and opening of emergency evacuation shelters with the ARC.

Collect evacuation intelligence and advise government officials, as needed.

Through the Public Information Officer (PIO) and/or the Joint Information Center (JIC), coordinate the use of radio and other media to provide evacuation instructions to the population and situational changes as they occur.

Assist with the coordination of law enforcement, fire, SAR, public works/street department(s), ARC, and local transportation resources to support local emergency evacuation efforts.

Consider and make arrangements for the emergency evacuation of household pets and, depending upon the situation, livestock.

Request state and/or federal assistance if the emergency or disaster requires a response beyond the capabilities of local government and serve as liaison between local government and state/federal resources when the emergency or disaster requires a response beyond the capabilities of local government.

### **B. Skagit County Sheriff's Office**

Upon request, report to the Skagit County ECC, or appropriate municipal EOC, to coordinate emergency evacuation and movement activities.

Conduct evacuations within unincorporated Skagit County; provide security for evacuated areas, and traffic control as required.

Assign a supervisor or deputy with decision-making authority to act as the *Evacuation Coordinator* to help ensure coordination of evacuation efforts, if needed.

Request assistance through normal emergency management channels as needed.

Coordinate a variety of evacuation issues such as the identification and designation of evacuation routes, the procurement of transportation resources and the designation of reception shelters.

Provide for record keeping to include the area(s) evacuated, evacuation/re-entry status of hazard areas, approximate numbers of persons evacuated, and the names/addresses of those persons refusing to evacuate the hazard area.

**C. Municipal Law Enforcement Agencies**

Conduct evacuations within jurisdictional boundaries, provide security for evacuated areas and conduct traffic control as required.

Assign a supervisor, or officer with decision-making authority, to act as the *Evacuation Coordinator* to help insure coordination of evacuation efforts, if needed.

Request assistance through normal emergency management channels as needed.

Coordinate a variety of evacuation issues such as the identification and designation of evacuation routes, the procurement of transportation resources, and designating reception shelters.

Provide for record keeping including the area(s) evacuated, evacuation/re-entry status of hazard areas, approximate numbers of persons evacuated, and the names/addresses of those persons refusing to evacuate the hazard area.

**D. Fire Agencies**

Assist law enforcement agencies in conducting emergency evacuations if needed.

**E. Skagit County Search and Rescue (SAR) Council**

Assist law enforcement agencies in conducting emergency evacuations upon request.

**F. Skagit Transit and School Districts**

As directed by the ECC and within agency capabilities, provide buses for emergency transportation for evacuation of the general public and/or special populations as well as emergency worker transportation.

**G. Public Works/Street/Engineering Departments**

Upon request, conduct rapid damage assessment of transportation routes/bridges and provide information to the ECC to assist in establishing emergency evacuation routes.

Open emergency evacuation routes as required.

Assist law enforcement by providing emergency signing, barricades and traffic control along emergency evacuation routes.

Supply fuel and refueling equipment/services to insure continuous operation of all emergency transportation vehicles.

**H. Parks and Recreation Departments**

Assist in the transportation and movement of evacuees to emergency shelters.