

SAN BENITO COUNTY OPERATIONAL AREA

Emergency Operations Plan

The Basic Plan

JANUARY 2023



This Page Intentionally Left Blank



BEFORE THE BOARD OF SUPERVISORS, COUNTY OF SAN BENITO

RESOLUTION NO. 2024- 2

**RESOLUTION OF THE BOARD OF SUPERVISORS OF SAN BENITO
COUNTY ADOPTION OF THE SAN BENITO COUNTY OPERATIONAL AREA
EMERGENCY OPERATIONS PLAN**

WHEREAS, the California Governor's Office of Emergency Services (CalOES) recommends that each County update the Emergency Operations Plan every 5 years; and

WHEREAS, the County of San Benito recognizes the Standard Emergency Management System (SEMS) recommended by the State of California as the organizational structure to be used; and

WHEREAS, the County of San Benito recognizes the National Incident Management System (NIMS) recommended by the Federal Government as an additional organizational structure to be incorporated; and

WHEREAS, the Emergency Operations Plan has been revised and structured as a multi-hazard plan based on the SEMS and NIMS format; it functions as an administrative and operational policy and procedures document that contains general and specific information pertaining to Operational Area authority, organization, emergency management functions and Emergency Operations Center activation.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors for the County of San Benito, as the lead governing body of the County Operational Area,

BE IT FURTHER RESOLVED, by this Resolution, the San Benito County Board of Supervisors adopts the 2023 Emergency Operations Plan that has been approved by CalOES and FEMA and a copy of this Resolution will be forwarded to each agency.

PASSED AND ADOPTED by the Board of Supervisors, County of San Benito, State of California on this 16th day of January 2024, by the following vote:

AYES: 5	SUPERVISORS Curro, Sotelo, Gonzales, Kosmicki, Zanger
NOES: 0	SUPERVISORS None
ABSTAINING: 0	SUPERVISORS None
ABSENT: 0	SUPERVISORS None

DocuSigned by:
By: Angela Curro
D6BQ79D4D88A4E1...
Chairperson
Board of Supervisors, County of San Benito

ATTEST:
Vanessa Delgado, Clerk of the Board

DocuSigned by:
By: Vanessa Delgado
3BEFBC2E3B23439...

APPROVED AS TO LEGAL FORM:

DocuSigned by:
By: David Prentice
D6BQ79D4D88A4E1...
County Counsel

Date: 01-16-2024

Date: 1/3/2024

Foreword

The San Benito County Operational Area Emergency Operations Plan (EOP) provides the necessary foundation for the management of emergencies and disasters through the integration and coordination with other governmental agencies when required.

San Benito County is vulnerable to many threats and hazards. The Loma Prieta earthquake of 1989 highlighted the need for organized and efficient use of resources to respond to, recovery from, and mitigate a disaster in this County. This plan sets the foundation for emergency management activities before, during, and after a disaster, and provides the necessary guidance for disaster-related actions.

This EOP is based on the functions and principles of the Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) – both of which include the Incident Command System (ICS) – and identifies the County’s role in the overall SEMS structure. This plan addresses how the County responds to extraordinary events or disasters, from preparation through recovery.

The San Benito County Office of Emergency Services is responsible for reviewing the plan biannually, or after a disaster, and conducting any required revisions. Each department director is responsible for reviewing their department’s standard operating procedures (SOPs) on a biannual basis and coordinating the revision of procedures with the Emergency Services Manager. This plan should be read, understood, and exercised before an emergency.

If you have any questions regarding this plan, please contact:

SAN BENITO COUNTY
Office of Emergency Services

471 Fourth Street
Hollister, CA 95023
(831) 636-4168



This Page Intentionally Left Blank



Table of Contents

1. Introduction	1
2. Basic Plan.....	3
3. Purpose and Scope.....	4
4. Situation and Assumptions	6
4.1. Population	6
4.2. Geography	6
4.3. Hazards and Vulnerabilities	7
4.4. Assumptions	15
5. Emergency Management Organization	18
5.1. Standardized Emergency Management System (SEMS).....	18
5.2. The Role of the Government	28
5.3. Role of the Private Sector	31
6. Mitigation Programs	39
6.1. San Benito County Multi-Jurisdictional Hazard Mitigation Plan.....	39
7. Preparedness	41
7.1. Preparedness Planning.....	41
7.2. Preparedness Training.....	42
7.3. Preparedness Exercises	42
7.4. Communications and Information Management	43
7.5. Preparing Resources	44
8. Response Concepts of Operations.....	46
8.1. Response Goals, Priorities, and Strategies	46
8.2. Direction, Control, and Coordination.....	47
8.3. Alert and Warning	49
8.4. Intelligence Gathering and Situation Reporting	52
8.5. Public Information	52
8.6. Mutual Aid	55
8.7. Sequence of Events During Disasters	61
9. Recovery Concept of Operations.....	69
9.1. Transition to Recovery	69
9.2. Short Term Recovery	69
9.3. Long Term Recovery	69



9.4. Individuals and Households	70
9.5.The Private Sector	70
9.1. Individual Assistance (IA) Programs	72
9.2. Public Assistance (PA) Programs	73
9.3. Debris Management Programs	75
10. Continuity Planning	78
10.1. Planning Authority	78
10.2. Continuity Plans	78
10.3. Planning Elements	78
10.4. State Authority	79
10.5. State Assistance	79
10.6. Private Sector	80
11. San Benito County Emergency Support Functions.....	82
11.1. San Benito County Emergency Support Function Integration	82
11.2. Emergency Support Function Lead Agency and Descriptions	82
11.3. Emergency Support Function Development	85
11.4. Mitigation.....	86
11.5. Preparedness.....	86
11.6. Response.....	86
11.7. Recovery.....	87
11.8. Emergency Functions During EOC Activation	87
12. County Roles and Responsibilities.....	93
12.1. Administration Office	93
12.2. Agriculture Commissioner.....	95
12.3. Assessor	96
12.4. Auditor/County Clerk/Elections/Registrar of Voters/Recorder	97
12.5. Behavioral Health.....	97
12.6. Board of Supervisors	97
12.7. Health and Human Services Agency (HHSA)	98
12.8. Council of Governments	98
12.9. County Fire Service/Hollister Fire Department	99
12.10. County Counsel	100
12.11. District Attorney.....	100
12.13. Library	103
12.14. Office of Education.....	103



12.15. Probation.....	103
12.16. Resource Management Agency	104
12.17. Sheriff's Office.....	105
12.18. Treasurer-Tax Collector-Public Administrator	107
12.19. UC Cooperative Extension	107
12.20. Veterans Services Office	107
13. Plan Administration	109
13.1. Plan Development and Maintenance.....	109
13.2. Administrative Practices	109
13.3. Standard Operation Procedures	109
13.4. Vital Records Retention	109
13.5. After Action Reports (AAR) and Corrective Actions	110
Attachments	112
Attachment A – Authorities and References.....	112
Attachment B – Acronyms and Abbreviations	113
Attachment C – Glossary	115
Attachment D – California Warning System	128
Attachment E – EOC Staffing	130
Attachment F – EOC Organizational Chart.....	132
Attachment G – EOC Activation Levels	133
Attachment H – Operational Area Maps	134
Attachment I – Emergency Proclamations.....	138



1. Introduction

San Benito County must be prepared to respond to emergencies that may occur within county limits and must be able to assess whether internal capabilities are sufficient to respond efficiently.

The San Benito County Operational Area Emergency Operations Plan hereinafter referred to as the EOP, addresses the county's response to extraordinary emergencies whether natural or human-caused. In accordance with the California Emergency Services Act (ESA), this plan describes the methods for carrying out emergency operations, the process for rendering mutual aid, the emergency services of governmental agencies, how resources are mobilized, how the public will be informed, and the process to ensure continuity of government during an emergency or disaster.

The concepts presented in this plan emphasize mitigation programs to reduce the vulnerabilities to disaster and preparedness activities to ensure capabilities and resources are available for an effective response. To assist communities and governments recovering from the disaster, the plan outlines programs that promote a return to normalcy.

This plan is a management document intended to be read and understood before an emergency occurs. It outlines the activities of San Benito County within a statewide emergency management system, and it embraces the capabilities and resources in the broader emergency management community which includes individuals, businesses, non-governmental organizations, other counties, the state government, and federal government.



This Page Intentionally Left Blank



2. Basic Plan

There are three parts to the Operational Area OA EOP: The Basic Plan, Functional Annexes, and Appendices.

Basic Plan: The Basic Plan describes the fundamental systems, strategies, policies, assumptions, responsibilities, and operational priorities that San Benito County will utilize to guide and support emergency management efforts. Essential elements of the Basic Plan include:

- A description of the emergency services that are provided by governmental agencies and how resources are mobilized,
- An outline of the methods for carrying out emergency operations and the process for rendering mutual aid,
- An overview of the system for providing public information, and
- Emphasis on the need for continuity planning to ensure uninterrupted government operations.

These elements culminate with a comprehensive emergency management concept of operations that outlines the relationships and responsibilities for San Benito County and its political subdivisions.

Functional Annexes: This plan implements Emergency Function working groups, which will partake in the process of developing and maintaining functional annexes that follow an established format to describe discipline-specific goals, objectives, operational concepts, capabilities, organizational structures, and related policies and procedures. The functional annexes will be developed separately from the Basic Plan and will refer to existing agency and department plans and procedures. Supporting plans and documents should be listed in an attachment to each functional annex. *Continuity of operations, direction and control, communication, warning, emergency public information, evacuation, mass care, reunification, health and medical, resource management* serve as examples of functional annexes requiring future examination. Hazard Specific Appendices will serve to apply functional annexes to particular hazards.

Annexes and Appendices: Subsequent plans and procedures that are developed in support of the EOP, such as mutual aid plans, hazard-specific plans, catastrophic plans, and related procedures will be incorporated by reference and maintained separately from the Basic Plan. Supporting plans may be appended to the end of the Basic Plan as appropriate.



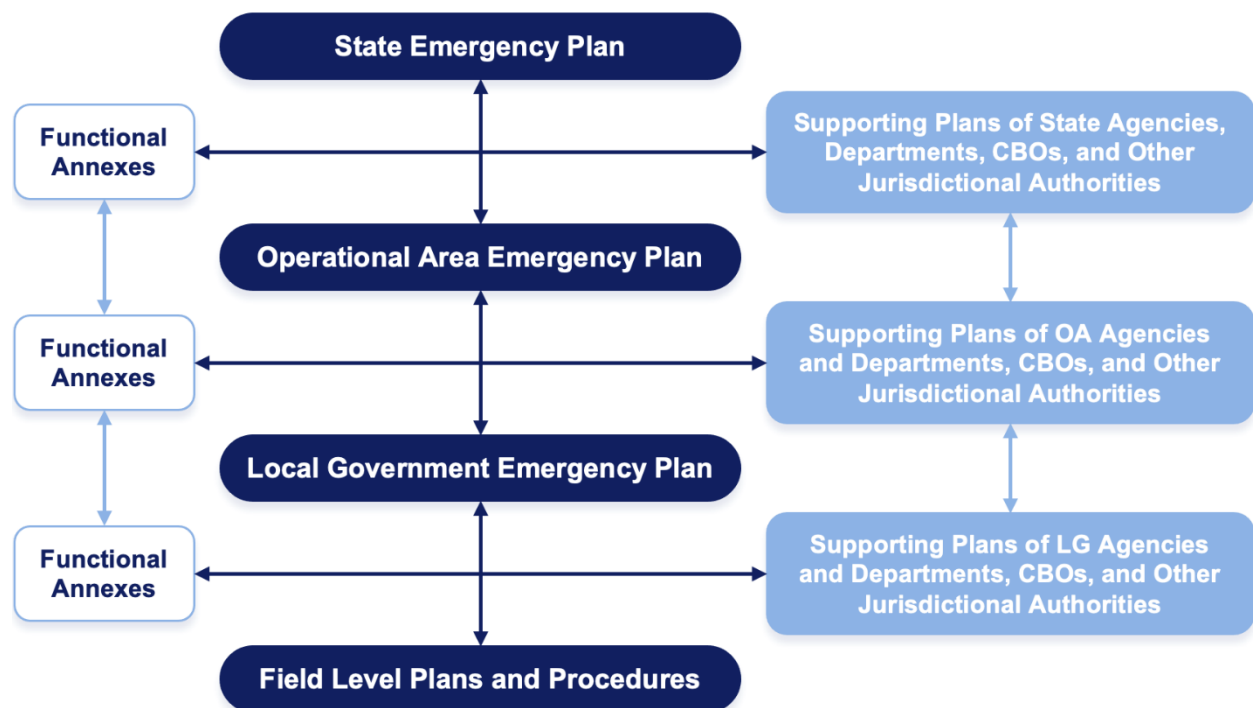
3. Purpose and Scope

The EOP provides a consistent, countywide framework to enable local, state, and federal governments, and the private sector to work together to mitigate, prevent, protect against, respond to, and recover from the effects of emergencies regardless of cause, size, location, or complexity. In accordance with the California Emergency Services Act (ESA), this plan is in effect at all times and applies to the county government and its political subdivisions.

The plan incorporates and complies with the principles and requirements found in federal and state laws, regulations, and guidelines. It intends to conform to the requirements of California's Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and be consistent with federal emergency planning concepts such as the National Response Framework (NRF).

This plan is part of a broader planning framework that supports emergency management within the county. **Figure 1. Emergency Plan Interface** illustrates the relationship of the Op Area EOP to other plans of the county and its political subdivisions. Through an integrated framework of emergency plans and procedures involving all stakeholders in the emergency management community, San Benito County promotes effective planning and coordination before an emergency, thereby ensuring a more effective response and recovery.

Figure 1. Emergency Plan Interface



This Page Intentionally Left Blank



4. Situation and Assumptions

4.1. Population

Hollister and San Juan Bautista are the only incorporated cities within San Benito County. Additionally, there are six unincorporated communities within the county. The City of Hollister is the main population center and is located within the northern portion of the county. According to the California Dept. of Finance Demographic Unit, the estimated populations for the cities and unincorporated communities, as of January 2020, are as follows.

Table 1. Demographics of San Benito County

Area	Population
Hollister	42,720
San Juan Bautista	2,404
Unincorporated Communities	20,366
Total	65,490¹

The county is commonly known as a “bedroom community” due to its proximity to the Silicon Valley and the sheer number of residents who commute to other counties for work.

The county attracts visiting populations with diversified interests stemming from its rich history, businesses, events, recreation, and natural attractions.

4.2. Geography

San Benito County is located in the Central Coast region of California in the southern portion of the Governor’s Office of Emergency Service’s Coastal Region II. The county covers an area of 1,390 square miles and is largely rural with urban areas. The county has varying topography and is bordered on the west by the Gabilan Mountain Range while the Diablo Mountain Range runs directly through and borders the eastern portion of the county. Santa Cruz and Monterey Counties are located to the west, Santa Clara County to the north, and Merced and Fresno counties to the east and south. Substantial areas within the county are state or federal controlled lands such as parks or other public mixed-use lands. The county has three smaller reservoirs San Justo, Paicines, and Hernandez. Multiple rivers and creeks that flow throughout the county including Pacheco Creek and its levee system, the San Benito River, and the Pajaro River along with its tributaries. Due to these characteristics, San Benito County is subject to a wide variety of impacts from various hazards and threats.

¹ Worldpopulationreview.com



There is one major highway that runs through the county; U.S. Route 101, which runs north/south through the northwestern portion of the county. There are several secondary highways: State Highway 25 connects Hollister to Gilroy and continues south through the length of San Benito County to State Highway 198 terminating near King City located in Monterey County; State Highway 156 originates near the City of Castroville in Monterey County and continues through the City of San Juan Bautista and the City of Hollister terminating at State Highway 152 in Santa Clara County.

Union Pacific has railway easements within the county. Union Pacific and Amtrak operate on these tracks regularly.

The Hollister Municipal Airport serves the general aviation community and is the location of a Cal Fire Air Attack Base, which serves more than six counties. It provides the only fixed runway facility in the county capable of handling large aircrafts and is an essential facility in response and recovery for staging in case of a regional or local disaster.

4.3. Hazards and Vulnerabilities

A hazard represents an event or physical condition that has the potential to cause fatalities, injuries, property damage, infrastructure damage, agricultural losses, damage to the environment, interruption of business, or other types of harm or loss. Relevant stakeholders have identified the threats and hazards most likely to affect San Benito County. However, emergence of threats and hazards will occur over time with ever-changing environments.

Vulnerability indicates the level of exposure to human life and property to damage from natural and man-made hazards. San Benito County and its inhabitants are vulnerable to a wide range of hazards that threaten communities, businesses, government, non-governmental organizations and the environment.

Below are some examples of threats, hazards, and vulnerabilities identified in a hazard analysis specific to San Benito County. Based on previous risk analysis these hazards have been broken into three categories of High, Medium and Low Risk as follows:

Table 2. Hazard Risk

High Risk	Medium Risk	Low Risk
<ul style="list-style-type: none"> • Earthquake • Severe Weather • Wildfire • Dam Failure 	<ul style="list-style-type: none"> • Flood • Extreme Temperatures • Communicable Disease • Drought 	<ul style="list-style-type: none"> • Landslide • Hazardous Materials Incident • Terrorism

More detailed information is available in the San Benito County Multi-Jurisdiction Local Hazard Mitigation Plan.



4.3.1. Earthquake

Several active and potentially active earthquake faults are located within San Benito County, including the San Andreas and Hayward/Calaveras faults, as well as fault complexes and branches of these major faults.

Significant populations within the county reside, work, or attend school with proximity to the fault lines and could experience strong ground shaking intensities. Ground shaking is the movement of the earth's surface in response to a seismic event. The magnitude of the earthquake, distance from the epicenter, and characteristics of surface geology determine the intensity of the ground shaking and the resultant damages. Every structure within proximity to the fault lines is susceptible to damage. Some structures face an elevated risk stemming from being in high hazard zones due to proximity to the fault line, the geologic makeup, construction type, and structures built before mitigation elements were incorporated into building codes.

An earthquake could result in casualties, property and environmental damage, as well as disruption of normal economic, governmental, and community services and activities. The effects could be aggravated by collateral events such as aftershocks, fires, flooding, hazardous material accidents, utility disruptions, landslides, liquefaction, structural failures, and critical infrastructure disruption and damage. A significant earthquake would be catastrophic in its effect on the County's population and could exceed the capabilities of the Operational Area and its political subdivisions. Other Operational Areas in the region and state may be impacted, resulting in delayed resource allocation.

After any significant earthquake, there may be short and long-term economic impacts on both the public and private sectors. Individuals could lose wages due to the inability of businesses to function because of damaged goods or facilities. Historically, many small businesses fail after a major earthquake due to the direct loss of income and the inability to remain financially viable after the recovery period.

The county could suffer the loss of tax revenue vital for essential services continuity as property values are reduced, and sales and other related taxes may take years to recover to their pre-disaster levels.

4.3.2. Severe Weather

San Benito County and its inhabitants are susceptible to extreme weather conditions including but not limited to high winds, heavy precipitation, hail, and thunderstorms and lightning. The National Weather Services provides advisories, watches, and warnings as appropriate.

Most commonly, extreme weather in San Benito County involves heavy rain and high winds with a very low likelihood of tornados. Hazards presented by these conditions include structural damage and power disruption from damaged utilities, transportation infrastructure flooding, landslide/mudslide/debris flow, high erosion, and, quite often, toppling trees. Thunderstorms and lightning occur and can sometimes be seen approaching or hit without warning, temporarily disrupting or damaging utilities and causing fires.



4.3.3. Wildfire

Wildfire hazard poses as one of the greatest threats to public safety, property, and the environment. Most fires that occur in San Benito County are man-made (e.g., unattended fire or arson), but can result from technological failure (e.g., electrical infrastructure) or occur naturally (e.g., lightning). Lightning in the San Benito County region is infrequent; however, it has been a cause of wildland fires in recent years. Topography, fuel, and weather can significantly influence fire behavior. Seismic events are sure to occur in the future and present an ever-increasing fire hazard as development and the use of natural gas increases.

Roads in the hillside areas are typically narrow and winding, and often dead-end. This limits the access of firefighters and equipment to private homes and wildland. In addition, response times tend to be delayed in these areas. Where fire roads exist, they are often overgrown and require continual maintenance to provide adequate access. The San Benito County Fire Safe Council maintains a Community Wildfire Protection Plan (CWPP) as a whole community collaborative approach to mitigate wildfire risk.

There is substantial development on the wildland-urban interface. Wildfires can occur in undeveloped areas and rapidly spread to urban areas. In general, there is a greater chance of fire spread from one structure to another as the density of a development area increases. Residential parking on narrow streets significantly limits access to emergency vehicles, increasing the response time of firefighters. Therefore, highly developed areas are more prone to any fire, whatever the cause. Wildland-interface fires can result in casualties, economic loss, critical infrastructure disruption, and overwhelm local resources. Particular regions which are prone to seismically induced fires include developments on areas composed of weak and soft soils that are susceptible to lateral spreading or lurching, and areas prone to landslides.

The growing threat of severe weather and wildfires has led Pacific Gas & Electric (PG&E) to expand its Community Wildfire Safety Program as a mitigation measure. Extreme fire danger conditions may require the electrical utility to de-energized transmission and distribution systems as part of the Public Safety Power Shutoff (PSPS). Portions of San Benito County fall under Tier 2 “high fire-threat areas” and are directly affected by these events. Other portions of the county could be adversely affected and affect critical infrastructure. The electrical disruption can last several days. There are a variety of factors considered for the PSPS, including but limited to red flag warnings, low humidity levels, condition of fuels, forecasted sustained high winds, and field observations. PG&E’s Wildfire Safety Operations Center monitors and evaluates conditions while maintaining communications with the County Operational Area as appropriate.

4.3.4. Dam Failure

Dams are defined as any artificial barrier which impounds or diverts water. There are a variety of dam and reservoir types, defined by the intended function and capacity of the dam. A dam failure occurs when there is a sudden, rapid, and uncontrolled release of impounded water with the potential to cause significant downstream hazards. Dams may fail through various methods. A dam failure may occur due to overtopping when water spills over the top of the dam. Overtopping



is often the precursor to larger dam failure and may be caused by inadequate spillway design, debris blockage, or settlement of the dam crest. Significant dam failure may also be caused by foundational defaults or cracking, inadequate maintenance and upkeep that leads to defects in the dam structure, or poor piping infrastructure that can cause seepage and form sinkholes within the dam.²

San Benito County has five smaller jurisdictional dams (Hawkins Dam, Hernandez Dam, J. V. De Laveaga Dam, Paicines Dam, Percolation Area Dam) located in remote valleys and two dams (i.e., San Justo Dam and Reservoir, Leroy Anderson Dam) that are larger and closer to populated areas. In September 2019, each of these dams was assessed to be in satisfactory condition. Little damage to existing developed areas or infrastructure is expected from a failure of these dams, but additional damage may occur if development or land use in the surrounding areas changes.

The San Justo Dam and Reservoir is an off-stream storage facility that is 151 feet high with a crest length of 1,116 feet and includes a dike structure 79 feet high with a crest length of 1,296 feet. In total, the reservoir has a capacity of 9,785 acre-feet. The Leroy Anderson Dam is located in Santa Clara County, but depending on the location and type of failure its inundation zone may spread into San Benito County in the event of a dam failure.

There are no known recent occurrences of dam failure in San Benito County. However, should one occur, it is likely to directly impact existing structures, homes, and other community assets in the County through subsequent flooding. In addition to the damage to critical facilities and infrastructure, the cascading impacts of an event that would disrupt the delivery of services (e.g., healthcare capacity, food services, communications) are likely to be significant for the community.

4.3.5. Flood

In San Benito County, the flood season generally lasts from November through April. Over 90% of the annual precipitation falls during these months. Statistically, January is the wettest month of the year.

Floods are generally classified as either slow-rise or flash floods. Slow-rise floods may be preceded by a warning time lasting from hours to days, while flash floods are characterized by extremely short warning times. Excessive rainfall can stress the county's waterways causing flooding with serious damage to property and the environment and potential loss of life. The National Weather Service (NWS) issues flood advisories, watches, and warnings.

More than just the quantity of rain affects flood levels; natural obstructions to flood flows include trees, brush, and other vegetation growing along stream banks in flood-prone areas. Particular hazards are man-made encroachments on or above the drainage channels and river systems. Bridges, culverts, building pads, and landscape alterations can create more extensive flooding than would otherwise occur.

² Association of State Dam Safety Officials. "Dams Failures and Incidents." <https://damsafety.org/dam-failures>.



During floods, debris may be washed and carried downstream to collect on bridges and other obstructions. Bridges may be damaged or destroyed. Culverts may clog, or debris may pile up, restricting flow and increasing flooding. As the flooding increases, masses of debris may break loose, and the accumulation of water and debris can surge downstream until another obstruction is encountered.

Flood inundation can also occur from a dam and levee failure. Breached levees can result in flooding. In the absence of failure, levees have the potential to intensify upstream or downstream flooding to unprotected areas. Dams can produce flooding from structural failure, overtopping, and uncontrolled releases.

4.3.6. Extreme Temperatures

Extreme heat is as an event in which excessively high temperatures occur concurrently with high humidity, resulting in temperatures and perceived temperatures that are much higher than expected for a region and time of year. The State of California HMP notes extreme heat combined with increased humidity as one of the deadliest natural hazards. Extreme heat is most likely to occur during summer months, when temperatures are already the warmest of the year.³

Extreme cold is an event in which excessively low temperature occur concurrently with high winds, resulting in temperatures and perceived temperatures that are much lower than expected for a region and time of year. The State of California HMP notes that extended cold temperatures may create health risks for vulnerable populations and have severe impacts on agriculture.⁴

Given the nature of the hazard, all areas of San Benito County are equally likely to experience extreme heat. However, more developed areas of the County are likely to experience slightly higher temperatures due to the heat island effect. The heat island effect describes the phenomenon in which urban areas with increased heat-absorptive surfaces (e.g., pavement, sidewalks), increased heat-generating activities (e.g., cars emitting fossil fuels), and decreased vegetation have 1-7 °F higher temperatures than surrounding forests and water bodies. Urban areas will likely have exacerbated impacts from heat events.⁵ Given the nature of the hazard, all areas of San Benito County are equally likely to experience extreme cold. However, areas with at higher elevations in the County are likely to experience higher winds and slightly lower temperatures.⁶

Extreme temperatures are likely to indirectly impact various community assets of the County, such as indirect impacts on law enforcement. Extreme temperatures may require personnel to perform critical duties under dangerous conditions, such as not having adequate water supply available or working through extreme temperatures that may threaten human health. Extensive cold

³ Cal OES. 2018. "California State Hazard Mitigation Plan: Chapter 9 - Other Hazards." https://www.caloes.ca.gov/HazardMitigationSite/Documents/012-2018%20SHMP_FINAL_Ch%209.pdf.

⁴ Cal OES. 2018. "California State Hazard Mitigation Plan: Chapter 9 - Other Hazards." https://www.caloes.ca.gov/HazardMitigationSite/Documents/012-2018%20SHMP_FINAL_Ch%209.pdf.

⁵ EPA. 2021. "Heat Island Effect." <https://www.epa.gov/heatislands>.

⁶ Nels, Janet. 2019. "The Effects of Topography on the Climate." *Sciencing*. <https://sciencing.com/the-effects-of-topography-on-the-climate-12508802.html>.



temperatures have the potential to impact the condition of infrastructure and may lead to disruptions of water, wastewater, electricity, or other services. Additionally, extreme temperatures may exacerbate other hazard impacts, such as creating conditions for fires and droughts to become more intense and widespread.

4.3.7. Communicable Disease

Early recognition of an outbreak will facilitate a prompt assessment of a biological event and a rapid mobilization of appropriate Public Health and community response efforts. The San Benito County Public Health Services Communicable Disease Control Program has the lead role and responsibility for surveillance, epidemiological investigation, control, and prevention of reportable communicable diseases and outbreaks. The San Benito County Public Health Services has a surveillance system in place to receive reports of communicable diseases from health-care providers on a 24-hours/7-day-a-week basis, in addition to other surveillance modalities.

The Communicable Disease Control Program works in coordination with the Environmental Health Division, Emergency Medical Services, and other county and community agencies as needed to coordinate and investigate public health emergencies, including possible Bioterrorism events.

An epidemic or pandemic may involve the presence or release of a communicable disease, virus, or contagion, which could significantly impact a community's health and safety and result in casualties. The Public Health Officer may declare a public health emergency if a substance or disease poses a significant impact on a community's health and safety. With a tourism industry, migrant labor force, and commuting population, thousands of individuals enter San Benito County every month, bringing with them the threat of an introduction of an infectious disease agent. Known disease threats such as influenza, or newly emerging infectious diseases could spark an epidemic, similar to COVID-19. The threat of bioterrorism, (i.e., an intentional release of a highly lethal biological agent) also exists. It is impossible to determine when, what, and how large an outbreak of an infectious agent will be. Public health emergencies are rare occurrences but can have devastating consequences on unprotected communities. New strains of virulent, deadly viruses, and communicable diseases resistant to vaccination and treatment are becoming commonplace.

The Public Health Department maintains an all-hazards plan that is kept separate from this plan can contains annexes for the following: Epidemiology, Isolation, Prophylaxis, Pandemic Influenza, Terrorism Agents, Risk Communication, Lab Protocols, etc. A general Preparedness Plan annex created (by the Public Health Department and relevant stakeholders) to be used as part of this plan, addresses the public health response to a catastrophic outbreak. This encompasses epidemiological response, provision of preventive treatment, and logistical considerations for medical materials.



4.3.8. Drought

Drought is defined by an extended period of dryness in a region that impacts soil moisture and water resource availability. Type of drought are characterized by their origins and impacts.⁷ There are four different types of drought San Benito County may experience, either as individual or combined occurrences:

- **Meteorological drought** is a period of dryness caused by climate and weather variability. It is most likely to originate from limited precipitation and high temperatures and is the precursor to agricultural or hydrological drought.
- **Agricultural drought** is a period of dryness known for its impacts on agricultural activities by reducing groundwater resources, soil moisture content, and plant biomass. It lasts for a longer period than meteorological drought.
- **Hydrological drought** is a period of dryness that impacts the water levels of streams, reservoirs, and other water bodies. It may reduce the flow rates of rivers, limit drinking water resources, or dry out wetlands. Hydrological drought may last for years past the beginning of a meteorological drought.
- **Socioeconomic drought** is a period in which the demand for goods is greater than the supply due to the impacts of meteorological, agricultural, and/or hydrological drought. For example, if a hydrological drought reduces the discharge rates of a stream, the electricity output of a hydroelectric dam may not meet the demand from a community. The resulting electricity blackouts are caused by this socioeconomic drought.

Drought may occur anywhere in San Benito County, although variances in geology and topography may slightly alter the drought severity in the area. Drought is often a regional occurrence and will likely impact neighboring jurisdictions simultaneously.

San Benito County has experienced several intense periods of drought between 2011 and 2020. The droughts extending from 2014 to 2017 were so significant that the State instituted mandates to limit residential and agricultural water use and burn bans to limit potential occurrences of wildfires.⁸

Drought may directly and indirectly impact various community assets of the County, such as indirect impacts on law enforcement. Drought and extreme temperatures may require personnel to perform critical duties under dangerous conditions, such as not having adequate water supply available or working through extreme temperatures that may threaten human health. Additionally, drought is likely to cause widespread impacts to crops and livestock. This can result in cascading impacts on individual farmers, as well as cause broader impacts to the supply chain and economy. Food shortages may result from these impacts.

Drought, as a part of its nature, reduces the amount of potable water available to the County. Water scarcity and decreased water quality can occur through both the direct and indirect impacts

⁷ National Geographic Society. "Drought." National Geographic: Resource Library. <https://www.nationalgeographic.org/encyclopedia/drought/>.

⁸ South Valley. 2015. "Burn Ban Declared Due to Drought." *SanBenito.com*. <https://sanbenito.com/burn-ban-declared-due-to-drought/>.



of hazards. During the planning process, the Planning Team identified drought as a critical priority for mitigating risk to a sustainable water supply. Damage to any part of the water system can result in limited potable water for parts of the community. This limitation may exist across multiple counties and challenge the region's sustainable water management practices. Climate change is anticipated to increase the impacts of drought on water scarcity in the County.

4.3.9. Landslide

Landslides involve a down-slope movement of soil or rock materials under the force of gravity. In addition to gravity, extended periods of intense rainfall and ground saturation can contribute to landslides. Earthquake-induced landslides will generally occur in the same areas as landslides induced by other natural forces. The addition of earthquake energy may induce landslides that otherwise might not have occurred. Landslides can occur from heavy rainfall on denuded slopes after a wildland fire. Landslide activity that affects the county can be classified as a slide, fall, debris flow, mudflow, or creep. Both human and natural factors determine landslide occurrence.

Regardless of the source or factors, landslides are due to the failure of either surficial material or, in some cases, bedrock. Failures usually result from a combination of factors including unstable or weak rock and soil materials, adversely oriented geologic structures, insufficient vegetative cover, high water content, over steepened slopes, or high slope angles. Urban development can affect landslide potential by increasing slope angles, removing down-slope supporting earth materials, adding weight upslope of fill or construction, and the addition of water by gardening, septic tank effluent, or the directing of surface drainage into unstable areas.

4.3.10. Hazardous Material Incident

A hazardous material emergency may include any compound or combination thereof which is flammable liquids, combustible liquids and materials, corrosives, explosives, poisons, radioactive substances, oxidizers, infectious agents, compressed gases, and/or cryogenics which have been released or will imminently be released from its normally safe containment vessel. Quaintly, concentration, physical, chemical, and infectious characteristics may pose a direct threat to the wellbeing of the public, property, and the environment.

Hazardous materials are formulated, stored, applied, disposed of, and transported throughout San Benito County. Commercial, residential, agricultural, and industrial use of hazardous materials provides an opportunity for accidental release. As the local economy depends largely on the agricultural industry, the threat level and the possibility of a hazardous materials release cannot be ignored. There are several local industrial, manufacturing, and agricultural firms that produce and use fertilizers, pesticides, and other chemical agents known to be hazardous to the population and the environment. Hazardous materials are locally stored, distributed, and/or transported to other parts of the region through pipelines and on local roadways and railways, thus presenting a threat to public health, safety, and the environment.

San Benito County Environmental Health Division is responsible for maintain a Hazardous Materials Area Plan.



4.3.11. Terrorism

San Benito County has critical infrastructure, parks, religious institutions, and cultural facilities which are vulnerable to terrorist attacks. Terrorists typically exploit vulnerabilities and use violence to intimidate or coerce a government for their cause. While no terrorist attacks have occurred in the county, terrorism is a persistent threat around the world, and a variety of political, social, religious, cultural, and economic factors underlie terrorist activities.

Terrorism threats may result in mass casualties, extensive property damage and/or environmental damage, utility disruption, fires, flooding, and other ensuing hazards. These threats take many forms, including:

Table 3. Potential Terrorist Threats

Potential Terrorist Threats		
<ul style="list-style-type: none">• Active shooter• Cyber-threat• Chemical	<ul style="list-style-type: none">• Biological• Radiological• Nuclear	<ul style="list-style-type: none">• Explosive• Vehicle ramming

California maintains a state terrorism response plan, California Homeland Security Strategy, that outlines the authorities and procedures for dealing with a terrorist attack. The Sheriff's Office is responsible for local government intelligence and reporting to the Federal Bureau of Investigation (FBI). Relevant intelligence information is forwarded to the Operational Area as appropriate. The FBI is designated as the lead federal agency for all terrorist activities within the United States.

4.4. Assumptions

Below are assumptions reflecting the situations that must be considered to achieve effective emergency management in San Benito:

- All incidents are local
- Emergencies may occur at any time with little or no warning and may exceed capabilities of San Benito County and its political subdivisions, special districts, and school districts
- Emergencies may result in casualties, fatalities, and displace people from their homes
- An emergency can result in property loss, interruption of essential public services, damage to infrastructure, and can cause significant harm to the environment
- The greater the complexity, impact, and geographic scope of an emergency, the more multiagency coordination will be required
- The County of San Benito, as the Operational Area coordinator, coordinates and facilitates all emergency operations and will activate the Emergency Operations Center (EOC)
- The county and its political subdivisions will mobilize to deliver emergency and essential services under all threats and emergencies
- All emergency response staff are trained and experienced in operating under NIMS/SEMS/ICS



- Mutual aid and other forms of assistance will be rendered when impacted jurisdictions exhaust or anticipate exhausting their resources
- Individuals, community-based organizations, non-governmental organizations, and businesses will offer services and support during a disaster
- County agencies and departments with regulatory oversight responsibilities will continue in their same roles during all phases of an emergency and will be appropriately placed into the organizational chain to support emergency management efforts
- Neighboring counties will come to San Benito's aid through the California Mutual Aid system and/or other mechanisms and agreements
- If needed, the Regional Operations Center (REOC) will make additional resource requests through the State Operations Center (SOC), and the SOC will make requests for Federal assistance
- The state government will provide emergency assistance to San Benito County when requested and in accordance with the Standardized Emergency Management Systems (SEMS) and the National Response Framework (NRF)



This Page Intentionally Left Blank



5. Emergency Management Organization

5.1. Standardized Emergency Management System (SEMS)

The San Benito County Operational Area (OA) operates under the Standardized Emergency Management System (SEMS). SEMS is the cornerstone of California's emergency response system and the fundamental structure for the response phase of emergency management. The California Emergency Services Act (ESA) requires SEMS for managing multi-agency and multi-jurisdictional responses to emergencies in California. The system unifies all elements of California's emergency management community into a single integrated system and standardizes key elements. SEMS incorporates the use of the Incident Command System (ICS), California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA), the Operational Area (OA) concept, and multi-agency coordination (MAC).

San Benito County uses SEMS to maintain reimbursement eligibility for response-related costs under the state's disaster assistance programs.

5.1.1. SEMS Organization Levels

There are five SEMS organization levels:

1. **Field** –The Field level is where emergency response personnel and resources, under the command of responsible officials, carry out tactical decisions and activities in direct response to an incident or threat.
2. **Local Government** – The Local Government level includes cities, counties, school districts, and special districts. Local governments manage and coordinate the overall emergency response and recovery activities within their jurisdiction. Local governments are required to use SEMS when their Emergency Operations Center (EOC) is activated or following a local emergency declaration or proclamation to be eligible for state reimbursement of response-related costs.
3. **Operational Area** – An OA is the intermediate level of the state's emergency management organization, which encompasses a county's boundaries and all political subdivisions located within that county, including special districts. The OA facilitates and/or coordinates information, resources, and decisions regarding priorities among local governments within the OA. The OA serves as the coordination and communication link between the Local Government Level and Regional Level. San Benito County is tasked with the lead coordination role within the OA and is the primary point of contact for the region and state.
4. **Region** – The Regional Level manages and coordinates information and resources among OAs within the mutual aid region and also between the OA and the state level. The Regional Level also coordinates overall state agency support for emergency response activities within the region. California is divided into three California Emergency Management Agency (Cal OES) Administrative Regions – Inland, Coastal, and Southern



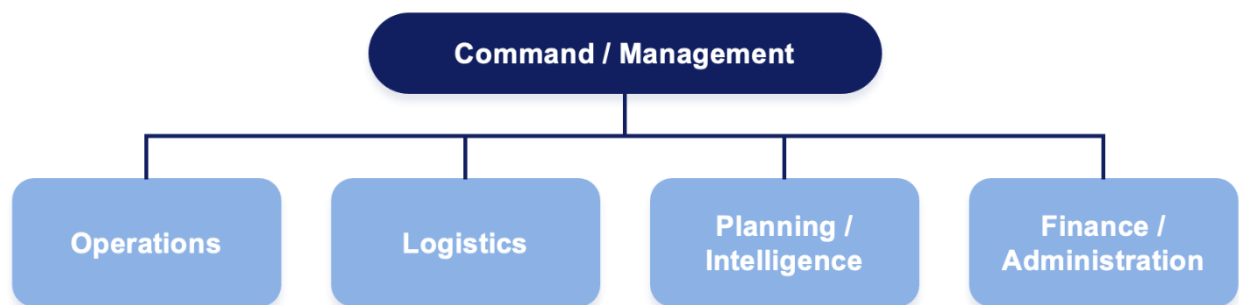
– which are further divided into six mutual aid regions (8.6.1. Mutual Aid Regions). The Regional Level operates out of the Regional Emergency Operations Center (REOC). San Benito County is part of the Coastal Administrative region and Mutual Aid Region II.

5. **State** – The State level of SEMS prioritizes tasks and coordinates state resources in response to the requests from the regional level and coordinates mutual aid among the mutual aid regions and between the Regional Level and State Level. The state level also serves as the coordination and communication link between the state and the federal emergency response system. The state level requests assistance from other state governments through the Emergency Management Assistance Compact (EMAC) and similar interstate compacts/agreements and coordinates with the Federal Emergency Management Agency (FEMA) when federal assistance is requested. The state level operates out of the State Operations Center (SOC).

5.1.2. SEMS Functions

SEMS requires that every emergency response involving multiple jurisdictions or multiple agencies include the five functions identified below in **Figure 2. SEMS Functions**. These functions must be applied at each level of the SEMS organization.

Figure 2. SEMS Functions



COMMAND/MANAGEMENT

This function is responsible for the directing, ordering, and/or controlling of resources at the field response level. Management is responsible for overall emergency policy and coordination at the SEMS EOC levels. Command and Management are further discussed below:

- **Command:** A key concept in all emergency planning is to establish command and tactical control at the lowest level that can perform that role effectively in the organization. In the Incident Command System (ICS), the Incident Commander (IC), with appropriate policy direction and authority from the responding agency, sets the objectives to be accomplished and approves the strategy and tactics to be used to meet those objectives. The IC must respond to a higher authority. Depending upon the incident's size and scope, the higher authority could be the next ranking level in the organization up to the agency or department executive. This relationship provides an operational link with policy executives who customarily reside in the Department Operations Center (DOC) or EOC, when activated.



- **Management:** The EOC serves as a central location from which multiple agencies or organizations coordinate information collection and evaluation, priority setting, and resource management. Within the EOC, the Management function:
 - Facilitates multiagency coordination and executive decision making in support of the incident response,
 - Implements the policies established by the governing bodies, and
 - Facilitates the activities of the Multiagency (MAC) Group.

OPERATIONS:

This function is responsible for coordinating and supporting all jurisdictional operations in support of the response to the emergency through the implementation of the organizational level's Action Plans (AP). At the Field Level, the Operations Section is responsible for the coordinated tactical response directly applicable to, or in support of, the objectives in accordance with the Incident Action Plan (IAP). In the EOC, the Operations Section Coordinator manages functional coordinators who share information and decisions about discipline-specific operations.

LOGISTICS:

This function is responsible for providing facilities, services, personnel, equipment, and materials in support of the emergency. Unified ordering takes place through the Logistics Section Ordering Managers to ensure control and accountability over resource requests. As needed, Unit Coordinators are appointed to address the needs for communications, food, medical, supplies, facilities, and ground support.

PLANNING/INTELLIGENCE:

This function is responsible for the collection, evaluate and dissemination of operational information related to the incident for the preparation and documentation of the IAP at the Field Level or the AP at an EOC. Planning/Intelligence also maintains information on the current and forecasted situation and the status of resources assigned to the emergency or the EOC. As needed, Unit Coordinators are appointed to collect and analyze data, prepare situation reports, develop action plans, set Geographic Information Systems (GIS) priorities, compile and maintain documentation, conduct advance planning, manage technical specialists, and coordinate demobilization.

FINANCE/ADMINISTRATION:

Responsible for all financial and cost analysis aspects of the emergency and for any administrative aspects not handled by the other functions. As needed, Unit Leaders are appointed to record time for incident or EOC personnel and hired equipment, coordinate procurement activities, process claims, and track costs.

The field and EOC functions are further illustrated in **Table 4. Comparison of Field and EOC SEMS Functions**. More on the SEMS Regulations and SEMS Guidelines can be found on the Cal OES Website: <https://www.caloes.ca.gov/>



Table 4. Comparison of Field and EOC SEMS Functions

Primary SEMS Function	Field Response Level	EOCs
Command & Management	Command is responsible for the directing, ordering, and/or controlling of resources by virtue of explicit legal, agency, or delegated authority.	Management is responsible for overall emergency policy and coordination through the joint efforts of governmental agencies and private organizations.
Operations	Responsible for the coordinated tactical response of all field operations directly applicable to, or in support of, the mission(s) in accordance with the Incident Action Plan.	Responsible for coordinating all jurisdictional operations in support of the response to the emergency through the implementation of the organizational level's action plan.
Planning/ Intelligence	Responsible for the collection, evaluation, documentation, and use of information about the development of the incident and the status of resources.	Responsible for collecting, evaluating, and disseminating information, developing the organizational level's action plan in coordination with the other functions, and maintaining documentation.
Logistics	Responsible for providing facilities, personnel, services, equipment, and materials in support of the incident.	Responsible for providing facilities, services, personnel, equipment, and materials.
Finance/ Administration	Responsible for all financial and cost analysis aspects of the incident, and any administrative aspects not handled by the other functions.	Responsible for financial activities and administrative aspects not assigned to the other functions.

5.1.3. National Incident Management System (NIMS) Integration

In addition to the Standardized Emergency Management System (SEMS), the county and its political subdivisions are responsible for compliance with the requirements of the National

Incident Management System (NIMS) as defined in the Homeland Security Presidential Directive 5 (HSPD-5). NIMS was established for the creation of a comprehensive approach for all hazards and integrates existing best practices into a consistent nationwide approach that is applicable to all jurisdictional levels (public or private) and across functional disciplines. NIMS is based on flexibility and standardization, allowing for management of any incident regardless of cause, size, location, or complexity. Five major components make up this systems approach: preparedness; communications and information management; resource management; command and management; and ongoing management and supporting technologies. NIMS is compatible with SEMS. Therefore, concepts and principles of NIMS have been integrated into existing SEMS structures.



San Benito County OES is designated as the principal coordinator for NIMS implementation countywide. Annually, San Benito OES administers the process to communicate, monitor, and implement NIMS requirements in cooperation with affected county agencies and departments, local governments, special districts, school, districts, and other critical stakeholders.

5.1.4. EOC Activation Criteria, SEMS Levels, and Staffing

Emergency Operations Centers (EOCs) should be activated in accordance to the Standardized Emergency Management System and organized according to the five functions of the system, which are Management, Operations, Planning/Intelligence, Logistics, and Finance/Administration.

The activation guidelines are illustrated in **Table 5. SEMS EOC Activation Requirements**.

Table 5. SEMS EOC Activation Requirements

Situations Identified in SEMS Regulations	SEMS Levels				
	Field Response	Local Government	Operational Area	Region	State
Emergency involving two or more emergency response agencies	Use ICS	-	-	-	-
Local Emergency Proclaimed	Use ICS	Use SEMS	-	-	-
Local Government EOC Activated	Use ICS	Use SEMS	-	-	-
Local government activates EOC and request Operational Area EOC activation	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
Two or more cities within an Operational Area proclaim a local emergency	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
County and one or more cities proclaim a local emergency §	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
City or county Requests governor's State of Emergency proclamation §2409(f)(4)	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
Governor proclaims a State of Emergency for county or two or more cities §2409(f)(5)	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
Operational area requests resources from outside its boundaries §2409(f)(6)	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
Operational Area receives resource requests from outside its boundaries** §2409(f)(7)	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
An Operational Area EOC is activated §2411(f)(7)	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
A Regional EOC is activated §2413(a)(1)	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC
Governor proclaims a State of Emergency §2413(a)(2)	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC



Situations Identified in SEMS Regulations	SEMS Levels				
	Field Response	Local Government	Operational Area	Region	State
Governor proclaims an earthquake or volcanic prediction §2413(a)(7)	Use ICS	Use SEMS	Activate OA EOC	Activate REOC	Activate SOC

This matrix highlights the flow of SEMS activation requirements. Activation of an Operational Area EOC triggers activation of the Regional EOC which, in turn, triggers activation of the State level EOC.

*The EOC is usually activated, but in some circumstances, such as agricultural emergencies or drought, a local emergency may be proclaimed without the need for EOC activation.

** Does not apply to requests for resources used in normal day-to-day operations which are obtained through existing mutual aid agreements providing for the exchange or furnishing of certain types of facilities and services as provided for under the California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA).

§ Indicates sections in the California Code of Regulations (CCR), Title 19, Division 2, Chapter 1 (SEMS).

The EOC staffing activation level should commensurate with the organizational need, as defined below:

- **Duty Officer:** At this stage, the EOC is not activated, but a representative from the Office of Emergency Services is available.
- **Monitoring EOC Activation (Level 3):** A Monitoring Activation Level, or Level 3, is a minimum activation. This level may be for situations that initially only require a few people and/or resources, (e.g., a short-term earthquake prediction at condition, storm alerts, or monitoring of a low risk planned event). At a minimum, Level 3 staffing consists of the EOC Director, Section Coordinators, and a situation assessment activity in the Planning and Intelligence Section may be included in this level. Other members of the organization could also be part of this level of activation (e.g., the Communications Unit from the Logistics Section, or an Information Officer).
- **Partial EOC Activation (Level 2):** A Partial Activation, or Level 2, is normally achieved as an increase from Level 3 or a decrease from Level 1. This activation level is for emergencies or planned events that would require more than a minimum staff but would not call for the full activation of all organization elements, or less than full staffing. One person may fulfill more than one SEMS function. The EOC Director, in conjunction with the General Staff, determines the required level of continued activation under Level 2, and demobilizes functions or adds additional staff to functions as necessary based upon event considerations. Representatives to the EOC from other agencies or jurisdictions may be required under Level 2 to support functional area activations.
- **Full EOC Activation (Level 1):** A Full Activation, or Level 1, involves a full activation with all organizational elements at full staffing. Level 1 would generally be the initial activation during any significant emergency.

The numbering sequence of EOC activation levels in San Benito County parallels both NIMS and SEMS guidelines, the latter of which was updated to be consistent with NIMS.



5.1.5. Operational Area Emergency Operations Center

San Benito County maintains and operates the OA EOC. The EOC is responsible for coordinating resource requests and resolving priority issues that might arise at the local level, between the county jurisdictions, including the two incorporated cities. The OA EOC is also responsible for coordinating with Cal OES and other state and federal agencies involved in the implementation of the National Response Framework in California.

OPERATIONAL AREA EMERGENCY OPERATIONS CENTER

EOC operations are under the management of the San Benito County Office of Emergency Services (OES). EOC responsibilities include:

- Acts as an overall coordinator in the event of simultaneous multi-jurisdictional incidents.
- Facilitates the establishment of inter-jurisdictional policy direction.
- Monitors and facilitates inter-jurisdictional communications and coordination issues.
- Compiles, authenticates, and makes available summary disaster status information obtained from all sources, in the form of Situation Reports, to the Cal OES REOC, the CAO's Office, the Board of Supervisors, media, and others as appropriate.
- Maintains the status of mission numbers and purchasing authority.
- Provides the necessary coordination with and between outside agencies for mutual aid request.
- Supports the recovery process and assists county agencies and DOCs in developing and coordinating recovery action plans.

The primary County Emergency Operations Center (EOC) is located:

Office of Emergency Services

471 Fourth Street, Hollister, CA 95023 | Phone: (831) 636-4168

5.1.6. Operational Area EOC Organization

When an emergency or disaster occurs or has the potential to occur, the county will activate the OA EOC. The EOC will organize according to the SEMS functions of Management, Operations, Planning/Intelligence, Logistics, and Finance/Administration and will activate those functions necessary for the management of an emergency. The sections will be divided into groups and units based on emergency management needs.

Potential SEMS EOC functions are shown below:

MANAGEMENT SECTION:

The EOC at all levels should consider the following activities and responsibilities as part of its Management function:

- Overall EOC management;
- Facilitation of Multiagency Coordination System (MACS) and MAC Groups;



- Public information coordination and Joint Information Center (JIC) management; and
- Provision for public safety and risk communications and policy.

OPERATIONS SECTION:

Based on the disaster, the EOC will consider the following activities and responsibilities as part of the Operations Section:

- Law Enforcement:
 - Communications
 - Evacuation
 - Search and Rescue
 - Coroner
- Fire & Rescue
- Haz-Mat
- Food & Agriculture
- Construction and Engineering:
 - Damage Assessment
 - Debris Management
- Care and Shelter:
 - Housing and Homeless
- Schools
- Behavioral Health
- Medical & Health:
 - Emergency Medical Services (EMS)
- Others as needed

PLANNING/INTELLIGENCE SECTION:

Based on the disaster, the EOC will consider the following activities and responsibilities as part of its Planning function:

- Situation Status
- Resource Tracking
- Situation Analysis
- Documentation
- Technical Services
- Action Planning
- Demobilization



LOGISTICS SECTION:

Based on the disaster, the EOC will consider the following activities and responsibilities as part of its Logistics function:

- HR/Personnel
- EMMA Coordinator
- Information Technology
- Geographic Information Systems (GIS)
- Supply and Procurement Unit
- Transportation:
 - Ground Support Unit
 - Volunteer and Donations Management
- Resources:
 - Medical Unit
 - Food Unit
 - Facilities Unit
- Public Outreach
- Community Emergency Response Team (CERT)
- Radio Amateur Civil Emergency Service (RACES)

FINANCE/ADMINISTRATION:

Based on the disaster, the EOC will consider the following activities and responsibilities as part of its Finance function:

- Fiscal Management
- Timekeeping
- Purchasing
- Compensation and Claims
- Cost Recovery
- Long-Term Recovery
- Travel Request, Forms, and Claims

AGENCY REPRESENTATIVES:

Outside agencies that have a role in the disaster response are to send an agency representative to the EOC. At the EOC, the Agency Reps will coordinate through the EOC Liaison Officer to assist in the coordination and management of resources. Agencies who shall send representatives include:

- California Office of Emergency Services (Cal OES)
- American Red Cross



- PG&E
- Community-based organizations
- Faith-based organizations
- Salvation Army
- California Conservation Corps.
- Hospitals
- Senior Nursing Facilities (SNF)
- Union Pacific
- Others as appropriate

5.1.7. Alternate EOC Facilities

In the event that the primary EOC is unusable due to emergency or disaster impacts, or the scope of the disaster is not large enough to warrant a full activation, alternate facilities have been designated to assume the impacted facility's roles and responsibilities. The following are the two alternate EOC locations:

The alternate Emergency Operations Center (EOC) is located:

San Benito County Sheriff's Office	2301 Technology Parkway, Hollister, CA 95023
---	--

Additional alternate Emergency Operations Center (EOC) location:

Hollister Police Department	395 Apollo Way, Hollister, CA 95023
------------------------------------	-------------------------------------

Neighboring OA EOCs may be utilized as needed.

5.1.8 Alternate Government Facilities

The county seat of government is located in the County Administration Building at 481 Fourth Street, Hollister. San Benito County will maintain a Continuity of Government (COG) plan that designates an alternate seat of government to serve as government offices for performing essential functions should the primary facilities be rendered inoperable. For San Benito, these locations may be:

Hollister City Hall	375 Fifth Street, Hollister, CA 950234. Phone: 831-636-4300
San Juan Bautista City Hall	311 Second Street, San Juan Bautista, CA 95045 Phone: 831-623-4661



5.2. The Role of the Government

5.2.1. County Administrative Officer

During an emergency or disaster, the County Administrative Officer (CAO) monitors countywide emergency operations through the San Benito County OES and the EOC. The CAO also serves as the Director of Emergency Services and provides the highest level of leadership and management by a non-elected county employee.

In the absence of the Board of Supervisors, or if the Board of Supervisors are not in session, the CAO, as the Director of Emergency Services, has the authority to proclaim a local emergency. Should the CAO proclaim a local emergency, the Board of Supervisors must ratify it within seven (7) days when possible. If an event requires state assistance, the CAO/Director of Emergency Services must request the governor to declare a state of emergency.

5.2.2. San Benito County Board of Supervisors

The San Benito County Board of Supervisors is the non-partisan body of government that supervises the operation of the San Benito County government. The Board of Supervisors has legislative, executive, and quasi-judicial powers and, if in session, is the body of government that may proclaim a local emergency, or, if not in session, must ratify a proclamation within seven days of the proclamation.

5.2.3. San Benito County Disaster Council

The San Benito County Disaster Council reviews, develops, recommends, and executes plans for the protection of persons and property of the county in the event of an emergency, the direction of the San Benito County Office of Emergency Services, and the coordination of the emergency functions of the county. The council comprises key government personnel as well as personnel from various organizations having official emergency management responsibilities as outlined in the San Benito County Code of Ordinances § 11.01.003. The council is charged in San Benito County Code of Ordinances § 11.01.004 with the purpose to develop and recommend emergency and mutual aid plans and agreements to the Board of Supervisors.

The San Benito County Disaster Council voting members consist of the following:

- The Emergency Operations Center Director
- Emergency Services Manager
- Office of Emergency Services Staff Analyst
- County Sheriff
- County Fire Chief
- Public Works Director
- Emergency Medical Services Specialist
- Health & Human Services Agency Director
- Health Officer



5.2.4. San Benito County Office of Emergency Services

The San Benito County Office of Emergency Services (OES) is delegated authority by the County Administrative Officer (CAO) to implement the EOP and perform executive functions assigned by the CAO to support and enhance all phases of emergency management. This includes the promulgation of guidelines and assignments to support the development of the county's emergency management system.

COUNTY-LEVEL EMERGENCY COORDINATION

During a state of war emergency, a state of emergency, or a local emergency, the SBC OES Manager coordinates the emergency activities of all county departments/agencies in connection with such emergency and has the authority to use any county government resource to fulfill mutual aid requests or to support emergency operations. When needed, the EOC is activated to coordinate emergency management information and resources management.

COUNTY-STATE COORDINATION

When state or federal assistance is required, OES coordinates requests for assistance and participates with the state government to acquire needed equipment, supplies, and personnel.

5.2.5. San Benito County Departments and Agencies

County agencies are mandated to carry out assigned activities related to mitigating the effects of an emergency and to cooperating fully with other agencies, departments, special districts, school districts, OES, and other political subdivisions in providing assistance. Responsibilities may include deploying field-level emergency response personnel, activating operations centers, and issuing orders to protect the public.

AGENCY PLANS

Each county department will maintain its emergency plans and procedures to accomplish assigned emergency management tasks. Department plans must be consistent with the provisions of the administrative orders and the statutory authorities of the individual department. Each agency should ensure its emergency plan is consistent with the San Benito County Operational Area Emergency Operations Plan.

DISASTER SERVICE WORKERS

Government Code Section 3100 states that all public employees can be called upon as disaster services workers to support emergency response, recovery, and mitigation activities. County departments/agencies are responsible for adequately training and preparing all personnel assigned specific responsibilities in support of this plan. County employees will be contacted by management to receive response directions; however, should communication be unavailable, all employees shall report to their respective workplace or pre-designated staging area and await directions. All department heads shall report to the EOC to receive a briefing from the EOC Director.



5.2.6. San Benito County as Operational Area Lead

The California Emergency Services Act designates each county as an Operational Area (OA) to coordinate emergency activities and resources of its political subdivisions. San Benito County Office of Emergency Services (OES) is designated as the lead agency for the San Benito County OA. OES serves as a coordinating link between the local government and the regional level of state government. OES is responsible for coordinating with the jurisdictions and organizations to deploy field-level emergency response personnel, activate emergency operations centers (EOC), and issue orders to protect the public. In the event of an immediate threat or emergency, the operational area will implement emergency plans and take actions to mitigate or reduce the threat. Actions may include activation of the EOC, deployment of resources, and issuance of notification and orders to the public to protect lives, property, and the environment.

5.2.7. Local Governments of San Benito County

San Benito County ordinance establishes the San Benito County Operational Area Disaster Council. The ordinance provides for the development of the SBC EOP, establishing responsibilities for emergency management operations, and specifying the officials authorized to proclaim a local emergency. However, neither of the two incorporated cities within the county maintain an OES or similar, nor do they have an assigned emergency planner. Much of this responsibility falls on the county OES. San Benito County also has special districts and school districts within its OA boundaries. These are forms of local government that exist separately from other local governments. School districts maintain comprehensive site safety plans with an emergency/disaster preparedness element in accordance with the California Education Code.

5.2.8. State Government

Emergency management responsibilities of state agencies are described in the Emergency Services Act. State agencies are mandated to carry out assigned activities related to mitigating the effects of an emergency and to cooperating fully with each other, Cal OES, and other political subdivisions in providing assistance. Responsibilities may include deploying field-level emergency response personnel, activating emergency operations centers and issuing orders to protect the public.

5.2.9. Federal Government

The federal government actively supports emergency management throughout the nation and in California by providing tools, resources, and guidance to support California's emergency management system. When an emergency occurs that exceeds or is anticipated to exceed resources located within the state, or when federal departments or agencies acting under their own authorities are partners in the unified command for an emergency, the federal government will implement the National Response Framework (NRF) to access federal department and agency capabilities, organize the federal response and ensure coordination with all response



partners. FEMA Region IX and Cal OES have outlined the mechanism by which they will integrate their efforts in the California Catastrophic Incident Base Plan: Concept of Operations.

5.3. Role of the Private Sector

5.3.1. San Benito County Residents

The residents of San Benito County are the primary beneficiaries of the county's emergency management system. At the same time, residents play an important role in emergency management by ensuring that they and their families are prepared for disasters. Before an emergency, residents can assist the emergency preparedness effort by taking first aid training, maintaining emergency supplies, and being prepared to evacuate or shelter-in-place for several days. During and after an emergency, residents may need to survive on their own for several days when first responders are overwhelmed. Preparedness means having basic lifesaving training, food, water, and other supplies to last for a minimum 72 hours. A disaster supply kit is a collection of essential items a household may need in the event of an emergency. Directions on how to build an emergency supply kit and additional preparedness information can be found on the internet at <https://www.ready.gov>.

Residents are encouraged to sign-up for local emergency notifications through Code Red (<https://www.cosb.us/departments/office-of-emergency-services-oes-and-emergency-medical-services>) During an emergency, residents should monitor emergency communications and carefully follow directions from authorities.

Many residents join disaster volunteer programs and remain ready to support emergency response and recovery efforts (e.g., Community Emergency Response Teams (CERT), Radio Amateur Civil Emergency Service (RACES), Search and Rescue (SAR), Volunteers in Policing (VIP), and Police and Fire Explorers). By being prepared, residents can better serve their family, their community, and reduce demands on first responders, local governments, businesses, and non-governmental and community-based organizations.

5.3.2. Individuals with Access and Functional Needs

Individuals with access and functional needs (AFN) include those members of the community that may have additional needs before, during, and after an incident in functional areas, including but not limited to maintaining independence, communication, transportation, supervision, and medical care.

San Benito County follows the C-MIST (C Communication, M Medical, I Independence, S Supervision and T Transportation) framework when planning and responding to an emergency. This framework addresses individuals with access and functional needs (AFN) and identifies the actual needs of AFN individuals during an emergency rather than labeling them as “special needs”. It is also more inclusive as it identifies people with temporary needs or those who do not identify themselves as having a disability.



For the purposes of emergency preparedness and response, “needs” are organized into the following 5 categories: C-Communication, M-Medical, I-Independence, S-Supervision and T-Transportation (C-MIST).

Figure 3. C-MIST Framework

 <p>Communication</p>	<p>This category includes people who have limited or no ability to speak, see, hear or understand. During an emergency, people with communication needs may not be able to hear announcements, see signs, understand messages, or verbalize their concerns.</p>
 <p>Medical</p>	<p>People in this group require assistance in managing activities of daily living such as eating, dressing, grooming, transferring, and going to the toilet. It includes managing chronic, terminal, or contagious health conditions such as ongoing treatment and administration of medications, IV therapy, catheters, tube feeding, dialysis, oxygen, operating life sustaining equipment. During an emergency, people may be separated from family and friends. Early identification of these needs and intervention can avoid deterioration of health</p>
 <p>Independence</p>	<p>This category includes people who can function independently if they have their assistive devices and/or equipment. Such equipment can include mobility aids (such as wheelchairs, walkers, canes, crutches); communication aids; medical equipment, (catheters, oxygen, syringes, medications); and service animals. Individuals may become separated from their assistive equipment and/or animals in an emergency. Those at risk whose needs are recognized and restored early can maintain their independence and manage in mass shelters. Effectively meeting their functional needs prevents secondary complications.</p>
 <p>Supervision</p>	<p>People with supervision needs may include those who have psychiatric conditions such as dementia, Alzheimer, Schizophrenia, depression, or severe mental illness; Addiction problems; may include brain injuries or those who become anxious due to transfer trauma. During an emergency, some people with mental illness may be able to function well while others require a more protected and supervised setting.</p>
 <p>Transportation</p>	<p>Emergency response requires mobility. This category includes people who are unable to drive because of disability, age, temporary injury, poverty, addiction, legal restriction, or have no access to a vehicle. Wheelchair accessible transportation may be necessary. Pre-planning evacuation needs helps and prevents chaos during an emergency. Additionally, many people can function independently once evacuated to safety.</p>

In accordance with legal requirements, California Code section 8593.3 and Assembly Bill No. 477, San Benito County identifies individuals in need of additional response assistance may include those who:

- Have physical, developmental, or intellectual disabilities;
- Have chronic health conditions or injuries (e.g., physical ailment, mental illness);
- Have physical, visual, or hearing impairments;
- Are elderly;
- Are pregnant;
- Are children;
- Are living in institutional settings or are socioeconomically disadvantaged (e.g., low income, homeless, dependent on public transportation);
- Are from diverse cultures, and
- Have limited English proficiency or are non-English speaking.

Additionally, in accordance with legal requirements, California Code section 8593.3 and Assembly Bill No. 477, San Benito County has and is continuing to work with stakeholders to identify lessons learned and proposed improvements from recent emergencies concerning individuals with AFNs. These lessons show four areas that are repeatedly identified as most important to individuals with AFNs:

COMMUNICATIONS AND PUBLIC INFORMATION

Emergency notifications and public information being disseminated must be accessible to ensure effective communication for people who are deaf/hard of hearing, blind/low vision, speak languages other than English, or have other access or functional needs. To every extent possible, notifications and public information should be accessible to the whole community which includes integration of interpreters, translators, and assistive technology via the assistance of community partnerships with agencies such as San Benito County 2-1-1 in partnership with San Benito County United Way and our 9-1-1 contractor's language translator service.

EVACUATION AND TRANSPORTATION

Evacuation plans will continue to incorporate transportation providers for identifying and the movement of people with mobility impairments and those with transportation disadvantages. San Benito County has identified the County 9-1-1 contractor as well as the San Benito County Express agency as primary transportation resources during evacuations. San Benito County will continue to comply with the federal Americans with Disabilities Act and California Code section 8593.3 during all emergency evacuations.

SHELTERING

Care and shelter plans must address individuals with access and functional needs to ensure that shelters being operated in San Benito County are accessible to the whole community in compliance with the Americans with Disabilities Act (ADA).



AMERICANS WITH DISABILITIES ACT

San Benito County will ensure that all provisions of the Americans with Disabilities Act (ADA) are accommodated during emergency planning, preparedness, response, and recovery. This includes establishing ADA compliant shelter locations, providing ADA compliant transportation services, disseminating public information for the whole community, etc.

5.3.3. Other Considerations

Another perspective is to consider the needs of people who are not in contact with traditional emergency service providers. These people may feel they cannot comfortably or safely access and use the standard resources offered in preparedness, response, and recovery. These include, but are not limited to individuals who are:

- Homeless;
- Without transportation;
- Out of hearing range of community alert systems;
- Without radio or television to know they need to take action;
- Without access to telephones and internet;
- Visiting or temporarily residing in an impacted region;
- Not familiar with available emergency response and recovery resources;
- Limited in their understanding of English; and
- Geographically or culturally isolated.

The county government and its political subdivisions must be aware of these considerations and allow for equity and inclusion in their emergency response plans that address the specific needs of these individuals during response and recovery.

5.3.4. Businesses

Much of the county's critical infrastructure is owned or maintained by businesses and must be protected during a response to ensure a quick and complete recovery from an emergency. These businesses are vital in preparedness, response, and recovery efforts through the provision of valuable resources to those impacted by an emergency.

TARGET HAZARDS

Some key industries are potential targets for terrorist attacks and must institute measures to prevent attacks and protect their infrastructure and the surrounding community. This requires businesses to coordinate with federal, state, and local governments to ensure that their emergency plans are integrated with government plans.



HAZARDOUS MATERIALS AREA PLANS

Some industries are required by law or regulation to have emergency operations procedures to address a variety of hazards. The *Cal OES Hazardous Materials Program* requires businesses that handle hazardous materials and meet certain quantity or risk thresholds submit Business Program Plans and Risk Management Plans to Certified Unified Program Agencies (CUPAs) or Administering Agencies (AAs). The AA can then develop Hazardous Materials Area Plans to respond to a release of hazardous materials within their jurisdiction.

BUSINESS EMERGENCY PLANS

San Benito County OES recommends that all businesses develop and maintain comprehensive emergency plans that include employee injury and illness prevention programs, business resumption, and continuity of operations elements. A comprehensive business emergency plan can assist the business and the community-at-large by providing:

- Information to the employees to protect themselves and their families from the effects of likely emergencies;
- A business emergency organization (with identified positions) to have clear and specific emergency roles, responsibilities, delegated authority, and identified successors;
- An identification of actions necessary to protect company property and records during emergencies;
- A listing of critical products and services;
- Production shut-down procedures;
- A company command post;
- Alternate work sites;
- Methods and channels of communication;
- Contacts with local emergency management officials; and
- A method to provide and accept goods and services from other companies.

BUSINESS OPERATIONS CENTERS

San Benito County OES also promotes the use of business operations centers to improve preparedness, response, and recovery while enhancing public and private coordination and communication. This will allow effective coordination with businesses by establishing a business Emergency Operations Center that is linked to OA EOC.



5.3.5. Voluntary Organizations

San Benito County recognizes the value and importance of organizations that perform voluntary services in their community. These organizations have resources that can augment emergency response and recovery efforts. Examples of voluntary organizations are:

AMERICAN RED CROSS (ARC)

When a disaster threatens or strikes the county, the Red Cross provides shelter, food, and health and mental health services to address basic human needs to enable them to resume normal daily activities (www.redcross.org).

VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTER (VOAD)

This coalition of non-profit organizations supports the emergency management efforts of local, state, and federal agencies and governments by coordinating the planning efforts of a variety of voluntary organizations (www.calvoad.org). There are currently no VOADs in San Benito County nor are there any Tri-County VOAD groups. The Tri-County area consists of Monterey, Santa Cruz, and San Benito Counties.

COMMUNITY-BASED ORGANIZATION (CBO) AND FAITH-BASED ORGANIZATIONS

The coalition of non-profit organizations supports local emergency management's efforts in coordinating the planning efforts of a variety of organizations with unique connections to the community.

COMMUNITY EMERGENCY RESPONSE TEAMS (CERT)

The San Benito County CERT Program is operated out of the San Benito County Office of Emergency Services and educates people about disaster preparedness for hazards that may impact their area. It also trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help. CERT members are also encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community.

RADIO AMATEUR CIVIL EMERGENCY SERVICE (RACES)

The trained operators of San Benito County RACES provide reliable primary and secondary communication links for the San Benito County Sheriff's Office, San Benito County Office of Emergency Services, OA EOC, and Public Safety Agencies throughout the county, as well as organizations such as the Red Cross, Salvation Army, and local hospitals. This group falls under the San Benito County Office of Emergency Services.



SEARCH AND RESCUE (SAR)

The San Benito County Sheriff's Office maintains a volunteer Search and Rescue group that is often activated for incidents ranging from lost hikers to missing aircraft. These volunteers would be available in the event of a disaster.

5.3.6. Public-Private Partnerships

The private sector provides valuable assistance and resources to support emergency response and recovery activities. To support coordination and response between government and the private sector, San Benito County OES will maintain public-private partnerships to assist in securing agreements between county agencies and non-profit and private sector resources that can be called upon during an emergency. The goal of public-private partnerships is to advise on:

- Appropriate agreements to provide for quick access to emergency supplies and essential services in order to minimize the need to stockpile such supplies during normal times.
- Logistic measures required to quickly deliver needed supplies and services to affected areas.
- Methods to utilize non-profit and private sector capabilities to increase the surge capacity of state and local agencies responding to emergencies.
- Methods to promote the integration of the non-profit and private sectors into the emergency services system so that people can be better informed and prepared for emergencies.
- Systems that aid business and economic recovery after an emergency.



This Page Intentionally Left Blank



6. Mitigation Programs

Emergency management activities consist of four overlapping phases: mitigation, preparedness, response, and recovery. During the mitigation phase, actions are taken to reduce or eliminate the long-term risk to human life and property from natural and human-caused hazards. Mitigation efforts occur both before and after an event.

- **Pre-disaster mitigation** focuses on projects that address natural or man-made hazards to reduce the risks to the population and structures. This is primarily accomplished by strengthening the resilience of San Benito County's infrastructure. A FEMA-commissioned study recently concluded that each dollar spent on mitigation activities saves an average of \$6 in post-disaster costs.
- **Post-disaster mitigation efforts** are designed to reduce future damage in a stricken area and decrease the loss of life and property due to incidents. The essential steps of hazard mitigation are:
 - Hazard identification;
 - Vulnerability analysis;
 - Defining hazard mitigation strategies; and
 - Implementation of hazard mitigation activities and projects.

6.1. San Benito County Multi-Jurisdictional Hazard Mitigation Plan

San Benito County's mitigation activities are guided by the *San Benito County Multi-Jurisdictional Hazard Mitigation Plan*. This plan represents San Benito County's official statement on hazard mitigation goals, strategies, and priorities. It provides a comprehensive assessment of the county's hazards and vulnerabilities and is required under the Disaster Mitigation Act (DMA) of 2000. This plan forms the foundation for the county's long-term strategy to reduce disaster losses and break the cycle of damage, reconstruction, and repetitive damage. This plan must be reviewed, revised, and FEMA-approved every five years as a requirement for hazard mitigation assistance and post-disaster funding eligibility as defined in the Stafford Act. The goals of San Benito County's mitigation efforts are to:

- Reduce life loss and injuries;
- Minimize damage to structures and property, as well as disruption of essential services and human activities;
- Protect the environment; and
- Promote hazard mitigation as an integrated public policy.



This Page Intentionally Left Blank



7. Preparedness

Preparedness, one of the four overlapping phases of a disaster, covers the preparedness activities of disaster planning and involves activities, undertaken in advance of an emergency to develop and enhance operational capacity to respond and recover from an emergency. As part of a comprehensive prevention and protection program, the San Benito County OES develops plans and procedures, maintains prevention programs, manages resources, establishes mutual aid agreements, trains personnel, and educates the public.

7.1. Preparedness Planning

The county and its political subdivisions that were assigned emergency responsibilities in this plan will prepare appropriate supporting plans and related standard operating procedures that describe how emergency operations will be carried out.

7.1.1. SEMS and NIMS Elements

Plans and procedures should address all applicable SEMS and NIMS requirements. At a minimum, plans should contain a list of stakeholders, preparedness actions, how mutual aid will be coordinated, how individuals with access and functional needs will be addressed, an outline of response actions, and the process for incorporating corrective actions.

7.1.2. Local Planning Guidance

The San Benito County Disaster Council is required to develop an EOP through San Benito County OES that meets state and federal requirements. This plan serves to meet this requirement for San Benito County by addressing elements such as evacuation, transportation, and shelter to meet basic needs and accommodate access and functional needs.

- **Hazard-Specific Planning:** Local, state, and federal regulations frequently require hazards specific plans. For example, hazardous materials area plans are required under the California Health and Safety Code Section 25503. Dam emergency plans and procedures for the evacuation and control of populated areas below dams may be adopted by local governments in accordance with California Government Code 8589.5.
- **Hazardous Materials Area Plans:** Administering agencies are required to establish area plans for an emergency response to a release or threatened release of hazardous materials within its jurisdiction.
- **Dam Emergency Plans:** Dam owners are required to produce an inundation map sufficient to conduct emergency planning. The map should be produced according to CCR Title 19, Div. 2, Chap. 2, and Subchapter 4 (unless waived from the mapping requirement). The OA should inventory all high hazard dams with potential for failure and develop evacuation plans, which at a minimum, should comply with emergency procedures described in Government Code Section 8589.5(b)(2).



7.1.3. Health Care Facilities

Health care facilities participating in Medicare or Medicaid must meet industry best practice standards, including the development of an emergency plan, implantation of policies and procedures based on a risk assessment, development of a communication plan, and development of training and testing programs.

- **Regional Planning:** San Benito County shares similar and concurrent hazards with other jurisdictions. Inter-governmental, inter-agency, and inter-jurisdictional planning committees can enhance coordination and communication and increase response capacity
- **Public-Private Partnerships:** San Benito County OES establishes public-private partnerships where appropriate to gain a better perspective on available emergency resources to meet the public need.
- **Recovery Planning:** San Benito County will be developing a recovery plan. Such plan will establish mechanisms for recovery decision-making and identify key participants in the recovery organization, including non-governmental and private sector entities. The plan should also identify processes and procedures for requesting state and federal recovery assistance and ensuring that recovery activities are carried out in accordance with the requirements of these programs. The National Disaster Recovery Framework (NDRF) and the California Disaster Recovery Framework (CDRF) provide recovery guidance.

7.2. Preparedness Training

Training, tests, and exercises are essential to ensure that public officials, emergency response personnel, and the public are operationally ready. As part of the emergency management training curriculum, it is recommended that personnel with emergency responsibilities complete emergency management courses as described in the SEMS Approved Course of Instruction (ACI) and the NIMS integration criteria. At a minimum, local government employees will complete FEMA IS 100, FEMA IS 700, and SEMS G-606. Field level personnel, EOC staff, and executive staff require additional training. OES and departments are responsible for maintaining training and exercise records that demonstrate self-certification and compliance with SEMS and NIMS.

7.3. Preparedness Exercises

Exercises provide personnel with an opportunity to become thoroughly familiar with the procedures, facilities, and systems which can actually be used in emergencies. The OA and its political subdivisions should plan for and/or participate in an all-hazards exercise program that involve emergency management/response personnel from multiple disciplines and/or multiple jurisdictions. Exercises should:

- Be as realistic as possible;



- Stress the application of standardized emergency management;
- Be based on risk assessments (e.g., credible threats, vulnerabilities, and consequences);
- Include non-governmental organizations and the private sector, when appropriate;
- Incorporate the concepts and principles of SEMS and NIMS;
- Demonstrate continuity of operations issues; and
- Incorporate issues related to individuals with access and functional needs;

Exercises for emergency preparedness range from seminars/workshops to full-scale demonstrations.

- **Seminars/Workshops** are low-stress, informal discussions in a group setting with little or no simulation. It is used to provide information and introduce people to policies, plans, and procedures.
- **Drills/Tests** are conducted regularly to maintain the readiness of operational procedures, personnel, and equipment. Examples include tests of outdoor warning systems and the Emergency Alert System.
- **Tabletop Exercises** provide a convenient and low-cost method designed to evaluate policy, plans, and procedures and resolve coordination and responsibilities. These exercises are an excellent way to see if policies and procedures address specific issues.
- **Functional Exercises** are designed to test and evaluate the capability of an individual function, such as communications, public evacuation, or medical.
- **Full-Scale Exercises** simulate an actual emergency. They typically involve complete emergency management staff and are designed to evaluate the operational capability of the emergency management system.

The federal government, through FEMA, promulgates the Homeland Security Exercise and Evaluation Program (HSEEP), which is a standardized methodology for exercise design, development, conduct, evaluation, and improvement to ensure homeland security and terrorist response capabilities are adequately tested and exercised. San Benito County is required to follow the guidelines set forth by HSEEP; the Office of Emergency Services shall approve and or participate in all multi-department, multi-jurisdictional, emergency/disaster exercises.

7.4. Communications and Information Management

Preparedness strategies include plans and procedures for utilizing communications and information management systems. Each agency should incorporate the following principles into their communications and information management systems:

- **Common Terminology:** Apply common and consistent terminology as used in SEMS, including the establishment of plain language (clear text) communications standards.
- **Protocols:** Develop procedures and protocols for communications (to include voice, data, access to geospatial information, internet/web use, and data encryption). Where applicable, utilize or share information during an incident/planned event.



- **Data Collection:** Institute multi-disciplinary and/or multi-jurisdictional procedures and protocols for standardization of data collection and analysis to utilize or share information during an incident/planned event.
- **Common Operating Picture:** Utilize systems, tools, and processes to present consistent and accurate information (e.g., Situation Status Reports) during an incident/planned event to create and maintain a common operating picture.
- **Geographic Information System (GIS):** Provide maps for emergency preparedness, response, recovery, and mitigation for natural and human-caused disasters.

7.5. Preparing Resources

This plan promotes a six-part resource management system that addresses interoperability, credentialing, resource typing, mutual aid use, deployment policies, and cost recovery. Each agency with responsibilities in this plan should ensure that their resource management systems address these points:

- **Interoperability:** Ensure that equipment, communications, and data systems acquired through state, territorial, and local acquisition programs are interoperable.
- **Credentialing:** Initiate a countywide system to credential emergency management/response personnel to ensure proper authorization and access to an incident, including those involving mutual aid agreements and/or assistance agreements.
- **Resource Typing:** Inventory response assets to conform to NIMS National Resource Typing Definitions, as defined by FEMA.
- **Deployment Policies:** Institute policies, plans, procedures, and protocols to prevent spontaneous deployment of resources, personnel, and/or responding to a request that bypasses official resource coordination processes (i.e., resources requested through improper channels).
- **Cost Recovery:** Institute mechanisms to deploy, track, recover, demobilize, and provide reimbursement for resources utilized during response and recovery.



This Page Intentionally Left Blank



8. Response Concepts of Operations

The Response Phase concept of operations summarizes seven key elements of (1) Goals, Priorities and Strategies, (2) Direction, Control, and Coordination, (3) Alert and Warning, (4) Intelligence Gathering and Situation Reporting, (5) Public Information, (6) Mutual Aid and Assistance, and (7) The Sequence of Events During Disasters.

8.1. Response Goals, Priorities, and Strategies

During the Response Phase, emergency managers set goals, prioritize actions, and outline operational strategies. This plan provides a broad overview of those goals, priorities, and strategies and describes what should occur during each step, when, and at whose discretion.

8.1.1. Operational Goals

During the Response Phase, the agencies that are charged with responsibilities in this plan should focus on the following five goals:

- Mitigate hazards;
- Meet basic human needs;
- Address needs of individuals with access and functional needs;
- Restore essential services;
- Support community and economic recovery;

8.1.2. Operational Priorities

Operational priorities govern resource allocation and the response strategies for the county during an emergency. Below are the operational priorities addressed in this plan:

1. **Save Lives** – The preservation of life is the top priority of the county and takes precedence over all other considerations.
2. **Protect Health and Safety** – Measures will be taken to mitigate the emergency's impact on public health and safety.
3. **Protect Property** – All feasible efforts must be made to protect public and private property and resources, including critical infrastructure, from damage during and after an emergency.
4. **Preserve the Environment** – All possible efforts must be made to preserve San Benito County's environment and protect it from damage during an emergency.



8.1.3. Operational Strategies

To meet the operational goals, emergency responders should consider the following strategies:

- **Mitigate Hazards** – As soon as practical, suppress, reduce, or eliminate hazards and/or risks to persons and property during the disaster response. Lessen the actual or potential effects and consequences of future emergencies.
- **Meet Basic Human Needs** – All possible efforts must be made to supply resources to meet basic human needs, including food, water, shelter, medical treatment, and security during the emergency. Afterward, provisions will be made for temporary housing, food stamps, and support for re-establishing employment after the emergency passes.
- **Address Needs of Individuals with Access and Functional Needs** – The needs of individuals with access and functional needs must be considered and addressed because these populations are extremely vulnerable, and adverse consequences will result from a failure to accommodate their needs. The margins of resiliency and impact increases especially when individuals are affected by multiple factors.
- **Restore Essential Services** – Power, water, sanitation, transportation, and other essential services must be restored as rapidly as possible to assist communities in returning to normal daily activities.
- **Support Community and Economic Recovery** – All members of the community must collaborate to ensure that recovery operations are conducted efficiently, effectively, and equitably, promoting expedient recovery of the affected areas.

8.2. Direction, Control, and Coordination

Responsibility for emergency response is based on statutory authority. The emergency response is coordinated under SEMS, which provides a flexible, adaptable, and expandable response organization to address all hazards of varying magnitude and complexity.

8.2.1. Command and Control

During a response to minor or moderate events, San Benito County may be able to manage the emergency with existing resources. Field-level personnel will utilize the Incident Command System (ICS) to manage and direct on-scene operations throughout the emergency response. The Emergency Operations Center (EOC) is not necessarily activated under this scenario.

8.2.2. Field/EOC Communications and Coordination

The San Benito OA EOC is activated to support field operations when an emergency requires additional resources, or when requested resources exceed that which is available from within the jurisdiction. Field Incident Commanders and EOCs will establish communications when the EOC is activated. Local representatives from the county's political subdivisions, school districts, and special districts will maintain communications with the operational area EOC and provide staff as appropriate. The City of Hollister and the City of San Juan Bautista may either active a city level



EOC or the city entities may be located within the county EOC. The OA EOC will communicate with the Regional Emergency Operations Centers (REOCs), and the REOCs will communicate with the State Operations Center (SOC).

8.2.3. Multiagency Coordination

Large scale emergencies involve one or more responsible jurisdictions and/or multiple agencies. Management personnel from the responsible jurisdictions form a Unified Command and/or a Multiagency Coordination Group. Provision is made for situation assessment, determining resource requirements, establishing a logistical system, and allocating resources. EOCs, dispatch centers, and other essential facilities located in, or adjacent to, the affected area will be activated. The Cal OES Regional Emergency Operations Center (REOC) and the State Operations Center (SOC) are activated to support the San Benito County OA needs.

- **Multiagency Coordination System (MACS):** Multiagency coordination is a process that allows all levels of government and all disciplines to work together more efficiently and effectively. Multiagency coordination occurs across the jurisdictional lines or levels of government. The primary function of MACS is to coordinate activities above the field level and to prioritize the incident demands for critical or competing resources. MACS consist of a combination of elements: personnel, procedures, protocols, business practices, and communications integrated into a standardized system.
- **Multiagency Coordination Groups (MAC Group):** Agency Administrators/ Executives, or their designees, who are authorized to represent or commit agency resources and funds, are brought together to form MAC groups. MAC groups may be established at any level or in any discipline. Under SEMS, MAC group activities are typically facilitated by EOCs. A MAC group:
 - Commits agency resources and funds;
 - Provides coordinated decision making;
 - Allocates resources among cooperating agencies;
 - Establishes priorities among incidents;
 - Harmonizes agency policies; and
 - Provides strategic guidance to support incident management activities.

8.2.4. State Government Cooperation and Coordination Direction and Control

Cal OES (the California state government emergency management organization), coordinates state level emergency operations and coordinates support for local emergency services. There;

- All essential emergency tasks will be assigned;
- Emergency tasks assigned to state agencies will generally be compatible with their regular responsibilities;
- Each task will be assigned primarily to one agency;



- Support tasks will be assigned to as many support agencies as appropriate;
- Each agency is responsible for performing tasks such as planning, organizing, training, and other preparedness activities necessary to carry out assigned tasks.

8.2.5. Disaster Direction and Control

During disasters of great magnitude, the operational area, regional, and state EOCs will activate to provide coordination and support for the OA EOC. Multiagency coordination is established to prioritize the allocation and utilization of resources and set emergency management policies.

8.2.6. Joint State/Federal Operations

When the federal government responds to an emergency or disaster within the state, it will coordinate with the state to establish a Unified Coordination Group (UCG) in accordance with Unified Command principles. The UCG will integrate state and federal resources and set priorities for implementation. The UCG may activate a Joint Field Office (JFO) to facilitate the unified operation. When a JFO is activated, the SOC will transfer operations to that facility.

8.2.7. Integration of State and Federal Field Teams

The state may deploy Field On-Site Observation Teams (FOOT) to provide situation reports on the disaster to the REOC in coordination with the responsible Unified Command. The REOC will coordinate with the San Benito County OA EOC and field level command structures to integrate field team activities into those actions taken by local authorities. Federal field team activities will follow a similar protocol and will be coordinated via the SOC to the REOC, to the OA EOC.

8.2.8. Non-governmental/Private Sector Organizations

San Benito County OA will coordinate with organizations that provide resources to support disaster response. These organizations should provide liaisons to the EOC.

8.3. Alert and Warning

San Benito County is responsible for establishing methods for information sharing, alerting and warning the public, mobilizing resources, and initiating these protective actions.

8.3.1. Code Red

One of OES's primary means for alerting and warning the public is through a software called "Code Red". Code Red is managed through the 911 provider. At the request of first responder agencies or OES, 911 dispatchers can push notifications to most telephones within San Benito County. During EOC activation, these messages are to be approved by the EOC Director.



8.3.2. 2-1-1

One of OES's primary means for information sharing, alter, and warning is 2-1-1 San Benito County, a program of United Way of San Benito County. This is a comprehensive information and referral service for San Benito County. 2-1-1 connects San Benito County callers and texters with information in the event of an emergency as well as health and human services available within the community. 2-1-1 is available 24 hours a day, 7 days a week and utilizes both bilingual Call Specialists and a phone-based translation service to offer 2-1-1 information and referral in over 150 languages. During times of disaster, 2-1-1 provides incident-specific information in coordination with local emergency services, on both local and national scales. 2-1-1 communicates information such as road closures and shelters both locally and nationwide.

8.3.3. Nixle

The Nixle notification system is used within San Benito County as a primary information sharing, and warning notification system. Nixle provides an open communication forum that connects public safety, municipalities, schools, businesses and the communities they serve. Nixle enables real-time, two-way communication through text, email, voice messages, social media, and the Nixle mobile app. San Benito County OES uses Nixle for critical situations such as current and potential: power outages, severe weather events, evacuations, safety hazards, security threats, facilities problems, employee and community notifications, and IT/telecom disruptions, etc.

8.3.4. Integrated Public Alert and Warning System (IPAWS)

IPAWS provides public safety officials with an effective way to alert and warn the public about serious emergencies using the Emergency Alert System (EAS), Wireless Emergency Alerts (WEA), the National Oceanic and Atmospheric Administration (NOAA) Weather Radio, and other public alerting systems from a single interface.

8.3.5. California State Warning Center (CSWC)

OES operates the California State Warning Center (CSWC), which is staffed 24 hours a day, 365 days a year, to serve as the official state level point of contact for emergency notifications. From this center, personnel maintain contact with OAs, state agencies, federal agencies, and the National Warning Center in Berryville, Virginia. The CSWC is the central Point of Contact (POC) for OES to coordinate the following information:

- **Notifications from CSWC:** Multiple communication channels will be used to maintain constant communication between the state and the San Benito County OA. The California State Warning Center has access to a broad range of data, telephone, and radio systems, including, but not limited to:
 - California Warning System (CALWAS);
 - Operational Area Satellite Information System (OASIS);
 - Emergency Alert Systems (EAS) Stations;



- California Law Enforcement Telecommunications System (CLETS);
- California Law Enforcement Radio System (CLERS);
- NWS Weather Wire;
- Emergency Digital Information Services (EDIS); and
- Dialogic Automated Notification System.
- CSWC gathers information from several partner agencies that specialize in prediction and notifications for various hazards. Some of the partnering agencies are:
 - California Integrated Seismic Network (CISN);
 - United States Geological Survey (USGS);
 - National Weather Services (NWS);
 - California Independent Systems Operator (California ISO); and
 - Various Hazardous Material agencies and companies.
- Alerts from the state may include:
 - Local emergencies;
 - Earthquakes;
 - Floods;
 - Dam and levee failures;
 - Major fires;
 - Hazardous material spills;
 - Radiological and nuclear incidents;
 - Radioactive fallout wind data;
 - Energy emergencies (e.g., Public Safety Power Shutoff (PSPS), infrastructure failure, increased demand);
 - Foreign animal disease;
 - Missing and overdue aircraft or runaway trains;
 - Terrorism threat;
 - Power Outages;
 - Precipitation forecasts;
 - Winter road information;
 - Major road closures;
 - Weather watches and warnings;
 - Severe weather emergencies; and
 - Search and rescue incidents.
- **Providing Notifications to the California State Warning Center:** San Benito County OES notifies the CSWC of emergencies that occur within the San Benito County lines, in accordance with existing laws, protocols, or when state assistance is requested or anticipated. All San Benito County proclamations will be sent to the CSWC in order to



keep the Governor and key state agencies abreast of emergency conditions or when state assistance is requested.

- **Notification of Emergency Personnel:** San Benito County OES maintains a list of agencies and personnel that are critical to emergency operations. In addition, San Benito County department supervisors maintain personnel lists of essential county employees/EOC personnel. OES and San Benito County management will utilize cell phone, telephone, email, Code Red, and/or Nixle to notify San Benito County personnel of an emergency and help guide response teams across the OA.

Diagrams of California's warning systems are provided in Attachment D – California Warning Systems.

8.4. Intelligence Gathering and Situation Reporting

The San Benito County (SBC) EOC is responsible for gathering timely, accurate, accessible, and consistent intelligence during an emergency. Situation reports will create a common operating picture and be used to adjust the operational goals, priorities, and strategies. To ensure effective intelligence flow, emergency response agencies at all levels must establish communications systems and protocols to organize, integrate, and coordinate intelligence among the affected agencies. The flow of situation reports among the levels of government should occur, as shown below:

- **Field Situation Reports:** Field situation reports should be disseminated to the San Benito County EOC.
- **SBC EOC:** The SBC EOC will summarize reports received from responsible the field units, department operations centers, and other reporting disciplines. The SBC EOC will forward this information to the Cal OES Coastal Region REOC.
- **REOC:** The Coastal Region REOC will summarize situation reports received from the SBC EOC, state field units, state department operations centers, and other reporting disciplines and forward to the State Operations Center (SOC).
- **SOC:** The SOC will summarize situation reports received from the REOC, state department operations centers, state agencies, and other reporting disciplines and distribute to state officials and others on the distribution list.
- **Joint Field Office (JFO):** When the state/federal JFO is activated, the REOC and SOC situation reports will be assimilated into the JFO situation report. The REOC organization may be collocated with the federal organization at the JFO.

8.5. Public Information

Public information consists of the processes, procedures, and systems to communicate timely and accurate information by accessible means and formats on the incident's cause, size, and current situation to the public, responders, and additional stakeholders (both directly affected and indirectly affected). Public information must be coordinated and integrated as part of the



Multiagency Coordination System across jurisdictions, agencies, and organizations; among federal agencies, state agencies, and San Benito County; and with the private sector and NGOs. Public information includes processes, procedures, and organizational structures required to gather, verify, coordinate, and disseminate information.

8.5.1. Public Outreach Programs

San Benito County will communicate and educate the public (including businesses, individuals, and residents) on the risks and issues faced by the community and provide resources to mitigate risks and support preparedness. Outreach programs should address information on established emergency plans and procedures and delineate the roles and responsibilities of first responders and the public immediately following an emergency and during a sustained response.

8.5.2. Emergency Public Information

During an emergency, responsible jurisdictions disseminate information about the emergency to keep the public informed about what has happened, the actions of emergency response agencies, and to summarize the expected outcomes of the emergency actions.

- **San Benito County:** Responding jurisdictions and OES will provide immediate and critical emergency public information to residents. To do so, OES and/or other county partners, will disseminate information via sharing platforms such as 2-1-1, Nixle, Social Media, etc.
- **State Assistance:** State assistance may be required when:
 - The means of dispersing public information at the local government level is damaged or overwhelmed.
 - Critical information needs to be disseminated to victims, responders, recovery personnel, and members of the media.
 - Multiple response agencies and levels of government need to work cooperatively to provide consistent emergency information.
- **Communications and Public Information:** Emergency notification systems will be accessible to individuals with access and functional needs.

8.5.3. Joint Information System (JIS)

Under SEMS, public information is directly managed and controlled by the jurisdictions with responsibility for the emergency incident through the Multiagency Coordination System (MACS) beginning at the Field Level under a Unified Command structure and linking to Multiagency Coordination Groups (MAC Group) within each EOC level (i.e., SBC DOCs, SBC EOC, REOC, SOC, JFO) of SEMS as a Joint Information Center (JIC). Collectively, the activated JICs form the Joint Information System (JIS) that coordinates and communicates lifesaving measures, evacuation routes, threat and alert methods, and other public safety information to numerous audiences in an accurate, timely, accessible, and consistent manner.



JOINT INFORMATION SYSTEM

The JIS provides the mechanism to organize, integrate, and coordinate information to ensure timely, accurate, accessible, and consistent messaging activities across multiple jurisdictions and/or disciplines within the private sector and NGOs. It includes the plans, protocols, procedures, and structures used to provide public information. Federal, state, regional, local, and private sector Public Information Officers (PIO) and established JICs are critical supporting elements of the JIS. Key elements include the following:

- Interagency coordination and integration;
- Gathering, verifying, coordinating, and disseminating consistent messages;
- Support for decision-makers; and
- Flexibility, modularity, and adaptability.

JOINT INFORMATION CENTER (JIC)/MEDIA CENTER

The JIC is a central location that facilitates the operation of the JIS. It is a location where personnel with public information responsibilities perform critical emergency information functions, crisis communications, and public affairs functions. Informational releases are cleared through Incident Commander (IC) and/or Unified Command (UC), and the SBC EOC. The media center is the location where media briefings, conferences, and information distribution occurs.

- JIC/Media Center Location: The SBC JIC/Media Center is co-located with the SBC EOC, whether at the primary, secondary, or tertiary locations.

PUBLIC INFORMATION OFFICER (PIO) COORDINATION TEAMS

When the SBC JIC is established, it will be staffed with public information representatives from responding agencies, who will coordinate as a team to:

- Gather, verify, and produce information for dissemination to the media and public (e.g., news releases, background information, fact sheets, public service announcements, briefings, and news conference materials).
- Respond to media questions and requests.
- Schedule media releases, briefings, news conferences, interviews, public service announcements, etc.
- Reach out and monitor through social media (e.g., Nextdoor, Twitter, Facebook).
- Arrange for media interviews and tours.
- Assign agency representatives to coordinate information from their agency with other team members before it is released to the public.

INQUIRY CENTERS

The San Benito County inquiry center is used to centralize information sharing between the public, the media, and the government. The inquiry centers will be linked to the SBC JIC/Media Center. Inquiry Centers allow for:



- Establishment of public information hotlines (including TTY capability for individuals who are deaf) and hotline staff.
- Monitoring of radio and television stations and informing the PIO Coordination Team of inaccuracies.
- Sharing of information about the emergency or the government's response.
- Identification of information trends, which in turn allows PIO to focus on providing targeted information.
- Identification of rumors and misinformation and bringing these to the attention of the PIO Coordination Team.
- Response to questions using official, verified information that has been approved for release.
- Call referrals, as appropriate, to federal, state, local, volunteer, and private sector agencies.
- Current and updated information records.
- Records of questions, responses, and actions.
- Enhancing information to accommodate individuals with access and functional needs.

Use of 2-1-1 Information as Referral Service: San Benito County shall consider supplementing public information within the JIC by utilizing the 2-1-1 information and referral service to increase the public's access to vital emergency-related information. This information includes evacuation routes, shelter locations, road closures, reduce inappropriate calls to 911, and make referrals to essential health and social services.

8.6. Mutual Aid

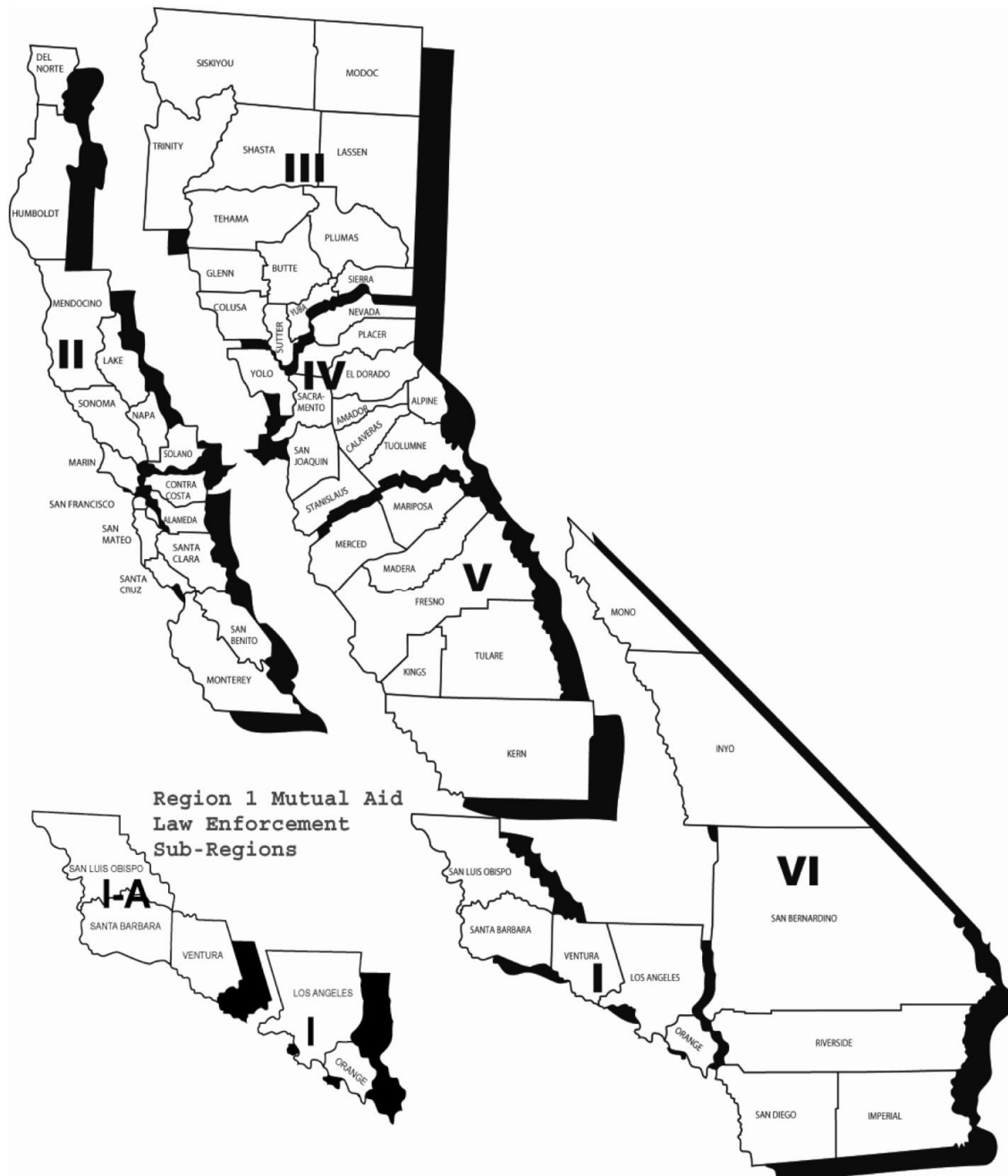
California's emergency assistance is based on a statewide mutual aid system designed to ensure that additional resources are provided to the state's political subdivisions whenever their resources are overwhelmed or inadequate. The California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA) which is entered into by and between the State of California, its various departments and agencies, the various political subdivisions, municipal corporations, special districts, and public agencies allow for the provision of resources during an emergency. The agreement obligates each signatory entity to provide aid to each other during an emergency without expectation of reimbursement. Under specific conditions, federal and state monies may be appropriated to reimburse public agencies who aid other jurisdictions. If other agreements, memoranda, and contracts are used to provide assistance for consideration, the terms of those documents may affect disaster assistance eligibility and local entities may only be reimbursed if funds are available. This plan promotes the establishment of emergency assistance agreements between public and private sector agencies at all levels.



8.6.1. Mutual Aid Regions

For mutual aid coordination purposes, California has been divided into six mutual aid regions. The purpose of a mutual aid region is to provide for the more effective application and coordination of mutual aid and other emergency-related activities. **Figure 4. Mutual Aid Regions** on the following page illustrates the six mutual aid regions. As shown in the map, Region I has been further divided into two sub-regions to support Law Enforcement Mutual Aid. Each party to the MMAA must ensure that their adopted and approved emergency plans document how they will mobilize public resources to render mutual aid during any emergency.

Figure 4. Mutual Aid Regions



8.6.2. Law Enforcement Mutual Aid Plan

The Cal OES Law Enforcement Branch coordinates all inter-regional and state agency activity relating to mutual aid under the Law Enforcement Mutual Aid Plan, Search and Rescue Mutual Aid Plan, and the Coroner Mutual Aid Plan.

- **Law Enforcement Mutual Aid Plan:** The Law Enforcement Mutual Aid Plan delineates current state policy concerning law enforcement mutual aid. The plan describes the standard procedures used to acquire law enforcement mutual aid resources and the method to ensure coordination of law enforcement mutual aid planning and readiness at the local, state, and federal levels.
- **Search and Rescue Mutual Aid Plan:** The Search and Rescue (SAR) Mutual Aid Plan supports and coordinates responses of personnel and equipment to SAR incidents.
- **Coroner Mutual Aid Plan:** The Coroner Mutual Aid Plan is a companion of the California Law Enforcement Mutual Aid Plan. Both derive their authority from the California Emergency Services Act (ESA) and the California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA). The Coroner Mutual Aid Plan describes the statewide sheriff/coroner, coroner, and medical examiner organization, mobilization, and functions, as well as other assistance available from the American Academy of Forensic Sciences, the California State Coroners Association and other state agencies and federal government resources.

8.6.3. Fire and Rescue Mutual Aid Plan

The Cal OES Fire and Rescue Branch coordinates all inter-regional and state agency activities relating to mutual aid under the California Fire Service and Rescue Mutual Aid Plan. The mutual aid plan provides for systematic mobilization, organization, and operation of necessary fire and rescue resources of the state and its political subdivisions in mitigating the effects of disasters, whether natural or man-made.

URBAN SEARCH AND RESCUE MUTUAL AID PLAN

The Cal OES Fire and Rescue Branch supports and coordinates responses of personnel and equipment to Urban Search and Rescue (USAR) incidents that include searching for, locating, and rescuing of victims from locations that are reasonably accessible from roadways, as well as for locating and rescuing victims of urban accidents and disasters with heavy rescue and fire suppression capabilities that are generally truck-based. A USAR incident could include searching for, locating, and rescuing victims of structure collapse, construction cave-ins, trenches, confined space, high angle structure rope rescue, and similar accidents and disasters and water rescues (i.e., ocean, swift water, and flood.)



8.6.4. Emergency Managers Mutual Aid Plan (EMMA)

The Emergency Managers Mutual Aid Plan describes the process by which the state and its political subdivisions coordinate to support the emergency management operations in affected jurisdictions under the California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA). In order to carry out the concepts of the Emergency Managers Mutual Aid Plan, the state has prepared a companion Emergency Managers Mutual Aid Guidance document that provides policies, procedures, checklists, and forms to support mutual aid administration.

8.6.5. Mutual Aid Coordination

Formal mutual aid requests will follow specified procedures and are processed through pre-identified mutual aid coordinators. Mutual aid requests will follow discipline-specific chains (e.g., fire, law enforcement, emergency manager) from one level of government to the next. The mutual aid coordinator receives the mutual aid request and coordinates the provision of resources from within the coordinator's geographic area of responsibility. In the event that resources are unavailable at one level of government, the request is forwarded to the next higher level of government to be filled.

FIELD LEVEL REQUESTS

Requests for MMAA resources originate from the Field Level and are managed by the Incident Commander (IC). If the IC is unable to obtain the resource through existing local channels, the request is elevated to the next successive government level until obtained or canceled.

LOCAL GOVERNMENT REQUEST

Local jurisdictions are responsible for the protection of life and property within the municipal geographic boundaries. The local jurisdiction where the incident occurred should assess its resource inventory and existing local agreements to determine if the requested resource is available. When locally committed resources are exhausted, and mutual aid is needed, the local officials will request assistance from the San Benito County OA Mutual Aid Coordinator.

SAN BENITO OPERATIONAL AREA REQUESTS

The OA is a composite of its political subdivisions (i.e., municipalities, contract cities, special districts, and county agencies). The OA Mutual Aid Coordinator assesses the availability of resources within the OA and fulfills the resource request based upon that assessment. In the event resources are unavailable within San Benito County OA, the request is forwarded to the responsible Region Mutual Aid Coordinator to be filled.

REGION LEVEL REQUESTS

The state is geographically divided into six mutual aid regions. For Law Enforcement Mutual Aid, Region I is divided into two sub-regions. Each mutual aid region is comprised of multiple Operational Areas and has a Regional Mutual Aid Coordinator. The Regional Mutual Aid Coordinator is granted the authority to coordinate the mutual aid response of discipline-specific



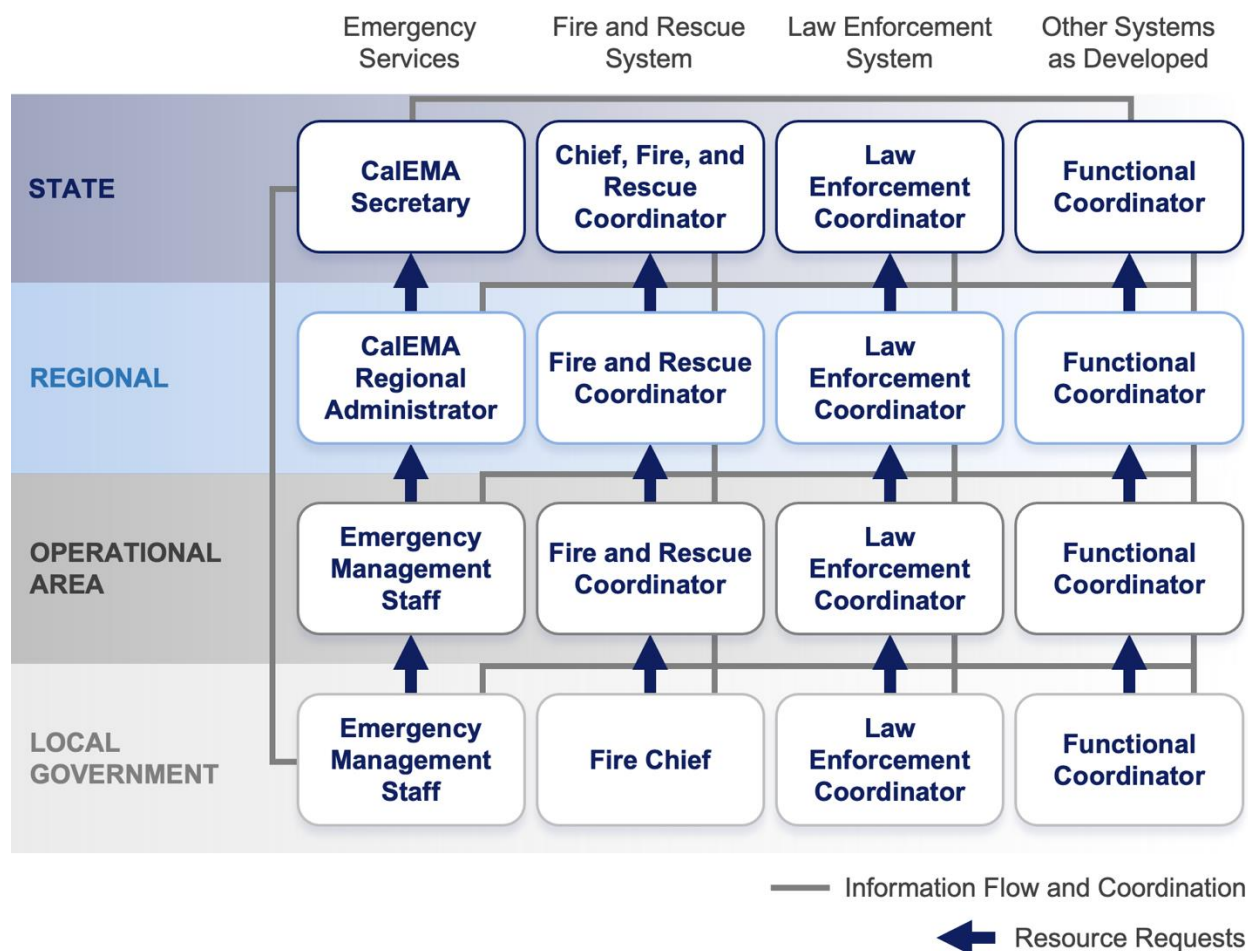
resources within the region to support a mutual aid request by a jurisdiction also within the region. In the event resources are unavailable at the region level, the request is forwarded to the State Mutual Aid Coordinator to be filled.

STATE LEVEL REQUESTS

On behalf of the governor, the Director of Cal OES has the responsibility for coordination of state mutual aid resources in support of local jurisdictions during times of emergency. The Director will analyze and coordinate the request by forwarding it to an unaffected REOC or tasking an appropriate state agency to fill the need.

Figure 5. Discipline-Specific Mutual Aid Systems documents the flow of information, resources requests, and resources within specific mutual aid agreement relative to the SEMS organization levels.

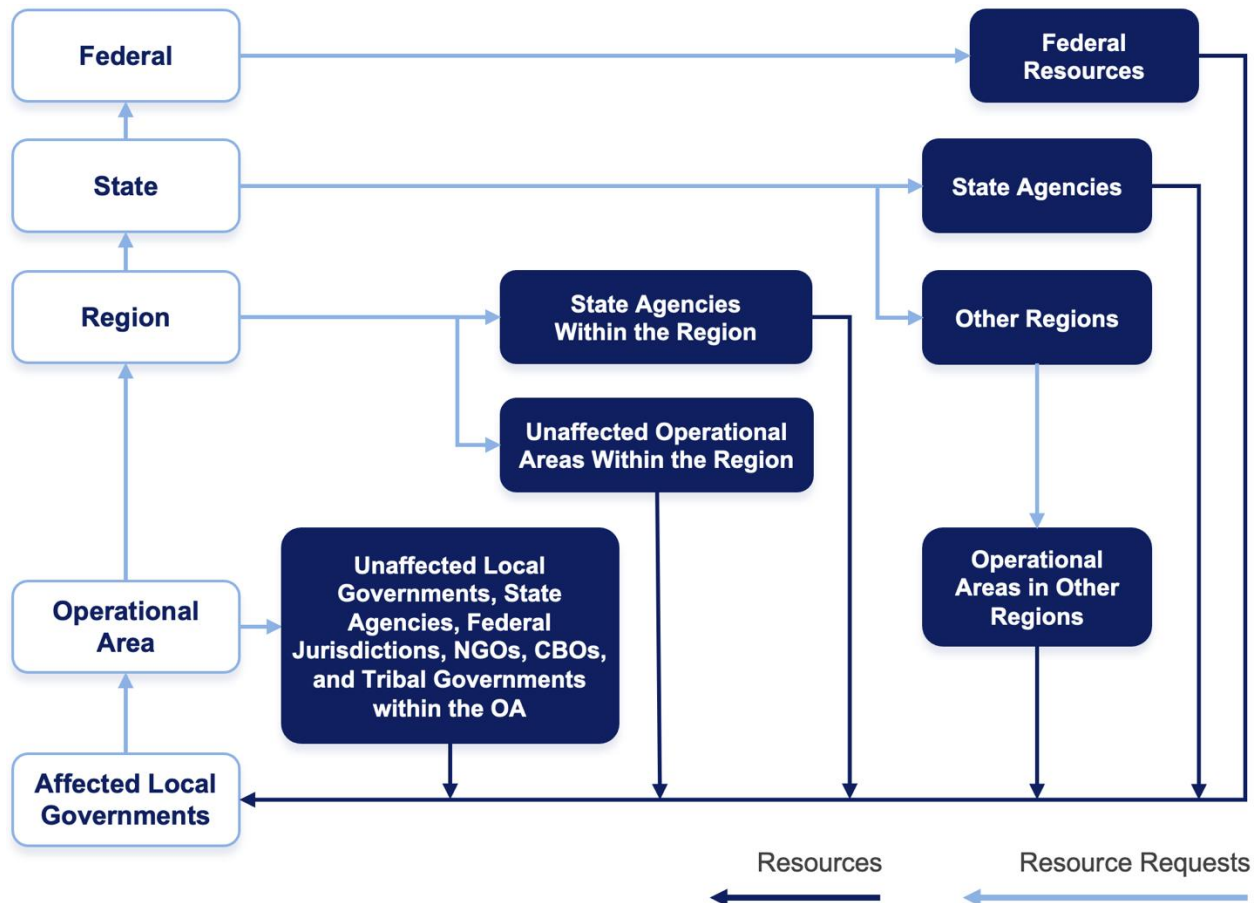
Figure 5. Discipline-Specific Mutual Aid System



8.6.6. Flow Mutual Aid and Other Resource Request

Figure 6. Flow of Requests and Resources depicts the resource management process for the state under SEMS. In this model, the affected local government has the ability to access all stakeholders at all levels of the system.

Figure 6. Flow of Requests and Resources



8.6.7. Resource Management

When local resources are exhausted, and additional resources are required, resource requests will follow an established process for ordering, tracking, mobilizing, and demobilizing. Depending on the scale of the emergency, limited resources may need to be rationed or controlled.

RESOURCE ORDERING

All resource requests must include the following:

- Clearly describe the current situation;
- Describe the requested resources;
- Specify the type or nature of the service the resource(s) will provide;
- Provide a delivery location with a common map reference;



- Provide a point of contact at the delivery location with primary and secondary means of contact;
- Provide the name of the requesting agency and/or OA Coordinator contact person;
- Indicate the time frame needed and an estimate of duration; and
- Resource requests involving personnel and/or equipment with operators will need to indicate if logistical support is required (e.g., food, shelter, fuel, and reasonable maintenance)

RESOURCE DIRECTORIES

Each county, city, special district, and school district department/agency shall identify sources for materials and supplies internally and externally. The SBC EOC should maintain a list of county, city, special district, and school districts, agencies, departments, along with roles, responsibilities, and common resources available as outlined in this plan.

DAILY UPDATES

When requesting resources, the SBC OA EOC is responsible for reporting to Cal OES the number and status of resources deployed on a mission daily.

8.7. Sequence of Events During Disasters

Two sequences of events are typically associated with disasters- one involves the response, and the other involves emergency proclamations. The response sequence generally describes the emergency response activities to save lives, protect property, and preserve the environment. This sequence describes the deployment of response teams, activation of emergency management organizations, and coordination among the various levels of government. The emergency proclamation sequence outlines the steps to gain additional emergency authorities needed to mitigate the problem. It also summarizes the steps for requesting state and federal disaster assistance.

8.7.1. Before Impact

ROUTINE MONITORING FOR ALERTS, WATCHES, AND WARNINGS

San Benito County OES continually monitors events and the environment to identify specific threats that may affect San Benito County. Increase the awareness level of emergency personnel and the community when a threat is approaching or imminent.

INCREASED READINESS

Sufficient warning provides the opportunity for response agencies to increase readiness (actions designed to increase an agency's ability to respond effectively when emergencies occur). This includes, but is not limited to:



- Briefing government officials;
- Reviewing plans and procedures;
- Preparing and disseminating information to the community;
- Updating resource lists;
- Testing systems such as warning and communications systems; and
- Precautionary activation of Emergency Operations Centers;

PRE-IMPACT:

When a disaster is foreseen as highly likely, actions are taken to save lives and protect property. During this phase, warning systems are activated, evacuation begins, and resources are mobilized.

8.7.2. Immediate Impact

During this phase, emphasis is placed on control of the situation, saving lives, and minimizing the effects of the disaster.

- **Alert and Notification:** SBC response agencies are alerted about an incident by the public through 9-1-1, SBC OES, the California State Warning Center, another response agency, or other methods.
- **Resource Mobilization:** SBC response agencies activate personnel and mobilize to support the incident response. As the event escalates and expands, additional resources are activated and mobilized to support the response. Activation and mobilization continue for the duration of the emergency as additional resources are needed to support the response.
- **Incident Response:** Immediate response is accomplished within the affected area by SBC first responders and segments of the private sector. First responders arrive at the incident and function within their established field-level plans and procedures. The responding agencies will manage all incidents in accordance with ICS organizational structures, doctrine, and procedures.
- **Establishing Incident Command:** Incident Command is established to direct, order, or control resources by virtue of some explicit legal, agency, or delegated authority. Initial actions are coordinated through the on-scene Incident Commander (IC). The Incident Commander develops an initial Incident Action Plan (IAP), which sets priorities for the incidents, assigns resources, and includes a standardized communications plan. If multiple jurisdictions or agencies are involved, first responders will establish a Unified Incident Command Post (ICP) to facilitate multijurisdictional and multiagency policy decisions.
- **Activation of the Multiagency Coordination System (MACS):** Responding agencies will coordinate and support emergency management and incident response objectives through the development and use of integrated Multiagency Coordination Systems (MACS) and MAC groups. This includes developing and maintaining connectivity



capability between ICP, Santa Cruz Regional 911 (SCR911), SBC EOC, Coastal REOC, the SOC, and federal EOC and NRF organizational elements.

- **Communications between Field and the EOC:** When the EOC is activated, communications and coordination are established between the IC and the EOC, and if applicable, between an activated DOC and the EOC.
- **San Benito County OA EOC Activation:** Should a local jurisdiction within SBC require county involvement and/or if the event requires resources outside the affected jurisdiction, the SBC EOC will be activated. The OA EOC then coordinates resource requests from the affected jurisdictions to an unaffected jurisdiction, or if resources are not available within the Operational Area, forwards the resource request to the REOC and Mutual Aid Coordinators.
- **Regional Emergency Operations Center (REOC) Activation:** Whenever an Operational Area EOC is activated, the Cal OES Regional Administrator will activate the REOC within the affected region and notify Cal OES Headquarters. The REOC will then coordinate resource requests from the SBC OA to unaffected Operational Areas within the affected region, or, if resources are not available within the affected region, resource requests are forwarded to the SOC for coordination.
- **State Level Field Teams:** The state may deploy Field On-Site Observation Teams (FOOT) to provide situation reports on the disaster to the REOC in coordination with the responsible Unified Command.
- **State Operations Center (SOC) Activation:** The SOC is activated when the REOC activates to:
 - Continuously monitor the situation and provide situation reports to brief state officials as appropriate.
 - Process resource requests between the affected regions, unaffected regions, and state agency Department Operation Centers.
 - Process requests for federal assistance and coordinate with Federal Incident Management Assistance Teams (IMATs) when established.
 - Coordinate interstate resource requests as part of the Emergency Management Assistance Compact (EMAC) or Interstate Disaster and Civil Defense Compact.
 - The SOC may also be activated independently of a REOC to monitor emergency conditions continuously.
- **Joint Information Center (JIC) Activation:** Where multiple agencies are providing public information, the lead agencies will work together to analyze the information available and provide a consistent message to the public and the media. When practical, a Joint Information Center will be activated with the EOC to facilitate the dissemination of consistent information.
- **Department Operations Center (DOC) Activation:** County departments may activate a DOC to manage information and resources assigned to the incident. If a DOC is activated, an agency representative or liaison may be deployed to facilitate information flow between



the two facilities. Should a DOC be activated without an EOC activation, OES shall be notified as soon as possible.

8.7.3. Sustained Operations

As the emergency continues, further assistance is provided to victims of the disaster and efforts are made to reduce the likelihood of secondary damage. If the situation demands, mutual aid is requested, as well as search and rescue of, shelter and care for, and identification of victims.

8.7.4. Transition to Recovery

As the initial and sustained operational priorities are met, the SBC OA EOC and county officials will begin to consider the recovery phase needs. Short-term recovery activities include returning vital life support systems to minimum operating standards. Long-term activity is designed to return to normal activities. Recovery planning will consist of reviews of ways to avert or mitigate future emergencies. During the recovery phase, the damage is assessed, local assistance centers and disaster recovery centers are opened, and hazard mitigation surveys are performed.

LOCAL ASSISTANCE CENTERS

A Local Assistance Center (LAC) will be opened by San Benito County to assist residents by providing a centralized location for services and resource referrals for unmet needs following a disaster or significant emergency. The LAC is normally staffed and supported by local, state, and federal agencies, as well as non-profit and voluntary organizations. The LAC provides a single facility at which individuals, families, and businesses can access available disaster assistance programs and services. As more federal resources arrive, a state-federal Disaster Recovery Center (DRC) may be collocated with the LACs.

DEMobilIZATION

As resources are no longer needed to support the response or the response activities cease, resources are demobilized. Demobilization includes provisions to address and validate the safe return of resources to their original location and include processes for resource tracking and ensuring applicable reimbursement. Where applicable, the demobilization should include compliance with mutual aid and assistance provisions. Furthermore, this is when EOC de-activation occurs. The Emergency Manager or County Administrative Officer (or other designed staff) have the authority to de-active the EOC.

8.7.5. Emergency Proclamations

The California Emergency Services Act provides for three types of emergency proclamations in California: (1) Local Emergency, (2) State of Emergency, and (3) State of War Emergency. Emergency proclamations expand the emergency powers and authorities of San Benito County and its political subdivisions. They also provide a mechanism for unaffected jurisdictions to provide resources and assistance to the affected jurisdictions. Although emergency proclamations facilitate the flow of resources and support to San Benito County, they are not a



prerequisite for rendering mutual aid and assistance under existing agreements or requesting assistance from the American Red Cross (ARC).

- **Local Emergency Proclamation:** The San Benito County Board of Supervisors or the Director of Emergency Services may proclaim a Local Emergency if there is an extreme peril to the safety of persons and property within the territorial limits of San Benito County when overwhelmed and unable to abate an existing or potential emergency and requires resources from other unaffected political subdivisions and jurisdictions.

A Local Emergency Proclamation provides San Benito County with expanded emergency police powers and authorities, which include:

- Authorization to promulgate and suspend local orders and regulations necessary to provide for the protection of life and property.
 - Authority to acquire or commandeer supplies and equipment for public use.
 - Power to conduct and perform emergency response activities under emergency conditions with broadened immunities from legal liability for performance or failure of performance.
- **Cal OES Notification:** When conditions and time allow, the San Benito County Board of Supervisors, or designee, drafts and signs a Local Emergency Proclamation. Should a city within SBC declare a local emergency, they shall advise SBC OES of the proclamation and, in turn, OES will advise the Cal OES Coastal Regional Administrator.
 - **Request for Cal OES Director's Concurrence:** SBC local governments can request cost reimbursement from the state for certain disaster-related costs under the California Disaster Assistance Act (CDAA) following the proclamation of a Local Emergency provided the local emergency was proclaimed within 10 days of the event.
 - **Request for the Governor to Proclaim a State of Emergency:** When emergency conditions exceed or have the potential to exceed local resources and capabilities, San Benito County may request state assistance under the California Emergency Services Act (ESA). Cost reimbursement can be requested under the CDAA. The formal request may be included in the original emergency proclamation or as a separate document and the request must be received within 10 days of the event.
 - **Initial Damage Estimate:** The request should include a copy of the proclamation document and an Initial Damage Estimate (IDE) that estimates the severity and extent of the damage caused by the emergency. An IDE may not be required for sudden emergencies with widespread impacts, emergencies of significant magnitude, or during fast-moving emergencies where immediate response assistance is necessary.

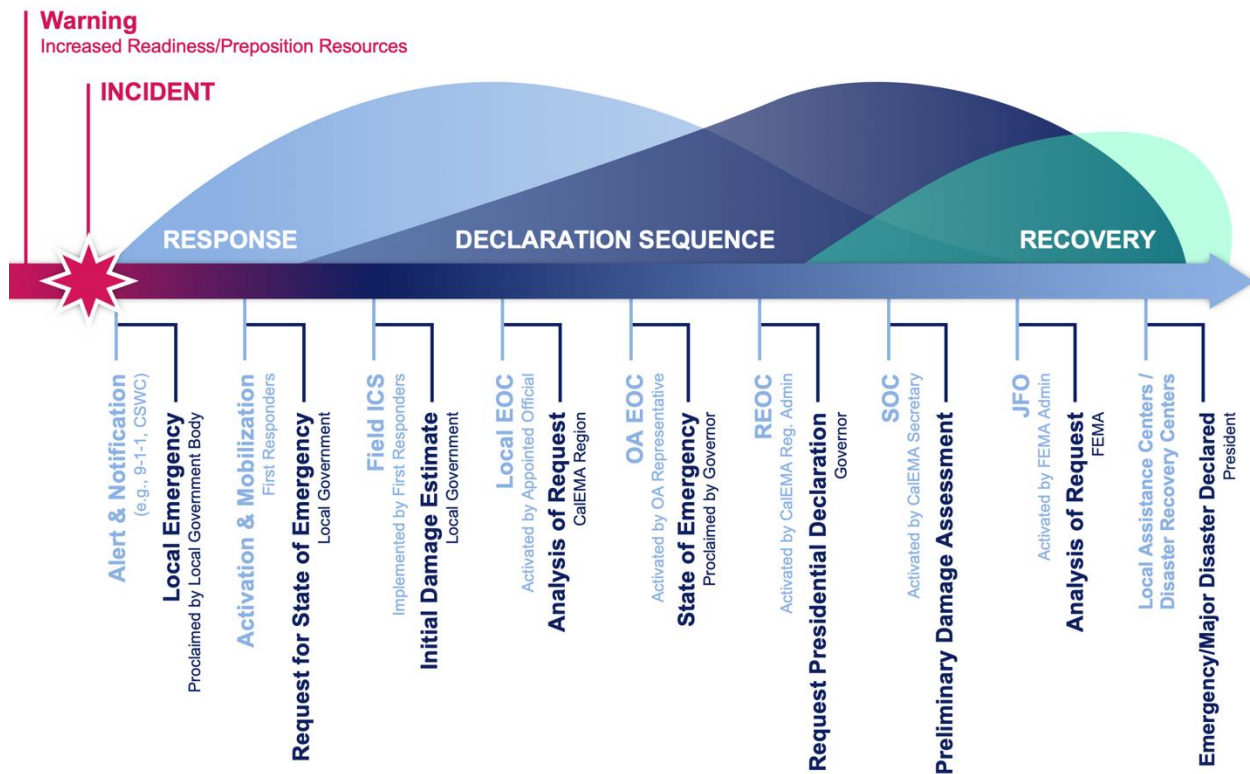


- **Analysis of Request:** Cal OES Region II reviews the request and the IDE, and a recommendation is made to the governor by the Director of Cal OES. The decision to approve is based upon the SBC local government's ability to respond and recover using factors such as the amount and type of damage, the potential needs of the affected government, availability of local government resources, recent disaster history, and the state hazard mitigation history.
- **Proclamation of a State of Emergency:** The governor proclaims a State of Emergency based on the formal request from the local governing body and the recommendation of Cal OES. If conditions and time warrant, the governor drafts and signs a formal State of Emergency Proclamation. The governor has expanded emergency powers during a proclaimed State of Emergency. The governor:
 - Has the right to exercise police power, as deemed necessary, vested in the state constitution and the laws of California within the designated area.
 - Is vested with the power to use and commandeer public and private property and personnel, to ensure all resources within California are available and dedicated to the emergency when requested.
 - Can direct all state agencies to utilize and employ personnel, equipment, and facilities for the performance of all activities designed to prevent or alleviate actual and threatened damage due to the emergency. Additionally, can direct them to provide supplemental services and equipment to political subdivisions to restore any services to provide for the health and safety of the residents of the affected area.
 - May make, amend, or rescind orders and regulations during an emergency and temporarily suspend any non-safety-related statutes, ordinances, regulations, or rules that impose restrictions on the emergency response activities.
 - Can request additional resources through the Emergency Management Assistance Compact (EMAC) or federal government.
 - Can authorize funding under the CDAA when the magnitude of an emergency is beyond a local government's capability and capacity to respond and recover.
- **Governor's Proclamation without a Local Request:** A request from San Benito County is not always necessary for the governor to proclaim a State of Emergency. The governor can proclaim a State of Emergency if conditions of extreme peril threaten the safety of persons and property in California or if the emergency conditions are beyond the emergency response capacity and capabilities of San Benito County.
- **Proclamation of a State of War Emergency:** In addition to a State of Emergency, the governor can proclaim a State of War Emergency whenever California or the nation is attacked by an enemy of the United States, or upon receipt by California of a warning from the federal government indicating that such an enemy attack is probable or imminent. The powers of the Governor granted under a State of War Emergency are commensurate with those granted under a State of Emergency.



- **State Request for a Presidential Declaration:** When it is clear that state capabilities will be exceeded, the governor can request Federal assistance, including assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act).
- **Declaration of Emergency or Major Disaster:** The President of the United States can declare an Emergency or Major Disaster under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 USC §5121 et seq.), thereby providing federal government resources to support the state's response and recovery activities. While Presidential Declarations under the Stafford Act release federal resources and funding to support response and recovery, federal agencies may also provide assistance under other authorities or agreements that do not require a Presidential Declaration. The sequence of activities occurring for the emergency response and the proclamation process is illustrated in **Figure 7. Response Phase Sequence of Events**.

Figure 7. Response Phase Sequence of Events



This Page Intentionally Left Blank



9. Recovery Concept of Operations

The recovery phase of an emergency or disaster is often defined as restoring a community to its pre-disaster condition. More realistically, recovery is the process of re-establishing a state of normalcy in the affected communities. The specific approach to recovery operations following a disaster will be determined by the location, type, magnitude, and effects of the incident.

9.1. Transition to Recovery

While the immediate lifesaving activities are occurring, the EOC will be simultaneously assessing how soon the response phase can transition to recovery. Critical response phase operations will gradually shift to assisting individuals, households, businesses, and governments in meeting basic needs and returning to self-sufficiency.

9.2. Short Term Recovery

Short-term recovery operations begin concurrently with or shortly after the commencement of response operations. Although referred to as “short-term” recovery, these activities may last for weeks. Short-term recovery includes actions required to:

- Stabilize the situation;
- Restore services;
- Implement critical infrastructure recovery plans to maintain operations during emergencies and the recovery phase;
- Commence the planning for the restoration of the community, including economic functions; and
- Remove debris that poses a risk to public health and safety.

9.3. Long Term Recovery

Long-term recovery follows the short term recovery actions but focuses on community restoration. Long term recovery may continue for several months or years, depending on the severity and extent of the damage sustained. These activities include those necessary to restore a community to a state of normalcy, given the inevitable changes that result from a major disaster. Long-term recovery activities require significant planning to maximize opportunities and mitigate risks after a major incident and may include the following:

- Reconstruction of facilities and infrastructure including the technology systems and services necessary for restoration of all operations functions.
- Community planning including the development of long-term housing plans.
- Implementation of waivers, zoning changes, and other land use legislation to promote recovery.



- Assistance to displaced families, which may include financial support as well as social and health services.
- Restoration of the local economic system.
- Integration of mitigation strategies into recovery efforts.
- Documentation of eligible disaster-related costs for reimbursement through federal grant programs.

9.4. Individuals and Households

Individuals and households will attempt to stabilize their circumstances by seeking adequate shelter, assessing damage to their property, resuming work and other regular activities, applying for federal assistance, and obtaining insurance proceeds.

9.5.The Private Sector

The private sector engages in activities necessary to resume business operations, including, assessing damage, implementing continuity of business plans, caring for employees, shifting operations to temporary facilities or other locations, applying for federal assistance, and obtaining insurance proceeds. In coordination with San Benito County OES, businesses also may play a key role in donating goods and services for community recovery.

9.5.1. Non-Government Organizations (NGOs)

NGOs, community-based organizations (CBO), and faith-based organizations (FBO), will provide support to individuals and households who are displaced by a disaster, and work with governmental organizations to support the transition from care and shelter operations to interim housing arrangements. Community organizations active before a disaster, may expand their services to meet increased needs. NGOs, CBOs, and FBOs may provide a range of services such as donations management, emergency food, clothing and shelter, mental and spiritual counseling, assist with debris removal from private property, and support housing reconstruction. They provide these services independently or in coordination with federal, state, and local efforts.

9.5.2. Local Governments Actions

San Benito County will organize recovery operations according to priorities and mechanisms for conducting business. The county may work with neighboring jurisdictions to share resources or address common problems. The county may undertake the following actions to stimulate recovery within the affected communities:

- Conduct damage and safety assessments;
- Assess the housing situation, identify potential solutions, and request support;
- Assess damage to public facilities and initiate temporary repairs;
- Assess damage to private property and issue permits for repairs and demolition;
- Remove debris;



- Open transportation routes;
- Restore services such as power, water, sewer, and transportation;
- Activate Local Assistance Centers to assist individuals and households;
- Coordinate program assistance to individuals, businesses, farmers, and ranchers;
- Document disaster-related costs for reimbursement through federal grant programs;
- Work with states and federal officials to assess damage, identify needs, and secure financial assistance;
- Resume governmental functions;
- Begin planning for long-term community recovery; Enact appropriate zoning variances to accommodate business and commercial repairs; and Assist with the identification of temporary housing and business space.

9.5.3. State Government Actions

When a State of Emergency is proclaimed in San Benito County, Cal OES will lead California's recovery operations and coordinate assistance provided by other state agencies and the federal government. When federal assistance is required, Cal OES will work together with FEMA and other federal agencies to ensure effective delivery of services

9.5.4. Local Assistance Centers (LACs)

San Benito County will establish Local Assistance Centers in which services for disaster survivors can be centralized. LACs are staffed with representatives of local, state, and federal agencies, as well as NGOs, and provide a convenient "one-stop shop" for disaster survivors to access recovery assistance and other program referrals and assistance that may not be represented.

9.5.5. FEMA Disaster Recovery Centers

FEMA may establish Disaster Recovery Centers (DRCs) to centralize public outreach operations for federal agencies and their respective assistance programs and to supplement LAC operations. Cal OES, FEMA, and San Benito County OES will coordinate on the locations of LACs and DRCs to best meet the needs of the communities affected by the disaster.

9.5.6. State Agency Assistance

Other state agencies may provide support to San Benito County under their respective authorities, or under other federal programs. These state agencies coordinate their activities with Cal OES but may direct operations from their respective Department Operations Centers.

9.5.7. Long-Term Recovery Efforts

San Benito OES will coordinate long-term recovery efforts within the county. Long-term recovery may include the implementation of California's Emergency Support Function (ESF) #14, Long-Term Community Recovery, whereby Cal OES may coordinate to provide support within the



affected communities by identifying recovery needs and potential sources of recovery funding and provide long-term community recovery planning support, as appropriate.

9.1. Individual Assistance (IA) Programs

9.1.1. Non-Governmental Organizations Assistance

Many NGOs, such as the American Red Cross, the Mennonite Disaster Services, and the Salvation Army, provide recovery assistance to individuals, families, and community organizations. This may include assistance for shelter, food, clothing, and housing reconstruction.

9.1.2. State Assistance

The state does not have the authority to offer financial assistance to private sector disaster victims under the California Disaster Assistance Act (CDAA). However, Cal OES actively coordinates partners to provide other types of recovery assistance to individuals, households, businesses, and the agricultural community.

9.1.3. FEMA Assistance

Under the Stafford Act, FEMA provides a wide range of programs for individuals and households. These include housing assistance, financial assistance for the uninsured, crisis counseling, unemployment assistance, and legal services.

9.1.4. Low-Interest Loans

The U.S. Small Business Administration (SBA) provides low-interest disaster loans to homeowners, renters, businesses, and private nonprofit organizations in declared disaster areas. Loans may be made for uninsured physical damage to homes, businesses, and other properties, or for economic losses. Following presidential disaster declarations, SBA may implement its program in conjunction with FEMA's IA Stafford Act programs.

9.1.5. Agricultural Assistance

The U.S. Department of Agriculture (USDA) provides low-interest loans to farmers, ranchers, and aquaculturists for physical and/or crop production losses in areas designated a disaster by the Secretary of Agriculture following a presidential declaration.



9.2. Public Assistance (PA) Programs

9.2.1. State Assistance

The California Disaster Assistance Act (CDAA) authorizes the state to provide financial assistance for costs incurred as a result of a disaster. CDAA assistance may be implemented in circumstances when local resources are exceeded, but the President does not declare an emergency or major disaster under the Stafford Act. In general, the state's share of work that is eligible under CDAA is no more than 75 percent of total state eligible costs. However, funding may vary with the type of disaster at the discretion of the Legislature. There are two levels of CDAA assistance:

- **Director's Concurrence:** Under CDAA, Cal OES may concur with a local government request for state assistance independently of a Governor's Proclamation of a State of Emergency. A Director's Concurrence is limited to eligible permanent repair work. There is generally a 75%-25% cost share between state and local governments.
- **During a State of Emergency:** When the governor proclaims a State of Emergency, both emergency and permanent work are eligible for assistance. Again, there is generally a 75%-25% cost share between state and local governments. A State of emergency also allows certain eligible private non-profit organizations to receive state assistance for providing essential community services during a state declared disaster.

9.2.2. Federal Assistance

Under a declaration of emergency or major disaster, the president may designate certain counties in the affected areas as eligible for Public Assistance (PA). Federal disaster assistance programs available under the Stafford Act are administered by FEMA.

- **FEMA Public Assistance Grant Program:** FEMA provides state agencies, local governments, and certain private nonprofit entities with federal grants to cover eligible disaster recovery work on a cost-share basis. In accordance with the Stafford Act, the federal cost-share is a minimum of 75 percent. The State of California shares the remaining cost with the county. Eligible costs must be associated with:
 - Debris removal;
 - Emergency work necessary to save lives, protect public health and safety, and protect property;
 - Restoration of damaged facilities, including buildings, equipment, and infrastructure.
 - Implementation of cost-effective hazard mitigation measures during repairs to damaged facilities to reduce the risk of future damage to those facilities.



9.2.3. Non-Stafford Act Programs

The federal government may provide recovery assistance through authorities and programs outside of the Stafford Act. These programs may be implemented in conjunction with Stafford Act programs under a disaster declaration or separately. Examples include:

- **Federal Highway Administration:** Under the Emergency Relief Program, the Federal Highway Administration (FHWA) provides assistance to the Department of Transportation (Caltrans) and San Benito County for damage to roads, bridges, and other facilities on the federal-aid system. Caltrans implements this program on behalf of FHWA. A State of Emergency is required.
- **Natural Resources Conservation Service:** Under the Emergency Watershed Protection Program, the Natural Resources Conservation Service (NRCS) provides assistance for emergency work necessary to protect life, property, and public health and safety in watersheds that have been damaged by a disaster, such as a wildfire or a flood. A presidential declaration is required.
- **U.S. Army Corps of Engineers (USACE):** Under the Rehabilitation and Inspection Program, USACE provides assistance for flood fighting, emergency repair, and repairs to damaged facilities. The USACE provides this assistance for levees and other flood control works that meet pre-disaster criteria for participation in the program. A presidential declaration is required.
- **U.S. Department of Housing and Urban Development (HUD):** HUD Community Development Block Grants may be requested by San Benito County for a wide range of recovery purposes. A presidential declaration is required.

9.2.4. Congressional Appropriations

The U.S. Congress may make disaster-specific appropriations that allow federal agencies to provide assistance beyond existing authorities and programs. The state will coordinate assistance dependent on the nature of appropriation and the federal agency tasked with its implementation.

- **Hazard Mitigation Grant Program (HMGP):** FEMA's HMGP funds plans and cost-effective projects that reduce the effects of natural disasters. These funds are administered by the Cal OES Hazard Mitigation Grant Program Unit. San Benito County continually revises the Multi-Jurisdictional Hazard Mitigation Plan and submits to FEMA every five years for approval to remain eligible for funding. A presidential declaration is required.
- **Fire Mitigation Grant Program (FMAG):** The FMAG program provides for the mitigation, management, and control of fire that threatens such destruction as would constitute a major disaster. The purpose of FMAG is to provide supplemental federal assistance to state and local governments to fight wildland fires. The state or local fire agency must request FMAG through Cal OES Fire and Rescue branch or the California State Warning Center while the fire remains uncontrolled.



9.3. Debris Management Programs

Disasters may create significant quantities of debris in San Benito County that must be removed and disposed of to reduce threats to public health and safety and allow for the recovery of the community. Debris management poses challenges to San Benito County in terms of available resources for debris management operations, appropriate procurement and management of contractors, reduction of debris volume, disposal and segregation, handling and disposal of household hazardous waste, and other hazardous materials. Legal requirements regarding environmental issues are always evaluated for compliance.

9.3.1. San Benito County's Responsibility

Debris management operations are the responsibility of the affected jurisdiction; however, at the request of the state, the federal government may provide assistance for debris management following a presidential declaration of emergency or major disaster.

9.3.2. State Assistance

Cal OES coordinates requests for state and federal assistance with debris management and provides guidance regarding requirements that must be met to ensure eligibility of debris management activities for funding.

- **Recycling of Debris:** To conserve landfill capacity and, in keeping with state policy to maximize all diversion options to reduce the amount of solid waste that must be disposed, it is the county's intent that disaster-related debris be recycled or centrally held until it can be processed for maximum recycling.

9.3.3. Federal Assistance

The following federal debris management assistance programs are coordinated by FEMA:

- **Technical Assistance:** All levels of government, including San Benito County coordinates as a team to identify, evaluate, and provide the most appropriate technical assistance available. FEMA may be requested to task another federal agency to provide specific technical expertise to accomplish debris management tasks.
- **Direct Federal Assistance:** FEMA, coordinating directly with the FCO, SCO and the Public Assistance Officer (PAO), may task another federal agency, such as the U.S. Army Corps of Engineers (USACE) to perform debris management activities directly on behalf of San Benito County when that entity does not have the resources for the work.
- **Financial Assistance:** Under the Public Assistance Program (PA), FEMA may provide financial assistance to San Benito County for eligible completed debris management activities.
- **Federal Environmental Requirements:** FEMA and other federal agencies that provide assistance must ensure that all actions comply with applicable federal environmental laws,



regulations, and Executive Orders (EOs). For Stafford Act assistance programs, FEMA ensures compliance with the following, depending on the type and scope of the project:

- National Environmental Policy Act (NEPA)
- National Historic Preservation Act
- Endangered Species Act
- Clean Water Act
- Executive Order 11988, Floodplain Management
- Executive Order 11990, Protection of Wetlands
- Executive Order 12898, Environmental Justice

Exemptions: The Stafford Act and its implementing regulations in 44 Code of Federal Regulations (CFR) Part 9, provide FEMA with exclusions that exempt certain actions from the NEPA review process, including debris removal, emergency protective measures, repairs of damaged facilities to pre-disaster condition and minor mitigation measures. Although a project may be excluded from NEPA review, compliance with other laws, such as the Endangered Species Act and the National Historic Preservation Act, is still required. Additionally, the project must comply with all applicable state environmental laws and regulations.



This Page Intentionally Left Blank



10. Continuity Planning

Some emergencies may create extraordinary demands on San Benito County departments and its emergency response agencies, which in extreme circumstances, may stress them to the point that they can no longer operate and provide emergency and essential services. A major emergency could include illness, injury, or death of key government officials, a partial or complete destruction of established seats of government, and the destruction of public and private records essential to continued operations of government and industry. The inability of the government to provide emergency and essential services can cause direct damage to government infrastructures, life/safety, and basic human needs that may be compromised, leading to increased morbidity, mortality, and civil unrest.

10.1. Planning Authority

The Constitution of the State of California, the Government Code, and the California Emergency Services Act provide authority for the continuity and preservation of county government through reconstitution in the event incumbents are unable to serve. This is accomplished by planning for the succession of officers, a designation of standby officers, administration of oaths of office, and continuation of duties of the governing body.

10.2. Continuity Plans

Specific plans are created to ensure the continuation of the County's essential operations. This includes two plans: 1) Continuity of Government (COG) plan and 2) Continuity of Operations Plan (COOP). San Benito County must plan for the preservation, maintenance, or reconstitution of government. When an emergency occurs, continuity planning will support the government's ability to:

- Carry out constitutional responsibilities;
- Restore and maintain emergency operations;
- Restore and maintain public health and safety;
- Restore and maintain government operations;
- Protect San Benito's economy; and
- Conserve the environment.

10.3. Planning Elements

- The following elements must be addressed by the government at all levels in cooperation with the private sector to ensure continuity:
- Identification and prioritization of essential functions;
- Inclusion of essential leadership in planning;
- Establishment, promulgation, and maintenance of orders of succession;



- Pre-identification and updates, as necessary, of delegations of authority;
- Identification, establishment, and maintenance of continuity facilities;
- Identification, establishment, and maintenance of continuity in critical business, information technology, and communication;
- Establishment and maintenance of a system of vital records management;
- Establishment of a program that identifies and supports human capital, including essential personnel and other relevant staff;
- Establishment of a process for devolution of control and direction;
- Establishment of a process for reconstitution and recovery;
- Development of an effective test, training, and exercise program to support continuity efforts; and
- Establishment of intergovernmental plan integration to comprehensively address local response and recovery that will support resilience.

County Authority Under a declared local emergency, San Benito County has the authority to suspend local orders and regulations, acquire or commandeer supplies and equipment for public use, and conduct and perform emergency response activities with broadened immunities from legal liability (San Benito County Code§11.01.006).

10.4. State Authority

The governor has the legal authority under a State of Emergency to commandeer resources required to address the situation at hand. As such, significant state government intervention and control of an emergency exists by its legal authority.

10.5. State Assistance

If San Benito County becomes partially or entirely disabled in an emergency, significant state government intervention may be required to assist the county in the restoration of emergency operation and essential services. At times when significant state government intervention is warranted, the state will proactively deploy resources and coordinate with other local jurisdictions and the federal government. State government intervention is justifiable for a variety of reasons, including:

- San Benito County elected officials are not able to operate and provide direction to their local government agencies.
- San Benito County OES and the San Benito County EOC are damaged or impaired and are not sufficiently functioning.
- San Benito County is unable to reconstitute government or EOC operations virtually or with assistance from neighboring counties. The local government's Continuity of Government (COG) plan is substantially disrupted or halted due to the overwhelming consequences of a catastrophic emergency.



10.6. Private Sector

The private sector should develop similar plans to ensure that critical infrastructure and businesses within the county continue to function following an emergency.

County COG and/or COOP plans are annexes to the EOP.



This Page Intentionally Left Blank



11. San Benito County Emergency Support Functions

This plan establishes the San Benito County Emergency Support Functions (SBC-ESF) which consists of 18 primary activities deemed essential to addressing the emergency management needs of the OA in all phases of emergency management. The SBC Emergency Support Functions are an integration of the SEMS California Emergency Functions (CA-ESF) and the National Incident Management System (NIMS) ESFs. The SBC ESFs are designed to bring together discipline-specific stakeholders to collaborate and function within the four phases of emergency management.

11.1. San Benito County Emergency Support Function Integration

SBC has chosen to create Emergency Support Functions (ESFs) that will integrate both CA-ESFs and NIMS ESFs to utilize in all phases of the disaster life cycle. The CA-ESF planning process will be used as guidance to assist San Benito County with the planning and organization process. This will allow for a better-aligned system for federal, state, and local coordination. SBC-ESF will be used to provide an all-hazards approach to disaster management within the OA.

The SBC-ESFs that have been created combine those CA-ESFs that share the same agency roles and responsibilities into one group.

Exhibit 13-1 – San Benito County Emergency Support Functions, lists and defines each SBC-ESF and identifies the lead county agency and the corresponding federal Emergency Support Functions (ESFs) with the closest similarities.

11.2. Emergency Support Function Lead Agency and Descriptions

Each SBC-ESFs represents an alliance of stakeholders who possess common interests and share a level of responsibility for emergency management. A single county agency is assigned to lead each SBC-ESF based on its authorities, resources, and capabilities. Each SBC-ESF member agency is responsible for assisting in the county's coordinated response to emergencies and the allocation of essential supplies and resources.



Table 6. San Benito County Emergency Support Functions

ESF Title	Definition	Lead Agency	CA/Federal ESF
Transportation (SBC-ESF1)	Assists in the management of transportation systems and infrastructure during domestic threats, or in response to incidents.	Council of Governments	CA ESF 1 - Transportation ESF 1 – Transportation
Communications (SBC- ESF2)	Provides resources, support, and restoration of government emergency telecommunications, including voice and data.	Sheriff's Office	CA ESF 2 - Communications ESF 2 – Communications
Construction and Engineering (SBC-ESF3)	Organizes the capabilities and resources of the county government to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support within the county.	Public Works	CA ESF 3 - Construction and Engineering ESF 3 – Public works and Engineering
Fire and Rescue (SBC-ESF4)	Monitors the status of fire activities. Coordinates support activities related to the detection and suppression of urban, rural, and wildland fires and emergency incident scene rescue activities.	Fire Department	CA ESF 4 – Fire and Rescue ESF 4 – Firefighting
Management (SBC-ESF 5)	Coordinates and resolves issues among the CA-EFs in the four phases of emergency management to ensure consistency in the development and maintenance of the EOP annexes. During emergencies, serves in an advisory capacity to the EOC Director.	OES	CA ESF 5 - Management ESF 5 – Information and Planning
Care and Shelter (SBC- ESF6)	Coordinates actions to assist responsible jurisdictions to meet the needs of victims and animals displaced during an incident including food assistance, clothing, non-medical care and sheltering, family reunification, and victim recovery.	Health and Human Services	CA ESF 6 – Care and Shelter ESF 6 – Mass Care, Emergency Assistance, Housing, and Human Services
Resources (SBC-ESF7)	Coordinates plans and activities to locate, procure, and pre-position resources to support emergency operations.	Resource Management Agency	CA ESF 7 - Resources ESF 7 – Logistics Management and Resource Support
Public Health and Medical (SBC-ESF8)	Coordinates Public Health and Medical activities and services countywide in support of local healthcare facilities and medical and health related emergencies.	Public Health Department	CA ESF 8– Public Health and Medical ESF 8 – Public Health and Medical Services
Search and Rescue (SBC-ESF9)	Supports and coordinates response of personnel and equipment to search for and rescue missing or trapped persons. The Sheriff's Office supports and coordinates responses to search for, locate, and rescue, missing or lost persons, missing and downed aircraft, high angle rock rope rescue and investigations of missing person incidents that may involve criminal acts and water rescues. County Fire and Rescue supports and coordinates responses to search for, locate, and rescue victims of structure collapse, construction cave-ins, trench, confined space, high angle structure rope rescue (and similar emergencies and disasters), and water rescues.	Sheriff's Office	CA ESF 9 – merged into CA ESF 4 & 13 ESF 9 – Search and Rescue



ESF Title	Definition	Lead Agency	CA/Federal ESF
Hazardous Materials (SBC-ESF10)	Coordinates county resources and supports the responsible jurisdictions to prepare for, prevent, minimize, assess, mitigate, respond to, and recover from a threat to the public or environment by actual or potentially hazardous materials releases.	Environmental Health	CA ESF 10 – Hazardous Materials ESF 10 – Oil and Hazardous Materials Response
Food and Agriculture (SBC-ESF11)	Supports and coordinates activities during emergencies impacting the agriculture and food industry and supports the recovery of impacted industries and resources after incidents.	Agriculture Commission	CA ESF 11 - Agriculture ESF 11 – Agriculture and Natural Resources
Utilities (SBC-ESF12)	Provides resources and support to responsible jurisdictions and in partnership with private sector to restore gas, electric, water, wastewater, and telecommunications.	Public Works	CA ESF 12 - Utilities ESF #12 – Energy
Law Enforcement (SBC-ESF13)	Coordinates county law enforcement personnel and equipment to support field response agencies, coroner activities, and public safety.	Sheriff's Office	CA ESF 13 – Public Safety and Security ESF 13 – Public Safety and Security
Long-Term Recovery (SBC-ESF14)	Supports and enables economic recovery of communities and California from the long-term consequences of extraordinary emergencies and disasters.	Administration	CA ESF 14 – Long-term Recovery N/A
Public Information (SBC-ESF15)	Supports the accurate, coordinated, timely, and accessible information to affected audiences, including governments, media, the private sector, and the local populace, including individuals with access and functional needs.	OES	CA ESF 15 – Public Information ESF 15 – External Affairs
Evacuation (SBC-ESF16)	Supports the safe evacuation of persons, domestic animals, and livestock from hazardous areas.	Sheriff's Office	CA ESF 16 was merged into CA ESF 13 N/A
Volunteer and Donations Management (SBC-ESF17)	Ensures the most efficient and effective use of affiliated and unaffiliated volunteers and organizations and monetary and in-kind donated resources to support incidents requiring a state response.	Human Resources	CA ESF 17 – Volunteer and Donations Management N/A
Cyber Security (SBC-ESF18)	Coordinates efforts to protect the security of the information technology system.	Information Technology	CA ESF 18 – Cyber Security N/A

Similarities between the SBC-ESF and the Federal Emergency Support Functions (ESFs) exist. ESFs have been developed and organized to provide federally controlled resources to state and federal agencies during the response and recovery phases of a disaster. While similar to the Federal ESFs, the San Benito County Emergency Functions are established to augment operations during all four phases of emergency management.



11.3. Emergency Support Function Development

Maintenance of the SBC-ESFs requires a coordinated approach between all members. SBCOES maintains functional annexes within the EOP relating to each ESF with support from all relevant county agencies, departments, and stakeholders from the public and private sectors. The functional annex contains the concept of operations with policies, protocols, and procedures for each SBC-ESF. Each ESF functional annex will be reviewed and approved by an authorized representative from the lead agency for that ESF before promulgation.

To develop the Functional Annex, OES will develop a working group for each ESF with five primary objectives:

1. Identify and engage stakeholders in the SBC-ESF.
2. Identify capabilities and resources of each member to create and maintain resource directories.
3. Develop and maintain a functional annex to the EOP.
4. Respond with, train, and exercise the plans and procedures described in the functional annex.
5. Develop after action-reports and implement the appropriate corrective actions.

Table 7. SBC-ESF Working Groups, lists each working group and the SBC-ESFs that are represented.

Table 7. SBC-ESF Working Groups

Working Group	SBC-EF
Transportation	SBC-ESF #1 – Transportation
Law Enforcement	SBC -ESF #2 – Communications SBC -ESF #9 – Search and Rescue SBC -ESF #13 – Law Enforcement (EF-13) SBC -ESF #16 – Evacuation
Public Works	SBC -ESF #3 – Construction & Engineering SBC -ESF #12 – Utilities
Fire Service	SBC -ESF #4 – Fire and Rescue SBC -ESF #1 – Hazardous Materials
Emergency Management	SBC -ESF #5 – Management SBC -ESF #15 – Public Information SBC -ESF #7 – Resources
Health Services	SBC -ESF #6 – Care and Shelter SBC -ESF #8 – Public Health and Medical
Food and Agriculture	SBC -ESF #11 – Food and Agriculture
Administration	SBC -ESF #14 – Long-Term Recovery SBC -ESF #17 – Volunteer & Donations Management SBC -ESF #18 – Cyber Security



11.4. Mitigation

- Identify stakeholders and engage them in the SBC-ESF development and maintenance.
- Complete a vulnerability assessment and prioritize actions to reduce vulnerabilities within the scope of the SBC-ESF.
- Collaborate to pool resources to prevent hazards and reduce vulnerability (leveraging funding, resources, and people).
- Develop strategies and processes to prevent or reduce the impact of events and reduce the need for response activities.
- Support the County's Multi-Jurisdictional Hazard Mitigation Plan.

11.5. Preparedness

- Utilizing the Cal OES designed template, develop an SBC-ESF Functional Annex to the EOP containing a charter, concept of operations, plans, and supporting agreements.
- Establish decision-making and communication processes.
- Identify stakeholder roles, responsibilities, and statutory authorities.
- Initiate and oversee pre-emergency planning and coordination activities.
- Conduct resource inventories, categorize resources, establish agreements for acquiring needed resources, manage information systems, and develop processes for mobilizing and demobilizing resources with the SBC-ESF stakeholders.
- Plan for short-term and long-term emergency management and recovery operations.
- Integrate After Action Reports (AAR) and Corrective Action Planning (CAP) into the San Benito Emergency Functional Annex and Emergency Function exercise process.
- Conduct regular SBC-ESF meetings and training events.
- Support coordination for incident prioritization, critical resource allocation, integrates communications systems, and information coordination.

11.6. Response

- Coordinate SBC-ESF support when activated during a response.
- Provide subject matter experts to support emergency response activities as provided by the statutory authority at the Field, Local, and Operational Area EOC levels, as requested by the San Benito County OES and as outlined in the ESF Annex.
- Request participation from lead and supporting agencies.
- Coordinate contracts and procure goods and services as needed.
- Develop AARs and implement corrective actions.



11.7. Recovery

- Support recovery activities with SBC-ESF member roles and responsibilities.
- Work with other SBC-ESFs to organize rapid needs assessment teams to prevent duplication of efforts.
- Support efficient activation and sufficient staffing of Local Assistance Centers.

11.8. Emergency Functions During EOC Activation

The SBC-ESFs are a source for discipline-specific and subject matter expertise that can be utilized during an emergency response at any level of SEMS. When an SBC-ESF is employed during EOC activation, it provides the greatest possible access to stakeholder resources and capabilities regardless of which organization has those resources.

11.8.1. Designated Representative

Before an emergency, the SBC-ESF should designate a representative, and alternates, that can be called upon to support the SBC EOC when activated. Representatives are identified based on subject matter expertise regarding specific disciplines, authorities, and resources, and will have access to the resources and capabilities of the SBC-ESF.

11.8.2. Expertise, Resources, and Capabilities

The SBC-ESF representatives can be levied to provide discipline-specific subject matter expertise as necessary for all activities within the EOC organization. Some of the typical activities of a representative would provide among many:

- Recommendations on the appropriate resource utilization;
- Expertise regarding the procedures, processes, and methods for obtaining resources;
- Agency-specific aspects relating to resource acquisition;
- Representation to established MAC Groups;
- Acquire, maintain, and process discipline-specific intelligence and information;
- Guidance on processing of resources to EOC management functions;
- Coordination with SBC-ESFs within other EOC levels.

11.8.3. Notification and Mobilization

Upon activation of the EOC, the EOC Director will collaborate with each functional coordinator to assess the need for additional SBC ESFs to support the emergency response and recovery activities. The needed groups will activate at the discretion of the EOC Director and follow the procedures identified in the Support Annex by either reporting to the EOC or activating a DOC.



11.8.4. Initial Response Actions

The items listed below constitute the initial response actions to be taken by each SBC-ESF activated:

- Activate and staff the EOC; Activations of the EOC can be done by the county Emergency Manager or County Administrator Officer (or other designated staff).
- Activate communications plans and establish and maintain communications between DOCs, and the EOC;
- Notify and activate support county departments as required for the threat or emergency;
- Begin to immediately acquire intelligence concerning the SBC-ESF activities to support the emergency;
- Deploy staff to appropriate levels of the San Benito emergency management organization and provide technical assistance as needed.

11.8.5. Coordination with Federal Emergency Support Functions

The federal government organizes much of its resources and capabilities under 15 Emergency Support Functions (ESFs), as described in the National Response Framework (NRF). When the federal government deploys its ESF to assist in an emergency, it provides the greatest possible access to federal department and agency resources regardless of which organization has those resources. ESF coordinators and primary agencies are identified based on of authorities and resources. Support agencies are assigned based on the availability of resources in a given functional area. Each ESF aligns categories of resources and provides strategic objectives for their use. The ESF will utilize standardized resource management concepts such as typing, inventorying, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

The county department roles and responsibilities are organized according to the Emergency Groups and displayed on **Table 8. Agency Responsibilities Matrix**.



Table 8. County Department Responsibilities Matrix

This matrix below summarizes state agency and department roles as either Primary or Support in relation to each of the SBC-ESFs. ‘L’ represents the lead department/agency and ‘S’ designates a department/agency to support the function.

Agencies and Departments	SBC Emergency Support Functions																	
	Transportation	Communications	Const. & Engineering	Fire & Rescue	Management	Care and Shelter	Resources	Outreach/Local Assistance	Pub Health & Medical	Search & Rescue	Hazardous Materials	Food & Agriculture	Utilities	Law Enforcement	Long-Term Recovery	Public Information	Evacuation	Vol. & Donations MGT.
Administration Office					S		S								L	S		S
Clerk of the Board																		L
GIS					S													
Human Resources							S	S							S	S		S
Information Technology		S					S						S		S			
Office of Emergency Services		S			L		S								S	L		S
AG. Commissioner						S	S		S		S	L			S	S	S	
Assessor							S								S			
County Auditor/Elections /Registrar of Voters/Recorder							S								S			
Behavioral Health						S	S		S									
Board of Supervisors																S		



Agencies and Departments	SBC Emergency Support Functions																	
	Transportation	Communications	Const. & Engineering	Fire & Rescue	Management	Care and Shelter	Resources	Outreach/Local Assistance	Pub Health & Medical	Search & Rescue	Hazardous Materials	Food & Agriculture	Utilities	Law Enforcement	Long-Term Recovery	Public Information	Evacuation	Vol. & Donations MGT.
Child Support Services							S	L										
Council of Government	L						S								S			
County Fire Service/ HFD				L			S		S	S	S						S	
County Counsel					S		S											
District Attorney							S							S				
Victim Witness Program							S							S				
Health and Human Services						L	S		S						S			S
Emergency Medical Services	S					S	S		L*								S	
Environmental Health						S	S		S		L							
Public Health						S	S		L		S	S		S	S	S	S	
Library							S											S
Office of Education						S	S		S						S			S

* Denotes that two departments share the lead role of the corresponding ESF.



Agencies and Departments	SBC Emergency Functions																	
	Transportation	Communications	Const. & Engineering	Fire & Rescue	Management	Care and Shelter	Resources	Outreach/Local Assistance	Pub Health & Medical	Search & Rescue	Hazardous Materials	Food & Agriculture	Utilities	Law Enforcement	Long-Term Recovery	Public Information	Evacuation	Vol. & Donations MGT.
Probation						S	S			S				S			S	
Juvenile Hall							S							S				
Resource Management Agency			S				L						S		S			
Integrated Waste							S				S							
Planning and Building			S	S		S	S						S		S			
Public Works			L				S						L		S			
Sheriff's Office	S	L	S		S	S	S			L				L		S	L	
Coroner							S		S									
Jail	S						S							S				
Search and Rescue							S			S				S				
RACES		S		S		S	S			S	S			S		S	S	
Tax Collector							S								S			
UC Cooperative Extension							S					S						
Veterans Services Office						S	S											

* Denotes that two departments share the lead role of the corresponding ESF.



This Page Intentionally Left Blank



12. County Roles and Responsibilities

During times of emergency, the County Administrative Officer (CAO) may call upon the services, resources, and capabilities of the county agencies, departments, offices, boards, commissions, councils, and authorities.

Below are the key agencies and departments that have primary or support roles in an emergency. County agencies not explicitly listed in the plan may be called upon to carry out assigned activities necessary to mitigate the effects of an emergency in accordance with the California Emergency Services Act (ESA).

12.1. Administration Office

The Administration Office includes five divisions. Each division has its own unique resources and capabilities.

12.1.1. Administration

The Administration Office is the lead agency for SBC-ESF14 (Long-Term Recovery) and works closely with the Planning Department to set a long-term strategy which includes budgets, plans, and objectives to return the county to a state of pre-disaster normalcy.

- **Management:** As the Director of Emergency Services, the CAO supports OES and the EOC by providing leadership and direction when necessary. The CAO does not staff the EOC but will remain available should he/she be requested.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Long Term Recovery (Lead):** Offers services and support to county employees and their families. Provides information to county departments and employees regarding workplace safety, alternate work sites, disaster service worker reporting locations, and provides a timeline for the county to return to “business as usual.”
- **Public Information:** Provides public information to staff. CAO serves as a potential spokesperson to the EOC Director and Public Information Officer (PIO).
- **Volunteer and Donations Management:** Provides staff to assist with staffing donations centers and to track donations that are received and distributed.

12.1.2. Geographic Information Systems

- **Management:** Provides advice and support through GIS mapping to assist the management with decision-making.



12.1.3. Human Resources

- **Long Term Recovery:** Offers services and support to county employees and their families. Provides information to county departments and employees regarding workplace safety, alternate work sites, disaster service worker reporting locations, and provides a timeline for the county to return to business as usual.
- **Public Information and Warning:** Assist with dissemination of information to county staff.
- **Resources:** All county departments and agencies support the resource emergency support function provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Volunteer Management (SBC- ESF 17 LEAD):** Lead agency for SBC ESF 17 managing volunteers and donations management activities. Coordinates with other departments and may delegate the EOC position to a volunteer program manager from various volunteer entities. Shall follow the San Benito County Volunteer Management Plan.

12.1.4. Information Technology

The County Information Technology (IT) Department is the lead agency for SBC ESF18 (Cyber Security). However, normal activities include restoring IT services to the EOC and the county and assisting with the set-up of the EOC.

- **Communications:** Assists with the setup and ongoing maintenance of the communications infrastructure.
- **Resources:** All county departments and agencies support the resources emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Utilities:** Responsible for ensuring the safety and availability of county information technology equipment including inspection of potentially damaged equipment, resuming services, and providing technical assistance to county departments and agencies as prioritized by the Operational Area EOC. Assists with the setup and continued operational support of the EOC and other public safety facilities.
- **Long Term Recovery:** Offers services and support to assist with restoring information technology capabilities and providing assistance to county employees.

12.1.5. Office of Emergency Services

OES is the lead agency for EF-5 (Management) and EF-15 (Public Information). OES is responsible for the day-to-day emergency management duties, as well as managing the EOC by filling the EOC Coordinator position (OES Manager or Specialist). OES may fill other positions within the EOC if need be, such as the position of EOC Director or Liaison Officer.

- **Communications:** Maintains communication and coordination with the California Warning Center. Coordinates the use of county systems such as CalEOC, WebEOC, GIS, OASIS satellite phone, landlines, and radio service. Assists with communication needs for



field-level resources and manages and coordinates the RACES group. including emergency planning and deployment policies and procedures.

- **Management (Lead):** Coordinates the county emergency management organization through the OA EOC in compliance with SEMS, the ESA, relevant regulations, and ordinances. Leads planning and intelligence gathering, plans the mobilization and demobilization of personnel, equipment, facilities, and compiles records and data specific to an event from all portions of the OA EOC.
- **Resources:** All county departments and agencies support the resources emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Long-Term Recovery:** Manages County disaster recovery operations and coordinates with Cal OES to provide public and individual assistance to county residents and employees.
- **Public Information and Warning (Lead):** Lead County office in support of public information before, during, and following a disaster. Provides information to the public at the Joint Information Center and Media Center collocated in coordination with the Public Information Officer.
- **Volunteer and Donations Management:** Supports the volunteer management function through the management of Office of Emergency Services volunteer groups, including the Community Emergency Response Team (CERT) and Radio Amateurs Civil Emergency Services (RACES). These volunteer groups aid with disaster and emergency preparedness and response via communications, local operations, field support, etc.

12.2. Agriculture Commissioner

The San Benito County Office of the Agriculture Commissioner (AG Commissioner) serves as the lead department for EF-11 (Food and Agriculture). The AG Commissioner coordinates emergency activities related to food and agriculture. The department may assign primary and support roles to those units within the department that have the authorities, capabilities, and resources necessary to meet emergency needs. The AG Commissioner supports the following emergency functions:

- **Care and Shelter:** Coordinates with private sector organizations dedicated to providing food, water, shelter, and care to animals/livestock. Provides information for human mass care shelters. Provides food supply lists, emergency food assistance programs, food, water, shelter, and care to animals/livestock. Coordinates food resupply during an emergency.
- **Resources:** Provides information on appropriate, available fairgrounds that may be activated as human and/or animal mass care shelters, mobilization centers, storage sites and/or staging areas for emergency response supplies, equipment, and personnel.
- **Hazardous Materials:** Conducts pesticide residue testing and monitoring on food sources and quarantines where illegal residue of pesticides exist (with law enforcement consent).



Provides specific pesticide toxicological data for support and background information. Provides toxicologists and medical personnel to perform risk and health assessments.

- **Food and Agriculture (Lead):** Leads efforts to support the continuance, safety, and security of agriculture. Coordinates the response to, recovery from, and mitigation of animal and plant diseases and pests, oversees the control and eradication of outbreaks of highly contagious or economically devastating livestock diseases, or outbreaks of harmful or economically significant plant pests and diseases. Support the continued movement of production agriculture commodities when private business resources are exhausted by coordinating with the Transportation Emergency Function to facilitate critical movement. Executes routine dairy food safety inspections and other services to ensure the safety of dairy food products that enter commerce. Provides for recovery of impacted food and agriculture industries and resources after a disaster by evaluating and reporting agricultural sector damage and resultant economic losses to SBC OES and Cal OES. Coordinates resources requests with Cal OES and the California Department of Food and Agriculture (CDFA).
- **Public Health and Medical:** Provides information relative to outbreaks of livestock diseases that may have an impact on human health. Coordinates with the San Benito County Integrated Waste Department and rendering companies to support the disposal of animal carcasses. Provides information on the available storage sites and staging areas for animal food, medical supplies, and animal care personnel. Leads the administration of programs to detect, control, and eradicate diseases, insects, and vertebrate pests affecting plants and animals, protect human and animal food from contamination. Assists private agricultural businesses and animal shelters with efforts to provide food, water, shelter, and veterinary care to affected animals.
- **Public Health and Medical:** Analyzes impacted areas for safe return of displaced populations.
- **Long-term Recovery:** Evaluates and reports agricultural sector damage and resultant economic losses to the EOC and OES.
- **Evacuation:** Coordinates with organizations that provide transportation resources and animal care personnel for affected animals/livestock.
- **Public Information:** Supports public information and outreach concerning pesticide issues.

12.3. Assessor

- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Long Term Recovery:** Assist with tracking and accounting of spending and damage estimates.



12.4. Auditor/County Clerk/Elections/Registrar of Voters/Recorder

- **Resources:** All county departments and agencies support the resources emergency function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Long-term Recovery:** Allocates funds to county departments and agencies to repair, restore, or replace public real property damaged or destroyed. Develops criteria for the county to recover non-federally reimbursed costs of emergency activities and streamline approval processes. Ensures an expedient non-federal reimbursement process during an emergency. Provides oversight for county financial transactions. Allocates resources, assigns funds for emergency-related activities, and evaluates and approves, if appropriate, agency emergency expenditures. Coordinates with the California Department of Finance.

12.5. Behavioral Health

- **Transportation:** Assists with coordinating transportation services for individuals with access or functional needs related to behavioral/mental health needs. Acquire specialized transportation apparatus for safe and efficient transportation.
- **Management:** Provides health information on disaster mental health status and operations.
- **Care and Shelter:** Coordinates with providers of care and shelter to address mental health issues and the provision of crisis counseling services for disaster victims and shelter workers. May contribute members to the shelter evaluation team to determine the adequacy of services.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Public Health and Medical:** Administers emergency mental health services, identifies, and mobilizes available departmental resources to support response activities, and supports county mental health needs in assessing mental health risks to victims and emergency personnel.

12.6. Board of Supervisors

- **Public Information:** At the discretion of the PIO and EOC Director, one or more supervisors may act as a spokesperson for the county.



12.7. Health and Human Services Agency (HHSa)

San Benito County Health and Human Services Agency (HHSa) serves as the lead agency for coordinating emergency activities related to care and shelter, public health and medical services. The agency may assign primary and support roles to those departments within the agency that have the authorities, capabilities, and resources necessary to meet emergency needs.

- **Care and Shelter (LEAD):** Provides facilities for shelter, food preparation, and medical equipment/supplies for individuals residing in emergency shelter facilities. Provides consultation and assistance in accessing shelter space for individuals with access and functional needs, and coordinates care and shelter for animals. Other county and city agencies/departments will also assist, such as Recreation and Child Support, to ensure children residing in shelters are safe and receiving the care and supplies they need.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Public Health and Medical Services:** HHSa is the agency that oversees the Public Health department in the county. As of December 2015, San Benito County Emergency Medical Services (EMS) resides within the Office of Emergency Services; however, during a disaster, HHSa and EMS work together as co-leads for ESF-8 (Public Health & Medical). As such, HHSa is responsible for equipping Public Health and EMS with the tools, supplies, support, and personnel to accomplish their missions. Additionally, Public Health is a key partner to provide care and shelter. The two organizations coordinate with each other to provide the highest level of care for the displaced populations.
- **Long-term Recovery:** Assists with providing Public Assistance (PA) and Individual Assistance (IA) to the residents of San Benito County, which includes participation in Local Assistance Centers to ensure the public receives the benefits of various health and human services programs.
- **Evacuation:** Coordinates with evacuation procedures to direct displaced individuals to the appropriate emergency shelters.

12.7.1. Child Support Services

Outreach and Local Assistance: Child Support Services will take a lead role in regard to public outreach and local assistance available to the public as related to the incident at hand.

12.8. Council of Governments

Council of Governments (COG) is the lead agency for ESF-1 (Transportation). COG assists with all activities requiring mass transportation, including bus procurement and coordination of resources. COG works with the Medical and Health Unit to secure transportation for individuals with access or functional needs who may require additional assistance or specific considerations.



- **Transportation (LEAD):** Provides assessments of transportation infrastructure and traffic conditions. Assesses damage to highway system and establishes route priorities during recovery efforts. Operates as the OA transportation authority and coordinates with the California Department of Transportation (CALTRANS) and the Federal Highway Administration regarding the status of county road and highway systems. Provides transportation policies and guidance as needed. Coordinates county agency plans, procedures, and preparations for route recovery, traffic regulation, and air transportation. Develops routing and directions for the movement of incident victims out of an impacted area, and the delivery of necessary personnel and medical supplies to local medical facilities and shelters. Prepares road information and displays. Helps the San Benito County Sheriff's Office, the California Highway Patrol (CHP), and other local traffic agencies regulate and provide signage and staff for roadblocks.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Long-term Recovery:** Assist with the planning effort to rebuild the road and transportation system of the county after a disaster.

12.9. County Fire Service/Hollister Fire Department

Currently, the City of Hollister Fire Department holds the San Benito County Fire Department contract and provides fire services to the entire county, including the City of San Juan Bautista. With this contract, the Hollister Fire Department is the lead agency for ESF-4 (Fire & Rescue). ESF-4 coordinates all fire-related activities, including resources and equipment.

- **Fire and Rescue (LEAD):** Tasked with managing the entire OA Fire and Rescue operations by prioritizing response activities and directing personnel. Coordinates with law enforcement and other ESFs to receive and provide assistance as needed.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Public Health and Medical Services:** Provides emergency medical assistance and assists Public Health Division during pandemic events by providing trained emergency medical personnel to assist with the assessment and treatment of victims.
- **Search and Rescue:** Provides search and rescue assistance to the San Benito County Sheriff's Office in the way of training, personnel, and equipment when appropriate.
- **Hazardous Materials:** Assists San Benito County Environmental Health with hazardous material incidents, including requesting mutual aid, performing decontamination for HAZMAT teams, and performing simple initial assessments.
- **Evacuation:** Assists law enforcement entities with the safe and orderly evacuation of the public when able to do so.



- **Volunteer Management:** May coordinate volunteer teams to provide the greatest use of the volunteers, including CERT, RACES, ARES, Explorer Programs, Animal Evacuation, and Search and Rescue.

12.10. County Counsel

- **Management:** Provides legal assistance to the EOC and OES to reduce the risk of legal conflicts.
- **Resources:** All county departments and agencies support the resources emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.

12.11. District Attorney

- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Law Enforcement:** Coordinates with law enforcement entities to ensure the prosecution of suspected criminals during times of disaster. Coordinates with the Sheriff, county jail, and juvenile hall to consider freeing prisoners.

12.11.1. Victim Witness Program

- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management. The Victim Support Unit provides support to potential victims and coordinates access to programs and information regarding their rights.
- **Law Enforcement:** Provides support to law enforcement during investigations to support victims of criminal acts. The Victim Services Unit ensures that identified potential victims and their family members have the victim support needed and mandated by law.

12.12.2. Emergency Medical Services (EMS)

The County Emergency Medical Services Agency (EMS) is the Co-Lead agency responsible for ESF-8 (Public Health and Medical). The EMS Manager is the Medical and Health Operational Area Coordinator (MHOAC) and is the coordinator for the state EMS mutual aid system.

- **Transportation:** Through mutual aid channels, EMS secures specialized transportation for individuals with access or functional needs. When emergency ambulance transportation has stabilized post-disaster, EMS coordinates using 911 services to transport individuals with access and functional needs to safe and secure evacuation points.



- **Mass Care and Shelter:** Coordinates with HHSA and Public Health to provide medical services to residents of emergency shelters. Please see agency specific sections in this EOP for further details.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Public Health and Medical (CO-LEAD):** Co-Lead of the Public Health and Medical ESF are tasked with managing the Medical and Health Operational Area Coordinator duties of the ESF. Acts as the lead for requesting and providing mutual aid for medical and health equipment, supplies, and personnel.
- **Evacuation:** Coordinates the administration of emergency medical care and treatment during evacuations. Organizes transportation for individuals with access and functional needs and evacuates hospital and skilled nursing facility patients who require medical supervision during transport.

12.12.3. Environmental Health (EH)

The San Benito County Environmental Health (EH) Division serves as the lead agency for coordinating emergency activities related to hazardous materials. The agency may assign primary and support roles to those departments within the county that have the authorities, capabilities, and resources necessary to meet emergency needs.

- **Care and Shelter:** Ensures the shelters are free from any harmful substances. This will include ensuring the safety of food, drugs, and other consumer products as well as the implementation of food safety and sanitation standards at sheltering facilities.
- **Resources:** All county departments and agencies support the resources emergency function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Public Health and Medical:** Ensures consistent, effective, and coordinated compliance and enforcement actions to safeguard public health and the environment. Assesses the effectiveness of statutes, regulations, and programs, including emergency response programs designed to protect children from environmental hazards through the work of Children's Environmental Health Center. Provides fact sheets, notices, and other materials, as necessary to advise and support members of the public returning to impacted areas.
- **Hazardous Materials:** Maintains inventory and contact lists throughout the county, including storage and applications. Performs initial hazardous materials response and substance identification procedures. In partnership with the local fire department, requests technician level hazardous materials response from Salinas Fire Department, or other hazardous materials response units as provided through mutual aid channels. Maintains the county's Hazardous Materials Area Plan. PH also assists in determining public health risk and provides health effects information following hazardous materials incident. Provides chemical lists known to cause specific health problems; personnel, such as



toxicologists and epidemiologists; and health effects information to incident command, local health agencies, and health professionals following hazardous material releases. Maintains a library and other technical and reference resources of chemical, health, toxicology, and other scientific information. Provides technical resources, such as toxicologists and epidemiologists, and assists in determining environmental risk/threats following hazardous materials incident. Provides health effects information to incident command, following hazardous material releases. Coordinates the provision of timely and accurate health effects information.

12.12.4. Public Health

San Benito County Public Health Department (PH) is the Co-lead agency responsible for ESF-8 (medical and health). Working with County EMS, the Public Health Officer leads the medical and health efforts countywide.

- **Care and Shelter:** Aids with the endurance the safety of food, drugs, medical devices, and other consumer products in the disaster area. Aids with and performs infectious disease surveillance and outbreak response. Aids with the implementation of food safety and sanitation standards at sheltering facilities. Analyzes impacted areas for the safe return of displaced populations.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Public Health and Medical (CO-LEAD):** Administers and coordinates disaster-related public health programs and assesses public health hazards. Conducts surveillance of infectious diseases in a disaster area and determines appropriate actions to be taken to prevent and control disease outbreaks. Implements local pandemic influenza response plans in coordination with state agencies. Provides epidemiological and laboratory support through coordination with state and neighboring Op Area public health and clinical laboratories. Collects and analyzes data and report information for public health emergency planning and response. Assesses health, safety, emergency preparedness, and response plans for healthcare facilities. Ensures the safety of drinking water supplies. Assesses potential health effects, recommends protective measures, and drafts measures to the protect public from chemical, biological, radiological, and nuclear incidents. Obtains and provides medical supplies and pharmaceuticals following a disaster. Assesses health, safety, emergency preparedness, and response plans for facilities that the department regulates.
- **Food and Agriculture:** Acts as a technical resource on food safety and disease-carrying insects and animals in a disaster area. Coordinates with laboratory and assessment services related to chemical, microbial, and radiological contaminants. Identifies and assesses hazards to human health posed by pesticides used to combat agricultural pests.



- **Law Enforcement:** Provides guidance to law enforcement organizations on medical and health safety. Works with fire and law to determine patient safety within licensed healthcare facilities.
- **Long-term Recovery:** Supports the restoration of healthcare facilities, drinking water systems, and safe food supplies.
- **Evacuation:** Supports local jurisdictions in the safe evacuation of patients from healthcare facilities due to disaster. Provides assistance/coordination in identifying facilities needing evacuation, setting evacuation prioritizations, and with facility re-population.
- **Public Information:** Public Health Officer serves as a potential spokesperson to the EOC Director and Public Information Officer (PIO). Supplies staff to the JIC if activated and requested by the EOC Director.
- **Volunteer and Donations Management:** Provides technical advice and assists with coordinating donated pharmaceuticals, vaccines, and medical supplies.

12.13. Library

- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.

12.14. Office of Education

- **Care and Shelter:** Promotes the use of school property for public agencies during disasters. Coordinates with administrative staff to open shelters at schools.
- **Long-term Recovery:** Supports retraining programs to resume essential enterprises.
- **Public Information:** Distributes educational materials on natural and technological hazards and emergency preparedness. Incorporates information into a countywide curriculum to help students understand and cope with emergencies. Assists the OES Public Information Officer to prepare and disseminate public information, instructions, and advice to schools, students, and parents. Provides public information support as required to assist in recovery operations.

12.15. Probation

- **Resources:** Supplies peace officers, interpreters, crisis counselors, equipment, tools, generators, portable power units, radios, procurement personnel, instructors, administrative personnel, computers, facilitates, and other business machines and office supplies.
- **Search and Rescue:** Provides personnel to assist with search and rescue operations.
- **Care and Shelter:** Provides supplies, equipment, pharmaceuticals, and facilities, where appropriate for care. Provides water, food products, and food service equipment.



- **Law Enforcement:** As available, provides food services, supplies, clothing, juvenile hall facilities, and housing. Provides various types of firearms, gear, and authorized peace officers for crowd and riot control, and criminal investigations.

12.15.1. Juvenile Hall

- **Resources:** All county departments and agencies support the resources emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Law Enforcement:** Provides peace officers and personnel, assists traffic control, tracks individuals on probation, provides facilities, communication systems, fuel, equipment, firearms and munitions.

12.16. Resource Management Agency

The San Benito County Resource Management Agency (RMA) includes the Public Works Division, Planning Division, and Integrated Waste Division. The Public Works Division is the lead agency for two emergency support functions: Construction & Engineering, and Utilities. For planning and EOC purposes, these functions are to be combined to facilitate management of responsibilities.

- **Construction and Engineering:** Coordinates the divisions of RMA to support construction and engineering projects.
- **Resources (LEAD):** Acquires and commandeers equipment and resource from private and public partners. All county departments and agencies support the resource emergency function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Utilities:** Assists Public Works to coordinate with utility providers to gather information regarding outages, prioritizing locations that require service, and ensuring that work done on buildings complies with county building codes.
- **Long-term Recovery:** Assists with the overall recovery efforts.

12.16.1. Integrated Waste

- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Hazardous Materials:** Provides technical assistance for the collection and proper handling of household hazardous wastes in the event of a biological disaster. Provides information and communicates with the EOC regarding any solid and household hazardous waste issues that may arise.



12.16.2. Planning and Building

- **Construction and Engineering:** Provides building inspectors during the damage assessment period. Assists with planning activities for operational periods. Issues permits as required.
- **Fire and Rescue:** Inspects and placards damaged buildings following a disaster. Gathers information from the fire department to determine the best strategy to begin building inspection duties.
- **Care and Shelter:** Coordinates building inspectors to survey potential emergency shelters to determine if the shelters are safe to use.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Utilities:** Works with utility providers to coordinate information regarding outages, prioritizing locations that require service, and ensuring that work done on buildings complies with county building codes.
- **Long-term Recovery:** Coordinates with other departments and agencies to identify the best allocation of resources toward the recovery of damaged and destroyed buildings. Assists with the overall recovery effort, including coordination with LAFCO.

12.16.3. Public Works

- **Construction and Engineering (LEAD):** Coordinates efforts to provide the tools and personnel to clear roads and inspect county buildings. Provides general public works assistance as needed.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Utilities (LEAD):** Coordinates with private and public utility organizations to prioritize areas that require services. Gathers information on utilities that are down and coordinates response activities.
- **Long-Term Recovery:** Public Works documents all completed work to assist with the reimbursement process, if eligible. Utilizes resources to assist with rebuilding.

12.17. Sheriff's Office

The Sheriff's Office leads several ESFs, including ESF-2 (Communications), ESF-9 (Search & Rescue), ESF-13 (Law Enforcement), and ESF-16 (Evacuation). The Sheriff's Office does this through its paid staff and volunteer groups, including SAR, and Large Animal Evacuation.

- **Transportation:** Coordinates resources to assist with transportation needs concerning the evacuation and transportation of jail populations. Leads evacuation efforts and assists the transportation unit by providing information and prioritization of transportation needs.



- **Communications (LEAD):** Manages the entire 911 emergency communications network for the entire county, including all the incorporated cities. Supports field-level response by providing radio communications through the contracted 911 provider, Santa Cruz Regional 911.
- **Construction and Engineering:** Makes jail crews available to assist with community clean up and reconstruction activities.
- **Management:** May provide back up to the OES, should OES be unavailable.
- **Care and Shelter:** When resources are available, provides security and law enforcement assistance for established shelter locations as needed.
- **Resources:** Supplies peace officers, interpreters, crisis counselors, equipment, tools, generators, portable power units, radios, computers, facilities, and other business machines and office supplies.
- **Search and Rescue (LEAD):** Coordinates search and rescue operations and direction, controls search and rescue personnel, including the San Benito County Search and Rescue (SAR) volunteer group.
- **Law Enforcement (LEAD):** Guides and supports the entire law enforcement response. Facilitates coordination among all law enforcement agencies by prioritizing objectives and allocating resources. Receives, analyzes, and disseminates law enforcement communication and provides information related to law and criminal activities.
- **Public Information:** The sheriff and other designated staff may serve as a spokesperson in law enforcement focused events. Leads information gathering efforts in a law enforcement focused incident.
- **Evacuation (LEAD):** Leads evacuation efforts within the county. Provides evacuations routes, determines areas to be evacuated, and performs field-based notifications.
- **Volunteer and Donations Management:** Supports the volunteer management function through the management of Sheriff's Office volunteer groups, including Search and Rescue (SAR).

12.17.1. Coroner

- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Public Health and Medical:** Coordinates with Public Health to ensure safe storage of cadavers by securing appropriate alternate and temporary morgue locations. Utilizes refrigeration trucks and requests Disaster Mortuary Operational Response Teams (DMORT) through mutual aid channels as appropriate.



12.17.2. County Jail

- **Construction and Engineering:** Provides inmate crews to assist with reconstruction, seismic retrofit activities, vegetation abatement, debris clearing, historic site preservation, and structural reconstruction.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Law Enforcement:** As available, provides food services, supplies, clothing, juvenile hall facilities, and housing. Provides various types of firearms, gear, and authorized peace officers for crowd and riot control, and criminal investigations.

12.18. Treasurer-Tax Collector-Public Administrator

- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Long-term Recovery:** Coordinates with the Administration Department to develop a Long-term Recovery plan and provides information on potential loss in tax revenue.

12.19. UC Cooperative Extension

- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Food and Agriculture:** Provides students willing to volunteer their time to assist with food and/or agricultural crisis.

12.20. Veterans Services Office

- **Care and Shelter:** Should veterans be willing to donate their time to assist care and shelter operations, the Veteran's Services Office coordinates with HHSA to find the most appropriate fit for those volunteers. Should veterans require the use of the shelters, the Veterans Services Office provides any assistance they currently offer to those individuals while at the emergency shelter.
- **Resources:** All county departments and agencies support the resource emergency support function and provide, where appropriate, facilities, services, personnel, equipment, and materials for all phases of emergency management.
- **Volunteer and Donations Management:** Assists with managing any veterans who decide to volunteer their time toward disaster relief.



This Page Intentionally Left Blank



13. Plan Administration

13.1. Plan Development and Maintenance

The EOP is developed under the authority conveyed to the county in accordance with the California Emergency Services Act (ESA) and San Benito County Ordinance. SBC OES develops and revises drafts of the plan in coordination with county agencies, county departments, the City of Hollister, the City of San Juan Bautista, special districts, school districts, and other relevant stakeholders. The plan is reviewed by the San Benito County Disaster Council, which recommends approval of the plan to the San Benito County Board of Supervisors.

13.2. Administrative Practices

Adherence to standard administrative and financial procedures and accurate tracking and accounting is critical to ensure adequate resources and funding to support response and recovery activities. Standard administrative and financial practices also support proper cost accounting to obtain any reimbursement provided through disaster assistance programs.

Emergency response agencies must develop and integrate administrative and financial procedures into their Standard Operating Procedures (SOP). All financial management officials must follow the administrative practices required by state law and the SEMS guidelines.

13.3. Standard Operation Procedures

The EOP is intended to be used in conjunction with city plans, state plans, and associated standard operating procedures (SOP). Where supporting plans are inconsistent with the general principles described in the EOP, the county plan will supersede supporting plans. SOPs provide the purpose, authorities, duration, and details for the preferred method of performing a single function, or several interrelated functions uniformly.

SOPs must also facilitate the need to carry out actions under conditions that may not have been anticipated when the SOP was drafted. For example, it may be necessary to consider alternative procedures that solve a problem to perform in a more time-efficient or cost-efficient way. It is clear, therefore, that some procedures may need to be suspended, relaxed, or made operational under threat of disaster. However, such action should be carefully considered, and the consequences should be projected realistically.

13.4. Vital Records Retention

Maintenance of administrative records continues throughout all phases of an emergency. In preparation for an emergency, training and appropriate forms are provided, including procedures for all units of potential response organization. During a response, entities ensure that adequate documentation is collected through the Documentation Unit at the Incident and the EOC, for activities of personnel, use of equipment, and expenditures for the emergency. Finally, after the



response has been terminated, records should be protected and maintained for audit purposes. The Cost Unit is responsible for cost recovery records and assisting in collecting any missing information. Problem areas are identified, corrective measures taken, and employees retrained in the proper, updated procedures.

13.5. After Action Reports (AAR) and Corrective Actions

SEMS regulations require that San Benito County OES, in cooperation with involved county and city government agencies, complete an After-Action Report (AAR) within 120 days after each emergency proclamation. Furthermore, the SEMS regulations under Title IX, Division 2, Chapter 1, Section 2450(a) requires any federal, state, or local jurisdiction proclaiming or responding to a local emergency for which the governor has declared a State of Emergency or State of War Emergency, shall complete, and transmit an AAR to Cal OES within 90 days of the close of the emergency period. Upon completion of the AAR, corrective actions are identified to make recommendations for correcting problems noted in the response/recovery effort, or during exercises and training. Depending on the level of the AAR, corrective action may encompass anything from detailed recommendations for improving individual agency plans and procedures to broader system-wide improvements. Priority corrective actions are assigned to relevant stakeholders and tracked to ensure the identified problem has been addressed.



This Page Intentionally Left Blank



Attachments

Below is a list of attachments referenced in the plan:

- **Attachment A** – Authorities and References
- **Attachment B** – Acronyms and Abbreviations
- **Attachment C** – Glossary
- **Attachment D** – California Warning System
- **Attachment E** – EOC Activation Guide
- **Attachment F** – EOC Staffing
- **Attachment G** – EOC Activation Levels
- **Attachment H** – Operational Area Maps
- **Attachment I** – Emergency Proclamations
- Additional Attachments

Attachment A – Authorities and References

LOCAL:

- San Benito County Code of Ordinances 11.01 Emergency Services
- Multi-Jurisdictional Local Hazard Mitigation Plan

STATE:

- California Emergency Services Act (ESA)
- California Disaster Assistance Act (CDAA)
- California Code of Regulations, Title 19
- California Disaster and Civil Defense Master Mutual Aid Agreement
- California Catastrophic Incident Base Plan: Concept of Operations
- State of California Emergency Plan
- Standardized Emergency Management System Guidelines

FEDERAL:

- Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended National Incident Management System (NIMS)
- National Response Framework (NRF)
- National Disaster Recovery Framework
- Title 44 Code of Federal Regulations
- Comprehensive Preparedness Guide 101



Attachment B – Acronyms and Abbreviations

Acronyms and Abbreviations	
AA	Administering Agency
AAR	After-Action Review/Report
CA-ESF	California Emergency Functions
CalOES	California Office of Emergency Services
CAO	County Administrative Officer
CBO	Community-Based Organization
CBRNE	Chemical, Biological, Radiological, Nuclear, and High Yield Explosives
CDA	California Disaster Assistance Act
CERT	Community Emergency Response Team
CIKR	Critical Infrastructure and Key Resources
COG	Continuity of Government & Council of Governments
COOP	Continuity of Operations
COSB	County of San Benito
CPG	Comprehensive Preparedness Guide
CUPA	Certified Unified Program Agencies
DAP	Disaster Assistance Policy
DHS	U.S. Department of Homeland Security
DMORT	Disaster Mortuary Operations Response Team
DOC	Department Operations Center
EAS	Early Alert System
EH	Environmental Health
EMAC	Emergency Management Assistance Compact
EMMA	Emergency Management Mutual Aid
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESA	California Emergency Services Act
ESF	Emergency Support Functions
FBO	Faith-based Organization
FEMA	Federal Emergency Management Agency
GIS	Geographic Information Systems
HAZMAT	Hazardous Material (s)
HAZUS-MH	Hazards U.S. Multi-Hazards
IA	Individual Assistance
ICP	Incident Command Post
ICS	Incident Command System
JFO	Joint Field Office
JIC	Joint Information Center



Acronyms and Abbreviations	
JIS	Joint Information Systems
LEPC	Local Emergency Planning Committee
LHMP	Local Hazard Mitigation Plan
MAA	Mutual Aid Agreement
MACS	Multiagency Coordination System
MMAA	California Disaster and Civil Defense Master Mutual Aid Agreement
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NRF	National Response Framework
OA	Operational Area
OES	Office of Emergency Services
PA	Public Assistance
PG&E	Pacific Gas & Electric
POC	Point of Contact
RACES	Radio Amateur Civil Emergency Service
REOC	Regional Emergency Operations Center
SAR	Search and Rescue
SBC	San Benito County
SBC ESF	San Benito County Emergency Support Functions
SEMS	Standardized Emergency Management System
SO	Sheriff's Office
SOC	State Operations Center
SOG	Standard Operating Guideline
SOP	Standard Operating Procedure
UC	Unified Command & University of California (Cooperative Extension)
U.S.C.	United States Code
VOAD	Voluntary Organizations Active in Disaster



Attachment C – Glossary

Access and Functional Needs: Individuals with access and functional needs may have additional needs before, during, and after an incident in functional areas, including but not limited to maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional assistance may include those who have disabilities, live in an institutionalized setting, are elderly, are children, are from diverse cultures, have limited English proficiency, are non-English speaking, or are transportation disadvantaged.

Action Plan: The plan prepared in the EOC containing the emergency response objectives of the SEMS level reflects overall priorities and support activities for a designated period. The plan is shared with supporting agencies. See also **Incident Action Plan**.

Activation: 1) Initial activation of an EOC may be accomplished by a designated official of the emergency response agency that implements SEMS as appropriate to accomplish the agency's role in response to the emergency. 2) An event, in the sequence of events, generally experienced during most emergencies.

After Action Report (AAR): A report covering response actions, application of SEMS modifications to plans, procedures, training needs, and recovery activities.

All-Hazards: Any incident, natural or man-made, that warrants action to protect life, property, environment, public health or safety, and minimize disruptions of government, social, or economic activities.

Branch: The organizational level at the SEMS Field Level having functional or geographic responsibility for a major part of incident operations. The branch level is organizationally between section and division/group in SEMS and is headed by a Branch Director.

California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA): An agreement entered into by and between the State of California, its various departments and agencies, the various political subdivisions, municipal corporations, and public agencies of the State of California to assist each other by providing resources during an emergency. Mutual Aid occurs when two or more parties agree to furnish resources and facilities and to render services to each other in response to any type of disaster or emergency.

California Emergency Services Act (ESA): An act within the California government code to ensure that preparations within the state will be adequate to deal with natural, man-made, or war-caused emergencies which result in conditions of disaster or in extreme peril to life, property, and the natural resources of the state. Additionally, to protect the health, safety and preservation of the lives and property of the people of the state.

Catastrophe: Any natural or man-made incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.



Command/Management: Command is responsible for the directing, ordering, and/or controlling of resources at the field response level. Management is responsible for overall emergency policy and coordination at the SEMS EOC levels.

Command Post: See **Incident Command Post**.

Command Staff: The Command Staff at the EOC level consists of the EOC Director, Information Officer, Safety Officer, and Liaison Officer.

Common Terminology: Commonly used words and phrases. Avoids the use of different words/phrases for same concepts and consistency to allow diverse incident management and support organizations to work together across a wide variety of incident management functions and hazard scenarios.

Communications: Process of transmission of information through verbal, written, or symbolic means.

Continuity of Government (COG): Activities that address the continuance of constitutional governance. COG planning aims to preserve and/or reconstitute the institution of government and ensure that a department or agency's constitutional, legislative, and/or administrative responsibilities are maintained. This is accomplished through a succession of leadership, the pre-delegation of emergency authority, and active command and control during response and recovery operations.

Continuity of Operations (COOP): Planning should be instituted (including all levels of government) across the private sector and non-governmental organizations, as appropriate, to ensure the continued performance of core capabilities and/or critical government operations during any potential incident.

Coordination: The process of systematically analyzing a situation, developing relevant information, and informing appropriate command authority of viable alternatives for a selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra/inter-agency) does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within limits established by specific agency delegations, procedures, legal authority, etc. Multiagency or interagency coordination exists at all SEMS levels.

Corrective Actions: Implementing procedures that are based on lessons learned from actual incidents or training and exercises.

Cost Unit: Functional unit within the Finance/Administration Section responsible for tracking costs, analyzing cost data, making cost estimates, and recommending cost-saving measures.

Critical Infrastructure: Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.



Cyber Threat: An act or threat that poses potentially devastating disruptions to critical infrastructure, including essential communications such as voice, email, and internet connectivity.

Cyber Security: The protection of data and systems in networks connected to the internet, including measures to protect critical infrastructure services. These services may include essential communications such as voice, email, and internet connectivity.

Demobilization: The orderly, safe, and efficient return of an incident resource to its original location and status.

Department Operations Center (DOC): An Emergency Operations Center (EOC), specific to a single department or agency. Their focus is on internal agency incident management and response. DOCs are often linked to and, in most cases, are physically represented in a combined agency EOC by authorized agent(s) for the department or agency.

Disaster: A sudden calamitous emergency/event with resultant damage, loss, or destruction.

Division: The partition of an incident into geographical operational areas. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Section Chief. A division is located within the ICS organization between the Branch and resources in the Operations Section.

Documentation Unit: Functional unit within the Planning/Intelligence Section responsible for collecting, distributing, recording, and safeguarding all documents relevant to an incident or within an EOC.

Emergency: Any incident(s), whether natural or man-made, that requires responsive action to protect life or property. Under the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, an emergency means any occasion or instance for which, in the determination of the president, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

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

Emergency Operations Plan: The ongoing plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

Emergency Response Agency: Any organization responding to an emergency, or providing mutual aid support to such an organization, whether in the field, at the scene of an incident, or to an operations center.



Emergency Response Personnel: Personnel affiliated with or sponsored by emergency response agencies.

Emergency Services Coordinator: The individual within the jurisdiction delegated the day-to-day responsibility for the development and maintenance of all emergency management coordination efforts. In San Benito County, this is the Emergency Services Coordinator.

Emergency Services Director: The individual within each political subdivision that has overall responsibility for jurisdiction emergency management. In San Benito County, this is the County Administrative Officer.

EOC Action Plan: The plan developed at SEMS EOC levels, which contains objectives, actions to be taken, assignments, and supporting information for the next operational period.

Essential Facilities: Police, fire, emergency operations centers, schools, medical facilities, and other resources that have a role in an effective and coordinated emergency response.

Evacuation: Organized, phased and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas and their reception and care in safe areas.

Finance/Administration Section: The section responsible for all administrative and financial considerations surrounding an incident or EOC activation.

Function: Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The same five functions exist at all SEMS EOC levels. At the EOC, the term Management replaces Command. The term function is also used when describing the activity involved (e.g., the planning function). A sixth function, Intelligence/Investigations, may be established, if required, to meet emergency management needs.

General Staff: The group of management personnel reporting to the Incident Commander or EOC Director. They may each have a deputy, as needed. The General Staff consists of the chiefs of each of the four SEMS Sections: Operations, Planning, Logistics, and Finance/Administration.

Group: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a particular function, not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. See **Division**.

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Incident: An occurrence or event, natural or man-made that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wild-land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.



Incident Action Plan (IAP): An oral or written plan containing general objective reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and critical information for the management of the incident during one or more operational periods. At the SEMS EOC level, it is called the EOC Action Plan.

Incident Base: The location at which primary Logistics functions for an incident are coordinated and administered. There is only one base per incident. (Incident name or other designator will be added to the term base.) The Incident Command Post may be co-located with the Base.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Command Post (ICP): The field location where the primary functions are performed. The ICP may be co-located with the Incident Base or other incident facilities.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a standardized organizational structure, designed to aid in the management of resources during incidents. Scalability and flexibility allow for ICS application to be small, as well as large and complex and planned and unplanned incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Objectives: Statement of guidance and direction necessary for the selection of appropriate strategy and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable while remaining flexible enough to allow for unforeseeable changes in events and to allow for alternative strategies and tactics.

Initial Response: Resources initially committed to an incident.

Information: Pieces of raw, unanalyzed data that identifies persons, evidence, events, or illustrates processes that specify the occurrence of an event. May be objective or subjective and is intended for both internal analysis and external (news media) application. Information is the “currency” that produces intelligence.

Intelligence: Product of an analytical process that evaluates information collected from diverse sources integrates the relevant information into a cohesive package and produces a conclusion or estimate. Information must be real, accurate, and verified before it becomes intelligence for planning purposes. Intelligence relates to the specific details involving the activities of an incident or EOC, current and expected conditions and how they affect the actions taken to achieve



operational period objectives. Intelligence is an aspect of information. Intelligence is primarily intended for internal use and not for public dissemination.

Intelligence/Investigations: Intelligence gathered within the Intelligence/Investigations function is information that either leads to the detection, prevention, apprehension, and/or prosecution of criminal activities [or the individual(s) involved] including terrorist incidents or information that leads to the determination of the cause of a given incident (regardless of the source) such as public health events or fires with unknown origins. This is different from the normal operational and situational intelligence gathered and reported by the Planning Section.

Interoperability: Allows emergency management/response personnel and their affiliated organizations to communicate within and across agencies and jurisdictions via voice, data, or video-on-demand, in real-time, when needed and when authorized.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, accurate, accessible, timely, and complete information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., county, state, and federal) or functional (e.g., law enforcement and public health).

Key Resources: Any publicly or privately controlled resources essential to the minimal operations of the economy and government.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation

Liaison Officer: A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for coordinating with representatives from cooperating and assisting agencies or organizations. At SEMS EOC Levels, reports directly to the EOC Director, and coordinates the initial entry of agency representatives into the Operations Center and also provides guidance and support for them as required.

Life-Safety: Refers to the joint consideration of both the life and physical safety of individuals.

Local Government: Local agencies per Article 3 of the SEMS regulations. Government Code section 8680.2 defines local agencies as any city, city and county, county, school district, or special district.



Local Government: Federal Code 30; a county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a non-profit corporation under state law), regional or interstate government entity, agency, or instrumentality of a local government. An Indian tribe or authorized tribal entity, or in Alaska, a Native village, or Alaska Regional Native Corporation. A rural community, unincorporated town or village, or other public entity.

Logistics: Providing resources and other services to support incident management.

Logistics Section: The section responsible for providing facilities, services, and material support for an incident or EOC activation.

Management Staff: See **Command Staff**.

Mitigation: Provides a critical foundation in the effort to reduce the loss of life and property from natural and/or man-made disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, have a long-term sustained effect on sustainability and resiliency.

Mobilization: The process and procedures used by all organizations- federal, state, tribal and local- for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Mobilization Center: An off-site location where emergency services personnel and equipment may be temporarily located, pending assignment to emergencies, release, or reassignment.

Multiagency/ Inter-Agency Coordination: The participation of agencies and disciplines involved at any level of the SEMS organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

Multiagency Coordination Group (MAC Group): Typically, administrators/executives, or their appointed representatives, who are authorized to commit agency resources and funds are brought together and form MAC Groups. MAC Groups may also be known as multi-agency committees, emergency management committees, or as otherwise defined by the system. It can provide coordinated decision making and resource allocation among cooperating agencies. It may establish the priorities among incidents, harmonize agency policies and provide strategic guidance and direction to support incident management activities.

Multiagency Coordination System(s) (MACS): Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The elements of multiagency coordination systems include facilities, equipment, personnel, procedures, and communications. Two of the most used elements are EOC and MAC Groups. These systems assist agencies and organizations responding to an incident.



Mutual Aid Agreements and/or Assistance Agreements: Written or oral agreements between and among agencies, organizations and, or jurisdictions that provide a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support before, during, and/or after an incident.

Mutual Aid Coordinator: An individual at local government, Operational Area, region, or state level that is responsible for coordinating the process of requesting, obtaining, processing, and using mutual aid resources. Mutual Aid Coordinator duties vary depending upon the mutual aid system.

Mutual Aid Region: A mutual aid region is a subdivision of Cal OES established to assist in the coordination of mutual aid and other emergency operations within a geographical area of the state consisting of two or more Operational Areas.

National Incident Management System (NIMS): Provides a systematic, proactive approach guiding government agencies at all levels, the private sector, and non-governmental organizations to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

National Response Framework (NRF): A guide to how the nation conducts all hazards incident management.

Non-governmental Organization (NGO): An entity with an association that is based on the interests of its members, individuals, or institutions. A government does not create it, but it may work cooperatively with the government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Officer: The ICS title for the personnel responsible for the Command Staff (Management Staff at EOC) positions of Safety, Liaison, and Public Information. One who holds an office or post; especially one elected or appointed to a position of authority or trust in a corporation, government, institution, etc.

Operational Area (OA): An intermediate level of the state emergency organization, consisting of a county and all other political subdivisions within the geographical boundaries of the county.

Operational Period: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually, they last 12-24 hours.

Operations Section: The section responsible for all tactical incident operations and implementation of the Incident Action Plan. In ICS, it typically includes subordinate branches, divisions, and/or groups. At the SEMS EOC levels, the section is responsible for the coordination of operational activities. The Operations Section at an EOC contains branches, groups, or units necessary to maintain an appropriate span of control.



Organization: Any association or group of persons with like objectives. Examples include, but are not limited to, governmental departments and agencies, private sector, and/or non-governmental organizations.

Planning Meeting: A meeting that occurs, as needed, throughout the incident's duration to determine specific strategies and tactics for incident control operations, and to serve and support the planning efforts. In larger incidents, the planning meeting is a significant element in the development of the Incident Action Plan. Planning meetings are an essential activity at all SEMS EOC levels.

Planning Section: The section responsible for the collection, evaluation and dissemination of operational information related to the incident or EOC activities. Responsible for the preparation and documentation of the IAP or EOC action plan respectively. This section also maintains information on the current and forecasted situation and the status of resources assigned to the incident or EOC activation.

Political Subdivisions: Includes any city and/or county, tax or assessment district, or other legally authorized local governmental entity with jurisdictional boundaries.

Preparedness: A continuous cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective action to ensure effective coordination during incident response. Within NIMS, preparedness focuses on the following elements: planning, procedures and protocols, training and exercises, personnel qualification and certification, and equipment certification.

Prevention: Actions to avoid or intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improve surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector: Organizations and entities that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal and informal structures, commerce, and industry.

Protocols: Sets of established guidelines for actions (which may be designated by individuals, teams, functions, or capabilities) under various specified conditions.

Public Information: Processes, procedures, and systems for communicating timely, accurate, and accessible information on the incident's cause, size, and current situation; resources committed; and other matters of general interest to the public, responders, and additional stakeholders (both directly and indirectly affected).



Public Information Officer (PIO): A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for interfacing with the public, media, and/or with other agencies with incident-related information requirements.

Recovery: The development, coordination and execution of service - and site - restoration plans; the reconstitution of government operations and services; individual, private sector, non-governmental, and public assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents.

Recovery Plan: A plan developed to restore the affected area or community.

Region Emergency Operations Center (REOC): Facilities found at Cal OES Administrative Regions. The REOC provides a centralized coordination of resources among Operational Areas within their respective regions and between the Operational Areas and the state level.

Reimbursement: Provides a mechanism to recoup funds expended for incident-specific activities.

Resources: Personnel, equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or an EOC.

Resource Management: Efficient emergency management and incident response require a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under NIMS includes mutual aid agreements and assistance agreements; the use of special federal, state, tribal and local teams; and resource mobilization protocols.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of EOP and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increase security operations; continuing investigations regarding nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity; apprehending actual perpetrators and bringing them to justice.

Response Personnel: Includes federal, state, territorial, tribal, sub-state regional and local governments, private sector organizations, critical infrastructure owners and operators, NGOs, and all other organizations and individuals who assume an emergency management role. Also known as an Emergency Responder.



Safety Officer: A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for monitoring incident operations and advising the IC on all matters relating to operational safety, including the health and safety of emergency responder personnel. The Safety Officer may have assistants.

Section: 1) The organizational level having responsibility for a major functional area of an incident or EOC Management (i.e., Operations, Planning, Logistics, Finance/Administration) and Intelligence/Investigations (if established). The section is organizationally situated between the branch and the Incident Command. 2) A separate part or division as follows: **a.** A portion of a book, treatise, or writing. **b.** A subdivision of a chapter. **c.** A division of law.

Situation Report: Often contains confirmed or verified information regarding the specific details relating to the incident.

Span of Control: The number of resources for which a supervisor is responsible, usually expressed as the ratio of supervisors to individuals. (Under NIMS, an appropriate span of control is between 1:3 and 1:7, with optimal being 1:5).

Special District: A unit of local government (other than a city or county,) with authority or responsibility to own, operate, and maintain systems, programs, services, or projects [(as defined in California Code of Regulations (CCR) Section 2900(s)] for purposes of natural disaster assistance. This may include joint powers authority established under *Section 6500 et. seq. of the California Code of Regulations*.

Stafford Act: The Robert T. Stafford Disaster Relief and Emergency Assistance Act establishes the programs and processes for the federal government to provide disaster and emergency assistance to states, local governments, tribal nations, individuals, and qualified private non-profit organizations. The provisions of the Stafford Act cover all-hazards, including natural disasters and terrorist events. Relevant provisions of the Stafford Act include a process for governors to request federal disaster and emergency assistance from the president. The president may declare a major disaster or emergency.

Staging Area: Established on an incident for the temporary placement of available resources awaiting operational assignments (e.g., personnel, supplies, equipment).

Standard Operating Procedure (SOP): Complete reference document or an operations manual that provides the purpose, authorities, duration, and details for the preferred method of performing a single function or several interrelated functions in a uniform manner.

Standardized Emergency Management System (SEMS): A system required by the California Government Code and established by regulations for managing the response to multiagency and multijurisdictional emergencies in California. SEMS consists of five organizational levels, which are activated as necessary: Field response, Local Government, Operational Area, Region, and State.

Standardized Emergency Management System (SEMS) Guidelines: SEMS guidelines assist those responsible for planning, implementing, and participating in SEMS.



Standardized Emergency Management System (SEMS) Regulations: Regulations establishing the Standardized Emergency Management System (SEMS) based upon the Incident Command System (ICS) adapted from the system originally developed by the Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE) program including those currently in use by state agencies, the Multiagency Coordination System (MACS) as developed by FIRESCOPE program, the Operational Area concept and the Master Mutual Aid Agreement, and related mutual aid systems. Regulations are found at *TITLE 19. DIVISION 2. Chapter 1, Section 2400 et. seq.*

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See *Section 2 (14), Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135 (2002).*

State Operations Center (SOC): The SOC is operated by the California Emergency Management Agency at the State Level in SEMS. It is responsible for the centralized coordination of state resources in support of the three Cal OES Administrative Regional Emergency Operations Centers (REOCs). It is also responsible for providing updated situation reports to the governor and legislature.

Strategy: The general plan or direction selected to accomplish incident objectives.

System: An integrated combination of people, equipment, and processes that work in a coordinated manner to achieve a specific, desired output, under specific conditions.

Technical Assistance: Support provided to state, tribal; and local jurisdictions when they have the resources, but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design or hazardous material assessments).

Technical Specialists: Personnel with special skills that can be used anywhere within the SEMS organization. No minimum qualifications are prescribed, as technical specialists typically perform the same duties during an incident that they perform in their everyday jobs. They are typically certified in their fields or professions.

Terrorism: Under the *Homeland Security Act of 2002*, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources; is a violation of the criminal laws of the United States or of any state or other subdivision of the United States in which it occurs; and is intended to intimidate or coerce the civilian population, or influence or affect the conduct of a government by mass destruction, assassination, or kidnapping. See *Section 2 (15), Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135 (2002).*

Threat: An indication of possible violence, harm, or danger.

Type: 1) An ICS resource classification that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size, power, capacity, or in the case of incident management teams, experience, and qualifications. 2) A class, kind, or group



sharing one or more characteristics; category. 3) A variety or style of a particular class or kind of thing.

Unified Command (UC): An ICS application is used when more than one agency has incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

Unit: The organizational element with functional responsibility for a specific incident planning, logistics, or finance/administration activity.

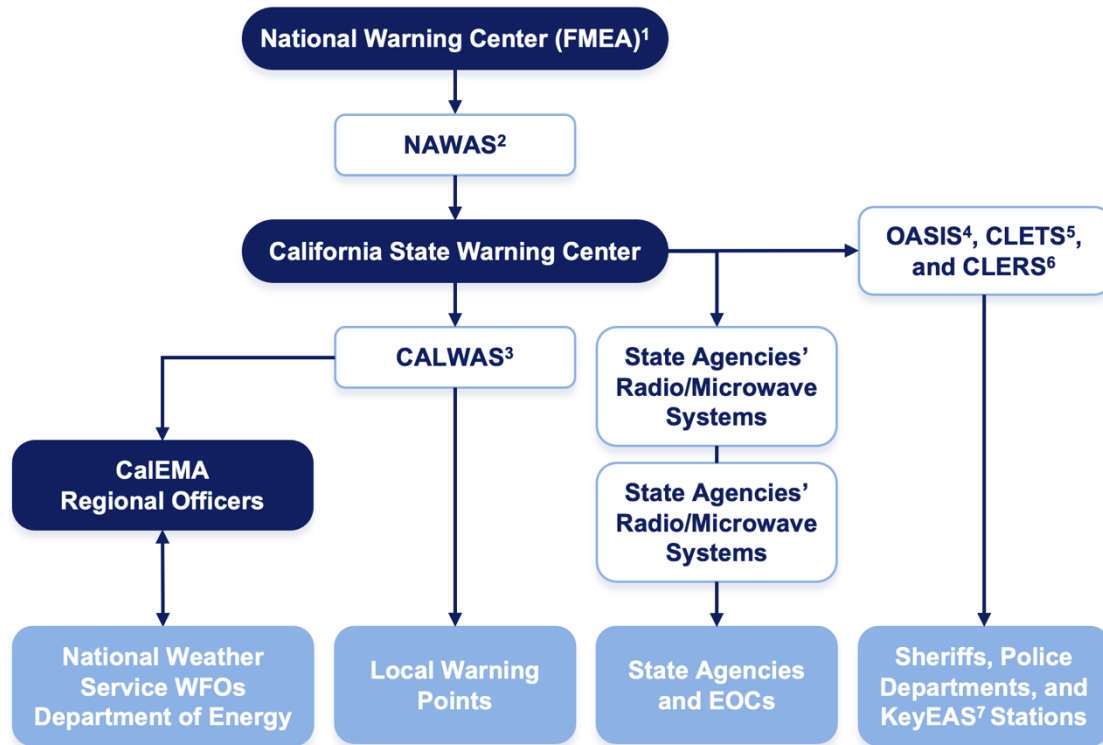
Vital Records: The essential agency records that are needed to meet operational responsibilities under national security emergencies or other emergency or disaster conditions (emergency operating records), or to protect the legal and financial rights of the government and those affected by the government's activities (legal and financial rights records).

Volunteer: For purposes of NIMS, a volunteer is any individual accepted to perform services by the lead agency (which has authority to accept volunteer services) when the individual performs services without promise, expectation, or receipt of compensation for services performed. See 16 U.S.C. 742f(c) and 29 CFR 553.101.



Attachment D – California Warning System

D.1 - California Warning System



¹ Federal Emergency Management Agency

² National Warning System

³ California Warning System

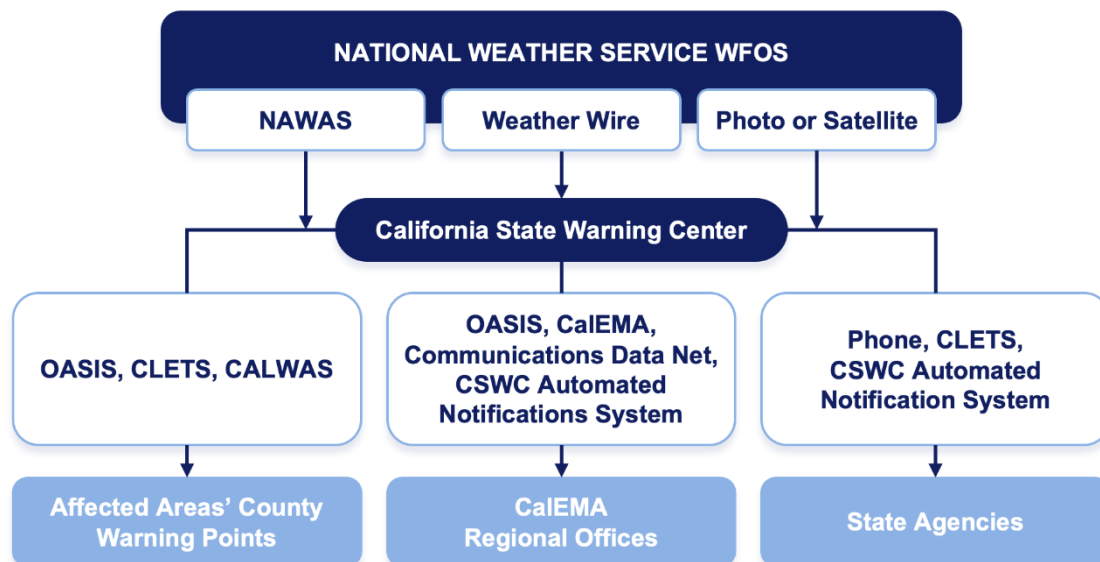
⁴ Operational Areas Satellite Information System

⁵ California Law Enforcement Teletype System

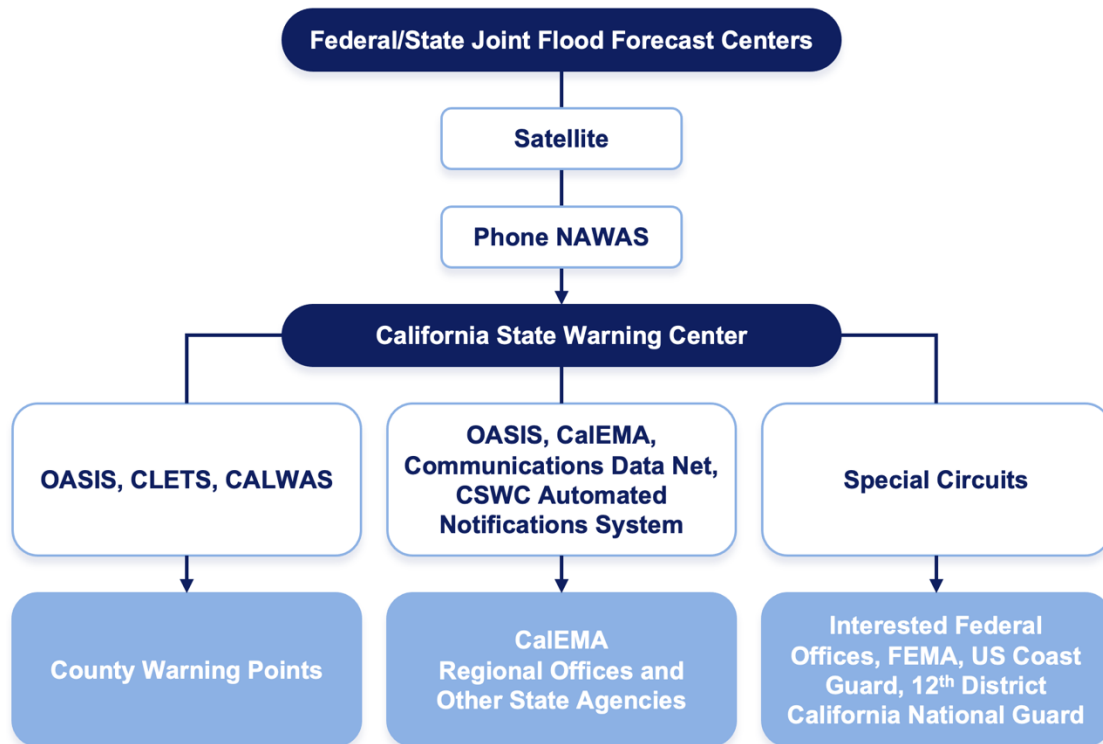
⁶ California Law Enforcement Radio Systems

⁷ Emergency Alert System

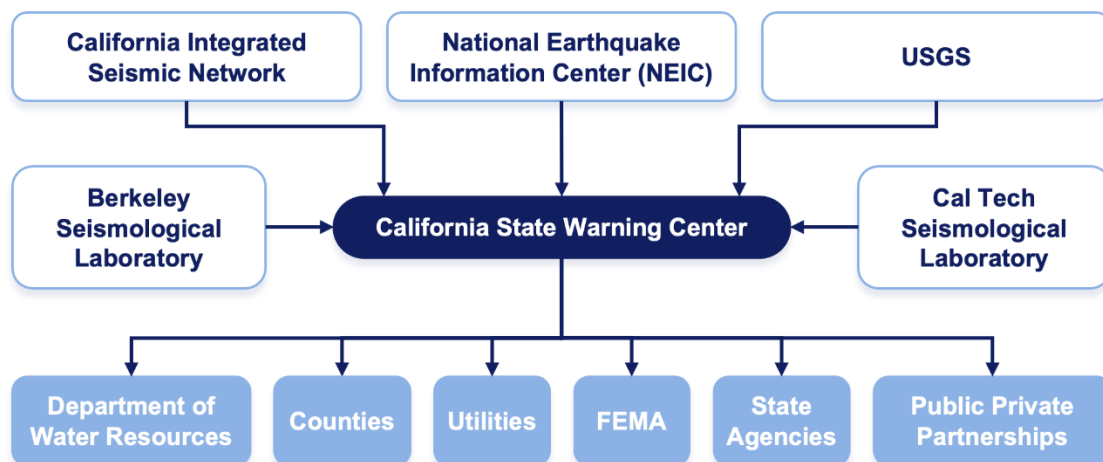
D.2 – Severe Weather Warning



D.3 – Flood Forecast Warning



D.4 – Earthquake Warning System



Attachment E – EOC Staffing

Section/Group	Lead Department	Primary Responsible Position
Management (ESF-5)		
EOC Director and EOC Manager (ESF-5)	OES	CAO and OES Manager
EOC Coordinator	OES	OES Staff Analyst
Public Information Officer (ESF-15)	Admin	PIO
Legal Advisor	County Counsel	County Counsel
Safety Officer	Admin	Designee
Liaison Officer	OES	Sr. Admin. Analyst or Deputy CAO
Operations		
Operations Section Chief	As Needed, Incident Dependent	
Law Enforcement Branch (ESF-13)	Sheriff's Office	Sheriff or Designee
Communications Unit (ESF-2)		Staff as Assigned by Sheriff or designee
Evacuation Unit (ESF-16)		
Search & Rescue Unit (ESF-9)		
Coroner Unit		
Fire and Rescue Branch (ESF-4)	Hollister Fire Dept.	Chief
Hazardous Materials Branch (ESF-10)	Environmental Health	EH Director
Food and Agriculture Branch (ESF-11)	Ag. Commission	Ag. Commissioner
RMA	RMA	RMA Director
Construction and Engineering (ESF-3,12) Branch	Public Works	Public Works Director
Damage Assessment Unit		Staff as Assigned by RMA Director
Debris Management Unit		
Utilities	Utilities Partners	Utilities Designee
Care and Shelter Branch (ESF-6)	HHSA	HHSA Director
Housing and Homeless Unit	HHSA	Staff as Assigned by HHSA Director
Schools Branch	Office of Education	County Superintendent
Behavioral Health	Behavioral Health	BH Director
Medical and Health Branch (ESF-8)	Public Health	Health Officer or PH Director
Emergency Medical Unit	EMS	EMS Manager or Specialist
Planning/Intelligence (ESF-5)		
Planning Section Chief	As Needed, Primary Filled by EOC Director	
Situation Status	Planning & Building Dept.	Planning & Building Dept. Staff
Resource Tracking		
Documentation		

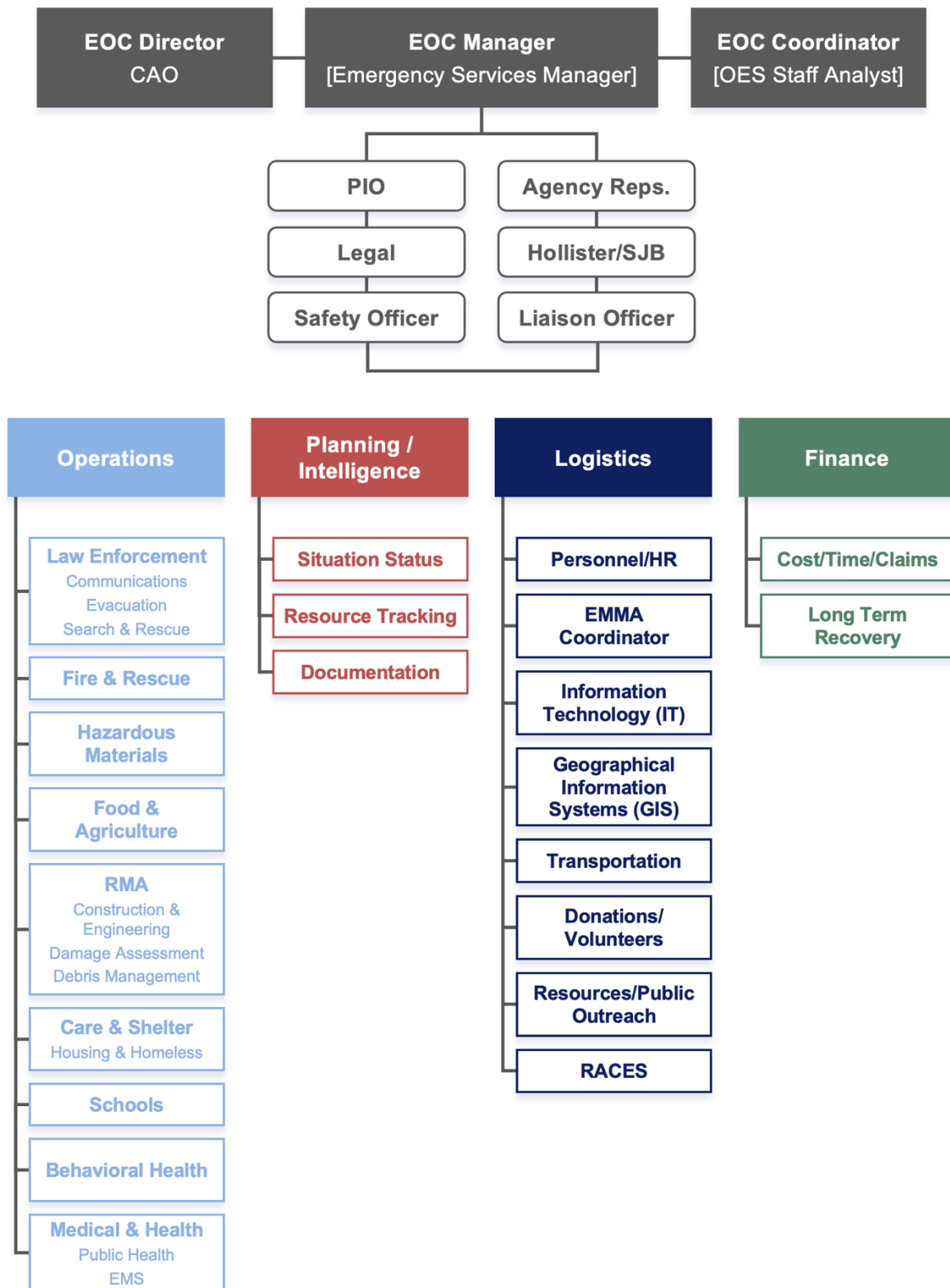


Section/Group	Lead Department	Primary Responsible Position
Hollister/SJB Situation Status	Designee	Designee
Logistics (ESF-7)		
Logistics Chief	<i>As Needed</i>	
Personnel	Human Resources	Director of HR
EMMA Coordinator	Designee	Designee
Information Technology (IT)	County IT	IT Manager or designee
Geographic Information Systems (GIS)	County GIS	GIS Analyst
Transportation (ESF-1)	COG	COG Director
Donation/Volunteer Management (ESF-8)	Human Resources	Director of HR
Resources or Public Outreach (ESF-7)	Child Support	Director of CS
RACES/CERT (ESF-2)	Designee	Designee
Hollister/SJB Logistic	Designee	Designee
Finance (ESF-5)		
Finance Chief	Auditors Office	Auditor
Cost/Time/Claims	Auditors Office	Auditor
Long Term Recovery (ESF-14)	Administration	Management Analyst
Hollister/SJB Finance	Designee	Designee



Attachment F – EOC Organizational Chart

F.1. - San Benito County Operational Area Emergency Operations Center Org Chart



Attachment G – EOC Activation Levels

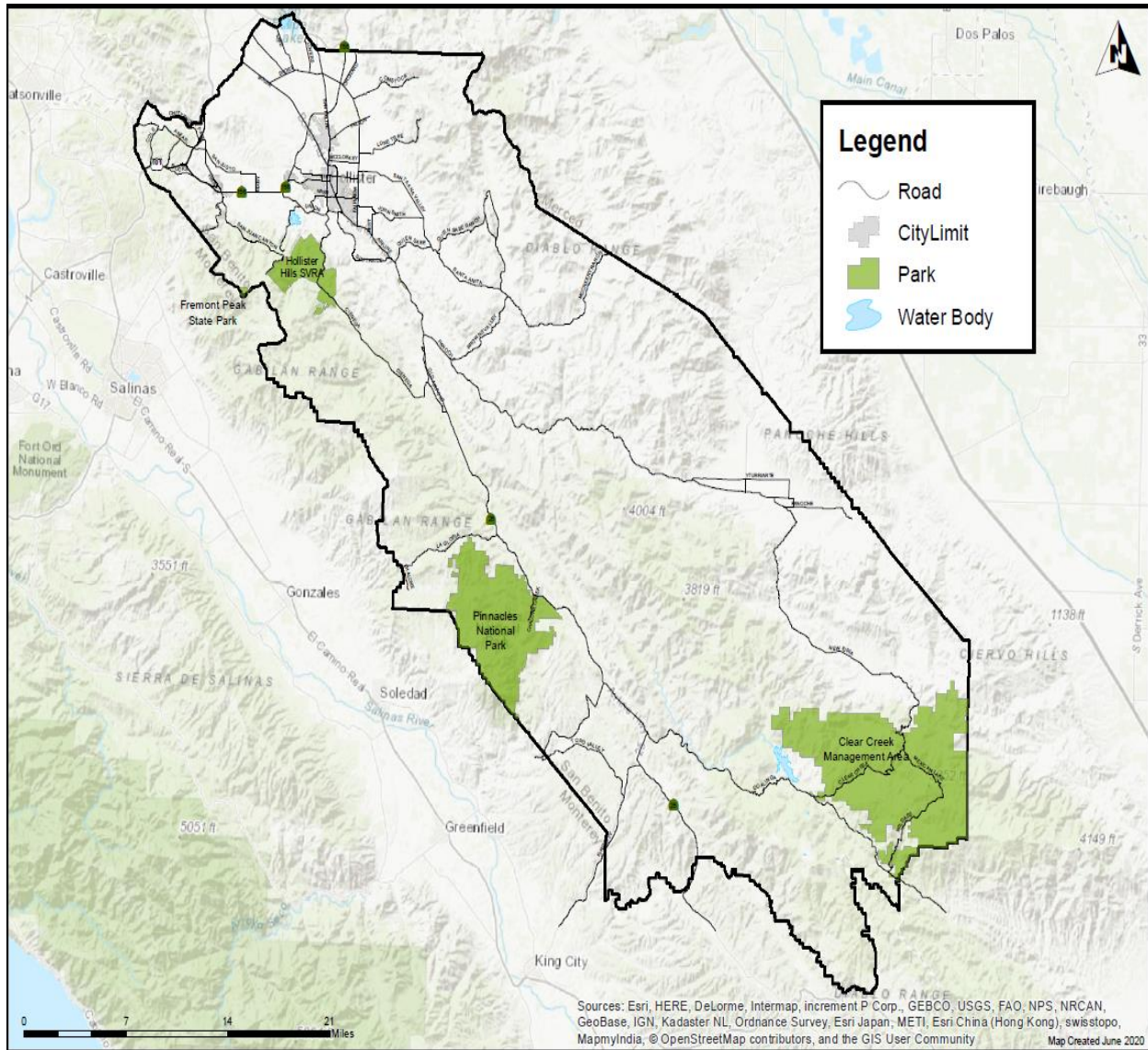
Event/Situation	Activation Level	Minimum Staffing
<ul style="list-style-type: none"> The constant state of the EOC when no threat is present Potential for disaster that only requires minimal monitoring and one point of contact for outside agencies EOC operations have stopped but may resume, generally overnight or when an event is ending but may require re-activation 	Duty Officer	Duty Officer
<ul style="list-style-type: none"> Severe Weather Advisory Small incidents involving two or more county departments Earthquake Advisory Flood Watch Activation requested by a local government with activated EOC Resource request received from outside the operational area 	Monitoring (Level 3)	EOC Director Planning Section Coordinator Logistics Coordinator Representatives of responding departments
<ul style="list-style-type: none"> Moderate earthquake Major wildfire affecting developed area Major wind or rainstorm Two or more large incidents involving two or more departments Imminent Earthquake Alert Local emergency declared or proclaimed by: Two or more cities The county and one or more cities A city or the county requests a governor's proclamation of a State of Emergency A state of emergency is proclaimed by the governor for the county or two or more cities Resources are requested from outside the operational area 	Partial (Level 2)	EOC Director All Section Coordinators Branches and Units as appropriate to situation Agency Representatives as appropriate
<ul style="list-style-type: none"> Major county wide or regional emergency Multiple departments with heavy resource involvement Major earthquake 	Full (Level 1)	All EOC Positions



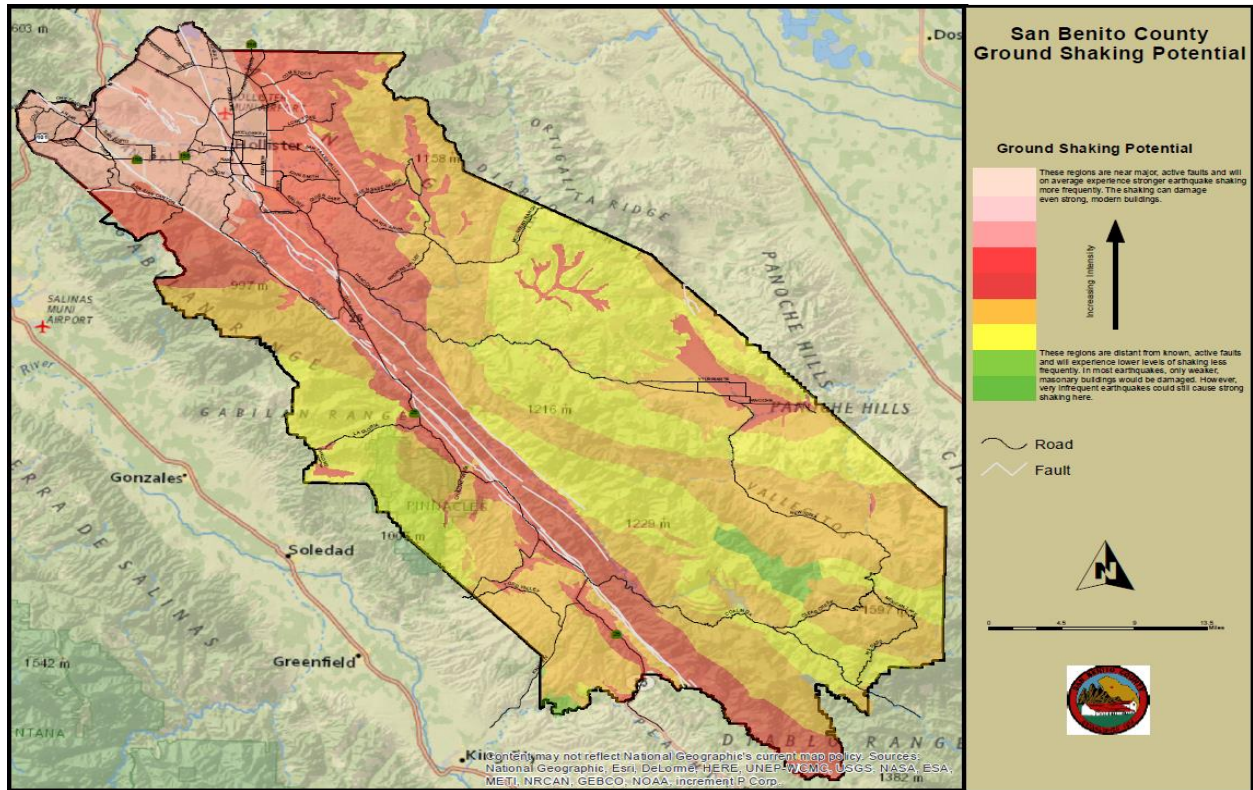
Attachment H – Operational Area Maps

The maps below serve as reference and include fault lines, fire hazard severity zones, and flood plains. In-depth information is available in the SBC Multi-Jurisdictional Local Hazard Mitigation Plan.

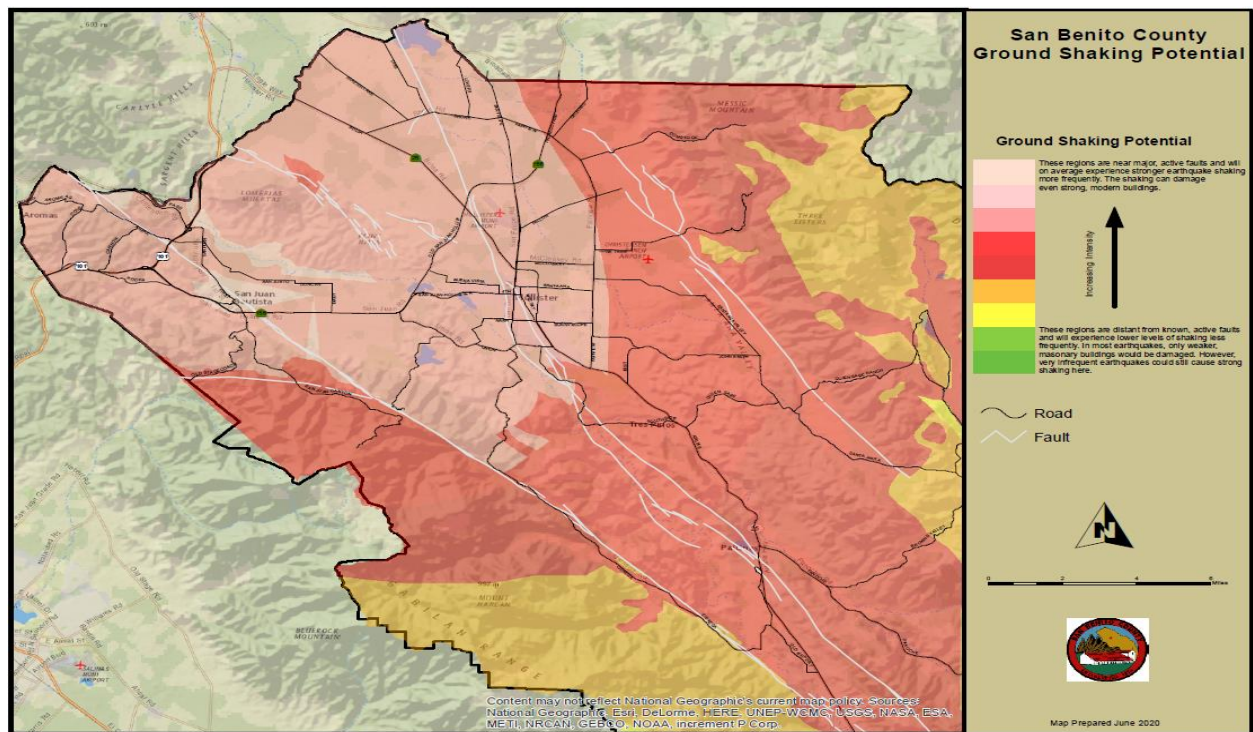
H.1 - San Benito County



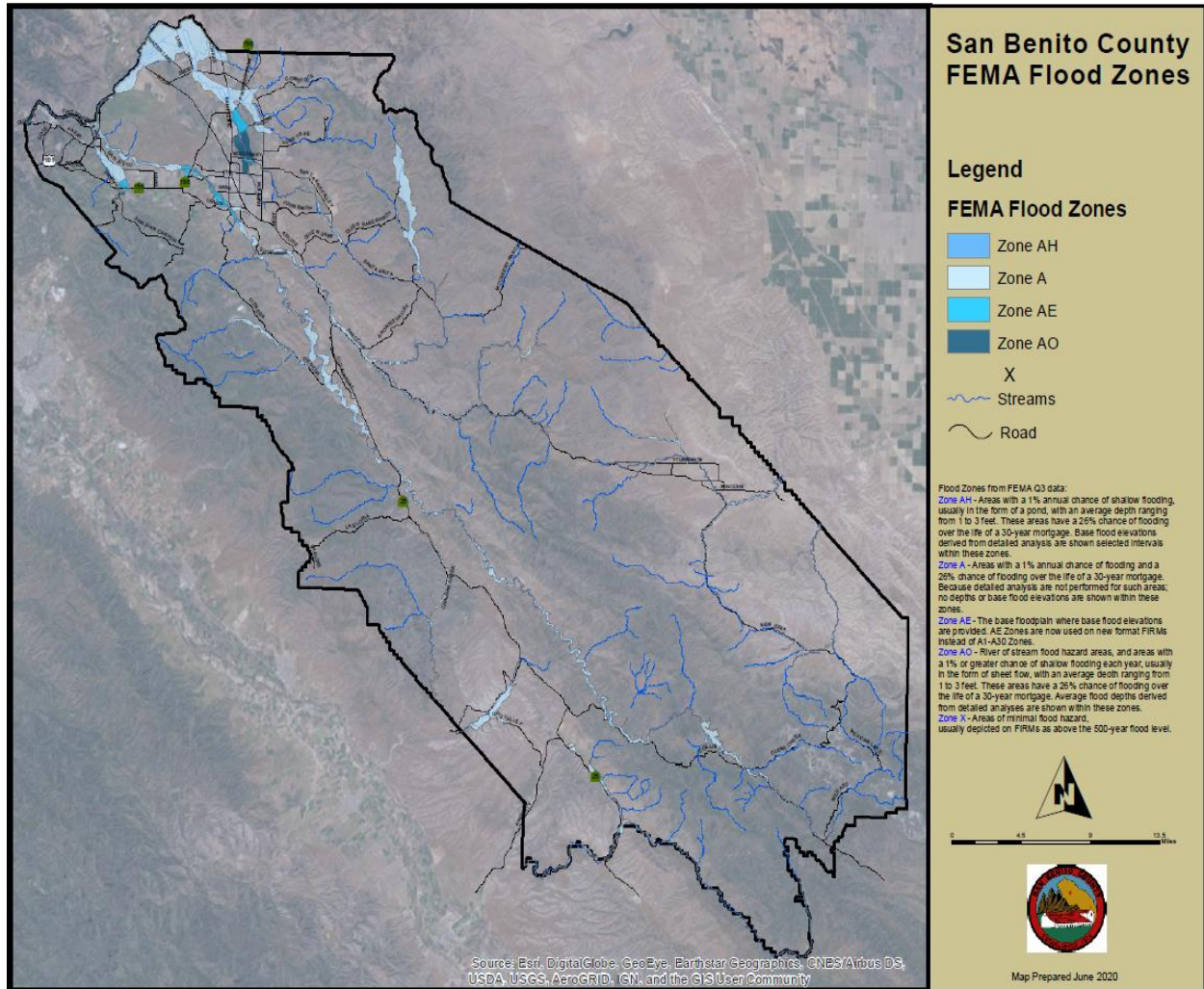
H.2. - Seismic Hazards Map



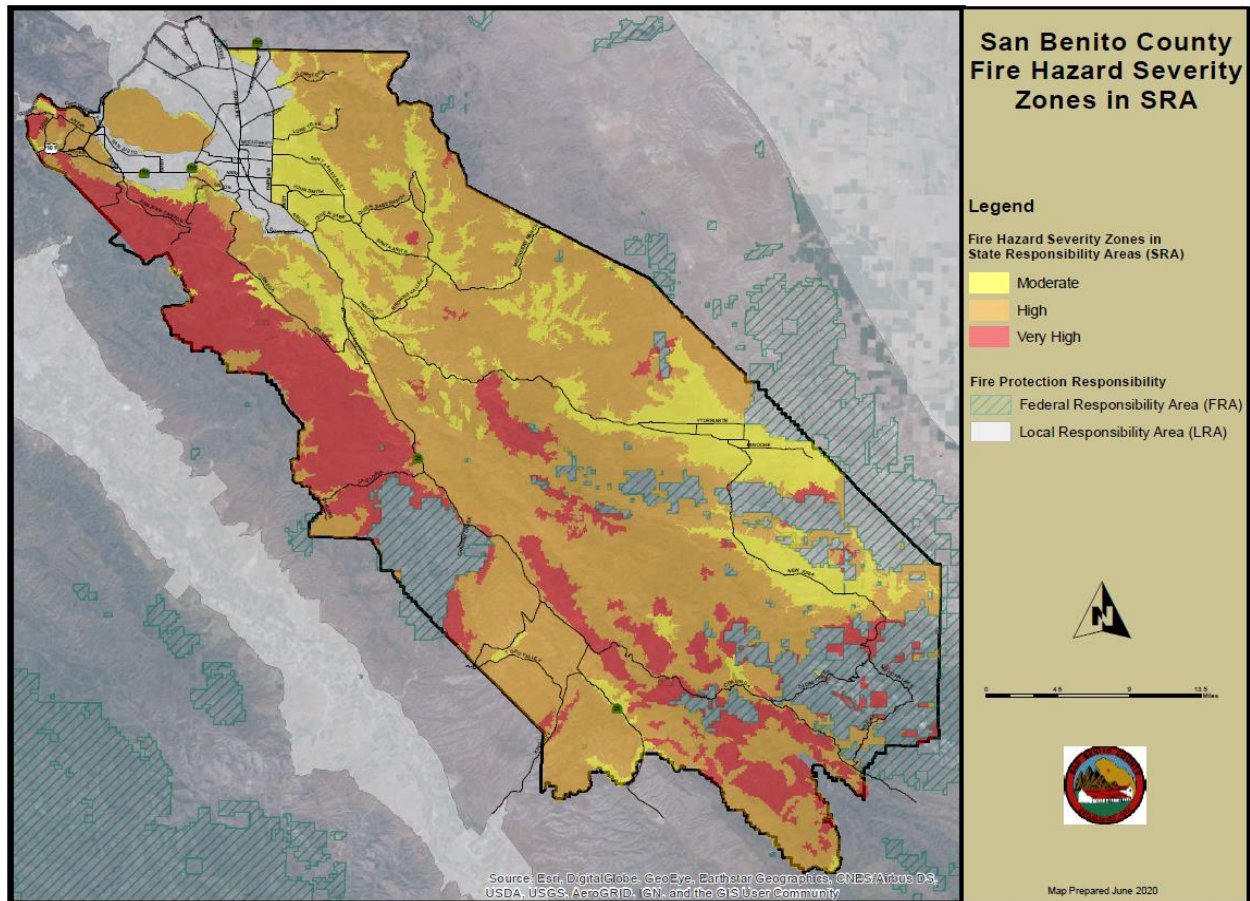
H.2. - Flood Plan Map



H.3. - Fire Hazard Severity Zones



H.4. - Fire Hazard Severity Zones



Attachment I – Emergency Proclamations

Proclamation of Existence of a Local Emergency (by Director of Emergency Services)

WHEREAS,

WHEREAS, the County Administrative Officer of the County of San Benito does hereby find:

- ❖ That conditions of extreme peril to the safety of persons and property have arisen within said county in that commencing on or about _____ a.m./p.m.; on _____ the following conditions exist:
Month, Day, Year

- ❖ That the aforementioned conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency; and
- ❖ That the Board of Supervisors is not in session (and cannot immediately be called into session),

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that a local emergency now exists throughout said county; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency, the powers, functions, and duties of the County Administrative Officer and the emergency organization of this county shall be those prescribed by state law, the charter, ordinances, resolutions, and approved plans of the County of San Benito.

By County Administrative Officer:

_____ Date: _____

Approved as to form:

_____ Date: _____

County Counsel



Proclamation Confirming the Director of Emergency Service's Proclamation of the Existence of a Local Emergency

WHEREAS, Ordinance No. 833 of the County of San Benito empowers the Director of Emergency Services (County Administrative Officer) of the County of San Benito to proclaim the existence or threatened existence of a local emergency when said county is affected or likely to be affected by a public calamity and when the Board of Supervisors is not in session, subject to ratification by the Board of Supervisors within seven (7) days; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen within said county in that commencing on or about ____ a.m./p.m.; on _____ the following conditions exist:

Month, Day, Year

WHEREAS, said Board of Supervisors does hereby find that the aforementioned conditions of extreme peril did warrant and necessitate the proclamation of the existence of a local emergency;

WHEREAS, the County Administrative Office of the County of San Benito did proclaim the existence of a local emergency within said county on the _____ day _____ of 20__.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED AND ORDERED that the Proclamation of Existence of a Local Emergency, as issued by the County Administrative Officer, is hereby ratified, and confirmed by the Board of Supervisors of the County of San Benito; and

IT IS FURTHER PROCLAIMED AND ORDERED that said emergency shall be deemed to continue to exist until its termination is proclaimed by the Board of Supervisors of the County of San Benito, State of California.

Dated: _____

Board of Supervisors:

District 1	_____
District 2	_____
District 3	_____
District 4	_____
District 5	_____

Approved as to form:

County Counsel



Proclamation of Termination of Local Emergency

WHEREAS, a local emergency existed in the County of San Benito in accordance with the proclamation thereof by the Board of Supervisors or the County Administrative Officer on the _____ day of _____ 20__.

As a result of conditions of extreme peril to the safety of persons and property caused by: _____ (fire, flood, storm, epidemic, riot, earthquake, or other cause); and

WHEREAS, the situation resulting from said conditions of extreme peril is now deemed to be within the control of the normal protective services, personnel, equipment, and facilities of and within said County of San Benito.

NOW, THEREFORE, the Board of Supervisors of the County of San Benito, State of California,

DOES HEREBY PROCLAIM the termination of said local emergency.

Dated: _____

Board of Supervisors:

District 1 _____

District 2 _____

District 3 _____

District 4 _____

District 5 _____

Approved as to form:

County Counsel



Resolution Requesting the Governor to Proclaim a State of Emergency

WHEREAS, on _____, 20____, the County Administrative Officer of the County of San Benito found that due to:

_____ (fire, flood, storm, epidemic, riot, earthquake, or other causes) a condition of extreme peril life and property did exist in the County of San Benito; and

WHEREAS, in accordance with state law, the Board of Supervisors or the County Administrative Officer declared that an emergency did exist throughout said county; and

WHEREAS, it has now been found that local resources are unable to cope with the effects of emergency; and

WHEREAS, the approximate amount of damages is equal to \$ _____.

IT IS HEREBY DECLARED AND ORDERED that a copy of this declaration be forwarded to the Governor of California with the request that he proclaim the County of San Benito to be in a state of emergency; and

IT IS FURTHER ORDERED that a copy of this declaration be forwarded to the Director of Emergency Services, Governor's Office of Emergency Services (Cal OES); and

IT IS FURTHER RESOLVED that _____ is hereby designated as the authorized representative for public assistance and _____ is hereby designated as the authorized representative for individual assistance of the County of San Benito for the purpose of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available state and federal assistance.

Date: _____

County Administrative Officer, County of San Benito

Approved as to form:

County Counsel

