Emergency Operations Plan
Tehama County

January 2023

To The Citizens of Tehama County:

Disasters strike individuals, neighborhoods, communities, states, and nations from a variety of sources, disrupting the normal activities of life. Disasters may come from natural events, from the failure of man-made technology, or from acts of war, including terrorism.

Although disasters cannot be totally avoided, their impact can be mitigated through proper preparation, response, and recovery. This Emergency Operations Plan (EOP) has been developed in an effort to effectively use appropriate resources to prepare for, respond to, and recover from disasters. This EOP conforms to the Standardized Emergency Management System (SEMS) as required by state law. It reflects the State of California Emergency Plan and is an extension of that Plan. Additionally, this EOP incorporates the National Incident Management System (NIMS) into its procedures to comply with federal requirements and National Response Framework (NRF).

We encourage businesses, families, and individuals to prepare for disasters at their appropriate level. Public access to this plan and additional information on business, family, and individual preparedness for a variety of disasters may be found at each branch of the Tehama County Local Government Agencies, as well as on the internet at www.tehamaso.org and www.tehama.ca.us

<div align="center">

Sincerely,
TEHAMA COUNTY BOARD OF SUPERVISORS

</div>

RESOLUTION NO. 2023-7

RESOLUTION OF THE TEHAMA COUNTY BOARD OF SUPERVISORS
APPROVING THE 2023 TEHAMA COUNTY EMERGENCY OPERATIONS PLAN

WHEREAS, the county play's an important role in the protection of life, health, property and environment during an emergency

WHEREAS, emergency plans serve to define roles, responsibilities, policies, methods and practices used before, during and after emergency to reduce or ameliorate negative effects

WHEREAS, the prior sharing of emergency plans allows preparation and promotes effective interagency coordination among various agencies during emergency

WHEREAS, the Multi Causality Incident Planning Committee (MCI), also acting as the Tehama County Disaster Council has recommended the 2023 Tehama County Emergency Plan for approval by the county's Board of Supervisors

WHEREAS, The 2023 Tehama County Emergency Plan is approved for use and that it supersedes the 2017 Tehama County Emergency Operations Plan

WHEREAS, All county agencies are directed to comply with and fully support implementation of the plan during emergency

WHEREAS, recent adoption of an Emergency Operations Plan is necessary for the County of Tehama to be eligible for federal and state emergency management funding; and

WHEREAS, The Sheriff, acting as the Director or Emergency Services, and their duly authorized designees are encouraged to collaboratively create any number of appendices and annexes to this plan in order to better ensure its effective use and overall effectiveness of emergency action.

WHEREAS, the County Board of Supervisors gives its full support to this plan and urges all officials, employees, and residents – individually and collectively – to do their share in the total emergency effort of Tehama County during a disaster or proclamation of a local emergency.

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Supervisors hereby approves the 2023 Tehama County Emergency Operations Plan.

2. This Emergency Operations Plan shall be implemented in accordance and conjunction with applicable State and Federal law, as well as all applicable County Board of Supervisors Order of Succession Resolutions and Local Emergency Proclamations.

3. The Board of Supervisors designates the Director, Office of Emergency Services to make minor improvements and adjustments to this Emergency Operations Plan as necessary and appropriate to satisfy changing conditions and needs, without impacting any Board Policy.

4. Any and all Emergency Operations Plans, previously adopted by the Board of Supervisors, are superseded by this Resolution.

The foregoing resolution was offered on a motion by Supervisor Candy Carlson ,

seconded by Supervisor Matt Hansen and carried by the following vote of the Board:

AYES: Moule, Hansen, Nolen, Carlson.

NOES: None.

ABSENT OR NOT VOTING: Leach.

STATE OF CALIFORNIA)
) ss
County of Tehama   )

I, Jennifer Vise, County Clerk and ex-officio Clerk of the Board of Supervisors of the County of Tehama, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said Board of Supervisors on the __31st__ day of January, 2023.

DATED: February 3, 2023

JENNIFER VISE, County Clerk and
Ex-Officio Clerk of the Board of
Supervisors of the County of Tehama,
State of California

By _____
                        Deputy

Acknowledgements

The County of Tehama wishes to thank the following individuals and organizations who contributed to the development of this plan.

Ruth Ann Rowen	St. Elizabeth Community Hospital
Minnie Sagar	Tehama County Health Services Agency
Tia Branton	Tehama County Environmental Health
Jim Simon	Tehama County Public Works
Bob Farias	California Department of Forestry and Fire Protection
Rick Gurrola	Tehama County Agricultural Commissioner
Shelly Zimmerman	Tehama County Social Services
Keith Kuperman	American Red Cross
Hayley Huttenmaier	211 NorCal
Kyle Noderer	California Governor's Office of Emergency Services
Matt Shobash	City of Red Bluff Fire Department
Sonny Fong	California Department of Water Resources
Kyle Sanders	City of Red Bluff Police Department
Arthur Wylene	Tehama County Counsel
Patti Carter	Regional Disaster Medical Health Specialist Region III

Mike Pizzi	California Highway Patrol
Jeramiah Fears	City of Corning Police Department
Martin Spannus	City of Corning Fire Department
TBD	Union Pacific Railroad
Carol Steffan	City of Tehama
TBD	Tehama County Department of Education
John Stover	Tehama County Planning Department
John Lord	Sierra-Sacramento Valley Emergency Medical Agency
Matt Rogers	Tehama County District Attorney

Distribution

The Tehama County Sheriff's Office will provide a copy of this plan digitally and any subsequently-approved changes to the following organizations within 60 days of final adoption:

California Department of Forestry and Fire Protection

Tehama County Fire Department

Tehama County Personnel Office

Tehama County Veterans Service Office

California Governor's Office of Emergency Services

Tehama County Community Action Agency

Tehama County Office of the Treasurer/Tax Collector

Tehama County Purchasing Department

California Department of Transportation

Tehama County Department of Animal Services

California Department of Water Resources

City of Corning

City Of Red Bluff

City of Tehama, Tehama County Parks Department

Tehama County Administrative Office

Tehama County Agriculture Department

Tehama County Air Pollution Control District

Tehama County Assessor's Department

Tehama County Auditor-Controller Department

Tehama County Board of Supervisors

Tehama County Building and Safety Department

Tehama County Clerk-Recorder Department

Tehama County Counsel

Tehama County Department of Social Services

Tehama County Environmental Health Department

Tehama County Health Services Agency

Tehama County Landfill Agency

Tehama County Planning Department

Tehama County Public Works Department

Tehama County Sheriff's Office

U.S. National Weather Service

Table of Contents

Appendices

1.0 Introduction

Some natural and human-caused hazards pose unavoidable risk to people, property, the environment, and the economy in and around the County of Tehama. One important role of the County is to bring people together to understand, reduce vulnerability and prepare for potential hazards.

Emergencies are serious events, but are usually short in duration. Disasters are also serious events but may linger for years. This plan serves as the primary plan for reducing emergency and disaster risk within Tehama County.

Increases in population, aging infrastructure and housing, rising costs, limited resources, environmental changes, and several other factors seem to be making emergencies and disasters more frequent and severe. Information is also now exchanged much faster and in greater quantity than just a few years ago. To meet these and other important challenges inherent in emergency planning, Tehama County incorporates the principles of Whole Community and Resilience. By adopting Whole Community practices, the County encourages broad participation in emergency management. Doing so helps us to better anticipate, prepare and respond to emergencies and disasters. By working toward Resilience, the County empowers individuals and organizations that can, to understand, prepare for and bounce-back from emergencies and disasters as best as they can, without necessarily waiting for government action. Employed together, Whole Community and Resilience achieve the fastest, most effective response and recovery outcomes following emergencies and disasters. Use of these principles also better preserve the limited resources necessary to address to the people, infrastructure and environment that most adversely are affected by disaster.

A multi-agency team of public, private and other non-governmental partner agencies developed this plan. It complies with local ordinance, state law and contemporary emergency planning guidance.

1.1. Purpose

This plan supports the following emergency management program goals for the County:

- Establish a local emergency management program;
- Comply with local, state and federal emergency management and homeland security program requirements;
- Complete a comprehensive emergency management plan;
- Specify policies, roles, resources, and activities necessary to manage a local emergency;
- Adopt the National Incident Management System (NIMS); and Standardized Emergency Management System (SEMS), and
- Facilitate collaboration among organizations involved in emergency management.

1.2. Scope

This plan applies to any extraordinary situation, regardless of cause, when conditions may constitute a "State of Emergency" as defined by county ordinance and state law. When this plan is implemented, government agencies are expected to execute this plan with maximum coordination, efficiency, and effect. Individuals, agencies, businesses, and community-based organizations should become familiar with this plan and be ready to support the policies and activities described herein.

This plan was designed to be a simple yet comprehensive emergency management plan. It addresses multiple hazards; activities necessary before, during, and after disaster to reduce hazard risks and impacts, and the multi-agency collaboration and coordination necessary to accomplish most activities.

1.3. Situation

The Tehama County is located approximately 100 miles north of Sacramento, CA. The County consists of 3000 square miles of rural setting, located along the Sacramento River, between the Sierra Nevada and California Coastal Mountain Ranges. The U. S Census recorded a resident population of 65,829 in 2020. The County is home to three cities (Corning, Red Bluff and The City of Tehama) and sixteen unincorporated communities.

Interstate 5 and State Routes 36 and 99 intersect in Red Bluff, the seat of Tehama County government. Various agriculture enterprises and the Walmart distribution center are important to the local economy. Figure 1 is a map of Tehama County.

Figure 1.

Under California Law and for the purpose of better statewide management of emergencies, the County and all of its constituent jurisdictions are considered a "County Operational Area (OA)". OAs serve as focal points for internal and external coordination for emergency and disaster requests.

Tehama County is most vulnerable to the following hazards and threats:

> Dam Failure: Four dams (Black Butte, Keswick, Shasta and Whiskeytown) store large quantities of water and create some risk for downstream communities.

> Earthquake: Several earthquake fault lines traverse the county.

<u>Fire:</u>	Hot summers, limited rainfall and rural land use contribute to an increase in the risk of wildland/urban interface fires.
<u>Flood:</u>	The Sacramento River and several tributaries create a regular risk of riverine and creek flooding during severe winter storms.

<u>Hazardous Material Spills:</u>

Interstate and state highways, rail and pipeline infrastructure as well as the prevalence of chemicals used in agriculture throughout the County increase the risk of hazardous material incidents.

<u>Volcano:</u>	Mt. Lassen (35 miles to the northeast) creates a risk of ash fall when eruptions occur.

<u>Wind/Extreme Weather:</u>

Seasonal variation in wind patterns increase risk of tornado and other high-wind incidents. High and low weather extremes also occur.

Effectively managing risk and emergency/disaster impact is inherently challenging because of the county's limited resources, remote setting, and reliance on limited infrastructure.

1.4. Plan Development and Organization

This plan was designed to implement local code and state law relative to emergencies, be read in less than 60 minutes and easily facilitate the integration of people and organizations into a unified county emergency management program. It consists of two parts: a base plan and appendices. The base plan defines the emergency management program, program administration, authorities, roles, concepts of operation and activities. Appendices provide additional detail needed to conduct specific emergency management activities.

The base plan serves as an important local public policy document and is routinely presented to the Tehama County Board of Supervisors for review and approval every four years. Appendices sometimes contain sensitive information, so they are not typically attached to or presented along with the base plan for review as a public document. Some

appendices are developed for use by specific county departments or non-governmental organizations and, therefore, are mostly maintained by those organizations.

The Tehama County Sheriff's Office maintains a copy of all County emergency planning documents at the Tehama County Sheriff's Office located at 22840 Antelope Blvd., Red Bluff, CA 96080.

1.5. Authorities/References

The following local, state and federal legal authorities guide emergency activity in the County.

- Tehama County Code, Title 2, Chapter 2.18 (Emergency Organization and Functions)
- California Code Title 2, Chapter 7, California Code (California Emergency Services Act)
- California Code Title 19 (Hazardous Materials)
- California Mater Mutual Aid Agreement
- Code of Federal Regulations, Title 44, (Emergency Management and Assistance)
- Code of Federal Regulations, Title 33 (Navigation and Navigable Water)
- Code of Federal Regulations, Title 49 (Transportation)
- Presidential Policy Directive 8 (National Preparedness Goal)
- Presidential Policy Directive 5 (National Incident Management System)

1.6 Assumptions

The following circumstances were assumed during plan development:

- Organizations (i.e. law enforcement, fire and rescue, public health, transportation) will respond to calls for service during an emergency or disaster according to their respective authorities, policies and capabilities.
- County needs during an emergency or disaster may exhaust or exceed the capability of one or more organizations. Extraordinary efforts to manage scarce resources, especially among multiple organizations, may be required.
- The County will lead the response to emergencies and disasters that occur within the County's jurisdiction or OA.

- The County will support the emergency response of incorporated cities and special districts within the County.

- State, Federal and local jurisdictions will lead the response to incidents that occur within their jurisdiction

- Unified Command will be established to lead response activities where jurisdictions with primary responsibilities for response coincide.

- The County will provide and request aid during an emergency or disaster pursuant to automatic and mutual aid agreements.

- The County will exhaust or expect to exhaust available resources before asking for assistance from other jurisdictions.

- The County will implement this emergency plan before requesting emergency or disaster assistance.

- Proclamations of Local Emergency will be made when necessary to alleviate conditions of extreme peril as defined in State Law.

2.0 Concepts of Operation

Tehama County Code, Title 2, Chapter 2.18 (Emergency Ordinance and Functions) established the Tehama County Disaster Council and role of the Director of Emergency Services. The Chairperson of the Tehama County Board of Supervisors chairs the Disaster Council and the Tehama County Sheriff serves as the Director of Emergency Services. The Disaster Council meets at least once each year, provides oversight for all emergency management activity and recommends emergency plan revisions for approval by the Board of Supervisors. The Sheriff directs all County emergency management program activity and delegates certain program responsibilities to an Assistant Director of Emergency Services.

Within the Tehama County Sheriff's Office, a sergeant deputy sheriff is assigned the role of Emergency Services Coordinator (ESC) for the County. The ESC facilitates day-to-day management of the County's emergency management program, including various mitigation, preparedness, response and recovery activities. The ESC's office is located at 22840 Antelope Blvd., Red Bluff Ca 96080. Phone (530)529-7988.

2.1. Mitigation

Mitigation activities identify hazards and eliminate or reduce vulnerabilities before emergency or disaster impacts can occur. Risk is a function of hazard, vulnerability and potential impact. By identifying hazards and reducing or eliminating vulnerability before impacts occur, mitigation reduces risk. Mitigation can save lives, property and the environment.   Cost-effective mitigation saves more money than it costs to implement.

Tehama County maintains a Local Hazard Mitigation Plan (LHMP) to guide county-wide mitigation activity. The plan identifies hazards, analyzes risk, describes vulnerabilities and potential impacts, presents mitigation alternatives and establishes a plan to systematically reduce risk. The County collaboratively develops this plan with a broad group of stakeholders and submits it to the Federal Emergency Management Agency (FEMA) for approval every five years. FEMA requires a LHMP to receive an additional 15 percent of all disaster relief funding during certain presidential declarations of emergency. This additional funding creates an important incentive for local mitigation work. The LHMP also earns the County points in the Community Rating System (CRS). Greater achievement in the CRS results in lower flood insurance premiums throughout the County.

The Tehama County Planning Department coordinates mitigation activity and maintains the LHMP for the County.

2.2. Preparedness

Preparedness activities anticipate emergency and disaster scenarios and prepare the County for emergency impacts that cannot be mitigated. This section describes the planning, training, exercising, equipping, and supplying activities associated with preparedness.

2.2.1. Planning

Emergency and disaster planning involves the development of policies, plans, procedures, and job aids used when responding to or recovering from an emergency or disaster. Several appendices support this plan. General appendices guide implementation of the base plan. Incident appendices guide response to specific hazards (i.e. flood, fire). Functional

appendices guide the use of certain specific capabilities (i.e. evacuation, care and shelter). Emergency and disaster planning is also important for individuals, families, businesses, and community-based organizations. Everyone should feel empowered to prepare at home, school and their place of work. Planning guides located at http://www.ready.gov   are easy to follow. More information about emergency management and planning is also available on the Tehama County Sheriff's Office website at: http://www.tehamaso.org

2.2.2.   Training

Training familiarizes people with emergency management policies, plans, tools, and procedures. Because the Tehama County considers the knowledge and experience people gain from training and exercises important to response, the County maintains an emergency management training plan. The plan recommends training for each emergency role and specifies when and where that training will be available. Each organization that expects to employ staff in emergency and disaster roles should consider providing as much training for each role as practical before an emergency occurs. When emergencies occur, little time is available to provide training and quick actions are often necessary.

A list of recommended training courses and a training plan are attached as Appendices I and J, respectively.

2.2.3.   Exercising

Exercising is an important complement to training. It allows individuals and organizations to practice what they learn and to develop proficiency when performing certain emergency tasks. Tehama County conducts table-top, functional, and full-scale exercises according to the U.S. Homeland Security Exercise and Evaluation Program (HSEEP). HSEEP offers a standard method for designing, conducting, and evaluating exercises. A multi-year exercise plan that incorporates HSEEP methodology is attached to this plan as Appendix K.

Within 90 days following an exercise or real-world disaster event, the Tehama County Sheriff's Office facilitates a process that results in an After-Action Report/Improvement Plan (AAR/IP). The purpose of the AAR/IP is to note strengths and weaknesses observed during response, and to identify opportunities for improvement. After completion of AAR/IPs, the County updates emergency management strategy and work planning as

needed, and retains copies of the reports for a minimum of five years to support subsequent program analysis, planning, training, and exercises.

2.2.4. Equipping and Supplying

Specific equipment and supplies are sometimes needed during an emergency. Equipment can range from small appliances to heavy equipment. Examples of supplies include batteries, food, water, office supplies, fuel, and medical material.

Some equipment and supplies needed during emergencies are regularly used; others are stored just for use during emergencies (e.g. supplies and equipment on-board mass casualty trailers). The County works with a wide array of agencies to identify and track the key equipment and supplies that might be needed during an emergency. A resource catalog of equipment and supplies is attached as Appendix F.

Each organization is responsible for maintaining its own necessary equipment and supplies needed during an emergency or disaster. The purpose of the resource catalog is to define what equipment and supplies may be most needed, where they are located and how obtained them.

2.3. Response

Response activities follow the onset of an emergency or disaster or begin when emergency impacts are imminent. Notification of response agencies is the first step in response so that emergency resources can be dispatched quickly. The sharing of information with jurisdiction leaders and partner organizations effect better multi-agency communication and coordination. Emergencies or disasters that meet the definition of a "State of Emergency" can quickly overwhelm local resources. This section details how the County provides necessary communication and coordination during emergencies and disasters.

2.3.1. Standardized Emergency Management System (SEMS)

SEMS was enacted by the State of California Law following the Oakland Hills fire in 1992. SEMS standardizes the coordination of multi-agency response using:

- The Incident Command System (ICS) – Common terminology, standardized processes and tools. Local governments in California are required to use SEMS to be eligible for state reimbursement of certain response costs.
- Mutual Aid – A California tradition of neighbor jurisdictions helping each other in times of need, without promise of reimbursement. The California Master Mutual Aid Agreement dates back to the 1950s and has been signed by nearly all cities and counties in California. This concept of free mutual aid between neighboring jurisdictions remains prevalent in California despite the nation-wide introduction of the Emergency Management Assistance Compact (EMAC), a fee-for-service form of interstate aid.
- Operational Area Model – A concept that defines a statewide hierarchy of responsibility for emergency management. The management of most emergencies and disasters are the local areas responsibility (notwithstanding exceptions for terrorism, acts of war, incapacity of local government, etc.). As needs during an emergency or disaster exceed local government capability, requests for assistance are made by the immediately higher level of government. In this way, cities request additional assistance from their counties. Counties request additional assistance from the State and the State requests additional assistance from the Federal Government.

Tehama County has worked to comply with SEMS since 1996. Individuals with questions about SEMS should contact the Tehama County Sheriff's Office.

2.3.2. The National Incident Management System and National Response Framework

The National Response Framework (NRF) guides how jurisdictions within the United States respond to all types of emergencies and disasters. It was created by Homeland Security Presidential Directive (HSPD) 8 in 2003 and later updated with Presidential Decision Directive (PPD) 8 in 2011. It is built on scalable and adaptable concepts, including the National Incident Management System (NIMS) and aligns key roles and responsibilities across the country. Other frameworks guide prevention, protection, mitigation, response, and recovery activities.

The National Incident Management System (NIMS) was enacted by Homeland Security Policy Directive (HSPD) 5 in 2003. It created a single, comprehensive, nationwide incident management system that incorporates the principles of the Incident Command System (ICS). ICS provides common terminology, standardized processes and tools to make incident response more efficient and allows organizations to collaborate more effectively.

The County has adopted NIMS to facilitate better coordination with internal and external organizations, and to meet important federal grant program requirements. Individuals with questions about the NRF or NIMS should contact the Tehama County Sheriff's Office.

2.3.3. Emergency Facilities

Tehama County manages emergencies and disasters from the County's Emergency Operations Center (EOC). The Tehama County Emergency Operations Center is located at the Red Bluff Community Center, 1500 South Jackson St., Red Bluff. The EOC provides executive-level policy-making, information sharing, multi-agency tasking and resource coordination. The EOC may support one or more Incident Command Posts (ICP) established by response agencies. ICPs and their leaders (Incident Commanders) are delegated authority by their departments to direct field response. The EOC does not direct response but rather ensures all ICPs are adequately supported, coordinating with other elements of response and operating in conformance with County policies. Appendix B provides a list of emergency facilities within the County.

Dedicated phone lines have been assigned to the EOC and are listed below:
530-528-9218
530-528-9236
530-528-9239
530-528-9245
530-528-9248
530-528-9250
530-528-9252
530-528-9260

2.3.4. Alerts, Notification, and Warning

Successful emergency and disaster management requires around-the-clock awareness of emergency conditions, the ability to quickly communicate emergency information to key individuals and organizations, and the capability to facilitate a response. The County has designated the Tehama County Sheriff's Dispatch Center as the alert, notification/warning center. This location operates continually (24 hours per day/7 days per week/365 days per year) to monitor emergency and disaster situations and to initiate a response. Any initial, critical information intended for emergency managers should be directed to this facility using the contact information in Appendix B or, in life-threatening situations, by calling 9-1-1.

2.3.5. Activation Levels

Depending on the circumstances of an emergency or disaster, the Director of Emergency Services (Sheriff) or their designee may activate the EOC to provide leadership, support and coordination. The Tehama County Sheriff's Office and the County ESC are responsible for ensuring readiness of the EOC. Activation of the facility will occur at one of the following levels:

Level 1 Activation – Provides minimum staffing when the EOC is monitoring a situation. This level of activation may also occur at a remote location (e.g. when a duty officer is working at another location or from home). At this level of activation, only one or two individuals are typically activated as EOC staff.

Level 2 Activation – Provides an intermediate number of staff to operate the EOC when an emergency is imminent or otherwise less than severe or catastrophic. This level of activation typically involves assignment of EOC Command and General Section staff (approximately 2-10 individuals).

Level 3 Activation – Provides for full implementation of EOC capability and County resources. All ICS positions are filled, typically 11 or more people, on a 24-hour basis. Alternate EOC teams may be assembled to relieve one another during continuous EOC activations.

Regardless of the level of EOC activation, persons are assigned to ICS positions within the EOC according to SEMS and NIMS. Operational periods (EOC shifts) typically span 12 hours

(except during a Level 1 Activation, when the period is typically 24 hours). Incident Action Plans (IAP) are developed for each operational period. These and other EOC activities are conducted according to the SOPs attached to this plan as Appendix E.

2.3.6.   Communications

Communication issues are one of the two issues that most affect emergency management outcomes. Coordination is the other. To ensure effective communications the County EOC maintains all forms of communication listed below. This capability is tested on a quarterly basis; typically the testing takes place on the last day of January, April, July, and October each year, or the last work day of those months, if the last day falls on a weekend.

- Amateur Radio
- Cellular Telephone
- Land line
- Satellite Telephone (OASIS)
- UHF Radio
- VHF Radio

Detailed information about each communication system can be found in the County Tactical Interoperable Communications Plan (TICP), which is maintained by the Tehama County Sheriff's Office

2.3.7.   Roles, Responsibilities, and Assignments

The Sheriff (Emergency Services Director) or their designee assigns individuals to positions within the EOC according to operational need, individual experience and availability. Individuals assigned to work in the County EOC must complete a minimum level of training that includes ICS 100, 200 and 700 courses. EOC Command and General Staff must also complete ICS 300 and 400.

Each individual assigned to the EOC will be a member of one of two teams. The EOC A-Team will be the first to activate the EOC. The EOC B-Team will staff the other 12-hour operational period or serve as the relief team. Individuals assigned to each EOC team are listed in Appendix A. Their roles and duties are described further in Appendix E.

The organization of the EOC includes a command staff that includes an EOC Director, Assistant Director, Public Information Officer, Safety Officer, Legal Counsel, and Liaison Officer. EOC General Staff consist of Chiefs who lead Operations, Planning and Intelligence, Logistics, and Finance and Administration Sections. A typical EOC organization chart is illustrated in Figure 2.
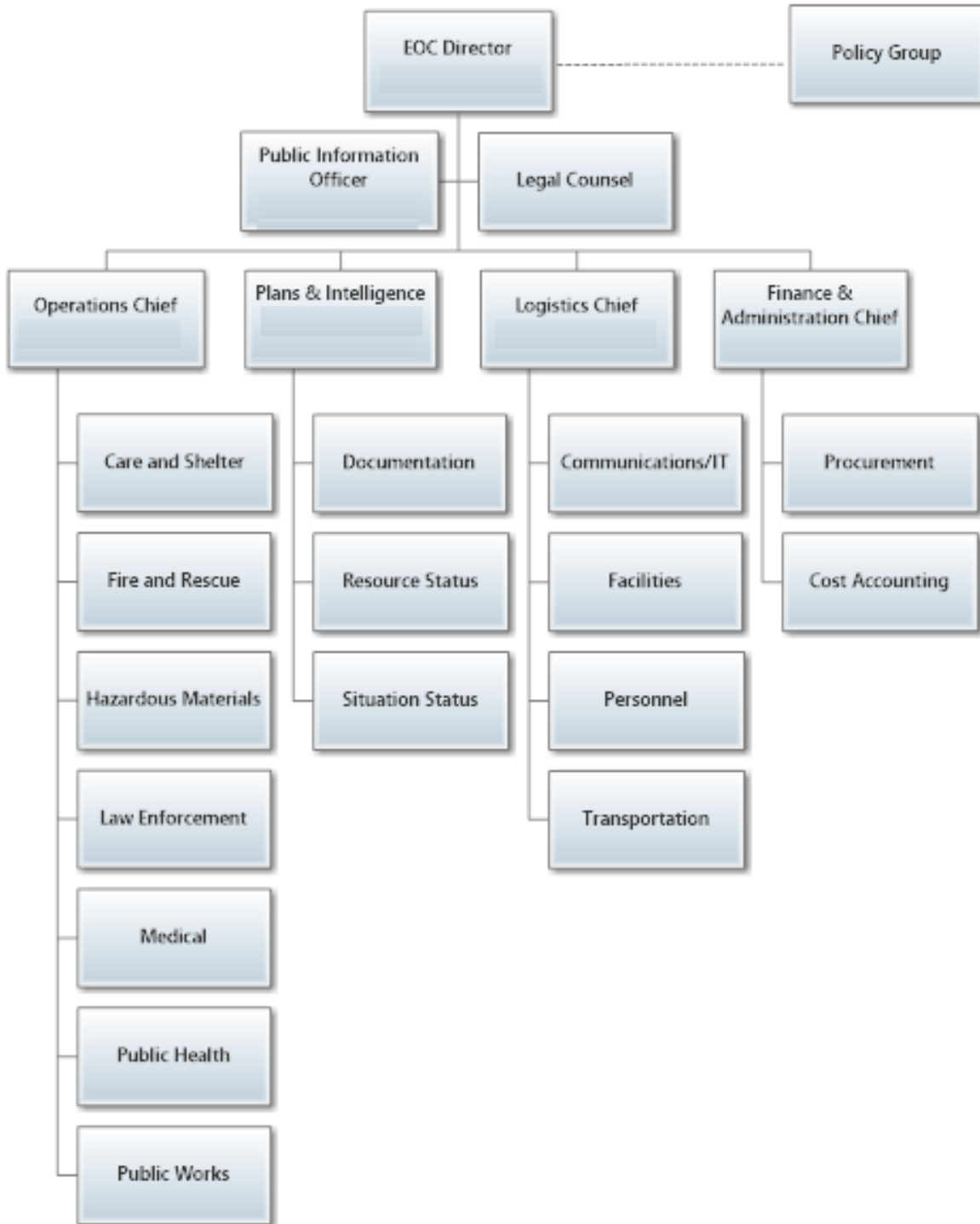
Figure 2 – County EOC Basic Organization

The overall operation of the EOC involves three primary functions:

1. Managing emergency policy (e.g. declare emergencies, order evacuations, prioritize limited resources)
2. Collecting, analyzing and sharing information with emergency organizations, elected leaders and the public
3. Brokering resources (e.g. requesting outside assistance and directing it to incidents)

Each of these EOC functions is described in the following subsections.

2.3.8. Managing Policy

Field-level command and control of incident response does not typically occur at the EOC. However, the EOC plays a critical role in managing emergencies and disasters. Sharing information, coordinating resources, issuing formal declarations of emergency, ordering evacuations, and determining jurisdiction-wide priorities are all activities within the purview of the EOC.

Once the circumstances of an emergency or disaster are known, the EOC first establishes priorities and objectives during an action planning process. Typically, EOC priorities are to protect:

1. Life
2. Health and Safety
3. Property
4. The Environment
5. The Local Economy
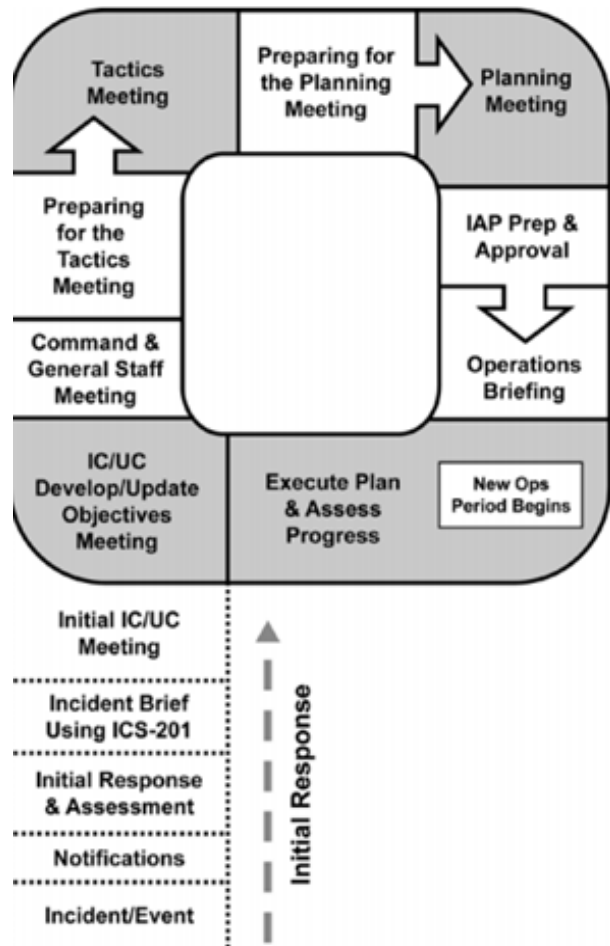
The action planning process culminates in an Incident Action Plan (IAP) each operational period. The process follows SEMS and NIMS,
 and is often described as the "Planning P" as shown in Figure 3. Appendix G contains forms used to create IAPs. Appendix E describes the planning process in detail and explains the role of each participant in the planning process.

2.3.9.   Sharing Information

The second of the three important EOC roles is sharing information about an emergency or disaster with agencies, government leaders and the public. Sharing information with the public most often occurs through media outlets. To effectively share information, the EOC maintains robust communication capabilities described earlier in Section 2.3.6 of this plan. The EOC also uses traditional paper message forms (i.e. ICS 213) and information technology, including Cal EOC (the State of California's Emergency Information Management System) to share critical information about an incident.

Collecting timely, accurate information from responders (Incident Commanders) is a hallmark of effective EOC work. Vetting, analyzing and sharing this information with other agencies, especially those able to provide support (Department Operations Centers), is essential to obtaining additional help. Continuously collecting, analyzing and sharing certain emergency and disaster information is vital to the safety, efficiency and overall effectiveness of the response

All EOC staff members are trained in the use of information sharing processes and tools. During training and exercising, EOC staff have opportunities to practice using these processes and tools.

2.3.10. Resource Management

The third of the three important EOC roles is to broker resources. Depending on the circumstances, but especially if the needed resources are scarce, the EOC may have to carefully allocate resources to several ICPs or from one department to another. At other times, the EOC may facilitate movement of resources to or from the County (e.g. when facilitating support between two cities or counties). In these cases, the EOC serves as the conduit for resource requests.

To best manage resources, the EOC maintains an emergency resource catalog (attached to this plan as Appendix F) and at least one active Cal EOC workstation to coordinate resource requests. The tools and processes for accomplishing this work are described further in Appendix E.

2.4. Recovery

Recovery is the process of returning to normal an area affected by an emergency or disaster. Some recovery can begin within hours (e.g. Restoration of electricity and telephone service). Following a major disaster, recovery activities may span years. Good recovery depends on development of a recovery plan before an emergency occurs, beginning recovery as soon as possible, and leading recovery efforts with a specialized team. Recovery activities begin with damage assessment then transition into short-term and long-term recovery activities. These three recovery activities are described in the subsections below.

2.4.1. Damage Assessment

Damage assessment activities involve identifying, recording, compiling, and analyzing damage information to determine the type of recovery assistance needed. Following major disasters, a process known as a Preliminary Damage Assessment (PDA) is used to assess damage and determine to what extent state and federal assistance may be available. The process typically begins with a local proclamation of emergency, communicating the extent of damage and requesting state and federal assistance.

Several resources are available to support damage assessment. The American Red Cross often conducts cursory assessments, sometimes referred to as "windshield surveys." These assessments are performed by driving through neighborhoods and quickly collecting information from inside a vehicle. Other support is available from local building departments that employ engineers and building inspectors who are already familiar with buildings, predominant local building practices and neighborhoods. When additional help is needed, building inspector and engineer mutual aid is also available.

Damage assessments must occur quickly and accurately in order to obtain timely assistance from state and federal agencies. For this reason, the Tehama County Building and Safety Department is assigned to the Advance Planning Branch of the EOC Planning

and Intelligence Section. Gaining access to damage assessment information during response serves to speed and make recover efforts more effective. Tools and processes used for conducting this work are described in Appendices D and E.

2.4.2. Short-Term Recovery

Establishing priorities is just as important during recovery as in response. Short-term recovery objectives are typically established in the EOC while response is underway. Recovery objectives include:

- Opening transportation routes
- Restoring utility service
- Securing damaged areas
- Removing hazardous materials and debris
- Providing individual assistance and temporary housing
- Implementing immediate environmental protection measures
- Recovering costs
- Beginning to contemplate long-term recovery objectives

2.4.3. Long-Term Recovery

Completion of long-term recovery objectives generally does not occur until long after closure of an EOC. Long-term recovery objectives include:

- Providing disaster mental health services
- Implementing changes to land-use and building codes
- Performing complex environmental assessments and restoration
- Rebuilding infrastructure (e.g., highways, bridges)
- Rebuilding homes
- Resuming industry and commerce
- Ensuring recovery actions accomplish mitigation

When planning and conducting recovery activities, the County also carefully considers mitigation opportunities. For example, before homes are repaired, the County may wish to adopt new building codes as a means of avoiding future damage.

Tools and processes associated with recovery activity are described further in Appendices D and E.

3.0 Program Continuity

Emergencies and disasters can also impair or destroy the ability of government to carry out required governmental functions and provide essential services. This section summarizes the Continuity of Government and Continuity of Operations planning for the County of Tehama.

State law requires appointment of a standby officer for certain elected and appointed officials, including those who lead departments responsible for maintaining law and order, or that provide public services relating to health and safety. Laws also require procedures to ensure continued operation of political subdivisions in the event of emergency or disaster.

The County of Tehama is developing a continuity plan that describes succession of key officials, continuity for essential services and protection methods for vital records. These planning documents are developed and maintained by each department and copies of these plans are maintained at the Tehama County Sheriff's Office. The plans will be regularly exercised and evaluated (every 3-4 years).

4.0 Plan Maintenance

This base plan is to be maintained by the Tehama County Sheriff's Office on behalf of the County's Disaster Council and is reviewed by the Director of Emergency Services (Sheriff) or their designee and the County Board of Supervisors no less than every four years.

The Disaster Council meets at least once each year to review the County's emergency management program. As program or plan changes are needed, the Tehama County

Sheriff's Office works with county departments and other organizations to facilitate these changes, and communicate this work to program stakeholders.

Annual training is provided either as a new orientation or refresher training to all county staff who may expect to participate in an emergency response. A record of this training is retained in each employee's employment file and within the Tehama County Sheriff's Office.

An annual exercise is conducted to review, evaluate and, thus, maintain the capabilities described within this plan. The Tehama County Sheriff's Office coordinates, designs, facilitate and evaluates these exercises and draw support from other organizations as required. Annual exercises may take the form of a table-top, functional or full-scale exercise, although a functional exercise will occur at least every three years.

Each year, the Tehama County Sheriff's Office will prepare an annual report of emergency management program accomplishments and future needs. Once approved by the Director of Emergency Services (Sheriff), reports are presented to the County Board of Supervisors.

Appendices

A.   Emergency Operations Center Contact List

B.   Emergency Facilities Contact List

C.   Hazard-Specific Policies and Procedures

D.   Function-Specific Policies and Procedures

E.   Standard Operating Procedures

F.   Resource Catalog

G.   Emergency Forms

H.   Continuity of Operations and Government

I.   Recommended Training Courses

J.   Annual Training Plan\

K.   Multi-Year Exercise Plan

L.   Maps and Floor Plans

M.   Acronyms and Glossary

A. Emergency Operations Center Contact List

This table identifies the people and organizations involved in emergency operations center activities.

#	Name	EOC Role	Organization	Title	Email	Work Address	Office Phone
	Andy Houghtby	EOC Deputy Director	Tehama County Sheriff's Office	Sergeant-OES Assistant Director	ahoughtby@tehamaso.org	22840 Antelope Blvd, Red Bluff, Ca. 96080	530-529-7988
	Rob Bakken	Public Information Officer (PIO)	Tehama County Sheriff's Office	Detective	Rbakken@tehamaso.org	22840 Antelope Blvd	530-529-7920
	TBD	Operations	Tehama County Sheriff's Office	Lieutenant	@tehamaso.org	22840 Antelope Blvd, Red Bluff, Ca. 96080	530-529-7920
	TBD	Logistics	County Administration	Risk Management-Purchasing	TBD	727 Oak Street, Red Bluff, Ca. 96080	530-527-4655, ext 3044
	Krista Peterson	Finance	County Auditor	Auditor-Controller	kpeterson@co.tehama.ca.us	444 Oak Street, Suite J, Red Bluff, Ca. 96080	530-527-3474
	TBD	Planning	Fire	Assistant Chief	TBD	604 Antelope Blvd, Red Bluff, Ca. 96080	530-528-5199
	Daniel Klausner	Legal Counsel	Tehama County Counsel	County Counsel	DKlausner@co.tehama.ca.us	727 Oak Street, Red Bluff, Ca. 96080	530-527-9252

	Dave Kain	EOC Director	Tehama County Sheriff's Office	Sheriff	Dkain@tehamaso.org	22840 Antelope Blvd, Red Bluff, Ca. 96080	530-529-7950

	Keith Kuperman	Care and Shelter	Red Cross	Coordinator	Keith.Kuperman@redcross.org		1-844-236-0153
	TBD	Public Health	Tehama County Public Health Department	Health Educator-Emergency Preparedness Programs	@tchsa.net	1860 Walnut Street, Red Bluff, Ca. 96080	530-527-6824
	TBD	Documentation	Tehama County Sheriff's Office	Sheriff's Service Officer III		22840 Antelope Blvd, Red Bluff, Ca. 96080	530-529-7940
	Joe Hickerson	Communications	Tehama County STARS	Communications	sheriff4518@aol.com	22840 Antelope Blvd, Red Bluff, Ca. 96080	530-527-7230
	Tom Provine	Procurement	Tehama County Purchasing Department	Staff Analyst	TProvine@co.tehama.ca.us	727 Oak Street, Red Bluff, Ca. 96080	530-527-4655
	TBD	Fire and Rescue	Fire	TBD	TBD	604 Antelope Blvd, Red Bluff, Ca. 96080	530-528-5199
	TBD	Resources	TBD	TBD	TBD	TBD	TBD

	Drew Cheney	Facilities	Tehama County Facilities Maintenance	Facilities Maintenance Director	dcheney@co.tehama.ca.us	TBD	530-527-4630

Primary EOC staff
Secondary EOC

B. Emergency Facilities Contact List

This table identifies the essential facilities that support emergency and disaster operations.

Essential Facility	Location	Purpose	Point of Contact
Red Bluff Community Center (EOC)	Used as the primary location for coordination of complex emergencies and disaster response	1500 South Jackson, Red Bluff, CA. 96080	Karen Shaffer -(530) 527-8177
Tehama County Sheriff's Office (DOC)	Used as a location for coordination of complex emergencies and disaster response	22840 Antelope Blvd, Red Bluff, Ca. 96080	Sergeant Andy Houghtby 530-529-7988
Tehama County Public Health Agency (DOC)	Used as a location for coordination of complex emergencies and disaster response	1860 Walnut Street, Red Bluff, Ca. 96080	Minnie Sagar 530-527-6824
Tehama County Sheriff's Office (PSAP)	To be used as the primary location as the communication hub between the EOC, DOC and the incident command	502 Oak Street , Red Bluff, Ca. 96080	Wilma Gillet Dispatch Supervisor, 530-529-7900
Red Bluff Police Dept. and City Fire Dept. (PSAP)	To be used as the primary location as the communication hub	555 Washington Street, Red Bluff, Ca. 96080	Lt. Matt Hansen- 530-527-3131

	between the EOC, DOC and the incident command		
Corning Police Dept. (PSAP)	To be used as the primary location as the communication hub between the EOC, DOC and the incident command	774 Third Street, Corning, CA. 96021	Chief Jeramiah Fears- 530-824-7000
Corning Fire Dept. (PSAP)	To be used as the primary location as the communication hub between the EOC, DOC and the incident command	814 Fifth Street, Corning, Ca. 96021	Martin Spannaus- 530-824-7044
Cal Fire (PSAP)	To be used as the primary location as the communication hub between the EOC, DOC and the incident command	605 Antelope Blvd, Red Bluff, Ca. 96080	Battalion Chief Jason Morris- 530-528-5199
CalOES Inland REOC	Used as support in regional incidents	3650 Schriever Ave, Mather, Ca.95655	ESC in Charge

C. Hazard-Specific Policies and Procedures

The following hazards and threats may create or contribute to an emergency or disaster. Hazard-specific appendices follow this list.

1. Civil Disturbance
2. Dam Failure
3. Wildland Fire
4. Flood
5. Hazardous Material Release
6. Severe Weather
7. Volcano

[Insert each hazard-specific appendix]

D. Function-Specific Policies and Procedures

The following appendices describe general or function-specific emergency management activities or considerations. Appendices follow this list.

1. Emergency Operations Center Contact List
2. Emergency Resource Catalog
3. Emergency Operations Center Standard Operating Procedures
4. Various Incident-Specific Annexes
5. Emergency Notification
6. Health/Medical Annex (ESF 8)
7. Mass Care and Shelter (ESF 6)
8. Evacuation
9. Volunteer and Donation Management
10. Damage Assessment

[Insert each general or function-specific appendix.]

E. Standard Operating Procedures

This appendix describes the purpose and function of the Emergency Operations Center. It includes descriptions and checklists for each center role.

[Insert each general or function-specific appendix.]

F. Resource Catalog

This table identifies resources that may be needed during an emergency or disaster.

#	Resource	Description	Quantity Available	Location	Owner/Operator	Office Phone	Cell Phone	Email	Notes
	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD

G. Emergency Forms

These forms are used to support emergency and disaster activity. Each form follows this list.

- ICS 201 – Event Briefing
- ICS 202 – Event Objectives
- ICS 204 – Assignment List
- ICS 205 – Communications Plan
- ICS 207 – Event Organization
- ICS 208 – Safety Message/Plan
- ICS 213 – General Message
- ICS 214 – Activity Log
- ICS 221 – Demobilization Check-Out
- Cal OES Initial Damage Estimate
- County Proclamation of Emergency Template
- County Request for a State of Emergency Proclamation
- Incident Action Plan (Various ICS Forms)

[Insert ICS or other form sets.]

H. Continuity of Operations and Government

Succession of Leadership

This table identifies key leadership positions within the Tehama County and their lines of succession. Contact information for each position is contained in Emergency Contact List appendix.

Title	Primary	Secondary	Tertiary
Chief Elected Official	Chair of County Board of Supervisors	Vice Chair of County Board of Supervisors	TBD
Chief Executive	County Administrator	Deputy County Administrator	TBD
Chief Law Enforcement Officer	County Sheriff	County Undersheriff	TBD
Public Health Officer	County Health Officer	County Health Services Agency Administrative Officer	Director of County Public Health Division
TBD	TBD	TBD	TBD

Essential Functions

This table identifies essential government functions of the Tehama County and the associated resumption strategy information, should an interruption occur.

Priority	Function	Continuity Goal	Continuity Strategy	Assigned To
	Answer 911 calls	No interruption of service	Roll-over to hot standby site	TBD
	Emergency Notifications Systems	No interruption of service	Maintain at least two redundant or alternate systems	County Sheriff's Office

Vital Records

This table identifies vital records of the Tehama County to be preserved and the preservation strategy for each record.

Record	Location	Protection Strategy	Assigned To
	Deeds and Liens	Creation and maintenance of duplicates	County Recorder
	Parcel Maps	Creation and maintenance of duplicates	County Recorder
	Tax Records	Creation and maintenance of duplicates	County Recorder

I. Recommended Training Courses

This table provides training recommendations for individuals who may be assigned responsibilities during an emergency.

Course	Type	Location	Pre-requisite	Course Objective	Who takes this
ICS-100	Self-guided	www.fema.gov	None	Provides the foundation for higher-level ICS training. Describes the history, features and principles, and organizational structure of the system. This course also explains the relationship between ICS and NIMS.	All
ICS-200	Self-guided	www.fema.gov	ICS-100	Enables personnel to operate efficiently during an incident or event within the ICS. Provides training and resources for personnel who are likely to assume a supervisory position within the ICS.	Management, Section Chiefs, Unit Leaders
ICS-300	Classroom	www.fema.gov	ICS-100, ICS-200	Provides training and resources for personnel who require advanced knowledge and application of the ICS. Expands upon information covered in ICS-100 and ICS-200.	Command and General Staff, Unit Leaders
ICS-400	Classroom	www.fema.gov	ICS-100, ICS-200, ICS-300,	Provides training and resources for personnel who require advanced application of ICS. Expands upon information covered in ICS-100 through ICS-300.	Command and General Staff, Unit Leaders
IS-700	Self-guided	www.fema.gov	None	Introduces the NIMS concept. NIMS provides a consistent nationwide template to enable all government, private-sector, and non-governmental organizations to work together during domestic incidents.	All
IS-800	Self-guided	www.fema.gov	IS-700	Introduces participants to the concepts and principles of the NRF.	All

Course	Type	Location	Pre-requisite	Course Objective	Who takes this
ICS 300 and 400	Classroom	Arranged by Assistant Emergency Services Director	ICS 100 and 700	Understand operation of incident command posts and emergency operations centers	EOC Staff

J. Annual Training Plan

This table provides training recommendations for individuals who may be assigned responsibilities during an emergency.

Course	Targeted Audience	Purpose/Value of Training	Estimated Date of Delivery	Course Provider	Course Manager	Notes
ICS 300/400	All EOC Staff	To develop EOC staff proficiency and meet EMPG and HSGP requirements	Every October during odd-numbered years	Tehama County	Assistant Director of Emergency Services	Required to fill EOC Command and General Staff Positions

K. Multi-Year Exercise Plan

This table describes exercises planned to evaluate and enhance emergency management capability.

Month/Year of Exercise	Exercise Type	Scenario	Objectives	Agencies Involved	Exercise Director	Notes

L. Maps and Floor Plans

The following maps, floor plans and other illustrations are used to support emergency activities. Each illustration follows this list.

1. County Map
2. EOC Location Map
3. EOC Floor Map
4. Alternate EOC Location Map
5. Alternate EOC Floor Map

M. Acronyms and Glossary

The following acronyms are used in this plan.

Acronym	Meaning	Definition
AAR/IP	After-Action Report/Improvement Plan (AAR/IP	A report format created by FEMA to assist in the evaluation of exercises and real-world events, and to summarize opportunities for program improvement.
CRS	Community Rating System	A National Flood Insurance Program that rewards floodplain management activities that exceed minimum program requirements.
EOC	Emergency Operations Center	The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place.
FEMA	Federal Emergency Management Agency	The primary U.S government agency responsible for supporting emergency preparedness, federal-level coordination and disaster relief.
HSEEP	Homeland Security Exercise and Evaluation Program	A FEMA doctrine that defines a systematic approach to exercise design, conduct and evaluation.
IAP	Incident Action Plan	An oral or written plan containing general objectives reflecting the overall strategy for managing an incident.

Acronym	Meaning	Definition
ICP	Incident Command Post	The field location at which the primary tactical-level, on-scene incident command functions are performed.
ICS	Incident Command System	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.
LHMP	Local Hazard Mitigation Plan	A plan format defined by FEMA that communicates a local or state's analysis of disaster risk and intended actions to reduce those risks.
NIMS	National Incident Management System	A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private sector; and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.
PDA	Preliminary Damage Assessment	A FEMA process used to evaluate disaster damage and inform decisions to provide disaster assistance.

Acronym	Meaning	Definition
PPD	Presidential Policy Directive	A form of Executive Order issued by the President of the United States with the advice and consent of the National Security Council.
SOP	Standard Operating Procedures	Complete reference document or an operations manual that provides the purpose, authorities, duration, and details for the preferred method of performing a single function or a number of interrelated functions in a uniform manner
FEMA	Federal Emergency Management Agency	The primary U.S government agency responsible for supporting emergency preparedness, federal-level coordination and disaster relief.
TCSO	Tehama County Sheriff's Office	The primary law enforcement agency for Tehama County