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Introduced By:

Christopher Vance

Clerk 06/04/99

Proposed No.:

1999-0312

MOTION NO. **10750**

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A MOTION that acknowledges the receipt of the 'basic' regional disaster plan for public and private organizations in King County and requests the development of other elements of this plan.

WHEREAS, the King County region is vulnerable to severe weather, seismic and technological disaster events and existing laws provide only minimal guidance on how organizations and jurisdictions in King County should work together in response to severe disruption, and

WHEREAS, the King County council passed Motion 10566 which describes the key elements of regional emergency management planning, and

WHEREAS, a multidisciplinary task force has engaged in an in-depth planning process to create a regional disaster plan that addressed the key concepts and concerns set by the King County council, including cooperative partnerships using existing resources, identified roles for the cities, county, special districts and private sector, coordination of emergency resources, equipment and materials and provisions for periodic testing and updates;

NOW, THEREFORE, BE IT MOVED by the Council of King County:

That the council acknowledges receipt of the "Basic Plan" portion of the Regional Disaster Plan For Public and Private Organizations in King County.

1 Furthermore, that this regional disaster planning effort continue under the guidance  
2 of the emergency management advisory committee and the following elements be  
3 completed by March 31, 2000:

4 A. Develop and coordinate an omnibus financial and legal agreement that facilitates  
5 resource sharing among participating organizations;

6 B. Develop and coordinate Appendix 1 on direction and coordination;

7 C. Develop and coordinate Emergency Support Function 7 on resource  
8 management; and

9 D. Submit the basic plan, omnibus legal agreement, Appendix 1 and emergency  
10 support function 7 by March 31, 2000, for subsequent public and private stakeholder  
11 organization review and adoption.

12 PASSED by a vote of 11 to 0 this 7th day of September, 1999.

13 KING COUNTY COUNCIL  
14 KING COUNTY, WASHINGTON

15 *Louise Miller*  
16 Chair

17 ATTEST:

18 *[Signature]*  
19 Clerk of the Council

20 APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ *Approved by the Council*

21 \_\_\_\_\_  
22 King County Executive

23 Attachments: Final Draft Regional Disaster Plan For Public and Private Organizations in  
24 King County

10750

*Final Draft*

# Regional Disaster Plan

## For Public and Private Organizations in King County

Version: June 7, 1999

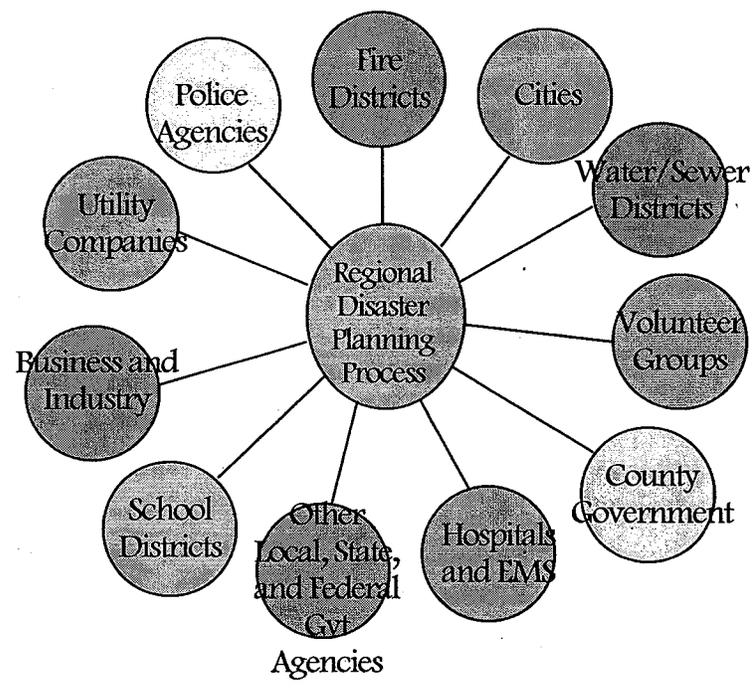




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## **Executive Summary**

### **Regional Disaster Plan for Public and Private Organizations in King County**

King County is 2,134 square miles of diverse terrain with almost 1.7 million people, 39 cities, over 100 other taxing districts (fire, school, water/sewer, etc.), and over 500 elected officials. The county faces periodic river valley and urban flooding events, earthquakes, severe weather, hazardous materials releases, and transportation accidents, and it has the potential to be effected by volcanic and terrorist activity.

State law requires that cities and counties have emergency programs, but there is only minimal guidance to special purpose districts, businesses, and non-profits on this subject. State statutes also provide only weak guidance on multi-disciplinary or multi-jurisdictional disaster response interactions. The population density, complex system of governance, and the significant risk we face for both natural and technological disasters presents the need to plan for a coordinated response among governments, non-profits, and businesses.

In October of 1998, the Regional Policy Committee of King County, comprised of elected officials from Seattle, Suburban Cities, and King County, passed a motion that initiated the development of a regional disaster plan for King County. This Regional Disaster Plan for Public and Private Organizations in King County provides the framework needed to inter-link response plans of a wide range of organizations. By conveying who is going to do what among the nonprofit and private organizations and the government agencies and jurisdictions, this plan allows potentially hundreds of entities to behave in a coordinated manner following a severe disruption.

The process for creating this plan involved representatives from King County cities, fire chiefs, police chiefs, public works directors, school superintendents, hospitals, financial institutions, transportation providers, construction trade unions, nonprofits, utility providers, the contingency planners of our major employers, and other stakeholder groups.

The concept for collaborative operations includes the use of four geographic zones (Emergency Response Zones) which correlate to the existing four fire zones in King County. Emergency Planning Committees in each zone will determine their protocols and procedures. The King County Emergency Operations Center will serve as an information clearinghouse and will coordinate with the four zones.

For public and private organizations within their boundary, each zone will share damage information, requests for assistance, response priorities, and lifeline routes. Zones may further choose to coordinate other disaster functions such as debris removal and collection, establishment of drinking water distribution points, establishment of mass care facilities, and the dissemination of public information. Within each zone, representatives of relevant disciplines will develop protocols for carrying out their disaster functions.

Activation of this plan may be for an intense localized event, an event with multiple affected sites or jurisdictions, or a widespread regional or catastrophic event. This plan can be activated in conjunction with other related state and local emergency plans. Mutual aid agreements are still the "first line of defense" for plan participants. Because mutual aid (sharing with 'like' agencies) may be unavailable during regional disasters, the plan defines the legal and financial ground rules for resource sharing among plan participants and across 'discipline' boundaries. The current King County Emergency Management Plan does not address regional coordination issues, rather focuses on the disaster functions of King County Government.

This Regional Disaster Response Plan and the 'multi-disciplinary' zone coordination efforts follow the principles of the Incident Command System. While 'Command' and 'Operations' functions will primarily be based in the field, the activities on the Zone level will primarily focus on the coordination of 'Logistics' and 'Planning' functions. The participating entities that offer available resources and services do so voluntarily, but in the context of working within a coordinated response system.

In March and April of 1999, an initial review process was coordinated among the public and private organizations that are represented in the planning process. The Regional Policy Committee will consider its endorsement in May or June 1999. Final coordination among private and public agencies is scheduled for summer and fall of 1999.

As this Basic Plan is being adopted, work will begin on both the Omnibus Agreement, which provides a legal platform for resource sharing, and the initial Emergency Support Functions (ESFs) of ESF 7: Resource Management and Appendix 1: Direction and Control. The Basic Plan provides an overarching framework for disaster operations; the ESFs will provide details on the specific functional areas, such as communications, mass care, transportation, debris management, and evacuation.

## List of Proposed Participating Organizations

### Cities and County Organizations:

#### Cities of:

Algona, Auburn, Beaux Arts, Bellevue, Black Diamond, Bothell, Burien, Carnation, Clyde Hill, Covington, Des Moines, Duvall, Enumclaw, Federal Way, Hunts Point, Issaquah, Kenmore, Kent, Kirkland, Lake Forest Park, Maple Valley, Medina, Mercer Island, Milton, Newcastle, Normandy Park, North Bend, Pacific, Redmond, Renton, SeaTac, Seattle, Shoreline, Skykomish, Snoqualmie, Tukwila, Woodinville, Yarrow Point

King County Emergency Management Advisory Committee

King County

King County Regional Policy Committee

Suburban Cities Association

### Public Works and Utility Organizations:

King County Public Works Directors

Puget Sound Energy

Seattle City Light

Seattle Public Utilities

WA State Sewer and Water Association

### Transportation Organizations:

Burlington Northern Sante Fe Railway

Olympic Pipeline

Washington State Dept. of Transportation

Washington Trucking Association

### Communications Organizations

All Public Safety Answering Points (PSAPs) in King County

AT&T Wireless Services

E911 Program Office

US West

### Nonprofit and Volunteer Organizations

Seattle/KC Chapter, American Red Cross

United Way, Executive Directors Coalition and individual United Way agencies

Washington State Association of Services and Housing for the Aging

Police, Fire, EMS, Health and Hospital Entities

All Hospitals in King County  
Group Health Cooperative  
King County Fire Chiefs Association and the individual member Fire Agencies  
King County Fire Commissioners Association  
King County Police Chiefs Association and the individual member Law Enforcement Agencies  
Public Health Seattle/King County  
Washington State Hospital Association

Labor, Business and Industry

Association of Contingency Planners and all member organizations  
East King County Convention and Visitors Bureau  
King County Labor Council  
Master Builders Association of King and Snohomish Counties  
Neighborhood Business Council  
Seattle/King County Building and Construction Trades Council  
Seattle/King County Convention and Visitors Bureau  
SW King County Chamber of Commerce  
Washington Bankers Association

Schools

All Individual School Districts In King County (19)  
King County School Superintendents  
Pacific NW Association of Independent Schools and the member schools in King County  
Puget Sound Educational Service District and Risk Management Pool

Other Agencies

Associated Press  
Federal Emergency Management Agency, Region X  
Port of Seattle, Aviation and Marine Divisions  
Puget Sound Air Pollution Control Agency  
US Army Corps of Engineers, Seattle District  
WA State Dept. of Ecology  
WA State Military Department, Emergency Management Division

**Final Draft Regional Disaster Plan**  
**For Public and Private Organizations in King County**

**I. Introduction**

**A. Purpose**

This plan establishes architecture for a systematic, coordinated, and effective response to multi-agency, multi-jurisdictional emergencies and disasters that occur within the geographic boundaries of King County, Washington. It defines common assumptions and policies, establishes a shared concept of operations, and pre-assigns functional responsibilities to appropriate disciplines, private and nonprofit organizations, and government agencies and jurisdictions. Through the implementation of this plan, the resources and capabilities of the public, private, and non-profit sectors can be more efficiently utilized to minimize the loss of life and property and to protect the environmental and economic health of King County.

**B. Situation**

King County is now the 12<sup>th</sup> most populous county in the United States, with a population of over 1.65 million residents. The complexity of governance in the King County region presents unique challenges for disaster response. Washington State law allows a very high degree of independence for the cities and individual taxing districts; there are 39 cities and over 120 special districts in King County with over 500 elected officials. Though many of these public entities and the non-profits and major employers have emergency response plans, the degree of coordination among these organizations is minimal. Five contiguous suburban cities on the east side of Lake Washington have launched initial informal regional coordination efforts; however, this group represents less than 14% of the county population.

King County is at risk for a wide-range of natural, technological, and human-caused disasters. Our region is at risk for three kinds of earthquakes: shallow, deep (or intra-plate), and subduction (or mega-thrust). We experience deep earthquakes, which are historically between 6.0 and 7.4 Richter magnitude, roughly every 30 years; the last event of this type was in 1965.

Mount Rainier, just off the southeast corner of King County, presents a significant risk of volcanic hazards. We also have the potential for severe weather events, including flood events and ice, wind, and snowstorms. We have landslide risks, transportation and fixed-site hazardous material issues, and vulnerabilities to

terrorist activities. SeaTac International and King County Airport/Boeing Field are both regional airports with significant air traffic; we also have high capacity rail traffic, seaports, and interstate highway accident risks.

King County has unique geographic and topographic features that present significant disaster response challenges. Puget Sound borders the county to the west and the Cascade mountain range to the east. Lake Union is on the north side of downtown Seattle, and Lake Washington, which is over 25 miles long, separates Seattle and the eastside cities. Transportation corridors are very restricted and congested even on good days.

For more information on disaster risk in King County, see the King County Hazard Identification and Vulnerability Analysis (available at public libraries).

### **C. Scope**

This plan may apply to all public, private, and non-profit entities in geographic King County. As a cooperative endeavor, any private and nonprofit organization and governments agency and jurisdiction can choose to be a signatory and participate with this plan. As an all-hazards response plan, it applies to any event that concurrently challenges multiple jurisdictions or multiple disciplines. This plan is limited in scope to address response activities in events where normal emergency response processes and capabilities become overtaxed or where it is determined there is a need for regional coordination of response operations due to complexity and/or duration of event(s).

This initial Basic Plan focuses exclusively on disaster response. This regional plan does, however, provide a framework for future coordinated efforts to address regional mitigation, preparedness, or recovery issues. Relationships with other counties and neighboring jurisdictions are not specifically included in this plan, though they may be included in future revisions.

An Omnibus Agreement will be developed to provide the legal platform for resource sharing among participating organizations. 'Emergency Support Functions' and appendices will be developed to augment this Basic Plan and provide more detail on specific functional areas of regional emergency and disaster response.

### **D. Assumptions**

1. As the King County Emergency Management Plan deals primarily with internal King County Government functions, there exists no dedicated regional point of disaster coordination in King County, nor a protocol for 'regional' inter-

- disciplinary cooperation, beyond the voluntary coordination between cities and the King County Emergency Operations Center.
2. Emergency response and basic lifeline resources and services will be limited in the first several days of a regional disaster, while injuries and the need for emergency services will be at an increased level.
  3. Provisions for basic human needs (food, water, and supplies for sanitation and shelter) may be in short supply or unavailable.
  4. Private and nonprofit organizations and governments agencies and jurisdictions will commit all available resources to address their internal organizational and jurisdictional challenges before supporting a wider regional response.
  5. Unaffected or minimally affected private and nonprofit organizations and governments agencies and jurisdictions will be willing to help others when disaster strikes.
  6. Plans and mechanisms for 'back filling' services and resources will encourage the sharing and movement of resources to those who need them most.
  7. Certain infrastructure failures are probable during disasters, requiring a reliance on emergency communications, creating a demand for mass care services, and presenting challenges to emergency service delivery.
  8. Transportation routes may be blocked for days or weeks.
  9. The availability of emergency services will be contingent on the nature and scope of the event.
  10. Private and nonprofit organizations, governments agencies, and jurisdictions that have responsibilities toward this plan will develop appropriate internal plans and capabilities for their disaster operations (see "Assignment of Responsibilities" section).

#### **E. Limitations**

This plan outlines a voluntary arrangement among private and nonprofit organizations and government agencies and jurisdictions to provide a framework for regional disaster and emergency response. To be effective, it must not only be adopted widely among cities and special purpose districts, but also endorsed and adopted by major employers, the non-profit sector, and utility providers. In addition, the emergency plans of cities, the county, non-profits, businesses, and utility providers may require minor modifications to be appropriately linked with the model presented here.

So that organizations, agencies, and disciplines involved in the response can be effective, a continual public education effort is imperative to enhance the disaster and emergency preparedness level of the residents of King County.

To provide more details about specific functional areas of regional emergency response (for example: mass care, public works, transportation, communication, resources, criminal justice, utility services, law enforcement, debris management), this plan will be supported by Emergency Support Functions (ESFs) and appendices.

These subsequent functions will be developed in phases over the next several years. Initially, in conjunction with this Basic Plan, the Task Force will develop the Omnibus Legal Agreement and ESF 7: Resource Management and Appendix 1: Direction and Coordination. Following the development of these initial 4 documents, signatory endorsement will be sought among all participating public and private organizations.

The ESFs will be developed in a voluntary, collaborative manner similar to this Basic Plan. Following 'committee-type' work to develop ESFs, the Regional Disaster Planning Taskforce will host a coordination and concurrence process where all participating organizations will have an opportunity to suggest changes. Public and private organizations will be asked to voluntarily endorse and adopt future ESFs as a separate package of agreements.

A regional response in geographic King County will not be 'perfect'. This plan is an attempt to create a shared concept for how individual, autonomous private and nonprofit organizations, and government agencies and jurisdictions will work together in times of extreme emergencies or disaster. To be effectively implemented, this plan will require the training of key personnel and a program of exercises among the participating entities.

#### **F. Policies and Authorities**

This plan was created as a collaborative effort to meet a widely acknowledged need for coordination of disaster-response activities in geographic King County. The Regional Policy Committee of King County Council (made up of elected officials from Suburban City Association, the City of Seattle and the King County Council) passed motion 10566 in October 1998; this plan attempts to conform to the key elements of regional emergency management planning described on this motion.

The Revised Code of Washington 38.52 and Washington Administrative Code 118.30 directly address the structure of state, county, and city emergency management organizations and their responsibilities. RCW 38.52 provides the framework for mutual aid agreements and mandates the use of the Incident Command System in any multi-jurisdictional, multi-agency emergency response.

The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended) addresses the Federal Government's authority in providing disaster response and recovery assistance.

Because of the regional and interdisciplinary nature of this plan, there are too many existing emergency policies on the local level to list in this section. Most of the private and nonprofit organizations and government agencies and jurisdictions that participated in the development of this plan have some emergency policies. These emergency policies address issues like the designation of 'essential' or 'mission-critical' employees and their requirements to work during times of adverse conditions. The aggregation of these policies is, in some way, reflected in both the Concept of Operations and the Responsibilities section of this plan. Many relevant local ordinances and agency policies are listed in the Reference Section at the end of this plan.

Many response disciplines (fire, police, public works, utility providers) have policies that promote and support their participation in mutual aid agreements. These agreements facilitate the movement of personnel, equipment and other resources between 'like' agencies and augment the response capabilities of the participants in many situations.

There are regional disasters, however, where mutual aid agreements will not be activated because of regional transportation problems or because the mutual aid participants are all concurrently challenged. In these situations, the response operations will be made up of whatever resources are already in place in the affected area and, therefore, this plan addresses interdisciplinary coordination of information, priorities, and operations.

The Washington State Fire Mobilization Plan and the proposed Washington State Law Enforcement Mobilization Plan are broader coordinated systems for resource sharing within a discipline that are not in conflict with this plan.

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## II. Concept of Operations

This plan provides a structure for disaster response operations that:

- Augment existing mutual aid agreements
- Use geographic divisions of the county (*emergency response zones*) to facilitate coordinated efforts
- Are based on tiered levels of response
- Include pre-designated legal and financial ground rules
- Use the Incident Command System as operational protocol

### A. Mutual Aid

Mutual Aid is considered the first line of defense for participants who risk being overwhelmed and are in need of assistance. In an isolated event, requests for mutual aid within the discipline (and within the zone) should be the first call for help. In a widespread event, or if (for whatever reason) the requests for mutual aid are not granted, any threatened participating organization can request resources from other participating organizations. Whereas mutual aid is assistance from within a discipline, this plan facilitates cross-discipline coordination and cross-discipline sharing of resources.

### B. Emergency Response Zones

Predetermined geographic divisions of the county will facilitate efficient preplanning efforts as well as the sharing of information and the coordination of priorities, operations, and resources during an event. The four Emergency Response Zones integral to this plan correlate to the existing four King County Fire Zones. (Zones 1 and 2 have been consolidated to what is now called Zone 1; no Zone 2 currently exists.)

Each Zone will, through its Zone emergency planning committee, develop its protocols and procedures for carrying out Zone coordination functions. During the response to an event, these zone coordination functions may occur through a dedicated Zone Coordination Center or in a decentralized manner. The four emergency response zones may choose to create coordination centers that act as geographic hubs for the coordination of the disaster operations among the participating disciplines, jurisdictions, and organizations in that zone.

Zones, however, may choose to coordinate activities by pre-designating certain disciplines, jurisdictions, and organizations as 'lead agency' for various emergency functions (e.g., mass care/sheltering, debris management, collapsed structure rescue, management of donated goods). These lead agencies could carry out their function and coordinate with others via pre-established communication mediums

that allow coordinated zone functions without a designated single clearinghouse for all zone activities.

Another concept for zone operations involves the strategic use of cities as information funnel points within a zone. Cities could be pre-assigned to be linked with the school district, water district, and perhaps, certain large employers. Zone coordination, then, could be carried out among a few cities that are, in turn, linked to several other organizations.

This Basic Plan has established functions and responsibilities to be carried out on the 'emergency response zone' level, without being prescriptive about how the Zones do these things. The requirements of Zones are listed under the next section, 'Assignment of Responsibilities' (pg. 31).

The zone coordination functions will vary based on the extent and type of event. In smaller events, the zone coordination efforts may focus on information sharing and tracking the movement and availability of resources and services. In an extremely large-scale event, the focus of zone activities may include establishing shared response priorities, coordinating movement of resources, and developing incident action plans for the zones.

Also, in larger events situation reports with updates on the status of lifeline routes, critical facilities, and ongoing threats to life safety and the environment will be created and circulated within the zones and will be forwarded to the King County Emergency Operations Center (EOC). The King County EOC will serve as a regional clearinghouse for damage information and resource/service availability across the zones.

Organizations that provide services throughout geographic King County, or 'Regional Service Providers', may not have the resources to coordinate their service delivery and response activities directly with the four emergency response zones. Instead, these Regional Service Providers may provide a single point of coordination through the King County Emergency Operations Center or the Seattle Emergency Operations Center. Examples of Regional Service Providers include Metro Transit, Metro/King County Wastewater Treatment Division, Seattle Public Utilities, American Red Cross Seattle/King County Chapter, AT&T Wireless, and the Washington Trucking Association. Some regional service providers may provide a representative directly to the affected zone and Seattle or King County EOCs.

Procedures for how the zones carry out their functions will be developed within each zone, and these procedures will be outlined in Appendix 1 to this Basic Plan.

### **C. Tiered Response**

Activation of this plan may be for:

- an intense localized event (single affected jurisdiction or organization or discipline)
- an event with multiple affected sites or jurisdictions
- a widespread regional or catastrophic disaster

In an intense localized emergency or disaster event (e.g., a flooded river valley, a significant multiple casualty incident), participating unaffected private and nonprofit organizations, and government agencies and jurisdictions will be alerted and may be asked to support those who are affected. The request for support may or may not come through established zone coordination efforts. This support may come in the form of physical resources (assets, equipment, and/or materials), skilled personnel, and/or service delivery.

Where multiple affected sites are involved, especially if the sites are different zones, the zone coordination functions become more important. Affected participating entities (and zones) will focus on bringing in appropriate assistance from the unaffected areas. All organizations that respond to a request for assistance do so voluntarily.

Those unaffected entities or zones may provide resources to the field and they might coordinate support functions (e.g. setting up staging areas, acquiring specialized equipment, planning for future personnel rotations).

For catastrophic events, when all participating private and nonprofit organizations and government agencies and jurisdictions are concurrently challenged, participants will focus on sharing damage information, coordinating response activities, and collectively addressing shared priorities.

The regional movement of resources and services will be driven by the needs of the organizations that are part of this regional plan. Any participating private or non-profit organization, government agency, or jurisdiction can initiate this plan. Each participating organization will develop internal procedures and protocols for triggering an activation of this plan. The requesting organization, agency, or jurisdiction must first proclaim an emergency and ask for mutual aid (if such agreements exist). A request for mutual aid does not necessarily mean this plan is activated, as fire departments use mutual aid routinely.

If mutual aid is not provided, the Incident Commander or other approved designee of the participating organization, can request additional support through pre-established zone protocols. Zones requesting assistance from other zones should coordinate these requests through the King County Emergency Operations Center. 'Requesting' entities must be prepared to manage any incoming resources and service providers.

#### **D. Legal and Financial Ground Rules for Resource Sharing**

The legal and financial ground rules are designed to:

- Ensure that those who risk being overwhelmed have access to resources in a timely manner;
- Encourage a sense of security so that those with available resources feel safe in offering assistance without accepting excessive losses or liabilities in the effort to help;
- Establish a billing process that is congruent with FEMA policies on Federal disaster assistance to encourage appropriate financial recovery.

To this end, participants will be asked to sign a concurrent Omnibus Agreement that validates and provides more details on the financial and legal concepts presented here. This Omnibus Agreement will be modeled on the recently developed agreements for the public works and for the water/wastewater discipline (Northwest Mutual Aid Group), both of which have been approved by many local jurisdictions including Seattle, Bellevue, King County, and suburban cities. It will address applicability, definitions, participation, authority (to request or provide resources), term and termination, payment, notification and request protocols, record keeping, indemnification and limitation of liability, subrogation, workers compensation and employees claims, non-exclusiveness and prior agreements, government authority, tort claims, waiver of rights, and modifications.

Though mutual aid among Fire Departments allows resource exchange without compensation, participants in this plan may be invoiced for use of the resources of other participating organizations. Those who lend personnel, services, or equipment may invoice and be compensated for those resources at a rate that follows standards for that industry or discipline, such as 'Contractors Force Rates'.

The lending organization may invoice the borrower for resources that are staged, committed to service, or otherwise deployed. These pre-set rates for various resources will be outlined in Emergency Support Function (ESF) 7: Resources Management and in the Omnibus Agreement which will be developed in conjunction with this Basic Plan.

Compensation may begin when the resource arrives at the designated incident site or staging area. Both borrower and lender have responsibilities for portions of the documentation process, which will be further outlined in the Emergency Support Function Resources (ESF 7).

During the staging or use of those resources, the Borrower releases and shall indemnify, hold harmless, and defend each Lender. No participating organization shall be liable to another participating organization for delay in or failure to perform any obligation under this plan, except to make payment for a resource that was deployed, as specified in the Omnibus Agreement.

The Lender's employees, made available to Borrower, shall remain the general employees of Lender while they are engaged in carrying out duties pursuant to this plan. Each lending organization shall remain fully responsible as employer for wages, benefits, withholdings, workers' compensation, and other direct and indirect compensation.

Modifications to this Regional Disaster Plan for Public and Private Organizations in King County will be initially developed by the Regional Disaster Planning Task Force and will then be submitted to the Emergency Management Advisory Committee for approval. The governing authority of each participating organization will then be requested to sign off on any modifications to this Regional Plan and to the Emergency Support Functions and the Omnibus Agreement that are also being developed and coordinated in phases.

Any participating organization may enter into separate emergency assistance or mutual aid agreements with any other entity. No such separate agreement shall terminate any responsibility under the Regional Plan or the accompanying Omnibus Agreement. Participation in this Regional Disaster Plan shall not be interpreted or construed to create an association, joint venture, or partnership among the participating organizations or to impose any partnership obligation or liability upon any participating organizations.

#### **E. Incident Command System (ICS)**

This Regional King County Disaster Response Plan and the zone coordination efforts will follow the Incident Command System principles. RCW 38.52 mandates the use of the Incident Command System (ICS) for any multi-disciplinary or multi-jurisdictional emergency event. Zone-based coordination activities will primarily focus on the ICS functions of Plans and Logistics. The

Finance/Administration function will be the primary responsibility of each participating agency.

The Command and Operation functions of ICS will primarily be based in the field and under the direction of On-scene Incident Commanders. Direction and control in the field may be provided by a single lead agency or via a Unified Command. The zone coordination activities will not supercede the authority or take over the resources, assets, or personnel of the participating private and nonprofit organizations, government agencies, or jurisdictions. The participating entities that offer available resources and services do so voluntarily, but in the context of working within a coordinated response system.

The Incident Command System ground rules stipulate that various functions, divisions, and units take direction from an established command structure, but all participants have a responsibility for safe disaster operations. Any individual, unit, or organization should suspend their activities if unsafe conditions are present or unsafe actions are requested or underway.

Resources and services that are made available to other private and nonprofit organizations and government agencies and jurisdictions will remain under the ultimate control of the lending entity and can be recalled with 2 hours of prior notice. These 'loaned' resources may be moved around and placed into service under the direction of the borrowing agency.

When a crew of people is sent to assist, one person will be designated to provide a single point of contact for the crew and will oversee the crew's activities while on the assignment.

Resource requests may be made based on mission requirements, rather than asking for specific personnel, equipment, or services. Each agency will appoint a contact person for loaned equipment.

### III. Assignment of Responsibilities

#### All Participating Agencies and Organizations

*In preparation for an event will:*

1. Develop a capability to take care of their own employees and internal functions so that they can reliably carry out their critical functions and services.
2. Strive to develop facilities that have a reduced vulnerability to hazards.
3. Acquire and manage appropriate equipment and train personnel to carry out their internal and regional responsibilities.
4. Develop and test internal plans to manage their response as it links to this regional plan.
5. Participate in mutual aid agreements and develop the capability to accommodate incoming resources from those who are assisting.
6. Maintain or develop a mechanism for proclaiming an emergency.
7. Participate in further planning efforts in specific functional areas to create Emergency Support Functions (ESFs) which are consistent with existing procedures and support this Basic Plan.
8. Share in collective effort to educate area residents, customers, clients, and the community to disaster preparedness basics.
9. Commit to providing a prompt reply to any request for support within the region.
10. Participate in maintaining of a single point of contact for gathering and disseminating damage information, resource requests, and response priorities within the zone.

#### Resource Borrowing Organization

*In response to an event will:*

1. First use appropriate internal organizational resources to address the emergency.
2. Then request and use any available mutual aid resources.
3. Then proclaim an emergency before requesting assistance from others.
4. Communicate your damage information, resource requests, and response priorities with your zone coordination center or via pre-designated methods for your zone.
5. Commit to, if an agency or organization that is in a lead role or has asked for assistance from others, utilizing the Incident Command System to provide direction to resources that are being utilized in response to the event.

### **Resource Lending Organization**

*In response to an event will:*

1. Assess internal capabilities and provide a prompt reply to any request for support from any zone coordination function, any affected agency, or the King County Emergency Operation Center.
2. If you make a commitment to provide resources and services, deploy/deliver them in a timely manner.
3. Document all communications, decisions, activities, and the deployment of resources.
4. Maintain avenues of communication with your employees that have been deployed to assist others.
5. Perform field operations or coordinating functions under the guidance of the on-scene incident command system.
6. Demobilize and provide activity report and final documentation in a timely manner.

### **AT&T Wireless**

*In preparation for an event:* AT&T Wireless Services (AWS) will participate in regional planning meetings to develop interfaces between AWS and the King County Emergency Operations Center.

*In response to an event:*

- AWS disaster response and recovery plans will identify infrastructure damage to our network and initiate recovery actions.
- AWS will coordinate regional response and recovery activities with the King County Emergency Operations Center.

### **American Red Cross, Seattle/King County Chapter**

*In preparation for an event:* The American Red Cross is a humanitarian organization led by volunteers and guided by its congressional charter and the fundamental principles of the International Red Cross movement to provide relief to victims of disaster and to help people prevent, prepare for, and respond to emergencies. The Seattle/King County Chapter will:

- Develop plans and procedures that are linked with the regional disaster plan concept of operations.
- Send a disaster services representative to those emergency response zone coordination meetings that deal specifically with mass care issues.

*In response to an event:* The King County Office of Emergency Management has primary responsibility for mass care in its jurisdiction. The Seattle/King County Chapter of the American Red Cross will coordinate the delivery of mass care services with affected jurisdictions, emergency response zones, and the King County EOC. This coordination effort will include providing a liaison to the King County EOC as appropriate.

**Boeing Company, The**

*In preparation for an event will:*

- Participate in planning meetings to develop an interface between Boeing and other regional participants.
- Develop reliable communication processes between Boeing and King County Emergency Operations Centers.

*In response to an event will:*

- Interface with Zone Coordination Centers and assist as appropriate.
- Communicate company situation data with the County operations centers as appropriate.
- Support County response requirements as resources permit.

**Cities, All**

*In preparation for an event will:*

- Comply with the RCW 38.52 to maintain an emergency management organization, a plan, and a designated emergency manager.
- Participate in scheduled zone coordination meetings to develop protocols for disaster operations.
- As appropriate, make adjustments in the city emergency plan to be linked with the Regional Disaster Plan. The appropriateness of these adjustments is the sole prerogative of each city government.

*In response to an event will:*

- Coordinate with other disciplines and jurisdictions within your Emergency Response Zone to ensure that emergency information is circulated.
- Provide requested resources to other organization if they are available
- Coordinate pre-designated disaster response functions within the zone

**Federal Emergency Management Agency**

*In preparation for an event will:* Determine current situation status with the Washington State Emergency Operations Center and/or local Federal Bureau of Investigation.

*In response to an event will:* Determine specific unmet needs through Washington State Emergency Operations Center and/or the Federal Bureau of Investigations. If there is a federal disaster declaration, then begin to implement the Federal Response Plan and begin FEMA recovery programs and operations.

**Fire Agencies, Individual**

*In preparation for an event will:* Attend zone coordination meetings and support the development of protocols and procedures for zone coordination functions. Develop plans for conveying information to others that may be involved in field response.

*In response to an event will:* Share damage information and response priorities via the procedures developed for your zone. Coordinate operations with other disciplines involved in the response.

**Harborview Medical Center (Overlake Health and Medical Center serves as a backup for these functions)**

*In preparation for an event will:* Coordinate collection of bed census information on a regular basis.

*In response to an event will:* Serve as patient distribution coordinator for the King County region.

**Hospitals, all other**

*In preparation for an event will:*

- Participate in zone coordination meetings to develop procedures and protocols for disaster operations within your zone.
- Participate in monthly Washington State Hospital Association Emergency Preparedness Committee meetings.

*In response to an event will:* Coordinate service delivery as requested and as resources allow in the affected jurisdiction and zone. Provide situation reports and resource requests via the protocols established for your zone.

**King County Fire Chiefs Association**

*In preparation for an event will:* Support the expansion of the zone concept from fire zones to emergency response zones. Coordinate with other disciplines within the zone to facilitate the development of operational protocols to allow information and resource sharing across discipline and jurisdictional boundaries.

*In response to an event will:* Provide a Zone Coordinator to the King County EOC to serve as an EOC representative.

**King County Government**

*In preparation for an event will:*

- Comply with RCW 38.52 to maintain an emergency management organization, a plan, and a designated emergency manager.
- Adjust King County EOC procedures to facilitate the role of regional clearinghouse among emergency response zones.
- Send a representative to zone coordinators meetings as requested or needed.
- Facilitate the ongoing development and revisions of the Regional Disaster Response Plan.
- Participate in the development of ESFs for the regional plan or other supporting regional planning efforts.
- Develop an ability to conduct various field operations within the framework of the Incident Command System.

- Coordinate a regional wastewater conveyance restoration plan with the WA State Water and Sewer Association, Section 4

*In response to an event will:*

- Coordinate the response of King County Government departments through the King County EOC.
- Provide resources to affected jurisdictions agencies or zones as available.
- Serve as a clearinghouse among the 4 emergency response zones, maintaining damage information and a current status of resources and services that have been requested and those that are available among the zones.

### **King County Medic One**

*In preparation for an event will:* Participate in Regional Disaster Planning Task Force. Coordinate with other Medic One, Advanced and Basic Life Support providers to develop shared disaster response protocols.

*In response to an event:*

- Deliver emergency medical services as requested through the Public safety Answering Points (PSAPs) and as resources allow in the affected jurisdictions and zones.
- Provide a representative to the King County EOC to coordinate with the zones, the PSAPs, and other Emergency Medical Service providers
- Communicate with the zone coordination centers (or zone functions) to facilitate service delivery based on zone priorities.

### **King County Police Chiefs Association**

*In preparation for an event will:*

- Participate in regional coordination meetings to develop procedures and protocols for disaster operations.
- Establish mutual aid agreements among the law enforcement agencies to facilitate the delivery of resources and police services in affected jurisdictions or zones.
- Develop a Regional Law Enforcement Plan in accordance with the State Law Enforcement Resource Mobilization Procedures.

*In response to an event will:*

- Coordinate service delivery as requested and as resources allow in the affected jurisdiction and zone.
- Provide a representative to the King County EOC as requested.
- When appropriate, implement the Law Enforcement Resource Mobilization Procedures.

### **Law Enforcement Agencies**

*In preparation for an event will:*

- Participate in zone coordination meetings to develop procedures and protocols for disaster operations.
- Adjust disaster plan to be linked with the regional disaster plan concept of operations.
- Develop operational protocols that are based on the Incident Command System.
- Develop emergency response plans for their agency and protocols for conveying information with other agencies involved in field response.
- Establish mutual aid agreements with other law enforcement agencies.

*In response to an event will:*

- Share damage information and response priorities with the zone coordination protocols.
- Coordinate operations with the other agencies and disciplines involved in the response.

### **Olympic Pipeline**

*In preparation for an event will:*

- Participate in regional/zone planning meetings.
- Review mapping and continue monitoring geologic hazard areas.
- Comply with 40 CFR Parts 194 and 195 and WAC 173.
- Continue open dialog with applicable agencies and the general public
- Continue to develop Mutual Aid Agreements within the petroleum industry and emergency response organizations.

*In response to an event will:*

- Visually inspect the pipeline facilities to ensure its integrity, minimizing health, safety, and environmental issues.
- Coordinate with agencies for emergency fuel supplies.
- Provide emergency response support with available resources.

### **Port of Seattle, Aviation and Marine Divisions**

*In preparation for an event will:*

Aviation Division– Participate in Zone 4 coordination meetings to develop procedures and protocols for disaster operations with other organizations and jurisdictions in this zone.

Marine Division– Participate in Zone 5 coordination meetings to develop procedures and protocols for disaster operations with other organizations and jurisdictions in this zone.

*In response to an event will:*

- Implement SeaTac Airport Emergency Plans to ensure that SeaTac Airport remains a regional air transportation hub.

- Coordinate service delivery as requested and as resources allow in the affected jurisdiction and zone.
- Send appropriate representatives to the zone coordination centers to facilitate service delivery as appropriate.

**Public Safety Answering Points (PSAPs, 911 call receivers and emergency service dispatchers)**

*In preparation for an event will:* Participate in zone coordination meetings to develop procedures and protocols for disaster operations within your zone.

*In response to an event will:* Coordinate with affected zone coordination centers in setting and carrying out dispatch priorities.

**Puget Sound Blood Center**

*In preparation for an event will:*

- Maintain a plan that provides a framework for the response to emergency events likely to impact PSBC facilities, operations, and business activities.
- Participate in Regional Disaster Plan Task Force meetings.

*In response to an event will:*

- Activate the PSBC disaster plan and provide blood and blood products to emergency care facilities.
- Coordinate center operations with outside agencies and the emergency response zones using the protocols of this Regional Disaster Plan.

**Puget Sound Educational Service District**

*In preparation for an event will:*

- Communicate the regional disaster plan concept to member schools and related educational organizations representing school constituency groups.
- Encourage the participation of school representatives in appropriate zone coordination meetings to develop procedures and protocols for disaster operations within specific zones.
- Encourage each school district to appoint an emergency contact person responsible for zone contact, communication, training, and program responsibilities.
- Encourage schools to develop contingency plans if they have not already done so.

*In response to an event will:*

Send a representative to the King County Emergency Operations Center or the affected zone coordination center (as appropriate) to serve as liaison to schools.

**Puget Sound Energy**

*In preparation for an event will:* Participate in regional coordination and planning meetings to develop procedures and protocols and to ensure coordinated disaster response plans.

*In response to an event will:*

- Identify and prioritize damage to infrastructure.
- Restore gas and electric service in a manner that meets established priorities for public safety, system integrity, and regional coordination and response.
- Provide support services to other agencies, as resources are available.

### **School Districts in King County**

*In preparation for an event will:* Participate in zone coordination meetings to develop procedures and protocols for disaster operations within your zone.

*In response to an event will:* Coordinate service delivery as requested and as resources allow in the affected jurisdiction and zone. Send appropriate representatives to the zone coordination centers to facilitate service delivery.

### **Seattle/King County Department of Public Health**

*In preparation for an event will:*

- Host monthly meetings of the Health Functional Group to coordinate regional health issues.
- Develop and maintain readiness to carry out the responsibilities listed in ESF 8: Mass Care of the City of Seattle Response and Readiness Plan and King County Emergency Management Plan

*In response to an event will:*

- Staff the Public Health EOC as needed to provide a central point of coordination, information gathering and dissemination of health-related issues.
- Send representatives to City of Seattle and King County Emergency Operation Centers as needed, and send a liaison or representative to affected zones as resources allow.
- Carry out health department activities as outlined in ESF 8 of the City of Seattle's and King County's Emergency Management Plans.

### **Seattle, City of**

*In preparation for an event will:*

- Ensure the City maintains operational readiness to support the Regional Disaster Plan, to include the ability of the EOC to function as an Emergency Response Zone Coordination Center.
- The Disaster Management Committee (DMC) will provide City representation to the Regional Disaster Plan Task Force.
- By City Code, all changes made to the Regional Disaster Plan will be reviewed by the DMC, which will be responsible for making a recommendation to the Mayor. Should the DMC take issue with a proposed change, it will work with the Regional Disaster Plan Task Force to find a resolution.

*In response to an event:*

The Seattle Disaster Readiness and Response Plan has been adapted to accommodate the operational concepts of the Regional Disaster Plan. Whenever assistance is officially requested from the City by a neighboring Zone Coordination Center under the Regional Disaster Plan, City departments will follow guidelines set down in the Seattle Disaster Readiness and Response Plan. For this purpose, the City's EOC will serve as the Zone Coordination Center for a geographical area that includes all of Seattle proper (consistent with King County Fire Zone 5), and will become the City's central clearinghouse for performing the following functions:

- Receive requests for inter-jurisdictional support from another Emergency Response Zone Coordination Center, including requests that may relate to resources possessed by private or non-profit organizations in the City.
- Coordinate with departments or outside City organizations that are capable of furnishing the requested support.
- Obtain a decision from the Mayor on the provision of support.
- Notify the requesting Zone Coordination Center of the Mayor's decision, and on the availability and status of the assistance requested.
- Exchange necessary information with other Zone Coordination Centers.
- Prepare and transmit necessary reports.

Should events and circumstances in the City warrant, the Mayor is the sole authority who may request activation of the Regional Disaster Plan to seek regional assistance on behalf of the City. The Mayor's request will be transmitted from the City EOC to the King County EOC.

#### US West

*In preparation for an event will:*

- Participate in regional planning meetings to develop interfaces between US WEST and other regional participants.

*In response to an event will:*

- Identify damage and prioritize repairs to infrastructure
- Coordinate with other agencies through Zone Coordination Centers and/or the King County Emergency Operation Center

#### United Way Executive Directors Coalition

*In preparation for an event will:*

- Communicate the regional disaster plan concept to participating United Way supported organizations.
- Encourage the participation of member organizations in appropriate zone coordination meetings.
- Participate in the development of a King County Disaster Assistance Council.

- Educate service delivery personnel in the basics of the Incident Command System and the Regional Disaster Plan concept.

*In response to an event will:* Coordinate service delivery as requested and as resources allow in the affected jurisdiction and zone. Send appropriate representatives to the King County EOC and/or the zone coordination centers to facilitate service delivery as appropriate.

### **US Army Corps of Engineers (USACE)**

*In preparation for an event will:* Serve as the primary agency for planning, preparedness, and response under the Federal Response Plan (FRP)- Emergency Support Function #3, Public Works and Engineering. In addition, USACE is a designated support agency for the ESF on Transportation, Firefighting, Health and Medical Services, Urban Search and Rescue, Hazardous Materials, and Energy. The purpose of these FRP Emergency Support Functions is to provide lifesaving or life protecting assistance to augment efforts of the affected State(s) and local response efforts following a major or catastrophic disaster.

*In response to an event:* To utilize USACE support, zones and the county identify their requirements for public works and engineering assistance and convey these to the State. If sufficient resources are not available at the State, the requirement will be forwarded to the ESF #3 element in the Disaster Field Office. The Corps will then assign the mission to one of its offices in or near the disaster area to deliver the required Federal assistance. Public Works and Engineering support includes technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, provision of emergency power, emergency repair of wastewater and solid waste facilities and real estate support. Some of the activities within the scope of ESF #3 include:

- Emergency clearance of debris for reconnaissance of the damage areas and passage of emergency personnel and equipment.
- Temporary construction of emergency access routes, which include damaged streets, roads, bridges, ports, waterways, airfields, and any other facilities necessary for passage of rescue personnel.
- Emergency restoration of critical public services and facilities including supply of adequate amounts of potable water, temporary restoration of water supply systems, and the provision of water for fire fighting.
- Emergency demolition or stabilization of damaged structures and facilities designated by State or local governments.

- Technical assistance and damaged assessment, including structural inspection of structures.

### **WA State Department of Ecology**

*In preparation for an event:* The Department of Ecology (Ecology) Northwest Regional Office in Bellevue has assigned the Spill Response section as lead program for Ecology's preparation and response to regional disaster planning. Ecology will continue to attend Local Emergency Planning Committee meetings to plan for disaster response. As part of the spill prevention and preparation requirements for regulated industrial facilities, Ecology will continue to attend planning sessions and drills of spill response readiness. Some of these drills will use a regional disaster as the scenario. Ecology will also continue to participate in local government planning and drills for disaster response. Ecology Northwest Regional Office will develop the ability to monitor the 800 MHz radio system during an emergency. Ecology will continue to coordinate with private sector contractors, especially those outside the King County area, for emergency contracting during a disaster.

*In response to an event:* Ecology will coordinate response to a disaster through the King County Emergency Operations Center in conjunction with the State Emergency Operations Center. In regards to disaster response in King County, Ecology will rely on the protocols in this plan to carry out communications, assistance request, and resource assignment for deploying available Ecology resources. In the event the regional disaster encompasses a larger area than King County, Ecology resources will be directed and made available based on local requests and Ecology responsibilities. Significant spill response resources are available in Olympia and Yakima, and can be mobilized to assist in King County. Ecology has the funding and ability to hire and make available private spill response contractors, and will do so based on need and existing protocols.

### **WA State Department of Transportation**

*In preparation for an event will:*

- Participate in meetings of the Regional Disaster Plan Task Force to ensure congruency of procedures and protocols for disaster operations.
- Ensure readiness of response and recovery operations.

*In response to an event will:*

- Perform all duties necessary to protect state highways.
- Remove or take actions to reduce any hazards on the highways that tend to endanger the traveling public.
- Close or restrict any portion of a state highway whenever the condition of any state highway is such that for any reason its unrestricted use or continued use will greatly damage that state highway.

- Reconstruct, repair, and maintain state highways, bridges, and alternate routes. WSDOT is authorized to perform maintenance and construction work off the state highway right-of-way in close proximity to the highway to protect the facility and the traveling public. (RCW 47.32.130)
- Mobilize personnel and equipment required for emergency engineering services on state highways.
- Assist the Washington State Patrol if possible by providing vehicle traffic control wherever possible or practical providing access control or providing assistance in rerouting vehicle traffic around or away from the affected area providing equipment and materials investigating injury reports and equipment loss.
- Provide assistance for hazardous materials incidents.
- Perform damage assessment, determine the usable portions of the state highway network, and provide cost estimates for state highway facilities.
- Provide communication for emergency response operations.
- Provide information on emergency response activities to the media and the public.
- Provide ground transportation for state personnel.

**WA State Military Department, Emergency Management Division**

*In preparation for an event will:* Develop logistical assets to assist regional entities and local governments as they exhaust local resources. Continue to plan with, provide training and exercise support for with local jurisdictions. Coordinate response plans, communications, and operational protocols with the King County Emergency Response Zones and King County Government. Staff the Emergency Operations Center on a 7/24 hr basis to prepare to respond to incidents.

*In response to an event will:* Upon activation of a local Emergency Operations Center, the Washington State Emergency Operations Center will increase its state of alert and function as the State clearinghouse for damage information, resource distribution and allocation, and to act as an information conduit among the impacted jurisdictions. State agency representatives will assemble as needed to ensure that the proper resources are brought to bear on the emergency. The EOC will mobilize State and Federal resources through disaster declarations and proclamations as appropriate.

**Washington State Sewer and Water Association, Section 4**

*In preparation for an event will:* Support the individual districts in developing plans that are congruent with the regional disaster plan. Continue to support the development of mutual aid agreements and protocols for mutual support.

*In response to an event will:* Provide a representative to the King County Emergency Operation Center as requested.

### **WA State Hospital Association**

*In preparation for an event will:* Participate in planning process with Seattle Public Utilities, the Water and Sewer Association and King County Emergency Management to provide potable water to hospitals in disaster conditions.

*In response to an event will:* Send a representative to the Public Health Seattle King County Emergency Operations Center to coordinate hospital-related issues.

### **WA State Trucking Association**

*In preparation for an event will:* Participate in Regional Disaster Planning Task Force meetings.

*In response to an event will:*

- Serve as an interface and liaison between member organizations and the King County EOC.
- Assist in the coordination of trucking and logistics functions as resources allow.

### **Zone Emergency Planning Committees**

*In preparation for an event will:*

- Determine, communicate, and maintain a dedicated 365/24 hour a day Zone Coordination Point of Contact with an adequate line of succession.
- Develop protocols (internal to the zone) for communications, sharing damage information, and coordinating response activities among key disciplines in disaster response, to include at least: cities, law enforcement, fire, Public Safety Answering Points, public works, schools, water/sewer agencies, non-profit organizations, hospitals, business and industry.
- Develop standards for coordination of zone functions, including which organizations will serve as 'lead agencies' during various phases of probable disaster events.
- Develop protocols for communicating Zone-based situation reports and resource requests to the King County Emergency Operations Center.
- Develop protocols for responding to events that are outside of your zone.

### **Zone Emergency Response Functions (Zone Coordination Activities)**

*In response to an event within the zone will:*

- Gather damage information from all relevant organizations within the zone and develop a multi-disciplinary situation report in a timely manner and provide the report to internal zone organizations and to the King County EOC.
- Consolidate resource requests from all organizations within the zone.
- Coordinate resource requests with resources available within the zone.
- Forward resource requests that are not resolvable within the zone to the King County EOC.
- In coordination with the Incident Commander(s), establish and implement emergency action plans for multi-disciplinary response.

- Provide regular situation reports and ongoing resource coordination within the zones.
- Implement the process of receiving and integrating resources coming from others participating organizations and zones.

*In response to an event outside the zone will:*

- Assess the available resources from organizations within the zone that could be provided to the affected organization or zone.
- Document and support the deployment of zone resources to the affected area.
- Provide requested coordination services for the affected area.
- Provide support services in the form of staging areas, communications, or other services.

#### **IV. Supporting Responsibilities**

##### **Association of Contingency Planners will:**

- Bring the ambitions and concerns of private industry to the regional disaster planning process.
- Participate in coordinating public and private disaster plans.
- Support the development of protocols for collecting and disseminating disaster-related damage and response information among ACP members.
- Support disaster recovery planning efforts in the region.

##### **Emergency Management Advisory Committee will:**

- Provide a steering and oversight role to the Regional Disaster Planning process
- Guide the development of Emergency Support Functions (ESFs)
- Provide direction on training and exercises to support the plan
- Review, amend and ratify the work of the Regional Planning Task Force, including the Basic Plan and ESFs to that plan, and subsequent amendments to both.

##### **King County Fire Commissioners Association will:**

Take a leadership role on policy aspects of the Regional Disaster Plan that involves the fire service.

##### **King County Public Works Directors will:**

Support the development of mutual aid agreements among public works agencies and the operational protocols for mutual support.

##### **Pacific NW Association of Independent Schools will:**

- Communicate the regional disaster plan concept to member schools and related educational organizations representing other private school constituency groups.

- Encourage the participation of school representatives in appropriate zone coordination meetings to develop procedures and protocols for disaster operations within specific zones.
- Encourage schools to develop contingency plans if they have not already done so and to make connections with their respective public school districts and Educational Service Districts

**Puget Sound Air Pollution Control Agency will:**

Develop appropriate guidelines and protocols for burning debris following a large-scale disaster event.

**Regional Policy Committee will:**

Provide timely direction on policy issues raised during the initial development and periodic updates of the Regional Disaster Plan.

**Suburban Cities Association will:**

- Provide a representative to planning meetings during the development and regular updates of the regional disaster plan and the ESFs to the plan.
- Distribute the initial plan, the ESFs, and updates for coordination among the SCA member cities.

**Washington Bankers Association will:**

- Provide a focal point for coordination of provision of banking services
- Maintain disaster recovery mutual aid plan among banks
- Provide a focal point for recovery communications and issues for small and independent banks

## V. Plan Development and Maintenance

This plan has been developed and will be regularly updated by the Regional Disaster Planning Task Force. This Task Force has invited representation from the groups that are listed on page 6 of this plan, including cities, fire chiefs, police chiefs, public works directors, school superintendents, hospitals, financial institutions, transportation providers, construction trade unions, nonprofits, utility providers, the contingency planners of our major employers and other stakeholder groups.

King County Office of Emergency Management will serve as a clearinghouse for updates to this plan. Suggested changes in this plan can be sent to the King County Office of Emergency Management, 7300 Perimeter Road S., Room 128, Seattle, WA, 98108-3848, or by fax at (206) 296-3838. Telephone messages can be left at (206) 296-3830.

The Regional Disaster Plan was circulated for initial coordination and concurrence in the latter half of February and all of March 1999. During this coordination and concurrence period, individual private and public organizations and jurisdictions requested changes that were reviewed by the planning taskforce in early April 1999. Further suggested changes can be routed directly to the King County Office of Emergency Management or they can be sent through the representative on the planning task force.

Concurrent to this Basic Plan, Regional Disaster Planning Task Force intends to develop three other documents as part of the initial phase of planning work. This Basic Plan Package will include:

- the Basic Plan,
- an Omnibus Legal and Financial Agreement,
- Appendix 1: Direction and Coordination, and
- Emergency Support Function 7: Resource Management.

This initial 'Basic Plan Package' will then be sent to participating organizations for their signatures. Following this initial phase of development, other Emergency Support Functions will be developed, coordinated, and circulated for adoption.

Changes in the Basic Plan, the Omnibus Agreement, or any ESFs will be developed by the Planning Task Force and then reviewed and approved by the Emergency Management Advisory Committee prior to being sent to participating organizations for their endorsement.

Following the initial Basic Plan Package, other Emergency Support Functions, or ESFs, for the Regional Plan will be developed. The next round of ESFs is scheduled to include some or all of the following:

- *Mass Care*
- *Public Works*
- *Communications*
- *Regional Justice*
- *Debris Management*
- *Transportation*
- *Evacuation*

These ESFs will be submitted to all participating entities for their approval as they are developed.

This plan will be supported by periodic exercises. Initially, orientations and seminars will be conducted to educate employees of participating entities on the workings of this plan. Next, some communication functions will be tested on a limited basis. Following these periodic exercises or real events that lead to an activation of this plan, the Regional Disaster Planning Task Force will convene to review and update this plan.

## V. References

- King County Hazard Identification and Vulnerability Analysis
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended) — addresses the role of the Federal Government. Current applicable 44 code of Federal Regulations addresses policy and guidance for Federal Government disaster response and recovery.
- The Revised Code of Washington 38.52 and Washington Administrative Code 118.30— address the structure of emergency management organizations and their responsibilities on both the state and local level
- RCW 38.54— Addresses State Fire Services Mobilization
- RCW 38.52.070— Describes the local organization for emergency management
- RCW 38.52.070— mandates the use of the Incident Command System in any multi-jurisdictional, multi-agency emergency response
- RCW 38.52.091—enables and outlines the requirements for mutual aid and interlocal agreements
- RCW 10.93.070— Peace Officer Power Act
- Washington Association of Sheriffs and Police Chiefs— Washington Law Enforcement Mutual Aid Plan
- King County Council Motion 10566— outlines key elements of regional emergency management planning
- King County Emergency Management Plan
- Washington State Fire Mobilization Plan— addresses statewide resource sharing for Fire and Emergency Medical Service providers
- Public Law 84-99— One authority for U. S. Army Corps of Engineers (USACE) to provide emergency/disaster assistance is PL 84-99, Flood and Coastal Storm Emergencies (33 U.S.C. 701n) (69 Stat. 186). Under this law the Chief of Engineers, USACE, acting for the Secretary of the Army, is authorized to undertake activities including disaster preparedness, advance measures, emergency operations (Flood Response and Post Flood Response), rehabilitation of flood control works.
- Washington State Comprehensive Plan (1996)
- Washington State Department of Transportation, relevant plans and procedures:
  1. M 54-11 WSDOT Disaster Plan
  2. Northwest Region Disaster Plan
  3. Instructional Letter (IL 4010.00)
  4. Emergency Maintenance and Construction Procedures



### Glossary of Terms:

**Assumptions** – Things that are assumed, or taken to be true, that help frame the scope and activities of the plan.

**Basic Plan** – Provides a conceptual overview of the regional response to a large-scale emergency or disaster. It includes a purpose statement, scope, planning assumptions, narrative concept of operations, and a responsibilities section. It explains how the disciplines and jurisdictions should interact and *who does what* among the participating private and nonprofit organizations and governments agencies and jurisdictions. The basic plan is supported by the more detailed ‘emergency functions’, which will be developed in a second phase of the planning process.

**Concept of Operations** – Describes the process by which the response activities get done. Explains what should happen, when, and at whose direction. Provides a sequential look at how these activities get underway and are managed.

**Damage Assessment** – The process used to appraise or determine the impact of the event on the community, including the status of critical facilities and lifeline routes.

**Drills and Exercises** – Drills are designed to test *one function* of a plan. Exercises usually test *several functions* of plan at the same time, though not always in ‘real time’. Exercises can be ‘tabletop discussions’, ‘functional’, or ‘full-scale’. Both drills and exercises should have pre-identified measurable objectives to accomplish.

**Emergency Support Function (or “ESF”)** – A “chapter” of the plan that addresses one (or several related) emergency functions. The emergency functions support the Basic Plan. Procedures must be developed to support (or describe how) the emergency function will be carried out.

**Emergency Response Zones** – see “zones”

**Exercises** – see ‘Drills and Exercises’

**Incident Command System (ICS)** – A system for managing resources, making decisions, directing operations, prioritizing activities and documenting actions, also referred to as the Incident Management System (IMS). Provides communication and organizational ‘ground rules’ for individuals and organizations involved in emergency response. Standards set by the National Fire Academy and FEMA.

**Mass Care** – Providing for the basic needs of displaced people, including food, water, shelter, sanitation, and sleeping arrangements.

**Mitigation** – Actions taken to reduce the potential danger and/or damage from a hazard.

**PSAPs**– Public Safety Answering Points that serve as 911 call receiving points and emergency service dispatchers.

**PSESD** – Puget Sound Educational Service District

**Recovery** – Dealing with infrastructure, emotional/psychological, & financial actions necessary to return the community to normal or routine following an unusual occurrence.

**Regional Service Providers** – Organizations which provide service throughout geographic King County. These regional providers may provide a point of coordination only through the King County EOC, and not directly with each Zone.

**Standard Operating Procedures (SOP)** – A standardized set of procedures and/or guidelines that describe *how* to accomplish response activities that are identified in the plan.

**Unified Command** – when decision-making authority in the Incident Command System rests with representatives of two or more ‘lead’ agency representatives.

**Zones** – Geographic divisions of King County that are used for impact assessment and the coordination of services and resources among jurisdictions and disciplines. The zone boundaries are the same as the King County Fire Zones. See attached map for more details.

**Zone Coordination Functions** – Those disaster response functions that will be planned for and carried out at the ‘zone’ level

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### Emergency Response Zone Map

