Emergency Operations Plan

Ada County, Idaho

12/14/2018
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HOW TO NAVIGATE THIS DOCUMENT

Jumping to a specific topic from the Table of Contents is a quick method of finding specific information. To use the Table of Contents to jump to a specific section (page iii):

1. Proceed to the Table of Contents.
2. Position the mouse over the topic and left-click.

To search for a specific keyword or phrase in the document use the following procedure:

1. Basic Search
   a. Right-click the document, and choose Find from the pop-up menu.
   b. In the upper right of the window, enter your search term or phrase and left-click the arrows to navigate to each instance.

2. Advanced Search
   a. On the Toolbar along the top left-click the Edit option.
   b. Select Advanced Search from the sub-menu.
   c. Enter your search term or phrase in the space provided and select the desired options.

   **Option (Applies to Adobe, Nuance, and other programs)**
   1. Hold the “Ctrl” key and touch the “F” key.
   2. Type the keyword and touch “Enter”. You will be brought to the next occurrence of the searched word or term.
   3. Pressing “Enter” again will bring display the next occurrence of the term in the document.
ANNEXES

The following annexes provide additional information related to the specific topic.

Annex 1 – Financial Management
Annex 2 – Private Sector Coordination
Annex 3 – Worker Health and Safety
Annex 4 – Damage Assessment
Annex 5 – Mutual Aid

APPENDICES TO BASIC PLAN

Appendix A – Acronyms
Appendix B – Glossary
Appendix C – Disaster Emergency Checklist and Disaster Declaration
Appendix D – Ada County Continuity of Government and Continuity of Operations
Appendix E – Ada County Emergency Operations Center
Appendix F – Emergency Support Functions

ATTACHMENTS

The plans listed below are considered attachments to this document, without including the text thereof in this emergency operations plan.

Ada County Continuity of Operations Plan
Ada County Dam Failure Response Plan
Ada County Flood Response Plan
Ada County Multi-Hazard Mitigation Plan
Ada County HAZMAT Response Plan
Ada County Joint Information System Plan
Ada County Mass Casualty Incident Plan
Ada County Terrorism Response Plan
Ada County Wildfire Response Plan
ABOUT THIS PLAN

The Ada County Emergency Operations Plan (EOP) contains a set of guidelines developed to assist in emergency response efforts to disasters occurring within Ada County, Idaho. The plan was written in accordance with the Federal Emergency Management Agency’s (FEMA) Comprehensive Preparedness Guide 101: Developing and Maintaining Emergency Operations Plans Version 2.0. This EOP is intended to integrate with EOPs written for all levels of government, including cities within Ada County, neighboring counties in the region, the State of Idaho, and the National Response Framework. The Ada County EOP was developed based on guidance from FEMA (including the National Incident Management System [NIMS]), as well as lessons learned from disasters and emergencies that have threatened Ada County in the past.

This EOP is promulgated with the understanding that major emergencies and disasters are unique events that have the potential to present the community and response personnel with extraordinary problems and challenges that cannot be adequately addressed within the routine operations of government. Because the size and scope of any imaginable disaster is impossible to predict, the Ada County EOP focuses on a streamlined, all-hazards preparedness approach to contingency planning rather than outlining highly detailed operational procedures.

Ada County is the most densely populated county in the State of Idaho. However, even given its significant capabilities for emergency response, Ada County assigns primary responsibility for preparedness and response to the following entities, in the following order: (1) individuals; (2) families; (3) local jurisdictions; and (4) Ada County. While it is the intent of Ada County to prepare for, respond to, and mitigate all types of emergencies and disasters, the reality is that during a major disaster, individuals and families should be prepared to care for themselves for at least the first 96 hours.

This EOP provides fundamental guidance for emergency responders from all agencies assigned specific functional responsibilities within the response effort. The EOP is based on the premise that agencies will respond within their current capabilities. When those capabilities are exhausted, additional capabilities will be requested through mutual aid organizations, state agencies, and finally federal agencies.

The development of the EOP and appropriate standard operating procedures is an ongoing process requiring annual review, training, and exercises. Implementation of the EOP will require extensive cooperation, collaboration, and training with government and non-government entities that are partners in disaster planning and response. Continued cooperation and assistance to implement this County EOP is essential to improve Ada County’s ability to protect its citizens.
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RESOLUTION ADOPTING THE 2014 ADA COUNTY EMERGENCY OPERATIONS PLAN

At a meeting of the Board of Ada County Commissioners, State of Idaho on the 25th day of March, 2014, the following Resolution was unanimously adopted, to wit:

WHEREAS, the citizens of Ada County are at risk from a wide range of natural and man-made hazards, including flooding, hazardous materials release, terrorism and wildfires; and

WHEREAS, the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.) and the Idaho Disaster Preparedness Act of 1975 (Idaho Code § 46-1001 et seq.) contemplate preparation and maintenance of local or intergovernmental emergency plans; and

WHEREAS, the Ada County Department of Emergency Management has developed for Ada County an Emergency Operations Plan containing a set of guidelines developed to assist in emergency response; and

WHEREAS, this Emergency Operations Plan was developed based on guidance from the Federal Emergency Management Agency (FEMA), including the National Incident Management System (NIMS), as well as lessons learned from disasters and emergencies that have threatened Ada County in the past.

BE IT THEREFORE RESOLVED, the Board of Ada County Commissioners does hereby support, adopt, and implement the 2014 Ada County Emergency Operations Plan (dated February 7, 2014).

APPROVED AND ADOPTED the 25th day of March, 2014.

Board of Ada County Commissioners

By: __________________________
    David L. Case, Commissioner

By: __________________________
    Jim Tibbs, Commissioner

By: __________________________
    Rick Yzaguirre, Commissioner

ATTEST:

Christopher D. Rich, Ada County Clerk
CERTIFICATION OF REVIEW

An annual review of this Emergency Operations Plan was conducted on the following dates and is hereby certified by the Director, Ada County Emergency Management (ACEM).

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RECORD OF CHANGES

The plan will be re-promulgated whenever major changes in the plan indicate that re-promulgation by the elected officials is necessary. Administrative changes do not require re-promulgation.

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### DISTRIBUTION LIST

The plan is distributed electronically to all jurisdictions, agencies, stakeholders and officials listed below. It is available to the public online at:

[https://adacounty.id.gov/accem/Emergency-Plans/Local-State-Federal-Plans](https://adacounty.id.gov/accem/Emergency-Plans/Local-State-Federal-Plans)

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I. INTRODUCTION

Several natural and human-caused hazards pose unavoidable risk to public health and safety in and around the Ada County. One important role of the County is to anticipate hazards to minimize and otherwise manage risk; mitigate vulnerability; and prepare for, respond to, and recover from incidents as effectively and efficiently as possible. This emergency operations plan serves as the primary guide for conducting emergency management within the County. This plan integrates with city, state, and federal plans.

II. PURPOSE

The purpose of this plan is to prescribe activities to be performed by the Ada County and its officials to protect the lives and property of the citizens in the event of a natural or human-caused emergency or disaster. The Emergency Operations Plan (EOP) - Basic Plan is supported by annexes and other jurisdictional plans that outline the threats and hazards specific to Ada County. This plan describes emergency operations for the Ada County and the County’s Emergency Operations Center (EOC). The plan also describes the interface of the County EOC with the city coordination centers (CCC) and on-scene incident command structures, including an incident management team (IMT).

III. SCOPE

The provisions of this plan are applicable to all disaster emergencies that require a Proclamation of Disaster Emergency by the Board of Commissioners. This plan is applicable to all response organizations acting in coordination with the County.
Consistent with the “Whole Community” approach to emergency management, this plan provides a broad framework for coordination of any emergency management activity. Individuals, businesses, community-based organizations, and government agencies are encouraged to familiarize themselves with this plan and its use within the County. Incident-and/or hazard-specific plans may augment this plan if necessary to address specific hazards.
IV. AUTHORITIES

The following state and federal laws authorize emergency management activity and form the legal basis for activities described in this plan.

A. State of Idaho

- Post-Attack Resource Management Act, Idaho §67-55
- Idaho Fire Code 2012, 104.11 and 104.11.1
- Idaho Stream and Channel Protection Act, PL 92-500
- Idaho Title 31 - 6, Counties as Bodies Corporate
- Idaho Title 31 – 14, Fire Protection Districts
- Idaho Title 31 – 20, County Officers In General
- Idaho Title 31 – 22, Sheriff - Search and Rescue
- Idaho Title 38 – 1, Forestry Act
- Idaho Title 42 – 3808, Irrigation and Drainage - Emergencies
- Idaho Title 46 – 1008, Evacuations
- Idaho Title 59 – 14, Emergency Interim Executive and Judicial Succession Act

B. Federal

- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended
- Flood Control and Coastal Emergency Act, PL 84-99
- Post-Katrina Emergency Management Reform Act of 2006
- Homeland Security Act of 2002
- Federal Land Policy & Management Act of 1976, 43 USC 1701
- Flood Disaster Protection Act of 1972, (as amended) PL 93 234
- National Flood Insurance Act of 1968, PL 90-448, as amended
- USA Patriot Act PL 107-56, USA Patriot Act, October 2001 (as amended)
- Pandemic and All-Hazards Preparedness Reauthorization Act of 2013, PL 113–5
- Pets Evacuation and Transportation Standards Act of 2006
- Americans with Disabilities Act of 1990, as amended
- National Dam Inspection Act of 1972, PL 92-367
- Dam Safety Act of 2006, PL 109-460 (pending reauthorization)
V. SITUATION

The following information specific to Ada County should be considered when addressing an emergency within the County:

A. The Ada County Emergency Operations Center is located at 7200 Barrister Drive, Boise.

B. Ada County is located in the southwest part of Idaho. The County is part of the Boise City-Nampa, Idaho Metropolitan Statistical Area. The City of Boise, within Ada County, is the Capital of Idaho. The United States Census Bureau estimated the 2012 population of Ada County at 409,061.

C. The City of Boise is approximately 40 miles due east of the western border of Idaho and approximately 45 miles northwest of Mountain Home, ID. The Boise metropolitan area is the most geographically isolated urban area of the Lower 48 States: Reno, Nevada is approximately 422 miles away, Portland, Oregon is 430 miles away and Salt Lake City, Utah is 350 miles away.

D. The Ada County Board of County Commissioners, comprised of three elected County Commissioners, governs the County. The County government consists of 7 elected offices and 13 departments.

E. Elected officials oversee specific departments and agencies, including the Ada County Assessor’s Office, the Clerk of the Fourth District Court, the Ada County Coroner, the Ada County Prosecutor, Ada County Sheriff, and the Ada County Treasurer’s Office.

F. Regional authorities that are stakeholders in this EOP include the Ada County Highway District (ACHD) and Central District Health (CDH).

G. The County is subject to a variety of hazards. The most likely and damaging hazards faced by the County include: severe weather, hazardous materials incidents, terrorism, flooding, wildfires, and earthquakes. The current Ada County Multi-Hazard Mitigation Plan and Hazard Vulnerability Assessment contain additional information.

H. The County has the following highway transportation corridors: Interstate 84 and 184; US Highway 20, 26, and 30; State Highway 16, 21, 44, and 55.

I. The Boise Valley Railroad and Union Pacific Railroad operate within the County.

J. The County includes Boise City Airport, serving almost 3 million passengers a year and over 100,000,000 lbs. of cargo weight annually.

K. The County houses the Idaho Army National Guard at Gowen Field, a Joint Military installation that serves as a training center and a support site for power projection missions.
L. The County houses the National Interagency Fire Center (NIFC), the nation's support center for wildland firefighting. Eight different Federal agencies and organizations are part of NIFC.

M. Underground pipelines from the State of Utah supply liquid petroleum products, including gasoline, diesel, heating oil, and aviation fuel. Natural gas (methane) is also supplied to Ada County via underground pipeline.
VI. ASSUMPTIONS

The following assumptions were made for the preparation of this plan:

A. "Disaster" means occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made incident, including but not limited to fire, flood, earthquake, windstorm, wave action, volcanic activity, explosion, riot, or hostile military or paramilitary action, including acts of terrorism.

B. All jurisdictions, agencies, and personnel responding to an emergency will do so in a manner consistent with National Incident Management System (NIMS) and the incident command system (ICS).

C. Adjacent cities, counties, and other government entities will render assistance in accordance with the provisions of written intergovernmental and mutual aid support agreements in place at the time of the emergency.

D. When county resources are fully committed, and mutual aid from surrounding jurisdictions is exhausted, ACEM may request assistance from the Idaho Office of Emergency Management. Ultimately, the State can ask the federal government for assistance for major disasters or emergencies.

E. Whenever warranted, the Chairman of the Ada County Board of County Commissioners may declare a disaster emergency for the County in accordance with the provisions in Title 46, Chapter 10 of the State Disaster Preparedness Act. In the event of any emergency requiring evacuation or sheltering, the Chairman or designee will communicate the information to the public by appropriate means, including the Emergency Alert System (EAS), NOAA Weather Alert Radios, or other appropriate technologies.

F. In the event of an evacuation of the County or any part thereof, evacuees will use their own transportation resources, when available. Additionally, those with companion or service animals will also provide transportation for their animals.

G. In the absence of personal transportation, the County may assist the cities coordinate a means of evacuation from the impacted area(s) to pre-determined shelters and/or safe-zones.

H. Emergency shelters may be activated using pre-designated locations such as public schools, churches, or other locations that have been established prior to the incident. Shelters will be operated by Volunteer Organizations Active in Disasters (VOAD), such as the American Red Cross. Shelter operators will provide basic necessities including food, clothing, lodging, and basic medical care and supplies, and will maintain a registration of individuals housed in the shelter.
I. Special facilities such as educational facilities or custodial care centers will be encouraged to develop, coordinate, and furnish emergency plans to the emergency services organizations of the cities and the County, and other government agencies as applicable and required by codes, laws, regulations, or requirements.

J. Facilities covered by the Emergency Planning and Community Right to Know Act must annually submit an emergency and hazardous chemical inventory form to the State Emergency Response Committee, the Local Emergency Planning Committee, and the jurisdictional fire department. The inventory forms (TIER II Forms) require basic facility identification information, employee contact information (both emergency and non-emergency), and information about chemicals stored or used at the facility.

K. The EOP is consistent with, and provides a foundation for, multiple hazard and incident specific plans in use by the County.
VII. CONCEPT OF OPERATIONS

The following factors make up the concept of operations for emergency management within Ada County:

A. This plan embraces the “all-hazards” principle that most emergency response functions are similar, regardless of the hazard.

B. The “whole community” approach was used in the development of this plan. This approach emphasizes that communities must leverage all of the resources of its collective team to mitigate, prepare for, protect against, respond to and recover from all hazards in order to meet the needs of the entire community in each of these mission areas.

C. The Ada County Board of County Commissioners is responsible for the protection of lives and property. The Chairman exercises primary supervision and control of emergency management activities of County assets and resources.

D. The County will embrace and utilize NIMS and ICS to support response activities on-scene and in the Ada EOC.

E. The Ada County Board of County Commissioners has appointed the Director of Ada County Emergency Management (ACEM) to coordinate services on their behalf.

F. The Director of ACEM or their designee will coordinate and mobilize county resources and personnel as required by the emergency situation.

G. The EOC manager and staff will be trained according to NIMS requirements and jurisdictional policies.

H. The appropriate officials will develop and maintain mutual aid agreements with adjacent cities, counties, and districts for reciprocal emergency assistance as needed.

I. EOC positions are staffed only when needed. Responsibilities of any position that is not staffed remain with the next-higher filled position, such as the EOC manager.

J. Notifications from the federal National Terrorism Advisory System, National Weather Service watches and warnings, or other reliable sources may warrant a change in the readiness posture or activation of the County EOC. EOC activation may occur when coordination efforts are necessary between multiple jurisdictions or levels of government to meet the requirements of an incident. Ultimately, the Ada County Board of County Commissioners will make a decision regarding the degree of EOC activation, in consultation with area partners and County leadership. Readiness postures include:

1. Monitoring Status – Conditions exist where an event or emergency may threaten the jurisdiction; however, the consequences of the event have not yet impacted Ada County. Key emergency personnel and the County Board of Commissioners are aware of a
developing situation. An individual may be assigned to perform liaison duties to brief other County and key city personnel.

2. Partial Activation – The event has not exceeded local response capabilities. Only the personnel needed to address the pending or immediate emergency are present.

3. Full Activation – The effects of the emergency are expanding and all personnel need to be present in the operations center.

K. When the County EOC is activated, the EOC, CCCs, and appropriate elements of the incident command structure will communicate and coordinate their activities related to response and matters of policy and/or authorities. The Chairman of the County Board of Commissioners or designee will assume the role of Policy Group Chairman.

L. When the Ada County EOC is activated, communications will be facilitated and coordinated with activated CCCs and the state EOC.

M. Communication, Alert and Warning may be provided to the public through a variety of methods, including: National Weather Service NOAA Weather Wire System and NOAA Weather Radio; the Emergency Alert System (EAS); Ada County Sheriff’s Community Mass Notification system, Idaho State Alert & Warning System; Wireless Emergency Alerts (WEA); local Broadcast Media; and Emergency Vehicles/Door-to-door. Newsletters, brochures, and other publications will be used for less time-sensitive emergency preparedness messaging. Various social media options will be incorporated into communication, alert, and warning as feasible or appropriate.
VIII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Idaho State Disaster Preparedness Act, as amended by the Homeland Security Act of 2004, requires that states and counties develop plans to prepare for disasters and emergencies from natural or man-made causes, including enemy attack, acts of sabotage, or other hostile action (Idaho Code §46-1001). General roles and responsibilities of state agencies are outlined in Governor’s Executive Order 2010-09, “Assignment of All-Hazard Mitigation, Preparedness, Response, and Recovery Functions to State Agencies in Support of Local and State Government Relating to Emergencies and Disasters.” The responsibilities of federal, state, county, and local government are provided in the sections below as they are described in the Idaho Emergency Operations Plan, promulgated November 2012.

Emergency Support Functions
Emergency Support Functions, and the lead agencies associated with each, are found in Appendix F of this EOP.

Responsibilities of Government
The sections below provide high-level information related to the responsibilities of the various levels of government. Additional information and organizational responsibility is provided for Ada County.

A. Federal Government
When an incident occurs that exceeds or is anticipated to exceed local or state resources, or when an incident is managed by federal departments or agencies acting under their own authorities, the federal government uses the National Response Framework to involve all necessary department and agency capabilities, organize the federal response, and ensure coordination with response partners. For disasters of a certain scale, the Federal Government may establish a Joint Field Office (JFO) as a temporary Federal multiagency coordination center to facilitate field-level domestic incident management activities related to prevention, preparedness, response and recovery.

B. State Government
The State of Idaho EOP describes the roll of the governor as follows, “During the continuance of any state of disaster emergency the Governor is commander-in-chief of the militia and may assume command of all other forces available for emergency duty. To the greatest extent practicable, the Governor shall delegate or assign command authority by prior arrangement embodied in appropriate executive orders or regulations, but nothing herein restricts his authority to do so by orders issued at the time of the disaster emergency.”

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1 Idaho Emergency Operations Plan, p. 10 (November, 2012)
Office of Emergency Management - (1) coordinates state and federal emergency response, recovery, and mitigation operations during emergencies and disasters; (2) provides technical support to local jurisdictions involved in local emergencies and disasters that do not require state resources; (3) coordinates collaborative efforts with other state governments and federal agencies; and (4) coordinates all requests from state and local governments for disaster emergency assistance.⁴

C. Ada County

According to Idaho Statute, each county shall maintain a disaster agency or participate in an intergovernmental disaster agency, “which…has jurisdiction over and serves the entire county, or shall have a liaison officer appointed by the county commissioners designated to facilitate the cooperation and protection of that subdivision in the work of disaster prevention, preparedness, response, and recovery.”⁵ “Each county and/or intergovernmental agency shall prepare and keep current a local or intergovernmental disaster emergency plan for its area.”⁶

1. Chairman and Policy Group

The Idaho Disaster Preparedness Act of 1975 stipulates that the Chairman of the County Board of Commissioners is responsible for the declaration of a local disaster emergency. This local disaster emergency shall expire within 7 days unless the Ada County Board of County Commissioners expressly authorizes the continuance of such declaration.

The Chairman, in consultation with the other members of the Ada County Board of County Commissioners, is responsible for establishing the policy for operations under their authority. The Chairman will also coordinate appropriate policy-level stakeholders during disaster emergencies and provide for continuity of operations and the establishment of lines of succession for key positions.

The Chairman’s Policy Group is responsible for setting emergency response policy and providing guidance and resources to the Ada County EOC manager. The policy decisions and activities this group may have to consider and support include, but may not be limited to:

- Deciding how to allocate limited physical, financial, and personnel resources to support competing incident priorities.
- Considering the legal and moral implications of initiating an activity or not initiating any action.
- Recalling county personnel to support activities of the Ada County EOC.
  - Recalled employees may be assigned tasks outside of their normal, daily activities according to the terms of union agreements.

⁵ Idaho Title 46-1009(2)
⁶ Idaho Title 46-1009(4)
No employee may be assigned a task they have not been trained to accomplish in a safe and competent manner.

- Waiving the normal procurement process, as allowed under a disaster emergency, and engaging in contracts outside of the formal bidding process.
  - These activities must comply with any relevant state and federal guidance.
- Developing a plan to coordinate initial damage assessment activities and report the findings to the State EOC.
  - Information gathered from County preliminary damage assessments and city preliminary damage assessments will be passed along to the State EOC and used to justify a request for a federal disaster declaration, as appropriate.

2. **EOC Manager and Emergency Support Functions**

The EOC Manager is responsible for developing an EOC action plan, managing all EOC operations, and allocating resources and personnel. The EOC Manager position will be assumed by the senior ACEM staff member present in the EOC, unless the role is otherwise assigned. The Emergency Support Functions (ESFs) and their responsibilities are listed in Appendix D.

The EOC Manager:

- Provides information and recommendations to the Policy Group for consideration.
- Implements decisions provided by the Policy Group.
- Establishes objectives for the EOC and coordinates the activities of the ESFs.

(Note: The terms Command Staff and General Staff are used in keeping with the spirit and intent of compliance with the NIMS and ICS principles already established within this EOP and do not indicate command and control over city or other regional assets or personnel.)

3. **EOC Command Staff**

The EOC Command Staff is assigned to carry out functions needed to support the EOC Manager. These functions include interagency liaison, incident safety, and public information. EOC Command Staff positions are established to assign responsibility for key activities not specifically identified in the general staff functional elements. These positions (described below) include the Public Information Officer (PIO), Safety Officer, and Liaison Officer, in addition to various other positions as required and assigned by the EOC Manager.

a. **Public Information Officer (PIO)**

The PIO is a member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements. They serve as the conduit for information to and from internal and external stakeholders, including the media or other organizations seeking information directly from the incident or event. The PIO is also responsible for ensuring that
members of an incident's Command Staff are kept apprised of information reported publicly about the incident. The PIO and all supporting positions will provide the media and general public with information in a manner consistent with the Ada County Joint Information System Plan.

b. **Safety Officer**

The Safety Officer is a member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations on-scene, and for developing measures for ensuring personnel safety. The functions of the Safety Officer, like all other ICS functions, are retained by the incident commander (IC) until assigned to another individual. In the case of an EOC, the EOC Manager retains the Safety Officer responsibilities until otherwise assigned.

c. **Liaison Officer**

The Liaison Officer is a member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies. They serve as the primary contact for agencies responding to the situation and may be dispatched to the incident scene as a direct conduit of information to the EOC. Liaison Officers often provide technical or subject-matter expertise of their parent organization.

4. **EOC General Staff Functions**

Operations, planning, logistics, and financial/administrative section functions are described below.

a. **Operations Support Section**

The Operations Support Section answers and coordinates requests for tactical support made by the individual jurisdiction’s CCC or IC. The need to expand the Operations Support Section is generally dictated by the number of tactical resources involved in the incident response, and is influenced by span-of-control considerations.

Assets from County departments and jurisdictional entities/authorities, such as police, fire, Ada County Paramedics, public works, Ada County Highway District, etc. performing field emergency response operations may request assistance from the operations support section through the field operations authorized agent (i.e. Logistics Section or IC).

b. **Planning Section**

The Planning Section provides planning services for the EOC and oversees all incident-related data gathering and analysis regarding incident operations and assigned resources. Under the direction of the Planning Section Chief, the Planning Section collects, evaluates, and processes situation and resource status information for use in developing EOC action plans. Dissemination of information can be accomplished through the EOC action plan, the situation report (SITREP), formal briefings, or through map and status board displays.
Planning functions and plan implementation may occur at several levels simultaneously. It is critical that entities such as the Ada County EOC, CCC(s), the incident command post, and any deployed incident management team communicate to ensure a common operating picture.

c. **Logistics Section**
The Logistics Section fulfills operations support requests, gathered from the on-scene ICs, and processes requests for all incident related resources. Resource needs to support the County EOC are also the responsibility of the Logistics Section. The County EOC Logistics Section will support unmet needs for city operations through agreements and authorizations established by the Policy Group. The Logistics Section is responsible for coordinating:

- Facilities
- Communications
- Supplies
- Equipment maintenance and fueling
- Food services (for EOC staff and on-scene staff, if requested)
- Medical services (for EOC staff and on-scene staff, if requested)
- Other services as appropriate

The need for logistics considerations and planning exists at multiple levels. The Ada County EOC must account for emergency power, food, water, communications, and other needs of the EOC. The CCCs and/or on-scene incident command posts must account for staffing to ensure the rotation of personnel through safe rest/work cycles; shelter, feeding, and restroom facilities for personnel; acquisition of proper equipment for performing operations during the day and at night; etc. The coordination of resource requests must be funneled through a singular process to eliminate duplicative asset requests and account for payment of the resources requested.

d. **Finance/Administration Section**
The Finance/Administration Section manages all financial aspects of County resources, to include daily recording of personnel time, all financial matters pertaining to vendor contracts, and cost analyses and estimates as requested. Not all incidents will require the activation of a Finance/Administration Section during response operations; however, appropriate documentation and payment to resource vendors will still be required. It is imperative that local ICs, the CCCs, and county EOC personnel are familiar with the resource request process and follow the proper procedures for requesting a resource.
5. **County Departments and Allied Partners**

The Ada County executive branch departments; elected official departments, offices, and agencies; and regional allied partners perform the daily functions to prepare for and respond to incidents. Actions assigned to these entities will be coordinated by the Ada County EOC. In addition to these county departments, agencies, and offices, several regional organizations provide services, either through statutory authority, contract, or other form of agreement. During a disaster emergency, these organizations may be called upon to perform duties at:

- The Ada County EOC
- The scene of disaster emergency
- An incident command post
- A city coordination center
- A federal joint field office (JFO)

D. **City Government**

The cities within Ada County have many of the first response resources, including police, fire, public works, and other assets and personnel. Additionally, the cities are the primary authority having jurisdiction when disasters occur within their borders. The City has three primary roles in a disaster:

- Manage emergency response policy-level processes, including:
  - Declaration of a disaster emergency
  - Prioritization of limited resources
  - Coordination of multi-agency integration
- Share information with emergency organizations and the public
- Perform jurisdictional level emergency response and coordination activities

Emergency priorities and incident objectives, in decreasing order of importance, are typically to:

- Protect life safety, including first responders
- Stabilize the incident
- Protect property, especially critical infrastructure
- Protect the environment
IX. COMMUNICATIONS

Delivery of emergency information to responders and the public is important during a disaster emergency. Emergency Support Function 2: Communications provides additional details for the coordination of communications between the Ada County EOC, CCCs, the State EOC, local on-scene incident command posts, contiguous county EOCs, and the Ada County Sheriff’s 9-1-1 Communications Center.

X. ADMINISTRATION AND LOGISTICS

The following administrative measures will be taken during disaster response activities:

A. During a disaster, appropriate county EOC representatives will submit reports, requests for assistance, and damage assessments to the EOC Manager when requested.

B. The Ada County EOC will forward reports and requests for assistance to the Idaho OEM.

C. The County will use pre-established bookkeeping and accounting methods to track and maintain records of expenditures and obligations.

D. The County will keep narrative and written log-type records of response actions. These records will form the basis for status reports to be submitted to the Idaho OEM, when requested.
XI. CONTINUITY OF GOVERNMENT

Disasters can have an adverse impact not only on the residential population, but also the government. This impact may disrupt the ability of Ada County government to carry out executive, legislative, and other jurisdictional functions required to sustain operations. Continuity of Government (COG) planning is essential to ensure that the County can support the functions required throughout the response and recovery phases of a disaster. COG programs include, but are not limited to:

- Order of Succession
- Identification of alternate facilities
- Protection of vital records/information systems

Appendix E of this EOP contains the Order of Succession for elected and appointed officials in Ada County. If the building housing the Ada County EOC or Sheriff’s 9-1-1 Communications Center is damaged or otherwise non-functional, Appendix E contains the locations of the alternate facilities established. The Ada County Continuity of Operations (COOP) Plan and individual department plans contain additional information and detail.

**Protection of Vital Records/Information Systems**

County leadership will require certain vital records during a disaster. Protection of, and access to, these records requires planning. Vital Records are the documents required to continue the mission of County departments and agencies during and after a disaster. The records will assist in providing services both to internal county departments and external customers, such as citizens, contractors, other government entities. Example documents may include:

- This EOP
- Any other Continuity of Government / Continuity of Operations Plan
- Computer system back-ups/servers
- Order of Succession Ordnances or Resolutions
- Plans, policies, and procedures for critical processes
- Payroll information
- Emergency contact lists
- Contracts and leases
- Legal and financial records
- Insurance documents

Each County department’s functional responsibilities and business needs are different. Department heads must document which records are vital and assign responsibilities for record preservation to appropriate staff.
Vital Records Coordinator

The County has assigned the role of Vital Records coordination to the County Clerk’s Office, County Records Manager. The coordinator shall develop and deliver a brief report to the Ada County Board of County Commissioners annually. The report should list the Vital Records identified by department, the responsible individual within the department charged with record preservation, and the method or plan for record availability in a disaster.

Role of Department Heads

Each department head shall create a list of Vital Records and develop an action plan to ensure availability of records during a disaster. Records may be available via hard copy or electronic media. Any electronic media containing personally identifiable information shall be encrypted using current standards and policies.
XII. PLAN REQUIREMENTS, MAINTENANCE, AND DISTRIBUTION

The maintenance and implementation of Ada County EOP is the responsibility of the Director of Ada County Emergency Management (ACEM). The plan components will be reviewed and updated by the appropriate personnel annually or as significant changes are noted within the County. Whenever portions of this plan are implemented in an emergency event or exercise, a review will be conducted to determine necessary changes. Changes to the hazards and vulnerabilities of the County shall also warrant a review of this plan.

Annual training will be provided to appropriate EOC staff expected to participate during activation. A record of this training will be retained at the EOC. A just-in-time training should be available to personnel that may be assigned to the EOC outside of the annual training cycle.

This plan and its supporting materials are generally public documents, except that notification lists and personal information are not considered to be available to the public. Copies of the plan will generally be distributed in an electronic format. The plan will be distributed to appropriate agencies and individuals. Revisions to the plan may be noted on the Record of Change page.
XIII. ADA COUNTY EMERGENCY SUPPORT FUNCTIONS

The following pages contain information for each of the Ada County Emergency Operations Emergency Support Functions (ESFs). Please refer to each ESF for additional information.

The remainder of this page is intentionally blank
## EMERGENCY SUPPORT FUNCTION TABLE

**Ada County Emergency Support Function Lead and Support Agencies**

*P = Primary;  
S = Supporting;  

Any needed capabilities, functions or resources not designated in this table will be requested at the time of the incident from the appropriate federal, state, local or private entities having jurisdiction, subject matter expertise and/or required resources.

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# Ada County Emergency Support Function Lead and Support Agencies

P = Primary;  
S = Supporting;  

Any needed capabilities, functions or resources not designated in this table will be requested at the time of the incident from the appropriate federal, state, local or private entities having jurisdiction, subject matter expertise and/or required resources.

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<td>Boise City/Ada County Housing Authority</td>
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EMERGENCY SUPPORT FUNCTION 1A
TRANSPORTATION- INFRASTRUCTURE

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I. Introduction

A. Purpose

1. The Emergency Support Function (ESF) 1A provides the resources (human, technical, equipment, facility, materials, and supplies) of member agencies to coordinate and support the sustainment and response to incidents that impact the local, county, or regional transportation infrastructure. This ESF also encompasses rail and pipeline transportation modes.

B. Scope

1. The scope of ESF 1A during its activation is to:
   a. Coordinate with city operations and county agencies to determine the scope of damage to the jurisdictions transportation infrastructure.
   b. Coordinate with local city operations for temporary restoration of damaged transportation infrastructure and/or for developing alternative transportation capabilities to support emergency operations.
   c. Identify and monitor available public and private transportation resources and capabilities needed for emergency operations.
   d. Support and coordinate mobilization of additional transportation resources from within and outside the county.
e. Respond to requests for transportation resources and capabilities needed for emergency operations, and coordinate utilization of transportation resources for all types of emergency operations.

f. Implement, as required, the necessary controls for the prioritization and allocation of transportation capacity and processing of transportation requests.

g. Coordinate and facilitate demobilization and restoration resources and capabilities.

h. Conduct a post-incident assessment of transportation infrastructure.

II. Concept of Operations

A. Activation & Notification

1. Activation

a. This ESF will be activated, staffed, and implemented by the primary and support agencies whenever requested to do so by Ada County Emergency Management (ACEM).

b. The primary agency may be advised to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the municipality, or during the activation of the Ada County emergency operations center (EOC).

c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.

d. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from its position in the Ada County EOC.

e. ACEM and/or the unified command will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.

f. Activation may be considered needed when one or more of the following has or is expected to occur:

i. Significant damage to transportation infrastructure has/will occur.

ii. The loss of transportation infrastructure will have an impact on emergency response and/or support.

iii. Transportation services will be required in support of emergency operations.

iv. A request for assistance has been received.
2. Notifications
   a. ACEM will be responsible for notifying the ESF primary agency:
   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
      ii. Additional personnel from some or all of the support agencies
      iii. ACHD operations center that ESF 1A has been activated

B. Emergency Operations
   1. Pre-Event Preparedness

      The ESF primary agency has oversight for ESF 1A. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency:
      a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.
      b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.
      c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.
      d. Assist assigned personnel from the ESF primary and support agencies
      e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.
      f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations
      g. Pre-deploy personnel to protected locations or facilities within the county to expedite implementation of the ESF.
      h. Identify new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.
      i. Identify available staffing for 24-hour operations.

   2. Response Operations
      a. Initial Actions
i. Identify which support agencies for Transportation Infrastructure (ESF 1A) will be needed.

ii. Take steps to ensure that support agencies are activated as appropriate.

iii. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

iv. Access position procedures, checklists, rosters, and inventories.

v. Receive an initial briefing regarding the situation and the current status of county emergency operations by other ESFs.

vi. If protective actions are to be implemented for threatened populations, determine the schedule for protective actions to begin, and initiate the following actions to support the operations, including but not limited to:

1) Coordinate with ESF 2 (Communications) for communication systems and information coordination between various disciplines.

2) Coordinate with ESF 6A (Mass Care, Emergency Assistance, and Human Services) on shelter locations, bulk distribution facilities and/or mass feeding sites.

3) Coordinate with ESF 7 (Resource Management) and ESF 5 (Emergency Management) on the transportation of goods and equipment needed for response to the incident.

4) Coordinate with ESF 13 (Public Safety and Security) for traffic control.

5) Coordinate with ESF 15 (External Communications) on public notification process.

vii. Establish communications with Idaho Office of Emergency Management (OEM) EOC and determine the following:

1) The current status of Idaho OEM emergency operations relevant to the ESF’s operations.
   
   1. The activation of the Idaho Emergency Support Function (ID-ESF) #1, Transportation Annex, the Idaho Transportation Incident Management Plan, the Idaho Transportation Department (ITD) Emergency Highway Traffic Regulation Plan.

2) Review protocols for the County to request assistance from the ESF.
3) Provide any initial requests for ESF assistance.

viii. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

ix. Determine the availability of services and resources through mutual-aid partners.

x. Collaborate to develop operational priorities based on the objectives set forth in the initial briefing.

xi. Obtain transportation-related damage and traffic assessment reports.

xii. Establish a process whereby the city coordination centers (CCC) will report any information on a transportation system or infrastructure status change during regularly scheduled situation reports (SITREPs).

xiii. Implement necessary initial actions specific to the ESF based on direction and objectives set forth by the ESF 5 position.

xiv. Identify and establish alternative transportation solutions to be implemented according to local and state plans, policies and procedures.

xv. Determine how appropriate aviation, maritime, surface, railroad and pipeline incident management measures will be implemented in accordance with local and state plans, policies and procedures.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor and report the status of, and damage to, the transportation systems according to plans, policies and procedures.

iii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iv. Review the EOC action plan for the operational period and prioritize ESF operations and resource allocation in accordance with its directives.

v. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.

vi. Respond to requests from ESF personnel at incident scenes or other emergency locations, if applicable, for additional services and assistance.
vii. Maintain complete and accurate documentation regarding emergency operations and expenditures.

viii. Participate in EOC briefings.

ix. Develop a plan for the use of alternative transportation solutions that can be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.

x. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations

a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

b. Advise all activated ESF support agencies of the initiation of recovery-phase operations and provide coordination and guidance regarding needed support agency actions.

c. Determine the status of current county operations and the need for continuing assistance from the ESF.

d. Review the EOC action plan for recovery and adjust ESF recovery actions for consistency.

e. Provide updated information regarding completion of ESF response-phase operations to ESF 5.

f. Implement the planned ESF recovery phase operations to include, but not be limited to, the following:

i. Coordinate with ESF 3 (Public Works and Engineering) on damage assessment to transportation critical infrastructure.

ii. Coordinate with ESF 3 and ESF 12 (Energy) on road clearing priorities.

iii. Develop a method of coordinating the restoration and recovery of the transportation systems and infrastructure, including the recommendations of priority restoration.

iv. All restoration and recovery processes should follow steps established in the Idaho EOP and, when applicable, federal disaster support guidelines.

g. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.
4. **Demobilization Operations**

   a. Notify city CCCs that the county EOC will demobilize.

   b. Review all ESF operational and financial documentation to ensure its completeness and accuracy.

   c. Account for all deployed ESF personnel, equipment, and supplies.

   d. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.

   e. Determine the availability of services for critical incident stress debriefings (CISDs) from ESF 8A (Public Health Services) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.

   f. Upon receipt of authorization from the EOC manager, obtain approved copy of the demobilization.

   g. Provide completed ESF documentation to the county and forward to Idaho OEM.

   h. Notify all support agencies of the ESF's demobilization.
## III. Support ESFs

The primary function of ESF 1A will be the facilitation of the movement of people and products during disasters. As a result, it is imperative that ESF 1A work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical Support ESFs for ESF 1A include:

<table>
<thead>
<tr>
<th>ESF 2: Communications</th>
<th>Obtain information to provide air traffic information and transportation conditions to determine routes and methods to use to get mobile communications assets into the area.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 3: Public Works</td>
<td>Provide assistance on the clearance of roadways.</td>
</tr>
<tr>
<td>ESF 6: Mass Care, Emergency Assistance, and Human Services</td>
<td>Provide location of shelters.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinates identification and provision of fuel, land, and limited manpower to other departments in countywide emergencies.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Determine the location and needs of access and functional needs populations.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinate provision of traffic services.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provide public information and warning.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 1B
TRANSPORTATION- EVACUATION

| Primary Agency: | Ada County Highway District  |
|                | Valley Regional Transit     |
| Supporting Agencies (Internal): | Ada County Emergency Management |
|                | Ada County Sheriff’s Office |
|                | Ada County Paramedics       |
| Supporting Agencies (External): | Idaho Transportation Department |
|                | First Student, Inc Buses |
|                | Treasure Valley Transit |
|                | Valley Ride               |
|                | Medicaid Providers         |
|                | Central District Health Department |
|                | Boise City Independent School District |
|                | Kuna Joint School District |
|                | Meridian Joint School District |

I. Introduction

A. Purpose

1. The Emergency Support Function (ESF) 1B provides the coordination and resources (human, technical, equipment, facility, materials, and supplies) of member agencies to support the process of evacuation as required during an emergency or disaster in Ada County.

B. Scope

1. The scope of ESF 1B during its activation is to:
   a. Coordinate with local city operations identification of routes of travel available to assist in the evacuation.
   b. Identify and monitor available public and private transportation resources and capabilities needed for the evacuation process.
   c. Support and coordinate mobilization of additional transportation resources from within and outside the county.
   d. Respond to requests for transportation resources and capabilities needed for emergency operations, and coordinate utilization of transportation resources for all types of emergency operations.
e. Implement, as required, the necessary controls for the prioritization and allocation of transportation capacity and processing of transportation requests.

f. Coordinate and facilitate demobilization and restoration resources and capabilities.

II. Concept of Operations

A. Activation & Notification

1. Activation

   a. This ESF will be activated, staffed, and implemented by the primary and support agencies whenever requested by Ada County Emergency Management (ACEM).

   b. The primary agencies may be advised to activate the ESF prior to the onset of an emergency situation, immediately after its impact on a city, or at any time during the activation of the Ada County emergency operations center (EOC).

   c. Upon activation, the primary agencies are responsible for notification and mobilization of their personnel and resources.

   d. Once activated, designated personnel from the primary agencies will coordinate operations from the ESF 1 position in the Ada County EOC.

   e. ACEM and/or the unified command will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.

   f. Activation may be considered needed when one or more of the following has or is expected to occur:

      i. Large-scale evacuation is required.

      ii. Transportation services will be required in support of an emergency evacuation.

      iii. A request for evacuation assistance and/or coordination has been received from a City within the County.

2. Notifications

   a. ACEM will be responsible for notifying the ESF primary agencies.

   b. The ESF primary agency is responsible for notifying:

      i. The designated support agencies to activate the ESF or to stand by for possible activation.

      ii. Additional personnel from some or all of the support agencies.
B. Emergency Operations

1. Pre-Event Preparedness

The primary agencies have oversight for ESF 1B. The following actions are taken prior to the onset of an emergency:

a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.

b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.

c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.

d. Assist assigned personnel from the ESF primary and support agencies.

e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.

f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.

g. Coordinate protection of facilities, systems, equipment, and supplies that are necessary for ESF implementation from the effects of the event to the greatest extent feasible.

h. Pre-deploy personnel to protected locations or facilities within the county to expedite implementation of the ESF.

i. Identify new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

j. Identify available staffing for 24-hour operations.

k. Designate representatives to the Ada County EOC.

2. Response Operations

a. Initial Actions

i. When the EOC is activated, the ESF will staff the appropriate workstation.

ii. Identify which support agencies for Transportation-Evacuation (ESF 1B) are necessary.

iii. Take steps to ensure that support agencies are activated as appropriate.
iv. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

v. Access procedures, checklists, rosters, and inventories.

vi. Receive an initial briefing regarding the situation and the current status of county emergency operations by other ESFs.

vii. If protective actions are to be implemented for threatened populations, determine the schedule for protective actions to begin, and initiate the following actions to support the operations, including but not limited to:

1) Coordinate with ESF 6 (Mass Care, Emergency Assistance, Housing, and Human Services) on shelter locations and routes.

2) Coordinate with ESF 7 (Resource Management) and ESF 5 (Emergency Management) on the transportation of goods and equipment needed for response to the incident.

3) Coordinate with ESF 13 (Public Safety and Security) on traffic controls measures.

4) Coordinate with ESF 15 (External Communications) on public notification process.

5) Coordinate with agencies to identify locations of at-risk access and functional-needs population.

6) Identify and support transportation needs of access and functional-needs population (e.g., buses, wheelchair-capable vans).

viii. Establish communications with Idaho Office of Emergency Management (OEM) EOC and determine the following:

1) The current status of Idaho OEM emergency operations relevant to the ESF’s operations.

2) Review protocols for the County to request assistance from the ESF.

3) Provide any initial requests for ESF assistance.

ix. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

x. Determine the availability of services and resources through mutual-aid partners.
xi. Collaborate to develop operational priorities based on the objectives set forth in the initial briefing.

xii. Maintain updated transportation-related damage and traffic assessment reports.

xiii. Implement necessary initial actions specific to the ESF based on direction and objectives set forth by ESF 5.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the EOC action plan for the operational period and prioritize ESF operations and resource allocation in accordance with its directives.

iv. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.

v. Respond to requests from ESF personnel at incident scenes or other emergency locations, if applicable, for additional services and assistance.

vi. Maintain complete and accurate documentation regarding emergency operations and expenditures.

vii. Maintain communication with activated city CCCs, and Idaho OEM EOC.

viii. Participate in EOC briefings.

ix. Develop a plan for the use of alternative transportation solutions that can be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.

x. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations

a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

b. Advise all activated ESF support agencies of the initiation of recovery-phase operations and provide coordination and guidance regarding needed support agency actions.

c. Determine the status of current county operations and the need for continuing assistance from the ESF.
d. Review the EOC action plan for recovery and adjust ESF recovery actions for consistency.

e. Provide updated information regarding completion of ESF response-phase operations to ESF 5.

f. Implement the planned ESF recovery phase operations to include, but not be limited to, the following:
   i. Coordinate with ESF 3 (Public Works and Engineering) on damage assessment to transportation critical infrastructure.
   ii. Coordinate with ESF 3 and ESF 12 (Energy) on road clearing priorities.
   iii. Develop a method of coordinating the restoration and recovery of the transportation systems and infrastructure, including the recommendations of priority restoration.

g. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations
   a. Notify CCCs that the county EOC will demobilize.
   b. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
   c. Account for all deployed ESF personnel, equipment, and supplies.
   d. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.
   e. Determine the availability of services for critical incident stress debriefings (CISDs) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.
   f. Upon receipt of authorization from the EOC manager, obtain approved copy of the demobilization.
   g. Provide completed ESF documentation to the county and forward to Idaho OEM.
   h. Notify all support agencies of the ESF's demobilization.
### III. Support ESFs

The primary function of ESF 1B will be the facilitation of the movement of people and products during disasters. As a result, it is imperative that ESF 1B work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical Support ESFs for ESF 1B include:

<table>
<thead>
<tr>
<th>ESF 2: Communications</th>
<th>Obtain information to provide air traffic information and transportation conditions to determine routes and methods to use to get mobile communications assets into the area.</th>
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</thead>
<tbody>
<tr>
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<td>Provide assistance on the clearance of roadways.</td>
</tr>
<tr>
<td>ESF 6: Mass Care, Emergency Assistance, Housing, and Human Services</td>
<td>Provide location of shelters.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinates identification and provision of fuel, land, and limited manpower to other departments in countywide emergencies.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Determine the location and needs of access and functional needs populations.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinate provision of traffic services.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provide public information and warning.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 2 (COMMUNICATIONS)

<table>
<thead>
<tr>
<th>Primary Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ada County Sheriff’s Office – Emergency Communications Bureau</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Supporting Agencies (Internal)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ada County Emergency Management</td>
</tr>
<tr>
<td>Ada County Auxiliary Communications Service</td>
</tr>
<tr>
<td>Ada County Information Technology Department</td>
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<tr>
<td>Ada County Operations Department</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Supporting Agencies (External)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ada County Highway District</td>
</tr>
<tr>
<td>Idaho Office of Emergency Management - Public Safety Communications</td>
</tr>
<tr>
<td>Idaho State EMS Communications Center</td>
</tr>
<tr>
<td>Idaho Mountain Search and Resuce</td>
</tr>
<tr>
<td>Idaho State Police Dispatch</td>
</tr>
<tr>
<td>Boise City Communications</td>
</tr>
<tr>
<td>Local vendors/maintenance contractors</td>
</tr>
<tr>
<td>Lifeflight &amp; Air St Luke’s Dispatch Centers</td>
</tr>
</tbody>
</table>

I. Introduction

A. Purpose
The purpose of the Emergency Support Function (ESF) 2 is to provide communications during an emergency or disaster in Ada County. ESF 2 provides personnel and resources to support preparedness, response, recovery, and mitigation in support of the primary emergency management objectives.

B. Scope
The scope of ESF 2 during activation is to:

1. Coordinate emergency communications between various disciplines.
2. Establish and maintain communications for facilities integral during disaster operations.
3. Ensure the Ada County emergency operations center (EOC) communications systems are prepared for emergencies.
4. Determine and monitor the functionality and interoperability of communications systems and capabilities.
5. Support the functionality and interoperability of communications systems of all types used for public alerts and providing emergency instructions, and provide support for ongoing public information about emergency operations.

6. Coordinate and facilitate restoration of damaged public and private communications systems required for emergency operations.

II. Concept of Operations

A. Activation & Notification

1. Activation

a. This ESF will be activated, staffed, and implemented by the primary and support agencies when requested by the Ada County Emergency Management (ACEM).

b. The primary agency may be requested to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the county or cities within the county, or at any time during the activation of the EOC.

c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.

d. Once activated, designated personnel from the primary agency will provide coordination of the ESF from its position at the Ada County EOC.

e. The EOC manager will activate this ESF whenever the known or anticipated impacts of an event requires.

f. Activation may be considered necessary when one or more of the following has or is expected to occur:

i. Significant damage to the county’s infrastructure has occurred or is anticipated.

ii. Large-scale property damage has occurred or is anticipated.

iii. A large-scale threat to human life exists as a result of the incident.

iv. Multiple agencies/departments are involved, necessitating the need for enhanced coordination.

v. A request for emergency management assistance has been received from a city within Ada County or the Idaho Office of Emergency Management (OEM).
2. Notifications
   a. Ada County Emergency Management (ACEM) will be responsible for notifying the ESF primary agency.
   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
      ii. Ada County cities affected by the disaster or those who may be affected.
      iii. Additional personnel from some or all of the support agencies.
      iv. Ada County Auxiliary Communications Service (ACS).

B. B. Emergency Operations
   1. Pre-Event Preparedness
      The ESF primary agency has oversight for ESF 2. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:
      a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.
      b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.
      c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.
      d. Coordinate with primary agency for the protection of facilities, systems, equipment, and supplies necessary for ESF implementation.
      e. Identify equipment or capabilities required to complete the functions of ESF 2.
      f. Identify available staffing for 24-hour operations.
   2. Response Operations
      a. Initial Actions
         i. When the EOC is activated, the ESF primary agency will staff the Communications (ESF 2) workstation, identify which support agencies are required to facilitate communications, and take steps to ensure that support agencies are activated or on alert, as appropriate.
ii. Ensure telecommunications and data management systems function appropriately. Initiate corrective actions as needed.

iii. Locate and review procedures, checklists, rosters, and inventories.

iv. Complete notifications of primary and support agency personnel.

v. Receive an initial briefing and/or information regarding the situation and the current status of emergency operations in the EOC.

vi. Establish communications with appropriate planning and response partners.

vii. Ensure on-scene personnel/agencies are following county plans, policies and procedures to manage on-site incident communications and communications to the external partners such as the EOC.

viii. Notify mutual-aid partners, vendors, and contractors of the activation of the ESF. Determine their availability to support communications within Ada County.

ix. Monitor the status of communications resources committed to an incident.

x. Collaborate within the EOC to develop operational priorities based on the objectives set forth in the initial briefing.

xi. Implement initial actions specific to the ESF, based on established objectives.

xii. Coordinate communications needs, both internal and external to the EOC, to ensure interoperability throughout the response.

1) Identify redundant communication systems.

2) Identify potential shortfalls in the current communications systems and plan appropriately.

xiii. Ensure all EOC communications equipment is accessible to individuals with communication disabilities, in accordance with the Americans with Disabilities Act.

b. Continuing Actions

The following tasks should be reviewed and repeated as appropriate, during each operational period:

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability. Initiate corrective actions as necessary.
iii. Review the ESF SOG and prioritize ESF operations and resource allocation appropriately.

iv. Monitor ESF activities initiated and/or continuing from the previous operational period.

v. Respond to requests for assistance from personnel at incident scenes or other emergency locations.

vi. Plan for and establish operational shifts based on the EOC action plan.

vii. Obtain and submit damage assessment reports related to communications systems.

viii. Submit damage assessment information reports to ESF 14 (Long-Term Community Restoration).

ix. Maintain complete and accurate documentation regarding emergency operations and expenditures.

x. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 (Emergency Management) for development of the EOC situation report (SITREP) and action plan.

xi. Participate in EOC briefings.

xii. Anticipate and plan for transitioning the ESF to recovery phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations

a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

b. Advise all activated ESF support agencies of the initiation of recovery-phase operations and provide coordination and guidance regarding needed support agency actions.

c. Provide updated information regarding completion of ESF response-phase operations to ESF 5.

d. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations

a. Advise activated primary agency personnel, support agencies, and EOC staff of the intent to demobilize the ESF.

b. Define methods for providing continuing assistance to cities in the county following ESF deactivation.
c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.

d. Account for all deployed ESF personnel, equipment, and supplies.

e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.

f. Determine the availability of services for critical incident stress debriefings (CISDs) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.

g. Complete EOC management approved demobilization plan activities.
III. Support ESFs

The primary function of ESF 2 will be to assess, implement, and operate emergency communications during disasters. As a result, it is imperative that ESF 2 work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical coordination points for ESF 2 include:

<table>
<thead>
<tr>
<th>ESF 3: Public Works and Engineering</th>
<th>Provides communications assistance on the clearance of roadways.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 4: Firefighting</td>
<td>Provides fire districts with communications support.</td>
</tr>
<tr>
<td>ESF 5: Emergency Management</td>
<td>Establishes and maintains interoperable communications within the county and cities within the County.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinates communication needs for resources required for response.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Determines specific communications outreach to meet access- and functional-needs populations and other critical healthcare facilities.</td>
</tr>
<tr>
<td>ESF 8B: Emergency Medical Services</td>
<td>Provides EMS with communications support.</td>
</tr>
<tr>
<td>ESF 9: Search and Rescue</td>
<td>Provides search and rescue communication needs.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinates communication protocols for traffic and security services and evacuation.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provides public information and warning-communications support.</td>
</tr>
</tbody>
</table>
## EMERGENCY SUPPORT FUNCTION 3
PUBLIC WORKS AND ENGINEERING

<table>
<thead>
<tr>
<th>Primary Agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ada County Development Services Department</td>
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<tr>
<td>Ada County Operations Department</td>
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<table>
<thead>
<tr>
<th>Supporting Agencies</th>
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</thead>
<tbody>
<tr>
<td>Ada County Emergency Management</td>
</tr>
<tr>
<td>Ada County Assessor’s Office</td>
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<tr>
<td>Ada County Department of Parks and Waterways</td>
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<tr>
<td>Ada County Solid Waste Management</td>
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<tr>
<td>Ada County Sheriff’s Office</td>
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<tr>
<td>Ada County Highway District</td>
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<tr>
<td>Central District Health Department</td>
</tr>
<tr>
<td>Municipal Public Works</td>
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<tr>
<td>Municipal Development Services</td>
</tr>
<tr>
<td>Municipal Building Services, Engineers &amp; Inspectors</td>
</tr>
<tr>
<td>Water &amp; Waste Water Treatment Facilities</td>
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<tr>
<td>Idaho Transportation Department</td>
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<tr>
<td>Idaho Division of Building Safety</td>
</tr>
</tbody>
</table>

### I. Introduction

#### A. Purpose

The purpose of Emergency Support Function (ESF) 3 is to provide a coordinated response from public works and engineering agencies during an emergency or disaster in Ada County. ESF 3 can provide personnel and resources to support preparedness, response, recovery, and mitigation to support primary emergency management objectives. ESF 3 is led and coordinated by the Ada County Development Services Department and the Ada County Operations Department. ESF 3 resources are used when individual agencies are overwhelmed and request additional service assistance from public works and engineering agencies.

#### B. Scope

The scope of ESF 3 during its activation is to:

1. Direct, coordinate, and facilitate actions, as necessary, to protect critical public infrastructure and properties at risk.

2. Assess and monitor the functionality of critical county infrastructure and, as needed, coordinate and direct emergency protective, repair, and/or restoration actions.
3. Support, coordinate, and facilitate assessments of the impact of an event on county and damages to resources and infrastructure.

4. Support the prioritization and coordination of the need for inspections, stabilization, and condemnation of damaged structures and property.

5. Provide and or obtain and coordinate engineering and technical expertise necessary to support and facilitate emergency operations.

6. Respond to requests for assistance with structural and utility services for emergency facilities activated within the County (see ESF 12 [Energy]).

7. Support, facilitate, and coordinate clearance, collection, storage, and disposal of disaster-related debris within the county, in coordination with the county, as needed.

8. Coordinate and facilitate demobilization of public works and engineering resources and capabilities.

9. Respond to requests for assistance from fire and law enforcement, and provide equipment and supplies to assist in the facilitation of access control.

10. Coordinate the development of temporary emergency-access routes, including streets, roads, bridges, waterways, airfields, and any other facilities necessary to facilitate the execution of rescue operations.

11. The key emergency functions that fall under ESF 3 can be grouped into the following five functional categories:
   a. Damage assessment
   b. Restoration of critical facilities and infrastructure (assisting ESF 12)
   c. Building inspection and stabilization
   d. Restoration of transportation (assisting ESF 1)
   e. Debris management

II. Concept of Operations

A. Activation & Notification

1. Activation
   a. This ESF will be activated, staffed, and implemented by the primary and support agencies whenever directed to do so by Ada County Emergency Management (ACEM).
   b. The primary agency may be advised to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the county, or at any time during the activation of the Ada County emergency operations center (EOC).
c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.

d. Once activated, designated personnel from the primary agency will provide coordination of the ESF from its position in the Ada County EOC.

e. ACEM and/or the unified command will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.

f. Activation may be considered needed when one or more of the following has or is expected to occur:
   i. Significant damage to transportation infrastructure has occurred or is anticipated.
   ii. Large-scale evacuation is required.
   iii. Transportation services will be required in support of emergency operations.
   iv. A request for emergency transportation services assistance has been received from a city within the County.

2. Notifications
   a. ACEM will be responsible for notifying:
      i. The ESF primary agency
   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
      ii. Ada County cities affected by the disaster or those who may be affected.
      iii. Additional personnel from some or all of the support agencies.
      iv. Ada County Highway District (ACHD) operations center that ESF 3 has been activated.

B. Emergency Operations

1. Pre-Event Preparedness

The ESF primary agency has oversight for ESF 3. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency:

a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.
b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.

c. Locate equipment inventories and personnel rosters necessary for ESF implementation are up-to-date and immediately available.

d. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.

e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.

f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.

g. Protect facilities, systems, equipment, and supplies that are necessary for ESF implementation from the effects of the event to the greatest extent feasible.

h. Consider the pre-deployment of personnel to protected locations or facilities within the county, to expedite implementation of the ESF.

i. Identify new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

j. Identify available staffing for 24-hour operations.

k. Validate existing list of construction contractors and engineering firms with active county contracts that would be available for infrastructure repairs.

l. Conduct vulnerability analyses at critical facilities and make recommendations to improve physical security.

m. Coordinate planning with ESF 3 support agencies and other ESFs to refine public works and engineering operations.

n. Identify anticipated resource shortfalls.

2. Response Operations

a. Initial Actions

i. When the EOC is activated, the ESF primary agency will staff the Public Works and Engineering (ESF 3) workstation, identify which support agencies are required to facilitate operations, and take steps to ensure that support agencies are activated and altered as appropriate.

ii. Ensure the functionality of telecommunications and data management systems to be used by the ESF.
iii. Locate and review procedures, checklists, rosters, and inventories.

iv. Complete notifications of primary- and support-agency personnel.

v. Receive an initial briefing and/or information regarding the situation and the status of emergency operations.

vi. Direct activation and staffing of facilities outside of the EOC that are necessary for implementation of the ESF.

vii. Respond to any initial requests from the Cities for assistance from the ESF.

viii. Establish communications with the corresponding ESF at the Idaho Office of Emergency Management (OEM) EOC, if activated, and define the protocol for requesting assistance.

ix. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

x. Determine the availability of services and resources through mutual aid partners.

xi. Coordinate with appropriate private-sector organizations to maximize use of all resources.

xii. Collaborate to develop operational priorities based on the objectives set forth in the initial briefing.

xiii. Obtain preliminary damage-assessment reports for impacted critical infrastructure and other property.

xiv. Pre-position response resources when it is apparent that public works and engineering resources will be necessary.

xv. Relocate public works and engineering resources when it is apparent that they are endangered by the likely impacts of the emergency situation.

xvi. Monitor and coordinate public works and engineering resources and response activities.

xvii. Participate in EOC briefings, and provide input to the planning section to assist in the preparation of the EOC action plan and situation reports (SITREPs).

xviii. Prioritize and implement emergency clearing of debris from transportation routes to provide access for emergency-response personnel, equipment, and supplies in areas affected by an emergency or disaster (coordinate with ESF 1[Transportation] and ESF 12 [Energy]).
xix. Provide life safety services, as required and appropriate.

xx. Implement necessary initial actions specific to the ESF based on direction and objectives as set forth by the ESF 5 (Emergency Management) primary agency.

b. Continuing Actions

i. Monitor ESF staffing and resource availability and capabilities; take corrective actions when necessary.

ii. Review the ESF SOG for the operational period, and prioritize ESF operations and resource allocation in accordance with its directives.

iii. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.

iv. Respond to requests from ESF personnel at incident scenes or other emergency locations, if applicable, for additional services and assistance.

v. Maintain complete and accurate documentation regarding emergency operations and expenditures.

vi. Maintain communication with activated city coordination centers, and respond to requests for assistance and resources.

vii. Maintain communications with the applicable Idaho OEM ESF, if activated.

viii. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC SITREP and EOC action plan.

ix. Participate in EOC briefings when held.

x. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations

a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.

c. Determine the status of current county operations and the need for continuing assistance from the ESF.
d. Review the EOC action plan for recovery and, if indicated, adjust ESF recovery actions for consistency.

e. Provide updated information regarding completion of ESF response-phase operations to ESF 5.

f. Implement the planned ESF recovery-phase operations to include, but not be limited to, the following:

i. In accordance to protocols, plans, policies and procedures, ensure all personnel have the appropriate credentials to access critical sites following an incident.

ii. Perform damage assessment to transportation critical infrastructure.

iii. Assist ESF 12 with road-clearing priorities. Ensure the adherence of plans, policies and procedures when determining, prioritizing, and coordinating the removal of debris from roadways; coordinating road closures and establishing alternate routes of access.

iv. Coordinate with ESF 12 on assistance needed for utility restoration (electric, gas, water/wastewater/sewer, etc.).

v. Provide damage-assessment estimates to ESF 5.

vi. Identify, prioritize, and coordinate to repair/restore local roads, bridges and culverts according to county plans, policies and procedures.

vii. Ensure all appropriate county plans, policies and procedures are followed when determining qualified contractors offering recovery/restoration services.

viii. Coordinate with ESF 8 to reestablish critical human services for children and their families, individuals with disabilities and others with access and functional needs.

4. Demobilization Operations

a. Advise activated primary agency personnel, support agencies, and EOC staff of the intent to demobilize the ESF.

b. Define methods for providing continuing assistance to any ESF deactivation.

c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.

d. Account for all deployed ESF personnel, equipment, and supplies.
e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.

f. Determine the availability of services for critical incident stress debriefings (CISDs) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.

g. Upon receipt of authorization from the EOC manager, obtain approved copy of the demobilization plan prepared by the planning section.

h. Provide completed ESF documentation to ESF 5; notify Idaho OEM, if activated, and all support agencies of the demobilization of the ESF.

III. Support ESFs

The primary function of ESF 3 will be the facilitation of road clearance, debris removal, damage assessment, and assistance in other response and recovery operations. As a result, it is imperative that ESF 3 work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical coordination points for ESF 3 include:

<table>
<thead>
<tr>
<th>ESF 2: Communications</th>
<th>Obtains information to provide air traffic information and transportation conditions to determine routes and methods to use to get mobile communications assets into the area.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 5: Emergency Management</td>
<td>Provides damage assessment information.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinates identification and provision of fuel, land, and limited manpower with other departments in countywide emergencies.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Determines and prioritizes restoration of infrastructure systems to support identified access- and functional-needs populations, if possible.</td>
</tr>
<tr>
<td>ESF 12: Energy</td>
<td>Coordinates the restoration of utilities.</td>
</tr>
<tr>
<td>ESF 13: Public Safety &amp; Security</td>
<td>Coordinates provision of traffic services.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provides public information and warnings.</td>
</tr>
</tbody>
</table>
I. Introduction

A. Purpose
The Emergency Support Function (ESF) 4: Firefighting is to provide a coordinated and effective response from the firefighting service agencies in Ada County. ESF 4 coordinates the resources (human, technical, equipment, facility, materials, and supplies) from associated fire departments to support firefighting operations during an emergency or disaster in Ada County.

B. Scope
The scope of ESF 4 during its activation is to:

1. Define and monitor conditions related to the need for and magnitude of fire prevention and suppression operations related to the emergency or disaster event.

2. Monitor fire prevention and suppression response operations within the county and cities related to the event.

3. Provide, coordinate, and facilitate mobilization of additional resources required for fire prevention and suppression activities.

4. Ensure effective fire prevention at emergency facilities activated.
5. Coordinate and facilitate demobilization and restoration of fire resources and capabilities.

II. Concept of Operations

A. Activation & Notification

1. Activation
   a. This ESF will be activated, staffed, and implemented by the primary and support agencies when requested by Ada County Emergency Management (ACEM).
   b. The primary agency may be requested to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the county, or at any time during the activation of the Ada County emergency operations center (EOC).
   c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.
   d. Once activated, designated personnel from the primary agency provide coordination of the ESF from its position in the Ada County EOC.
   e. ACEM will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.
   f. The ESF may be activated when one or more of the following has or is expected to occur:
      i. Significant damage to infrastructure has or is anticipated to occur.
      ii. The need for fire resources is greater than the local capability to provide the resources.
      iii. Multiple events are occurring that require coordination and support from a central location.
      iv. Large-scale evacuation is required.

2. Notifications
   a. ACEM will be responsible for notifying:
      i. The ESF primary agency.
   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
ii. Ada County cities affected by the disaster or those who may be affected.

iii. Additional personnel from some or all of the support agencies.

B. Emergency Operations

1. Pre-Event Preparedness

The ESF primary agency has oversight for ESF 4. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:

a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.

b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.

c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.

d. Assist personnel from the ESF primary and support agencies.

e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.

f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.

g. Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

h. Monitor weather and hazardous conditions that contribute to increased fire danger.

i. Coordinate fire prevention and education activities for the public regarding fire and disaster personal preparedness (ESF 15 External Communications).

j. Identify available staffing for 24-hour operations.

k. Designate representatives to the Ada County EOC.

l. Activate existing firefighting assistance agreements, as necessary.

2. Response Operations

a. Initial Actions

i. When the EOC is activated, the ESF will staff the ESF 4 (Firefighting) workstation.
ii. Identify which support agencies are required.

iii. Take steps to ensure that support agencies are activated.

iv. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

v. Locate and review procedures, checklists, rosters, and inventories.

vi. Receive an initial briefing regarding the situation and the current status of county emergency operations by other ESFs.

vii. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

viii. Determine the availability of services and resources through mutual-aid partners.

ix. Coordinate fire mutual aid requests as necessary.

x. Monitor the status of firefighting resources committed to an incident.

xi. Assist with the development of operational priorities based on the objectives set forth in the initial briefing.

xii. Obtain fire-service related damage assessment reports (firehouses, apparatus, and other equipment).

xiii. Establish a process whereby the city coordination centers will report any information on fire department status updates during regularly scheduled situation reports (SITREPs).

xiv. Implement necessary initial actions specific to the ESF based on direction and objectives set forth by ESF 5 (Emergency Management).

xv. Activate existing firefighting assistance agreements, as necessary.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the ESF SOG for the operational period and prioritize ESF operations and resource allocation in accordance with its directives.

iv. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.
v. Respond to requests from ESF personnel at incident scenes or other emergency locations, if applicable, for additional services and assistance.

vi. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

vii. Obtain and submit fire-situation and damage-assessment reports to fire service facilities.

viii. Submit damage-assessment information reports to ESF 14 (Long-Term Community Restoration) for inclusion in the consolidated report.

ix. Maintain complete and accurate documentation regarding emergency operations and expenditures.

x. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC SITREP and EOC action plan.

xi. Participate in EOC briefings when held.

xii. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations
   a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.
   b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.
   c. Review the EOC action plan for recovery and, if indicated, adjust ESF recovery actions for consistency.
   d. Provide updated information regarding completion of ESF response-phase operations to county ESF 5.
   e. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations
   a. Define methods for providing continuing assistance to other agencies following ESF deactivation.
   b. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
c. Account for all deployed ESF personnel, equipment, and supplies.

d. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.

e. Determine the availability of services for critical incident stress debriefings (CISDs) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.

### III. Support ESFs

The primary function of ESF 4 will be the response to endangered persons or property as a result of fire and accidents during disasters. However, ESF 4 may be called on to assist other ESFs in response to evacuations, search and rescue, and similar endeavors.

Critical Coordination Points for ESF 4 include:

<table>
<thead>
<tr>
<th>ESF 2: Communications</th>
<th>Establishes interoperable communications with mutual-aid resources and other ESF resources.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 3: Public Works and Engineering</td>
<td>Provides assistance with the clearance of roadways.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinates identification and provision of fuel and other resources required for response.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Assists in determining the specific fire response and rescue needs for access- and functional-needs populations.</td>
</tr>
<tr>
<td>ESF 8B: Emergency Medical Services</td>
<td>Provides emergency medical services.</td>
</tr>
<tr>
<td>ESF 9: Urban Search and Rescue</td>
<td>Provides assistance with search and rescue operations.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinates provision of traffic services and evacuation.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provides public information and warnings.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 5
EMERGENCY MANAGEMENT

<table>
<thead>
<tr>
<th>Primary Agency</th>
<th>Ada County Emergency Management</th>
</tr>
</thead>
</table>
| Supporting Agencies (Internal)    | Ada County Information Technology
|                                   | Ada County Auxiliary Communications Service
|                                   | Ada County Department of Administration
|                                   | Ada County Operations Department
|                                   | Ada County Sheriff’s Office
|                                   | All Ada County ESFs              |
| Supporting Agencies (External)    | Regional emergency management coordination personnel
|                                   | Idaho Office of Emergency Management |

I. Introduction

A. Purpose

Emergency Support Function (ESF) 5 provides the resources (human, technical, equipment, facility, materials, and supplies) to coordinate and support emergency management operations during an event or disaster in Ada County. The emergency operations center (EOC) manager will:

1. Support the local incident commander impact assessment and response missions.
2. Identify and anticipate future needs and resource requirements.
3. Incorporate appropriate information and analysis into EOC action plans, situation reports, and other planning documents.
4. Provide coordination of emergency response assets within the cities in Ada County and from external mutual aid providers.

B. Scope

The scope of ESF 5 during its activation is to:

1. Gather, process, and distribute information regarding the emergency or disaster and its known, predicted, or potential impacts in the County.
2. Initiate the county disaster declaration process if the situation warrants.
3. Request state assistance, including assistance for all requests from cities that cannot be filled by county assets.
4. Maintain situational awareness for all county ESFs and city emergency operations.
5. Coordinate and assist, as needed, responses to requests for resources or services made by other county ESFs.
6. Gather, process, and distribute information regarding county emergency operations, and ensure timely preparation and distribution of situation reports (SITREPs).
7. Prepare an EOC action plan to guide and manage EOC activities.
8. Ensure accuracy and completeness of documentation generated in the county EOC.
9. Coordinate the dissemination of information regarding the incident, its impacts, and expected actions from the public for development of emergency public information by ESF 15 (External Communications).
10. Prepare briefings for staff and elected officials.
11. Organize and facilitate conference calls and meetings.
12. Obtain technical support for geographic information system (GIS) mapping, Pictometry, data management, and meteorology.
13. Implement mutual-aid and cost share agreements with appropriate entities.
14. Manage the EOC in compliance with Idaho Code 31-602. Coordinate with the Policy Group in regard to any delegation of authority granted by a city or cities.

II. Concept of Operations

A. Activation & Notification

1. Activation
   a. This ESF will be activated, staffed, and implemented by the primary and support agencies whenever requested by Ada County Emergency Management (ACEM).
   b. ACEM may activate the ESF prior to the onset of an emergency situation or immediately after its impacts.
   c. Upon activation, the ACEM is responsible for notification and mobilization of its personnel and resources.
   d. Once activated, designated personnel from the ACEM will coordinate operations of the ESF from its position in the Ada County EOC.
e. ACEM will document the initial emergency notification in accordance with plans, policies and procedures.

f. Activation may be considered needed when one or more of the following has or is expected to occur:
   i. Significant damage to the county’s infrastructure has occurred or is anticipated to occur.
   ii. Large-scale property damage has occurred or is anticipated to occur.
   iii. A large-scale threat to human life exists as a result of the incident.
   iv. Multiple agencies/departments are involved, necessitating the need for enhanced coordination.
   v. A request for emergency management assistance has been received from a city within Ada County or the Idaho Office of Emergency Management (OEM).

g. Level of activation will depend upon the needs of the disaster and will be determined by ACEM in accordance to plans, policies and procedures.

h. Site activation (primary or alternate) will depend on the damage or potential damage sustained to the primary EOC. This determination will be made in accordance with county plans, policies and procedures.

2. Notifications

a. ACEM will be responsible for notifying:
   i. Neighboring counties that the EOC has been notified and advise if support staffing is needed.
   ii. Cities within Ada County that an incident is occurring and that their city may be affected or asked to assist with resources.
   iii. ESF Primary Agencies.
   iv. Idaho OEM EOC or Watch Officer.

b. The ESF primary agency is responsible for notifying:
   i. The designated support agencies to activate the ESF or to stand by for possible activation.
   ii. Ada County cities affected by the disaster or those that may be affected.
   iii. Neighboring counties that ESF 5 (Emergency Management) has been activated.
B. **General**

1. The Ada County emergency management director serves as the primary agency and facilitator of operations implemented by ESF 5 and is assisted by the designated support agencies.

2. The planning section of the EOC will be staffed to support local cities and EOC operations.

3. The situation unit is responsible for collecting, analyzing, and disseminating disaster intelligence or information and analyses that describe the nature and scope of hazards and their impacts.

4. Disaster intelligence incorporates essential elements of information including:
   a. Status information.
   b. Area of damage.
   c. Damage and loss of functionality to essential facilities, such as the EOC, police and fire stations, and medical facilities.
   d. Damage and loss of functionality of shelters.
   e. Damage to roads, bridges, utilities, and other key infrastructure.
   f. Disaster impacts on vulnerable population, including access- and functional-needs groups.
   g. Human-assessment needs.
   h. Status of designated staging areas, such as points of distribution, County staging areas, and logistical staging areas.

5. Technical services incorporated into the situation unit may encompass the following capabilities, tools, and technologies:
   a. GIS
   b. HAZUS-MH—the multi-hazard loss estimation methodology of the Federal Emergency Management Agency (FEMA)
   c. Wildfire modeling
   d. WebEOC

6. The technical services section of the situation unit performs the following interrelated functions:
   a. Fully integrate GIS into ESF 5.
   b. Provide analysis to the planning unit in a format that can be readily used to prepare EOC action plans and other reports.
7. The documentation unit maintains accurate and complete incident files, including a record of the major steps that ESF 5 has taken to prepare and execute the EOC action plan.

8. Review demobilization unit’s draft plan for approval.

9. The demobilization unit coordinates with ESF 7 (Resource Support) on the demobilization of personnel and resources.

10. The organization of the ESF remains the same for both emergency-response and disaster-recovery operations.

C. Emergency Operations

1. Pre-Event Preparedness
   The ESF primary agency has management oversight for ESF 5. The following actions are taken prior to the onset of an emergency:
   
a. Detailed standard operating guidelines action checklists, and job aides needed by ESF personnel are developed and available for use.

b. Equipment inventories and personnel rosters necessary for ESF implementation are up-to-date and immediately available.

c. Categorize and classify response and recovery resources in accordance with resource typing guidelines issued by the NIMS Integration Center

d. Ensure that primary and support agency personnel designated for ESF implementation have received all necessary and required training and are appropriately credentialed and certified.

 e. Assist the designated alternate ESF personnel from the ESF primary and support agencies.

f. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.

g. Protect facilities, systems, equipment, and supplies that are necessary for ESF implementation from the effects of the disaster to the greatest extent possible.

h. Use various software packages, conference calls, meetings, and similar strategies, to gather information and data on the status of operations and the planning of activities in anticipation of the perceived threat.

i. Develop procedures to identify, collect, prioritize, and analyze information and/or intelligence.

j. Develop procedures for the distribution of information and intelligence to affected partners.

k. Analyze data for the potential impacts of natural, technological, and manmade hazards.
1. Develop a staffing plan to ensure operational continuity for incidents lasting longer than 24 hours.

2. Response Operations
   a. Initial Actions
      i. When the EOC is activated, staff the ESF 5 workstation.
      ii. Identify which support agencies for the ESF are needed.
      iii. Take steps to ensure that support agencies are activated or alerted.
      iv. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.
      v. Access needed procedures, checklists, rosters, and inventories.
      vi. Provide an initial briefing and/or information regarding the situation and the current status to the other ESFs.
      vii. Request activation and staffing of facilities outside of the EOC that are necessary.
      viii. Establish communications with surrounding EOCs, incident commanders, and external agencies to:
           1) Determine the current status of emergency operations.
           2) Obtain copies of the incident objectives and copies of the EOC action plan from on-scene incident command.
           3) Evaluate the capabilities of the city governments, the business community, and volunteer agencies to effectively respond to the disaster.
           4) Assess and prioritize the immediate needs of impacted communities and neighborhoods.
      ix. Respond to any initial requests for assistance.
      x. Notify mutual-aid partners, vendors, and contractors, of the activation of the EOC.
      xi. Determine the availability of services and resources through these organizations.
      xii. Coordinate with appropriate private-sector organizations to maximize use of all resources.
      xiii. Manage the planning process and direct the development of operational priorities based on the objectives set forth in the initial briefing.
xiv. Obtain preliminary damage assessment reports on impacted critical infrastructure and other property.

xv. Coordinate with ESF 15 (External Communications) as appropriate to ensure the dissemination of public information.

xvi. Coordinate with ESF 2 (Communications) to ensure communications equipment is operational and that timely notifications can be disseminated in accordance to plans, policies and procedures to response agencies.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary. Actions may include the following:
   1) Directing the establishment of an operations support section and assigning a section chief.
   2) Directing the establishment of a logistics section and assigning a section chief.
   3) Directing the establishment of a finance/administration section and assigning a section chief.
   4) Directing the establishment of ESF 14A (Long-Term Recovery) and assigning a section chief.

iii. Initiate the planning process for the development of the EOC action plan for the operational period, and prioritize ESF operations and resource allocation in accordance with its directives.

iv. Respond to requests from ESF personnel at incident scenes or other emergency locations, if applicable, for additional services and assistance.

v. Maintain complete and accurate documentation regarding emergency operations and expenditures.

vi. Prepare a schedule for the planning cycle, as well as regularly scheduled times for SITREPs.

vii. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide and collect all ESF recovery plans.

3. Recovery Operations
a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.

c. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations

a. As ESF recovery phase operations near completion, ensure that the following issues are addressed and that information is relayed to ESF 14:

i. Damage-assessment requirements and priorities

ii. Emergency and temporary housing issues

iii. Business impacts (direct and indirect)

iv. Debris management

v. Route clearance and road status

vi. Utilities restoration

vii. Human needs

b. Advise activated primary agency personnel, support agencies, and EOC staff of the intent to demobilize the ESF.

c. Define methods for providing continuing assistance to agencies following ESF deactivation.

d. Review all ESF operational and financial documentation to ensure completeness and accuracy.

e. Account for all ESF personnel, equipment, and supplies.

f. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations and assign responsibility for repair or restoration.

g. Determine the schedule and data needs for after-action assessment of operations.

h. Develop corrective actions and lessons learned. Advise primary and support agency representatives accordingly.

i. Determine the availability of services for critical incident stress debriefings (CISDs) for emergency workers from ESF 8A (Public Health Services). Ensure that primary and support agency personnel are advised on how to access CISD assistance.
j. Notify Idaho OEM, mutual aid entities, and all support agencies of the EOC demobilization.

k. Deactivate/close the EOC in accordance with county plans, policies and procedures.

III. Support ESFs

The primary function of ESF 5 is to provide and coordinate resources (human, technical, equipment, facility, materials, and supplies) to support emergency operations during an event. It is imperative that ESF 5 work closely with all ESF positions within the EOC to establish an effective process of communication, information collection, and knowledge sharing and management.
EMERGENCY SUPPORT FUNCTION 6
MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND
HUMAN SERVICES

<table>
<thead>
<tr>
<th>Primary Agency</th>
<th>American Red Cross of Greater Idaho</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting Agencies (Internal)</td>
<td>Ada County Indigent Services</td>
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<tr>
<td></td>
<td>Ada County Operations Department</td>
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<td></td>
<td>Ada County Paramedics</td>
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<td>Ada County Sheriff’s Office</td>
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<tr>
<td>Supporting Agencies (External)</td>
<td>Ada County Highway District</td>
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<td></td>
<td>Central District Health Department</td>
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<tr>
<td></td>
<td>Idaho Humane Society</td>
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<td></td>
<td>Idaho VOAD Association</td>
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<td></td>
<td>School Districts</td>
</tr>
</tbody>
</table>

I. Introduction

A. Purpose

The purpose of Emergency Support Function (ESF) 6 is to provide guidance regarding the development and operation of a viable shelter/reception, mass feeding, and bulk distribution system during an emergency or disaster in Ada County and to ensure completion of required emergency responses to an incident.

B. Scope

The scope of ESF 6 during its activation is to:

1. Obtain and process information regarding the incident and its known, predicted, or potential impact to the Ada County population.
2. Estimate the resources and facilities needed to adequately meet the basic needs of disaster victims.
3. Notify the emergency operations center (EOC) management of any identified shortfalls in ESF 6 field support.
4. Determine availability of resources needed to respond to known and/or estimated requirements to meet basic needs of the residential or visiting population.
5. Mobilize resources and facilities to meet the needs of the affected disaster population.
6. Manage general field locations supporting evacuees or disaster victims within the Ada County.
7. Coordinate the adequacy, safety, and quality for ESF 6 field locations (shelters, mass feeding locations and mass distribution sites).
8. Monitor ESF 6 established field locations providing sheltering, feeding, and distribution services.
9. Coordinate with ESF 15 (External Communications) for the release of emergency information and messaging to support ESF 6 field operations.
10. Coordinate with shelter operations to ensure access- and functional-needs population shelter locations are made available.
11. Coordinate the establishment of co-located pet-friendly shelters.
12. Implement, as required, the necessary controls for the prioritization and allocation of sheltering capacity and processing of sheltering requests.
13. Coordinate and facilitate demobilization and restoration resources and capabilities.
14. Modify ESF 6 planning based upon the post-incident assessment.

II. Concept of Operations

A. Activation and Notification

1. Activation
   a. This ESF will be activated, staffed, and implemented by the primary and support agencies whenever directed to do so by Ada County Emergency Management (ACEM).
   b. The primary agency may be advised to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the municipality, or at any time during the activation of the Ada County EOC.
   c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.
   d. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from a designated position in the Ada County EOC.
   e. ACEM and/or the unified command will activate ESF 6 whenever the known or anticipated impacts of the event require its services and capabilities.
   f. Activation may be considered needed when one or more of the following has or is expected to occur:
i. Significant damage to the county’s infrastructure has occurred or will occur.

ii. Large-scale impact on the population resulting in the need for sheltering, mass feeding, and/or the distribution of goods.

iii. A request for sheltering, feeding or distribution assistance has been received from one or more of the county’s cities, the state, or from mutual-aid organizations.

2. Notifications
   a. ACEM will be responsible for notifying:
      i. The ESF primary agency.
      ii. Ada County cities affected by the disaster or those who may be affected.
   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
      ii. Additional personnel from some or all of the support agencies.

B. Emergency Operations

1. Pre-Event Preparedness
   The ESF primary agency has management oversight for the ESF. The following actions are taken prior to the onset of an emergency:
   a. Review existing standard operating guidelines (SOGs), action checklists, and job aides for ESF position developed.
   b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.
   c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling ESF positions. Assist the primary agency and support agency personnel in obtaining situational awareness for a possible activation.
   d. Continually review and improve the capabilities of the ESF position based upon the hazards within the region.
   e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.
   f. Ensure facilities, systems, equipment, and supplies that are necessary for ESF implementation are protected from the effects of the event to the greatest extent feasible.
g. In accordance to plans, policies and procedures pre-deploy personnel to locations to establish possible shelter, mass feeding, and/or bulk distribution locations to expedite services.
   i. Actions taken to identify, open and staff emergency shelters, including temporary reception centers will be in accordance with County mass care and sheltering plans, policies and procedures.

h. Identify new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.
   i. Identify anticipated staffing for 24-hour operations.

j. Conduct an assessment of the potential effects of the disaster on the residential and visiting population within Ada County.

k. Work with local government, voluntary service delivery units, and other applicable agencies in activities related to surveying the suitability of facilities to be used in support of ESF 6 locations.

l. Locate and review the EOC ESF 6 pre-planning list of locations to support shelters, mass feeding, and bulk distribution.

m. Determine the number of individuals in the community with disabilities and others with access and functional needs to assist in evacuation planning for these individuals.

n. Identify existing partnerships to provide care and support for institutionalized populations (e.g., long-term care and assisted living facilities, group homes), individuals with disabilities, and others with access and functional needs (e.g., medical and prescription support, personal assistance services, durable medical equipment, consumable medical supplies, childcare, transportation [including accessible transportation], foreign language interpreters), including their caregivers.

o. Review existing sheltering, mass feeding, and/or bulk distribution locations for compliance with Americans with Disabilities Act requirements.

p. Identify existing partnerships to assist with the sheltering of household pets.

q. Ensure all operations are in compliance with the Pets Evacuation and Transportation Standards (PETS) Act of 2006.

2. Response Operations
   a. Initial Actions
i. Determine if the event warrants the establishment of a shelter, mass feeding and/or bulk distribution location(s).

ii. Upon activation, the American Red Cross (ARC) of Greater Idaho will coordinate with ACEM to open appropriate locations, as required, to support the incident.

iii. The ESF primary agency will staff the Sheltering (ESF 6) workstation, identify which support agencies are needed, and take steps to ensure that support agencies are activated or on alert.

iv. Ensure the functionality of telecommunications and data management systems to be used by the ESF.

v. Complete notifications of primary and support agency personnel.

vi. Receive an initial briefing and/or information regarding the situation and the current status of other ESFs.

vii. Respond to any initial requests from the cities for assistance from the ESF.

viii. Establish communications with the corresponding ESF/position within any of the cities active in supporting the incident response and define the protocol for requesting state assistance from the Ada County ESF.

ix. Establish communications with the corresponding ESF at the Idaho Office of Emergency Management (OEM) EOC, if activated, and define the protocol for requesting state assistance from the Ada County ESF.

x. Coordinate with ESF 2 (Communications) as appropriate and necessary to ensure that each support location has a working communications system.

xi. Coordinate with ESF 15 (External Communications) as appropriate and necessary to ensure the dissemination of public information.

xii. Coordinate with ESF 10 (Hazmat) to identify, screen, and handle evacuees exposed to the potential hazards posed by the disaster (i.e. infectious waste, polluted floodwaters, chemical hazards, etc.).

xiii. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

xiv. Collaborate to develop operational priorities based on the objectives set forth in the initial briefing.

xv. Monitor occupancy levels, throughput rates, and ongoing needs.
xvi. Provide the EOC with a list of open locations including their populations, staffing numbers, and people served.

xvii. Implement necessary initial actions specific to the ESF, based on direction and objectives as set forth by the ESF 5 (Emergency Management) primary agency.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the EOC action plan for the operational period.

iv. Prioritize ESF operations and resource allocation in accordance with its directives.

v. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.

vi. Respond to requests from ESF personnel at incident scenes or other emergency locations.

vii. Maintain complete and accurate documentation regarding emergency operations and expenditures.

viii. Maintain communication with activated CCCs, and respond to requests for assistance and resources.

ix. Maintain communications with the applicable Idaho OEM ESF, if activated, at the Ada County EOC.

x. Monitor the status of requests by the ESF made to the Idaho OEM ESF for resources and assistance.

xi. Maintain coordination with other activated county ESFs, and respond to requests for assistance.

xii. Provide information regarding ESF operations, problem areas, and resource needs.

xiii. Participate in EOC briefings when held.

xiv. Monitor occupancy levels and ongoing victims' needs at shelters, and provide the EOC with a daily listing of data.

xv. Monitor needs of animals in shelters for food, water, and other necessities.

xvi. Monitor flow rates for mass feeding and bulk distribution and adjust resources as applicable to support operations.
xvii. Coordinate the reunification of people, pets, and possessions following the demobilization of ESF field operations.

xviii. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations

a. Initiate recovery efforts concurrently with response activities. Ensure close coordination among County agencies assisting with response and recovery activities and other non-governmental organizations providing assistance.

b. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

c. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.

d. Advise activated CCCs regarding the transition to recovery-phase operations; determine the status of current municipal operations and the need for continuing assistance from the ESF.

e. Review the EOC action plan for recovery and, if indicated, adjust ESF recovery actions for consistency.

f. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations

a. Ensure shelter managers notify the residents and staff of the decision to close the shelter. Follow the procedures in the Shelter Management Handbook.

b. Ensure site managers at each location notify staff regarding anticipated closures, in coordination with AACEM and ESF 15 (External Communications).

c. Forward all requests to close the shelter to the ARC disaster headquarters.

d. Advise activated primary agency personnel, support agencies, and EOC of the intent to demobilize the ESF.

e. Define methods for providing continuing assistance to other agencies following ESF deactivation.

f. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
g. Account for all deployed ESF personnel, equipment, and supplies.

h. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations.

i. Determine the availability of services for critical incident stress debriefings (CISDs) for emergency workers from ESF 8A (Public Health Services). Ensure that primary and support agency personnel are advised on how to access CISD assistance.

j. Upon receipt of authorization from the EOC manager, obtain the approved copy of the demobilization plan prepared by the planning section to demobilize the ESF.

k. Provide completed ESF documentation to the EOC manager.
III. Support ESFs

The primary function of ESF 6A will be the facilitation of the sheltering of people during disasters. As a result, it is imperative that ESF 6A work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical Coordination Points for ESF 6A include:

<table>
<thead>
<tr>
<th>ESF 1: Transportation</th>
<th>Coordinates safe routes to shelters and the evacuation of impacted populations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 4: Firefighting</td>
<td>Coordinates initial manpower needs for shelter establishment.</td>
</tr>
<tr>
<td>ESF 5: Emergency Management</td>
<td>Coordinates shelter needs to coincide with the incident and incident objectives.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Determines sheltering requirements for access- and functional-needs populations.</td>
</tr>
<tr>
<td>ESF 8B: Emergency Medical Services</td>
<td>Coordinates emergency medical service needs for sheltered populations.</td>
</tr>
<tr>
<td>ESF 12: Energy</td>
<td>Coordinates utility needs at shelters.</td>
</tr>
<tr>
<td>ESF 13: Law Enforcement and Security</td>
<td>Coordinates security needs at shelters.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Coordinates shelter locations and the conditions and restrictions at shelters.</td>
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</tbody>
</table>
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EMERGENCY SUPPORT FUNCTION 7
LOGISTICS MANAGEMENT AND RESOURCE SUPPORT

<table>
<thead>
<tr>
<th>Primary Agency</th>
<th>Ada County Emergency Management</th>
</tr>
</thead>
</table>
| Supporting Agencies (Internal) | Ada County Department of Administration  
|                                | Ada County Purchasing             
|                                | Ada County Sheriff                |
| Supporting Agencies (External) | To be determined                  |

I. Introduction

A. Purpose

The purpose of Emergency Support Function (ESF) 7 is to provide logistical and resource support to Ada County agencies in supporting emergency response and recovery efforts during incidents of critical significance.

B. Scope

The scope of ESF 7 during its activation is to:

1. Plan, coordinate, and manage resource support and delivery in response to and recovery from a major disaster or catastrophe.

2. Coordinate supplies and equipment from municipal stocks, commercial sources, and donated goods.

3. Monitor the known, predicted, or potential impacts of the event to estimate the type and amount of resources that will be required to adequately support county emergency operations.

4. Identify and monitor the location, availability, and amount of the resources readily available to the county from public and private sources.

5. Respond to, coordinate, and manage requests for resources from authorized agents (either in a city or ICS structure), county emergency operating center (EOC), emergency facilities activated within the county, and critical community facilities affected by the incident.

6. Track the availability of needed resources for the county; if necessary, prioritize the allocation of resources in accordance with the EOC action plan in the EOC for the applicable operational period.
7. Determine the need for, and enter into, emergency contracts and agreements on behalf of the county to obtain, deliver, and maintain resources needed for emergency operations.

8. Coordinate, support, and facilitate the reallocation, demobilization, restoration, and return of resources as they are no longer needed for emergency operations.

II. Concept of Operations

A. Activation and Notification

1. Activation
   a. This ESF will be activated, staffed, and implemented by the primary and support agencies whenever directed to do so by Ada County Emergency Management (ACEM).
   b. The primary agency may be advised to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the municipality, or at any time during the activation of the Ada County emergency operations center (EOC).
   c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.
   d. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from its position Ada County EOC.
   e. ACEM and/or the unified command will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.
   f. ESF 7 will coordinate under the logistics section of the ICS structure.

B. Notifications

1. ACEM will be the primary agency for the ESF 7 position.
   a. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
      ii. Ada County cities affected by the disaster or those who may be affected.
      iii. Additional personnel from some or all of the support agencies.
C. Emergency Operations

1. Pre-Event Preparedness
   a. Detailed standard operating guidelines action checklists, and job aides needed by ESF personnel are developed and available for use.
   b. Ensure equipment inventories and personnel rosters necessary for ESF implementation are up-to-date and immediately available.
   c. Ensure the National Incident Management System (NIMS) resource management principles are employed, including but not limited to, adhering to the NIMS Integration Center policies regarding the national resource typing protocol for personnel, teams, facilities, supplies, and major items of equipment available for assignment to or use during incidents.
      i. Categorize and classify response and recovery resources provided by or available to the primary agency in accordance with resource typing guidelines issued by the NIMS Integration Center.
   d. Ensure that primary and support agency personnel designated for ESF implementation have received all necessary and required training and are appropriately credentialed and certified.
   e. Assist the designated personnel from the ESF primary and support agencies.
   f. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.
   g. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.
   h. Coordinate the identification of facilities and locations within the county, to expedite implementation of the ESF.
   i. Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.
   j. Develop mutual-aid agreements with professional associations and private organizations.
   k. Identify anticipated staffing for 24-hour operations.

2. Response Operations
   a. Initial Actions
      i. Staff the Resource Support (ESF 7) workstation when the EOC is activated.
ii. Identify which support agencies for Resource Support (ESF 7) are needed.

iii. Take steps to ensure that support agencies are activated as appropriate.

iv. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

v. Access needed procedures, checklists, rosters, and inventories.

vi. Complete notifications of primary and support agency personnel.

vii. Receive an initial briefing regarding the situation and the current status of county emergency operations by other ESFs.

viii. Coordinate communications with Idaho Office of Emergency Management (OEM) EOC and determine the following:

1) The current status of Idaho OEM emergency operations relevant to the ESF’s operations.

2) Review protocols for the County to request assistance from the ESF.

3) Provide any initial requests for ESF assistance.

ix. Respond to any initial requests from the cities for assistance from the ESF. Follow all procedures for single point ordering; confirm requests are from authorized personnel.

x. Coordinate with EOC Management and Finance to confirm availability and source of funds prior to ordering a resource.

xi. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

xii. Determine the availability of services and resources through mutual-aid partners.

xiii. Collaborate to develop operational priorities based on the objectives set forth in the initial briefing.

xiv. Implement necessary initial actions specific to the ESF based on direction and objectives set forth by the ESF 5 (Emergency Management) primary agency.

xv. Identify and establish logistical staging areas for internal and external response personnel, equipment, and supplies in accordance with County plans, policies and procedures. Coordinate with the Idaho Support Function (ID-ESF) #7 (Resource and Logistics Support) as appropriate.
xvi. Establish points of distribution across the affected area in accordance with County plans, policies, and procedures. Coordinate with the Idaho Support Function (ID-ESF) #7.

xvii. Coordinate with ESF 1A (Transportation Infrastructure) and ESF 13 (Public Safety and Security) to transport necessary resources through restricted areas, quarantine lines, law enforcement checkpoints, etc.

b. Continuing Actions

i. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

ii. Review the EOC action plan for the operational period, and prioritize ESF operations and resource allocation in accordance with its directives.

iii. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.

iv. Respond to requests from ESF personnel at incident scenes or other emergency locations, if applicable, for additional services and assistance.

v. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

vi. Maintain complete and accurate documentation regarding emergency operations and expenditures.

vii. Maintain communication with activated CCCs and Idaho OEM EOC.

viii. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC situation report (SITREP) and EOC action plan.

ix. Participate in EOC briefings when held.

x. Coordinate with ESF 13 (Public Safety and Security) and ESF 1 (Transportation) on the delivery resources to areas impacted by the disaster.

xi. Ensure routes of travel are available and that access will be granted.

xii. Coordinate with supporting agencies and voluntary organizations active in disaster (VOADs) for additional assistance in obtaining and distributing resources.

xiii. Ensure County volunteer management plans, policies and procedures and the Idaho Support Annex (Volunteer and
Donations Management [ID-SA #4]) are followed when identifying, utilizing, supporting, dismissing and demobilizing affiliated and spontaneous unaffiliated volunteers and when managing unsolicited donations.

xiv. Anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations
   a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.
   b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.
   c. Review the EOC action plan for recovery and, if indicated, adjust ESF recovery actions for consistency.
   d. Provide updated information regarding completion of ESF response-phase operations to ESF 5.
   e. Coordinate the consolidation or closing of animal shelters or confinement areas, as well as related personnel and supplies, as the need diminishes.
   f. Continue to augment services as the need diminishes.
   g. Coordinate public information and provide updates for ESF 15 (External Communications).
   h. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations
   a. Advise activated primary agency personnel, support agencies, and Idaho OEM EOC of the intent to demobilize the ESF; if indicated, define methods for providing continuing.
   b. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
   c. Account for all deployed ESF personnel, equipment, and supplies.
   d. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.
   e. Determine the availability of services for critical incident stress debriefings (CISDs) for emergency workers from ESF 8A (Public Health Operations).
Services). Ensure that primary and support agency personnel are advised on how to access CISD assistance.

f. Upon receipt of authorization from the EOC manager, obtain approved copy of the demobilization.

g. Provide completed ESF documentation to the county and forward to Idaho OEM.

h. Notify all support agencies of the ESF’s demobilization.

### III. Support ESFs

The primary function of ESF 7 will be the response to endangered persons or property as a result of a natural disaster or terrorist incident. Important aspects that may be covered by ESF 7 include providing assistance in evacuations, for search and rescue, and at traffic control points, and providing security for evacuated areas, crimes scenes, distribution centers, and shelters, and controlling reentry to these areas.

Critical Coordination Points for ESF 7 include:

<table>
<thead>
<tr>
<th>ESF 1: Transportation</th>
<th>Coordinates the delivery of resources.</th>
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<tbody>
<tr>
<td>ESF 2: Communications</td>
<td>Establishes interoperable communications with mutual-aid resources and other ESF resources.</td>
</tr>
<tr>
<td>ESF 5: Emergency Management</td>
<td>Coordinates the distribution of resources to other ESFs as necessary, and provides updated information for SITREPS.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Provides logistical and resource support to county agencies to support emergency response and recovery for populations with access and functional needs.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinates provision of traffic services and evacuation.</td>
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EMERGENCY SUPPORT FUNCTION 8A  
PUBLIC HEALTH SERVICES

<table>
<thead>
<tr>
<th>Primary Agency</th>
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<tr>
<td>Central District Health Department</td>
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<tr>
<th>Supporting Agencies (Internal)</th>
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<tbody>
<tr>
<td>Ada County Emergency Management</td>
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<tr>
<td>Ada County Sheriff’s Office</td>
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<tr>
<td>Ada County Paramedics</td>
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<tr>
<td>Ada County Operations Department</td>
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<tr>
<th>Supporting Agencies (External)</th>
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<tbody>
<tr>
<td>Idaho State EMS Communications Center</td>
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<tr>
<td>Idaho Department of Health &amp; Welfare</td>
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<tr>
<td>Idaho Bureau of Labs</td>
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<tr>
<td>Saint Alphonsus Regional Medical Center</td>
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<tr>
<td>St. Lukes Regional Medical Center</td>
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<tr>
<td>VA Medical Center</td>
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<tr>
<td>Treasure Valley Hospital</td>
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<td>Idaho Hospital Association – Southwest Council</td>
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</tbody>
</table>

I. Introduction

A. Purpose

The purpose of Emergency Support Function (ESF) 8A is to provide guidance, coordination, and support for operations within Ada County to protect public health and safety from conditions resulting from or coinciding with an emergency or disaster event.

B. Scope

The scope of ESF 8A during its activation is to:

1. Monitor the known, predicted, or potential public health impacts of the incident to estimate the resources and services that will be required to adequately support public-health operations.
2. Determine the availability, functionality, and capacity of healthcare, medical care, and mental healthcare facilities.
3. Coordinate, support, and facilitate temporary emergency facilities, such as field hospitals, medical points of distribution (POD) operations, and medical needs shelters.
4. Coordinate and monitor environmental health services and resources required for control of animal- and human-disease vectors, environmental contaminants, and/or other environmental threats to public health and safety.

5. Coordinate, support, and/or facilitate actions to ensure the safety and healthfulness of food, water, and medicines available to the population, and for the proper control of sewage and solid waste, throughout the disaster period.

6. Coordinate, support, and/or facilitate actions to assist operators of medical facilities, nursing homes, assisted-living facilities, rehabilitation facilities, and other similar facilities.

7. Coordinate and support demobilization of public-health services, emergency facilities, and temporary healthcare facilities activated for the incident, and facilitate the restoration of normally available public health services and operations within the county.

8. Establish and coordinate the availability of services for emergency workers and others, as indicated, in critical incident stress debriefings (CISDs) and crisis counseling.

9. Conduct public-health surveillance activities, including the following:
   a. Monitor the health of the general population and medical-needs populations.
   b. Coordinate field studies and investigations.
   c. Monitor injury and disease patterns, potential disease outbreaks, and blood and blood product supply levels.
   d. Provide technical assistance and consultation on disease and injury prevention and precautions.
   e. Assist with isolation and quarantine measures.
   f. Coordinate and assist with POD operations.

II. Concept of Operations

A. Activation and Notification

1. Activation
   a. ESF 8A will be activated, staffed, and implemented by the primary and support agencies whenever requested to do so by the Ada County Emergency Management (ACEM).
   b. The primary agency may be requested to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the
County or a city within, or at any time during the activation of the Ada County emergency operations center (EOC).

c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.

d. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from its position in the Ada County EOC.

e. ACEM may activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.

f. Activation may be needed when one or more of the following has or is expected to occur:

i. Significant damage to infrastructure has or is anticipated to occur.

ii. The need for public health resources is greater than the capability to provide the resources.

iii. Multiple events are occurring that require coordination and support from a central location.

iv. Large-scale evacuation is required.

2. Notification

a. ACEM will be responsible for notifying the

i. ESF primary agency:

ii. Ada County cities affected by the disaster or those who may be affected.

b. The ESF primary agency is responsible for notifying:

i. The designated support agencies to activate the ESF or to stand by for possible activation.

ii. Additional personnel from some or all of the support agencies.

B. Emergency Operations

1. Pre-event Preparedness

a. The ESF primary agency has management oversight for ESF 8A. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event: review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.

b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.
c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.

d. Assist the designated alternate ESF personnel from the ESF primary and support agencies.

e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.

f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.

g. Coordinate with primary agency for the protection of facilities, systems, equipment, and supplies necessary for ESF implementation.

h. Monitor public health events and conditions that contribute to increased risk to the population.

i. Identify anticipated staffing for 24-hour operations.

In accordance with plans, policies and procedures identify children and families who will need additional assistance, as well as individuals with disabilities and other with access and functional needs, with their specific health-related needs in advance of, during, and following an emergency.

2. Response Operations

a. Initial Actions

i. Staff the ESF 8A workstation, identify which support agencies are required to facilitate communications, and take steps to ensure that support agencies are activated or on alert, as appropriate, when the EOC is activated.

ii. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

iii. Locate and review procedures, checklists, rosters, and inventories.

iv. Receive an initial briefing regarding the situation and the current status of county emergency operations by other ESFs.

v. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

vi. Determine the availability of services and resources through mutual-aid partners.

vii. Coordinate mutual aid requests as necessary.
viii. Monitor the status resources committed to an incident.

ix. Assist with the collaboration and development of operational priorities based on the objectives set forth in the initial briefing.

x. Obtain public health related damage assessment reports (hospitals, skilled nursing facilities, pharmacies, etc.).

xi. Implement necessary initial actions specific to the ESF based on direction and objectives set forth by ESF 5 (Emergency Management).

xii. Coordinate with the appropriate agencies listed in county plans, policies and procedures to identify public health issues created by the disaster event and to manage those identified issues.

xiii. Follow county plans, policies and procedures, when appropriate, and coordinate with ESF 3 (Public Works) and ESF 12 (Energy) to provide potable water, bulk water, temporary water distribution systems and alternate sources for human waste disposal.

xiv. Coordinate with ESF 15 (External Communications) to develop, issue, and disseminate public health media releases and all other public information.

xv. Coordinate with ESF 5 to activate all existing Memorandums of Understanding (MOU), Mutual Aid Agreements (MAA) or other assistance agreements including those with health professionals from outside agencies (e.g. poison control centers, state/local departments of health, Centers for Disease Control and Prevention, Funeral Directors Association, U.S. Department of Agriculture, Food and Drug Administration, Medical Reserve Corps, etc.).

xvi. Coordinate with ESF 6 (Mass Care) to assess and provide animal care services (e.g., remove and dispose of carcasses, rescue/recover displaced household pets/livestock, provide emergency veterinary care, treat endangered wildlife).

xvii. Provide vector control services according to county plans, policies and procedures.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.
iii. Review the EOC action plan for the operational period and prioritize ESF operations and resource allocation in accordance with its directives.

iv. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.

v. Respond to requests from ESF personnel at incident scenes or other emergency locations for additional services and assistance.

vi. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

vii. Ensure health and medical support is provided according to plans, policies and procedures to individuals with disabilities and others with access and functional needs as well as the general public impacted by the disaster.

viii. Determine the need for critical incident stress debriefings (CISDs) for emergency workers and inform all ESFs about how to access available services.

ix. Obtain and submit damage-assessment reports to public health related facilities.

x. Coordinate damage-assessment information reports to ESF 14 (Long-Term Community Recovery) for inclusion in the consolidated report.

xi. Maintain complete and accurate documentation regarding emergency operations and expenditures.

xii. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC situation report (SITREP) and incident action plan.

xiii. Participate in EOC briefings.

xiv. Anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations
   a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.
   b. Ensure all county plans, policies and procedures are followed when responding to gravesites/cemeteries that are impacted by the disaster (e.g., recover and replace unearthed/floating/missing coffins, review records to confirm identification, manage closed/historical gravesites).
c. Advise all activated ESF support agencies of the initiation to transition to recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.

d. Review the EOC action plan for recovery and, if indicated, adjust ESF recovery actions for consistency.

e. Provide updated information regarding completion of ESF response-phase operations to ESF 5.

f. Anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations

a. Advise activated city coordination centers of the intent to demobilize.

b. Define methods for providing continuing assistance to other agencies following ESF deactivation.

c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.

d. Account for all deployed ESF personnel, equipment, and supplies.

e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.

f. Ensure that primary and support agency personnel are advised on how to access CISD assistance.
III. Support ESFs

The primary function of ESF 8A will be the monitoring of public health impacts, determining functionality of medical care, monitoring environmental health services, and facilitating actions to ensure the health and safety of food, water, and medicines that may be impacted as a result of a disaster. As a result, it is imperative that ESF 8A work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical Coordination Points for ESF 8A include the following:

<table>
<thead>
<tr>
<th>ESF 1: Transportation</th>
<th>Coordinates transportation system capability for the distribution of needed medical supplies.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 2: Communications</td>
<td>Coordinates communications.</td>
</tr>
<tr>
<td>ESF 3: Public Works and Engineering</td>
<td>Obtains damage assessments.</td>
</tr>
<tr>
<td>ESF 5: Emergency Management</td>
<td>Coordinates resources requests and support.</td>
</tr>
<tr>
<td>All ESFs</td>
<td>Communicate and determine support needs for access and functional needs with all ESFs, as necessary.</td>
</tr>
<tr>
<td></td>
<td>Provide information about CISD services.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 8B
EMERGENCY MEDICAL SERVICES

<table>
<thead>
<tr>
<th>Primary Agency</th>
<th>Ada County Paramedics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting Agencies</td>
<td></td>
</tr>
<tr>
<td>(Internal)</td>
<td>Ada County Emergency Management</td>
</tr>
<tr>
<td></td>
<td>Ada County Sheriff’s Office</td>
</tr>
<tr>
<td></td>
<td>Ada County Operations</td>
</tr>
<tr>
<td></td>
<td>Ada County Coroner</td>
</tr>
<tr>
<td></td>
<td>Ada County-Auxiliary Communications Service</td>
</tr>
<tr>
<td>Supporting Agencies</td>
<td>American Red Cross of Greater Idaho</td>
</tr>
<tr>
<td>(External)</td>
<td>City/County Fire Districts and Departments</td>
</tr>
<tr>
<td></td>
<td>Central District Health Department</td>
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<tr>
<td></td>
<td>Idaho Hospital Association – Southwest Council</td>
</tr>
<tr>
<td></td>
<td>Idaho State EMS Communications Center</td>
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<tr>
<td></td>
<td>St. Alphonsus Health System</td>
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<tr>
<td></td>
<td>St. Lukes Health System</td>
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<tr>
<td></td>
<td>VA Medical Center</td>
</tr>
<tr>
<td></td>
<td>Treasure Valley Hospital</td>
</tr>
</tbody>
</table>

I. Introduction

A. Purpose
The purpose of Emergency Support Function (ESF) 8B is to coordinate emergency medical services (EMS) planning, response, and recovery resulting from an emergency or disaster. ESF 8B personnel:

1. Support the local incident commander.
2. Identify and anticipate future needs and resource requirements.
3. Provide coordination of emergency response assets within the cities in Ada County and from external mutual aid providers.

B. Scope
The scope of ESF 8B during its activation is to:

1. Coordinate emergency operations for mass casualty incident (MCI) management.
2. Identify and monitor the availability and capacities of the emergency medical services normally used within the county and those available from outside the County.
3. Monitor the known, predicted, or potential medical impacts of the event on the general population.

4. Facilitate the prioritization of field operations and deployment of resources in accordance with the priorities of the action plan.

5. Respond to requests for, and coordinate delivery of, emergency medical services support and assistance received from EMS command personnel at incident scenes.

6. Create after-action reports following actual incidents and exercises.

7. Coordinate revisions of this annex.

8. Identify resource gaps and strategies to close them.

9. Coordinate the mobilization of emergency medical services to locations outside Ada County when requested.

10. Provide emergency medical services for shelters.

11. Coordinate, support, and facilitate the demobilization of EMS operations and the restoration of capabilities.

II. Concept of Operations

A. Activation & Notification

1. Activation
   i. This ESF will be activated, staffed, and implemented by the primary and support agencies when requested by Ada County Emergency Management (ACEM).
   ii. ACEM will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.
   iii. Upon activation, the ESF 8B primary agency is responsible for notification and mobilization of its personnel and resources.
   iv. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from its position Ada County emergency operations center (EOC).
   v. Activation may be necessary when one or more of the following has or is expected to occur:
      i. Significant damage to infrastructure has or will occur.
      ii. The need for EMS resources is greater than local capability.
      iii. Multiple incidents are occurring that require coordination and support from a central location.
      iv. A mass casualty incident has occurred.
v. Large-scale evacuation is required.

2. Notifications
   a. ACEM will be responsible for notifying:
      i. The ESF 8B primary agency.
      ii. Cities within Ada County to inform them that an incident may affect their jurisdiction, and also to determine if resources are available to support operations.

   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF.
      ii. Additional personnel from some or all of the support agencies if needed.

B. Emergency Operations

1. Pre-Event Preparedness
   The primary agency has oversight for the ESF. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:
   a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.
   b. Review equipment inventories and personnel rosters necessary for ESF implementation and ensure they are up-to-date and immediately available.
   c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.
   d. Assist the designated alternate ESF personnel from the ESF primary and support agencies.
   e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.
   f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.
   h. Identify anticipated staffing for 24-hour operations.

2. Response Operations
   i. Initial Actions
      i. When the EOC is activated, the ESF primary agency will staff the designated workstation, identify which support agencies are
required to facilitate communications, and take steps to ensure that support agencies are activated or on alert, as appropriate.

ii. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

iii. Access and review needed procedures, checklists, rosters, and inventories.

iv. Ensure all internal plans, policies and procedures are adhered to when managing on-scene functions of an incident (i.e., identification of bodies, expansion of mortuary services, notification of next of kin, etc.).

v. Receive an initial briefing regarding the situation and the current status of county emergency operations by other ESFs.

vi. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

vii. Determine the availability of services and resources through mutual-aid partners.

viii. Coordinate mutual aid requests as necessary.

ix. Monitor the status of EMS resources committed to an incident.

x. Assist with the collaboration and development of operational priorities based on the objectives set forth in the initial briefing.

xi. Obtain EMS related damage assessment reports.

xii. Establish a process whereby the cities report any information on EMS status updates during regularly scheduled situation reports (SITREPs).

xiii. Maintain a log of actions.

xiv. Implement necessary initial actions specific to the ESF based on direction and objectives set forth by ESF 5 (Emergency Management).

ii. Continuing Actions

i. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

ii. Review the EOC action plan for the operational period and prioritize ESF operations and resource allocation in accordance with its directives.

iii. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.
iv. Respond to requests from ESF personnel at incident scenes or other emergency locations, if applicable, for additional services and assistance.

v. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

vi. Obtain and submit EMS damage-assessment reports to ESF 14 (Long-Term Community Recovery) for inclusion in the consolidated report.

vii. Maintain complete and accurate documentation regarding emergency operations and expenditures.

viii. Coordinate with ESF 8A (Public Health) to track patients from the incident scene through their course of care.

ix. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC situation report (SITREP) and action plan.

x. Participate in EOC briefings when held.

xi. Coordinate with ESF 5 (Emergency Management) to activate all existing Memorandums of Understanding (MOU), Mutual Aid Agreements (MAA) or other assistance agreements including those health professionals from outside agencies.

xii. Coordinate with ESF 8 (Public Health) to assist with medical operations (e.g., prioritize patient arrival, divert patients to other sites when current site is full/less capable, provide triage team support).

xiii. Coordinate with ESF 8 (Coroner’s Office) in regard to transport and tracking of deceased.

xiv. Coordinate with ESF 10 (HazMat) to assist with decontamination procedures when appropriate.

xv. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations
   a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.
   b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.
c. Provide updated information regarding completion of ESF response-phase operations to ESF 5.

d. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations

a. Review all ESF operational and financial documentation to ensure completeness and accuracy.

b. Account for all deployed ESF personnel, equipment, and supplies.

c. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.

d. Determine the availability of services for critical incident stress debriefings (CISDs) for emergency workers from ESF 8A (Public Health Services). Ensure that primary and support agency personnel are advised on how to access CISD assistance.

### III. Support ESFs

The primary function of ESF 8B will be the response to endangered people or property as a result of fire, accident, and similar events during disasters. ESF 8B may be called upon to assist other ESFs in response to evacuations, search and rescue, and other actions. As a result, it is imperative that ESF 8B work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical Coordination Points for ESF 8B include:

<table>
<thead>
<tr>
<th>ESF 2: Communications</th>
<th>Coordinates communications.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 4: Firefighting</td>
<td>Coordinates on-scene EMS needs.</td>
</tr>
<tr>
<td>ESF 5: Emergency Management</td>
<td>Coordinates EMS needs of the population.</td>
</tr>
<tr>
<td>ESF 6: Mass Care, Emergency Assistance, Housing, and Human Assistance</td>
<td>Coordinates the needs of shelter populations.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Coordinates the medical needs of access- and functional-needs patients.</td>
</tr>
<tr>
<td>ESF 8B: Coroner’s Office</td>
<td>Coordinates the transport and tracking of decedents and their effects.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 9
URBAN SEARCH AND RESCUE

| Primary Agency:                   | Ada County Sheriff’s Office |
|                                  | Ada County Fire Chief’s Association |
| Supporting Agencies (Internal):   | Ada County Emergency Management |
|                                  | Ada County Paramedics |
| Supporting Agencies (External):   | Ada County Highway District |
|                                  | Central District Health Department |
|                                  | County Fire Districts and Departments |
|                                  | Idaho Collapse Search & Rescue – Region 4 |
|                                  | Idaho Mountain Search & Rescue |
|                                  | Idaho State EMS Communications |

I. Introduction

A. Purpose
The purpose of Emergency Support Function (ESF) 9 Urban Search and Rescue (USAR) is to coordinate resources necessary to rescue individuals from situations requiring specialized skills and resources. USAR mission tasking may include responses such as:

1. Structural collapse rescue.
2. Confined space rescue.
3. Swift water or other water rescue.
4. Inland/wilderness rescue.
5. High angle rescue.
6. Cave rescue.
7. Trench collapse

B. Scope
The scope of ESF 9 during its activation is to:

1. Coordinate USAR mission assignments.
2. Identify and monitor the availability and capacities of rescue providers within the county and those available from outside the County.
3. Facilitate the prioritization of field operations and deployment of resources in accordance with the priorities of the emergency operations center (EOC) action plan.

4. Create after-action reports following actual incidents and exercises.

5. Coordinate revisions of this annex and all supporting documents associated with the ESF position.

6. Identify resource gaps and strategies to close them.

7. Coordinate the mobilization of USAR services to locations outside Ada County.

8. Coordinate, support, and facilitate the demobilization of USAR operations.

II. Concept of Operations

A. Activation & Notification

1. Activation

   a. This ESF will be activated, staffed, and implemented by the primary and support agencies when requested by Ada County Emergency Management (ACEM).

   b. The primary agency may be requested to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the county or cities within, or at any time during the activation of the Ada County EOC.

   c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.

   d. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from its position Ada County EOC.

   e. ACEM will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.

   f. The ESF may be activated when one or more of the following has or is expected to occur:

      i. Significant damage to infrastructure has or will occur.

      ii. The need for rescue resources is greater than the local capability to provide the resources.

      iii. Multiple events are occurring that require coordination and support from a central location.

      iv. A request from a local jurisdiction.
v. Large-scale evacuation is required.

2. Notifications
   a. ACEM will be responsible for notifying the ESF primary agency.
   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies
      ii. Cities that are affected by or may be affected by the incident
      iii. Additional personnel from some or all of the support agencies

B. Emergency Operations

1. Pre-Event Preparedness
   The ESF primary agency has management oversight for ESF 9. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:
   a. Review standard operating procedures (SOPs), action checklists, and job aids for ESF personnel.
   b. Review and update equipment inventories and personnel rosters necessary for ESF implementation.
   c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.
   d. Assist the designated alternate ESF assigned personnel from the ESF primary and support agencies.
   e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.
   f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.
   g. Pre deploy personnel to protected locations or facilities within the county to expedite implementation of the ESF.
   h. Monitor weather and other hazardous conditions.

2. Identify anticipated staffing for 24-hour operations Response Operations
   a. Initial Actions
      i. Staff the ESF 9 USAR workstation when the EOC is activated.
      ii. Identify which support agencies for ESF 9 are required to facilitate operations. Take steps to ensure that support agencies are activated or on alert, as appropriate.
iii. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

iv. Access procedures, checklists, rosters, and inventories.

v. Receive an initial briefing regarding the situation and the current status of county emergency operations by other ESFs.

vi. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

vii. Determine the current status and availability of services and resources through mutual-aid partners.

viii. Coordinate mutual aid requests.

ix. Monitor the status of resources committed to an incident.

x. Assist with the collaboration and development of operational priorities based on the objectives set forth in the initial briefing.

xi. Obtain USAR related damage assessment reports (firehouses, apparatus, and other equipment).

xii. Implement initial actions specific to the ESF based on direction and objectives set forth by ESF 5 (Emergency Management).

1) Ensure initial actions are conducted in accordance to established county USAR plans, policies and procedures.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the EOC action plan for the operational period and prioritize ESF operations and resource allocation in accordance with its directives.

iv. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.

v. Respond to requests from ESF personnel at incident scenes or other emergency locations, if applicable, for additional services and assistance.

vi. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

vii. Obtain and submit situation and damage-assessment reports. Submit damage-assessment information reports to ESF 14 (Long-
Term Community Recovery) for inclusion in the consolidated report.

viii. Maintain complete and accurate documentation regarding emergency operations and expenditures.

ix. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC situation report (SITREP) and action plan.

x. Participate in EOC briefings when held.

xi. Anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations
   a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.
   b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.
   c. Review the EOC action plan for recovery and, if indicated, adjust ESF recovery actions for consistency.
   d. Provide updated information regarding completion of ESF response-phase operations to county ESF 5.
   e. Anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations
   a. Advise CCCs that the ESF will demobilize.
   b. Define methods for providing continuing assistance to other agencies following ESF deactivation.
   c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
   d. Account for all deployed ESF personnel, equipment, and supplies.
   e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.
   f. Determine the availability of services for critical incident stress debriefings (CISDs) from ESF 8A (Public Health Services) for
emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.

III. Support ESFs

ESF 9 provides for the effective use of USAR resources and for the control and coordination of various types of USAR operations. As a result, it is imperative that ESF 9 will work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical coordination points for ESF 9 include the following:

<table>
<thead>
<tr>
<th>ESF 2: Communications</th>
<th>Obtains information to provide interoperable communications with USAR teams requested through mutual aid.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 3: Public Works and Engineering</td>
<td>Provides assistance on the clearance of roadways.</td>
</tr>
<tr>
<td>ESF 4: Firefighting</td>
<td>Coordinates the provision of manpower needs and USAR assets that could be used.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinates the identification and provision of fuel and other resource needs.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Determines the location and needs of access- and functional-needs populations.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinates the provision of traffic services, as well as manpower needs.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provides public information and warning.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 10
HAZARDOUS MATERIALS

<table>
<thead>
<tr>
<th>Primary Agency:</th>
<th>Ada County Fire Chiefs’ Association</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting Agencies (Internal):</td>
<td>Ada County Sheriff’s Office</td>
</tr>
<tr>
<td></td>
<td>Ada County Paramedics</td>
</tr>
<tr>
<td></td>
<td>Ada County Local Emergency Planning Committee</td>
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<tr>
<td>Supporting Agencies (External):</td>
<td>Ada County Highway District</td>
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<td></td>
<td>Boise City Fire Department</td>
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<td></td>
<td>Boise City Police Department Bomb Squad</td>
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<td>Central Distric Health Department</td>
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<td>Idaho Hospital Association – Southwest Council</td>
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<td></td>
<td>National Weather Service – Western Region</td>
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<tr>
<td></td>
<td>St. Alphonsus Regional Medical Center</td>
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<tr>
<td></td>
<td>St. Lukes Regional Medical Center</td>
</tr>
<tr>
<td></td>
<td>Treasure Valley Hospital</td>
</tr>
</tbody>
</table>

I. Introduction

A. Purpose
The purpose of Emergency Support Function (ESF) 10 Hazardous Materials (hazmat) is to coordinate resources necessary to perform defensive and offensive operations to mitigate a hazmat emergency.

B. Scope
The scope of ESF 10 during its activation is to:
1. Support and coordinate mobilization of hazardous-materials response resources.
2. Respond to requests for hazardous-materials response resources and capabilities needed for emergency operations.
3. Identify and monitor available public and private resources and capabilities needed for emergency operations.
4. Assess the potential impact of anticipated releases to humans, property, and/or the environment and the location and magnitude of these impacts.
5. Implement the necessary controls for the prioritization and allocation of hazardous-materials response requests, as required.
6. Coordinate operations for temporary containment of hazardous materials, restoration of damaged hazardous materials storage and/or transportation.
infrastructure, and/or developing alternative hazardous-materials response capabilities to support emergency operations.

7. Provide technical support and services to on-scene incident-command staff regarding the potential effect of hazardous materials releases and the need for actions to protect the public in the risk area.

8. Advise other ESFs of the potential health and safety concerns for their emergency workers.

9. Coordinate and facilitate demobilization and restoration resources and capabilities.

10. Initiate operations for post-event decontamination, removal, remediation, and/or disposal of released hazardous materials and contaminated materials.

11. Provide technical support and services to on-scene incident-command staff regarding the potential impact of a CBRNE incident.


II. Concept of Operations

A. Activation & Notification

1. Activation
   
   a. This ESF will be activated, staffed, and implemented by the primary and support agencies when requested by Ada County Emergency Management (ACEM).
   
   b. ACEM will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.
   
   c. Upon activation, the ESF 10 primary agency is responsible for notification and mobilization of its personnel and resources.
   
   d. Once activated, designated personnel from the primary agency will coordinate operations from its position Ada County emergency operations center (EOC).
   
   e. Activation may be necessary when one or more of the following has or is expected to occur:
      
      i. Significant damage to infrastructure has or will occur.
      
      ii. The need for hazmat resources is greater than local capability.
      
      iii. Multiple events are occurring that require coordination and support from a central location.
   
   f. Activation levels for hazardous materials incidents are defined as:
i. Regulatory – A release of a Reportable Quantity or less of hazmats that does not require any emergency response on the part of the public-sector responders. Examples of such releases include a weapon-of-mass-destruction threat or suspicion that is clearly a hoax without requiring additional analysis.

ii. Level 1 - An incident involving any response, public or private, to an incident involving hazmats that can be contained, extinguished, and/or abated using resources immediately available to the responders having jurisdiction. Examples of such incidents include a weapon-of-mass-destruction threat or suspicion that requires local response to determine whether or not it is life threatening. A Level 1 incident presents little threat to the environment and/or public health with containment and cleanup.

iii. Level 2 – An incident involving hazmats that is beyond the capability of the first responders on the scene, and may be beyond the capabilities of the public-sector response agency having jurisdiction. Level 2 incidents may require the services of the State of Idaho Regional Response Team, or other state/federal assistance. Examples of such incidents would include a weapon-of-mass-destruction threat or incident that involves explosives, a release of toxic materials, a release of radioactive material, or a release of organisms that can be analyzed and stabilized using resources that exists within the State of Idaho. Level 2 incidents may pose immediate and/or long-term risk to the environment and/or public health and could result in a local declaration of disaster.

iv. Level 3 – An incident involving weapons of mass destruction or hazmats that will require multiple State of Idaho Regional Response Teams or other resources that do not exist within the State of Idaho. Level 3 incidents may require resources from state and federal agencies and/or private industry. Level 3 incidents generally pose extreme, immediate, and/or long-term risk to the environment and/or public health.

3. Notifications

a. ACEM will be responsible for notifying the ESF 10 primary agency.

b. The ESF primary agency is responsible for notifying:

i. The designated support agencies to activate the ESF or to stand by for possible activation.

ii. Communities impacted by the incident.
iii. Additional personnel from some or all of the support agencies.

c. Initial notification of a hazardous materials transportation or fixed-site incident is normally received by the Ada County Sheriff’s Communications Center. The Center will obtain as much pertinent data as is available and dispatch appropriate units per the standing protocol or according to the shift supervisor’s discretion. Upon completing the dispatch, proper notifications to ACEM will be made.

**B. Emergency Operations**

1. **Pre-Event Preparedness**

   The primary agency has oversight for ESF 10. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:

   a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.

   b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.

   c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.

   d. Assist the designated alternate ESF personnel from the ESF primary and support agencies.

   e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.

   f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.

   g. Designate representatives to the Ada County EOC.

   h. Identify accomplishable actions to prevent, minimize, or mitigate an oil or hazardous materials release and include in the County Hazard Mitigation Plan and County Hazmat Response Plan.

   i. Maintain and update locations where hazardous materials are stored, used, and/or produced. Ensure that all public safety responders are supplied with information on these materials.

   j. Identify anticipated staffing for 24-hour operations.

2. **Response Operations**
a. Initial Actions - The following initial actions, as indicated, are to be completed during the first EOC operational period for activation of the ESF:

i. In consultation with the on-scene incident commander, determine the need for EOC activation and support.

ii. When the EOC is activated, the ESF primary agency will staff the hazardous materials (ESF 10) workstation.

iii. Identify which support agencies are needed necessary.

iv. Take steps to ensure that support agencies are activated.

v. Ensure the functionality of telecommunications and data-management systems to be used by the ESF; take corrective actions as needed.

vi. Review procedures, checklists, rosters, and inventories.

vii. Receive an initial briefing and/or information regarding the situation and the status of emergency operations by other ESFs.

viii. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

ix. Determine the availability of services and resources through mutual-aid partners.

x. Coordinate mutual aid requests as necessary.

xi. Monitor the status of hazmat resources committed to an incident.

xii. Assist with the collaboration and development of operational priorities based on the objectives set forth in the initial briefing.

xiii. Obtain hazmat related damage assessment reports (apparatus, durable equipment, single use equipment, expendable materials, etc.).

xiv. Implement necessary initial actions specific to the ESF based on direction and objectives set forth by ESF 5.

1) Ensure initial actions are conducted in accordance with all established County plans, policies and procedures, especially those detailed in the Ada County Hazmat Response Plan.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.
iii. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

iv. Review the EOC action plan for the operational period and prioritize ESF operations and resource allocation in accordance with its directives.

v. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completion.

vi. Respond to requests from ESF personnel at incident scenes or other emergency locations.

vii. Support the on-scene incident commander through use of software available within the EOC for identification, plume analysis, and projections of impacted populations.

viii. Maintain coordination with ESF 15 (External Communications) for prompt, accurate communication to the public on protective actions (e.g., shelter-in-place or evacuation).

ix. Maintain communication with the weather service for real-time weather at the incident scene.

x. Ensure that proper decontamination procedures have been implemented and communicated to all first-responders.

xi. Maintain complete and accurate documentation regarding emergency operations and expenditures.

xii. Maintain coordination to other activated ESFs and respond to requests for assistance.

xiii. Provide information regarding ESF operations, problem areas, and resource needs to county ESF 5 for development of the EOC situation report (SitRep) and EOC action plan.

xiv. Participate in EOC briefings.

xv. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations

a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.
c. Review the EOC action plan for recovery and, if indicated, adjust ESF recovery actions for consistency.
d. Provide updated information regarding completion of ESF response-phase operations to county ESF 5.
e. Anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.
f. Implement the planned ESF recovery-phase operations to include the effective transfer of command to the private-sector company tasked with scene cleanup.

4. Demobilization Operations
a. Notify cities with Ada County that the County ESF is demobilizing.
b. Define methods for providing continuing assistance to other agencies following ESF deactivation.
c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
d. Account for all deployed ESF personnel, equipment, and supplies.
e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.
f. Determine from ESF 8A (Public Health Services), the availability of services for critical incident stress debriefings (CISDs) for emergency workers, and ensure that primary and support agency personnel are advised on how to access CISD assistance.
III. Support ESFs

The primary function of ESF 10 will be the coordination of local government actions in response to incidents involving CBRNE or other hazardous materials incidents. As a result, it is imperative that ESF 10 work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical coordination points for ESF 10 include the following:

<table>
<thead>
<tr>
<th>ESF 1: Transportation</th>
<th>Evacuation assistance.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 3: Public Works and Engineering</td>
<td>Heavy equipment, barriers, diking and sandbagging.</td>
</tr>
<tr>
<td>ESF 4: Firefighting</td>
<td>Initial response, equipment, and manpower assistance.</td>
</tr>
<tr>
<td>ESF 6: Mass Care, Emergency Assistance, Housing, and Human Services</td>
<td>Shelter of evacuated populations.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Determination of location and needs of access- and functional-needs populations.</td>
</tr>
<tr>
<td>ESF 8B: Emergency Medical Services</td>
<td>Providing emergency medical services (EMS) support.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Providing scene security and traffic control.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Providing emergency notifications and public information.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 11
AGRICULTURE

<table>
<thead>
<tr>
<th>Primary Agency:</th>
<th>Idaho State Department of Agriculture</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting Agencies (Internal):</td>
<td>Ada County Irrigation Districts</td>
</tr>
<tr>
<td></td>
<td>Ada County Sheriff’s Office</td>
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<td></td>
<td>Ada County Waste Management</td>
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<td></td>
<td>Ada County Emergency Management</td>
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<tr>
<td>Supporting Agencies (External):</td>
<td>Central District Health Department</td>
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<tr>
<td></td>
<td>Idaho Humane Society</td>
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<tr>
<td></td>
<td>University of Idaho Extension</td>
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<tr>
<td></td>
<td>Idaho Office of Emergency Management</td>
</tr>
</tbody>
</table>

I. Introduction

A. Purpose
This emergency support function (ESF) provides guidance to coordinate and support local government response to broader efforts entailing:

1. Control and eradicate an outbreak of a highly contagious or economically devastating zoonotic disease.
2. Highly infective exotic plant disease or economically devastating plant infestation.
3. Safety and security of food, feed, seed, fertilizer, and pesticides.
4. Disasters affecting animals and crops.

B. Scope
The scope of ESF 11 during its activation is to:

1. Address animals, Veterinary Services and Animal Care (VSAC), highly contagious or economically devastating animal diseases (zoonotic) in support of Idaho State Department of Agriculture and/or United States Department of Agriculture (USDA)/Animal and Plant Health Inspection Service (APHIS) Incident Command.
2. Address highly infectious exotic plant disease or economically devastating plant pest infestation, agro-terrorism in plants/crops in support of Idaho State Department of Agriculture and/or United States Department of Agriculture (USDA)/Animal and Plant Health Inspection Service (APHIS) Incident Command.
Command. Monitor the escalation and impact of the incident to assess its likely or potential effects on the agricultural enterprises within Ada County.

3. Assess the capabilities of the owners and operators of agricultural enterprises to adequately manage and control the impact of the event and the resources likely to be available to them during or after the incident.

4. Secure and coordinate the use of county resources for the rescue and/or evacuation of valuable animals, such as horses and dairy cows, and provide assistance in securing the use of temporary care facilities for animals.

5. Coordinate, support, and facilitate operations, as indicated, for managing the effects of the event on zoos, animal shelters, animal exhibits, and similar facilities.

6. Assist operations in the county to initiate efforts to restore the Ada County agricultural enterprises, as well as governmental and not-for-profit facilities, such as zoos and animal shelters, affected by the event.

7. Coordinate and facilitate demobilization and restoration of resources and capabilities.


II. Concept of Operations

A. Activation & Notification

a. Ada County Emergency Management will request assistance from Idaho Department of Agriculture to implement this ESF.

b. This ESF may be activated, staffed, and implemented by the primary and support agencies at the request of Ada County Emergency Management (ACEM).

c. Depending on the extent and nature of the incident (e.g., incidents impacting public health) the ESF-11 function may coordinated under a Public Health and Medical Branch in the emergency operations center (EOC) Operations Support Section.

Depending on the extent and nature of the incident (e.g., incidents impacting the agriculture infrastructure and causing property damage/loss) the ESF-11 function may be coordinated under the Infrastructure Branch in the EOC Operations Support Section.

d. A primary agency may be requested to coordinate the ESF-11 function prior to the onset of an emergency situation, immediately after its impact on the municipality, or at any time during the activation of the Ada County EOC.
e. Upon activation, the primary agency will make notifications and requests for mobilization of available personnel and resources.

f. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from its position Ada County EOC.

g. ACEM and/or the unified command will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.

h. Activation may be considered needed when one or more of the following has or is expected to occur:
   i. Significant damage to Ada County’s agriculture infrastructure has occurred/will occur.
   ii. Animal evacuation will be required.
   iii. An outbreak of illness may affect plants or animals.

B. Notifications

   a. ACEM will be responsible for requesting the support of area partners to fill the ESF-11 role.

   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
      ii. Ada County cities affected by the disaster.
      iii. Additional personnel from some or all of the support agencies.

C. Emergency Operations

   1. Pre-Event Preparedness
      ACEM has management oversight for ESF-11 pre-event preparedness. In order to ensure readiness to activate the ESF, supporting agencies will ensure that the following actions are taken prior to the onset of an emergency:

      a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.

      b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.

      c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.

      d. Assist the designated alternate ESF personnel from the ESF primary and support agencies.
e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.

f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.

g. Pre-deployed to protected locations or facilities within the county to expedite implementation of the ESF.

h. Identify anticipated staffing for 24-hour operations.

i. Review mutual-aid agreements with professional associations and private organizations.

j. Coordinate with ESF 6 (Mass Care, Emergency Assistance, Housing, and Human Services) on potential locations for pet-friendly shelters.

k. Review and update list of possible animal shelters locations (including shelters for exotic animals and zoo animals).

2. Response Operations

a. Initial Actions

i. When the EOC is activated, the ESF will staff the Agriculture (ESF 11) workstation, either as a standalone ESF or part of a larger branch in the Operations Support Section.

ii. Identify which support agencies for Agriculture (ESF11) are needed.

iii. Take steps to ensure that support agencies are activated.

iv. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

v. Access and review ESF procedures, checklists, rosters, and inventories.

vi. Receive an initial briefing regarding the situation and the current status of county emergency operations by other ESFs.

vii. Establish communications with Idaho Office of Emergency Management (OEM) EOC or other State and/or Federal operations centers to determine the following:

1) The current status of Idaho OEM emergency operations relevant to the ESF’s operations.

2) Protocols for the County to request assistance.

3) Protocols for the County to provide assistance.
4) Provide any initial requests for ESF assistance.

viii. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

ix. Determine the availability of services and resources through mutual-aid partners.

x. Collaborate to develop operational priorities based on the objectives set forth in the initial briefing.

xi. Implement necessary initial actions specific to the ESF, based on direction and objectives set by ESF 5.

xii. Provide assistance and care for livestock and animals affected by the disaster.

xiii. To determine nutrition assistance needs, coordinate with, and support as appropriate, agencies responsible for ESF 6 (Mass Care, Emergency Assistance, Housing, and Human Services), that are involved in mass feeding.

xiv. Coordinate with the EOC and ESF 6 to arrange for the transportation and distribution of food supplies. Priority for transportation of food supplies will be given to moving critical supplies of food into areas of acute need and then to areas of moderate need.

xv. Coordinate procedures to ensure the safety and security of the food supply will not circumvent or override the authorities and policies of the Idaho Department of Health and Welfare nor the District Health Departments. Food safety and inspection is activated upon notification of the occurrence of a potential or actual widespread food safety incident. These previously mentioned agencies will work closely with ID-ESF #11 officials to mitigate any food safety issues.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the EOC action plan for the operational period, and prioritize ESF operations and resource allocation in accord with its directives.

iv. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completed.
v. Respond to requests from personnel at incident scenes or other emergency locations.

vi. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

vii. Maintain complete and accurate documentation regarding emergency operations and expenditures.

viii. Maintain communication with Idaho OEM, and respond to requests for assistance and resources.

ix. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC situation report (SITREP) and EOC action plan.

x. Participate in EOC briefings.

xi. Track the activities of all available animal shelter facilities.

xii. Manage and direct the evacuation of animals from risk areas, and provide technical assistance to prevent animal injury and disease spread.

xiii. Coordinate public information with ESF 6 (Mass Care, Emergency Assistance, Housing, and Human Services) related to the location and availability of shelter space, food, and water for animals.

xiv. Coordinate with ESF 13 (Public Safety and Security) and ESF 1 (Transportation) on the delivery of feed and water to livestock affected by the disaster. Ensure that travel routes are available and that access will be granted.

xv. Coordinate rescue and transport to shelters through private sector and/or volunteer entities.

xvi. Coordinate with supporting agencies and Voluntary Organizations Active in Disaster (VOAD) for additional emergency sheltering and stabling for both large and small animals.

xvii. Coordinate the animal medical services needed for animal shelter and confinement areas.

xviii. Organize triage and follow-up medical care with supporting agencies.

xix. Assist support agencies for long-term maintenance, placement, or disposition of animals that cannot be returned to their normal habitat or that have been separated from their owners.
xx. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations
   a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.
   b. Advise all activated ESF support agencies of the initiation of recovery-phase operations and provide coordination and guidance regarding needed support-agency actions.
   c. Review the EOC action plan for recovery and, if indicated, adjust ESF recovery actions to be consistent.
   d. Provide updated information regarding completion of ESF response-phase operations to ESF 5.
   e. Coordinate the consolidation or closing of animal shelters or confinement areas, personnel, and supplies as the need diminishes.
   f. Continue to augment services as the need diminishes.
   g. Coordinate public information and provide updates for ESF 15 (External Communications).
   h. Anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

4. Demobilization Operations
   a. Advise activated primary agency personnel, support agencies, and EOC staff of the intent to demobilize the ESF.
   b. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
   c. Account for all deployed ESF personnel, equipment, and supplies.
   d. Determine the availability of services for critical incident stress debriefings (CISDs) from ESF 8A (Public Health Services) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.
   e. Upon receipt of authorization from the EOC manager, obtain approved copy of the demobilization.
   f. Provide completed ESF documentation to the county and forward to Idaho OEM.
   g. Notify all support agencies of the ESF’s demobilization.
III. Support ESFs

The primary function of ESF 11 will be to coordinate a response to control and eradicate an outbreak of a highly contagious or economically devastating animal/zoonotic disease, and to provide for the safety of food, seed and pesticides.

Critical coordination points for ESF 11 include:

<table>
<thead>
<tr>
<th>ESF 2: Communications</th>
<th>Establish interoperable communications with mutual aid resources and other ESF resources.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 3: Public Works and Engineering</td>
<td>Provide assistance on the clearance of roadways.</td>
</tr>
<tr>
<td>ESF 6: Mass Care, Emergency Assistance, Housing, and Human Services</td>
<td>Coordinate pet-friendly shelters.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinate identification and provision of fuel and other resources required for response.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinate provision of traffic services and evacuation.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provide public information and warning.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 12
ENERGY

<table>
<thead>
<tr>
<th>Primary Agency</th>
<th>Determined by Incident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting Agencies (Internal)</td>
<td>Ada County Operations</td>
</tr>
<tr>
<td>Supporting Agencies (External)</td>
<td>Idaho Power</td>
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<tr>
<td></td>
<td>Intermountain Gas</td>
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<tr>
<td></td>
<td>United Water</td>
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<td></td>
<td>Tesoro Fuels</td>
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<tr>
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<td>Williams Pipeline</td>
</tr>
</tbody>
</table>

I. Introduction

A. Purpose

Emergency Support Function (ESF) 12 provides guidance regarding county actions for the effective use of energy resources, and for the control and coordination of various types of energy operations involving people in distress as the result of a major emergency or disaster, in order to respond to and recover from emergencies and disasters in Ada County. A continuous energy supply is critical to save lives and protect health, safety, and property, as well as to carry out other emergency response missions.

B. Scope

1. This ESF is applicable to situations within the county when it will be necessary to provide energy systems missions for emergencies or disasters.

2. Energy systems response is composed of the primary agencies that provide specialized energy operations during incidents or potential incidents including:
   a. Electricity
   b. Petroleum products (gasoline, diesel, heating oil, propane, etc.)
   c. Internet/T1/cable

3. Assess energy system disruption, energy supply and demand, and requirements to restore disrupted systems.

4. Provide energy information, education, and conservation guidance to the public.

5. Monitor the escalation and effects of the incident on energy supplies and services available within the county, and the anticipated impact of these effects on emergency operations.

6. Assess the likely or potential duration of energy outages or shortages, and the resulting effect on public health and safety.
7. Advise the county ESFs of the potential for health and safety impacts due to energy outages.

8. Determine the county emergency facilities that will need temporary standby power, alternate heating-fuel supplies, or similar energy services.

9. Initiate and coordinate county actions to install and maintain temporary energy supplies and services for the duration of emergency operations.

10. Serve as the point of contact for private-sector energy suppliers and providers to coordinate operations within the county for restoration of energy supplies and services.

11. Coordinate with energy suppliers related to restoration priorities.

12. Coordinate, support, and facilitate emergency operations to assist energy suppliers in their restoration operations.

13. Monitor the restoration of energy supplies and services.

14. Provide assistance regarding the content and distribution of emergency public information.

15. Inform county officials and energy suppliers about available energy supply recovery assistance.

16. Provide technical assistance involving energy systems.

II. Concept of Operations

A. Activation and Notification

1. Activation

   a. This ESF will be activated, staffed, and implemented by the primary and support agencies whenever requested to do so by Ada County Emergency Management (ACEM).

   b. The primary agency may be advised to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the county, or at any time during the activation of the Ada County emergency operations center (EOC).

   c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.

   d. Once activated, designated personnel from the primary agency will be requested to coordinate operations of the ESF from its position Ada County EOC.
Emergency Operations Plan
Ada County, Idaho

2. Notifications
   a. ACEM will be responsible for notifying the ESF primary agency.
   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
      ii. Additional personnel from some or all of the support agencies.

B. Emergency Operations

The ESF primary agency has oversight for ESF 12. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:

1. Pre-Event Preparedness
   a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.
   b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.
   c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.
   d. Assist the designated alternate ESF primary agency and the assigned personnel from the ESF primary and support agencies.
   e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.
   f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.
   g. Pre-deployed personnel to protected locations or facilities within the county to expedite implementation of the ESF.
   h. Identify equipment and/or capabilities required to support prevention or response to the current incident.
   i. Identify anticipated staffing for 24-hour operations.

2. Response Operations
   a. Initial Actions
i. Assess fuel and electric power damage, energy supply, and contingency procedures to repair energy systems.

ii. Coordinate initial response to the scene of a disaster using locally based resources and existing mutual-aid agreements.

iii. Identify which support agencies for Energy (ESF 12) are needed.

iv. Take steps to ensure that support agencies are activated as necessary.

v. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

vi. Access procedures, checklists, rosters, and inventories.

vii. Receive an initial situation briefing.

viii. Respond to any initial requests for assistance.

ix. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

x. Determine the availability of services and resources through mutual-aid partners.

xi. Collaborate to develop operational priorities based on the objectives set forth in the initial briefing.

xii. Implement initial actions specific based on direction and objectives set forth by ESF 5.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the EOC action plan for the operational period, and prioritize ESF operations and resource allocation in accordance with its directives.

iv. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completed.

v. Respond to requests from ESF personnel at incident scenes or other emergency locations.

vi. Maintain complete and accurate documentation regarding emergency operations and expenditures.
vii. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC situation report (SITREP) and EOC action plan.

viii. Participate in EOC briefings.

ix. Anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

x. Assist in acquisition of specialized personnel from areas not affected by the emergency or disaster.

xi. Coordinate rebuilding processes to restore services to impacted individuals, businesses, and industry.

xii. Coordinate with utility organizations the assignment of personnel and resources in accordance with established priorities.

xiii. Assist energy suppliers in obtaining products, equipment, specialized personnel, and transportation to repair or restore energy systems.

xiv. Assist agencies and organizations in obtaining fuel for transportation, communications, and disaster-response operations.

xv. Coordinate public information and provide updates to ESF 15 (External Communications).

xvi. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

xvii. In accordance with the Idaho EOP, provide supplemental local assistance and resources to energy facility owners to assist the timely facilitation of restoration.

3. Recovery Operations

a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.

c. Advise activated municipal EOCs regarding the transition to recovery-phase operations.

d. Determine the status of current city operations and the need for continuing assistance from the ESF.

e. Review the EOC action plan and adjust as necessary.
f. Provide updated information regarding completion of ESF response-phase operations to ESF 5.
g. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.
h. Implement the planned ESF recovery-phase operations.

4. Demobilization Operations

a. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
b. Account for all deployed ESF personnel, equipment, and supplies.
c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
d. Account for all deployed ESF personnel, equipment, and supplies.
e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.
f. Determine the availability of services for critical incident stress debriefings (CISDs) from ESF 8A (Public Health Services) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.
g. Upon receipt of authorization from the EOC manager, obtain approved copy of the demobilization.
h. Provide completed ESF documentation to the county and forward to Idaho OEM.
i. Notify all support agencies of the ESF's demobilization.
III. Support ESFs

The primary function of ESF 12 will be the repair and restoration of energy services during an emergency or disaster event in Ada County. As a result, it is imperative that ESF 12 work closely with numerous other ESF’s and thereby establish an effective process of communication and information collection.

Critical Coordination Points for ESF 12 include the following:

<table>
<thead>
<tr>
<th>ESF 1: Transportation</th>
<th>Coordinates assistance for access.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 3: Public Works and Engineering</td>
<td>Coordinates assistance in restoration of energy services.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Coordinates energy needs for access- and functional-needs populations.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinates security and access to restricted areas.</td>
</tr>
<tr>
<td>ESF 14: Long-Term Community Recovery</td>
<td>Coordinates priorities and assistance in restoration of energy services.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 13
PUBLIC SAFETY AND SECURITY

Primary Agency: Ada County Sheriff’s Office

Supporting Agencies (Internal): Ada County Emergency Management

Supporting Agencies (External):
- City of Boise, Garden City, and Meridian Police Departments
- Regional Sheriff’s Offices
- Regional Municipal Police Departments
- U.S. Marshal’s Office
- Federal Bureau of Investigation, Boise City Division
- Idaho National Guard
- Idaho State Police
- Ada County Highway District

I. Introduction

A. Purpose
This emergency support function (ESF) coordinates public safety and security capabilities and resources.

B. Scope
The scope of ESF 13 during its activation is to:

1. Support and coordinate the mobilization of law enforcement resources from Ada County and other county, state, and federal jurisdictions.

2. Respond to requests for public safety and security resources and capabilities needed for emergency operations.

3. Identify and monitor available public and private resources and capabilities.

4. Implement the necessary controls for the prioritization and allocation of response requests.

5. ESF 13 during activation may:
   a. Monitor the escalation and impacts of an incident to assess the known or likely effect to public safety and security needs, including traffic management, scene security, evacuation, and imposition of curfews.
   b. Serve as the point of contact and coordination for law enforcement operations within Ada County.
c. Coordinate evacuation schedules and routes.
d. Coordinate with city, county and state law enforcement regarding staffing of traffic control points and provision of security at facilities.
e. Coordinate and support the sheltering of registered sex offenders, ex-felons, and other designated individuals.
f. Assist with preparation and promulgation of temporary ordinances necessary to maintain public safety and security.
g. Assist with the preparation of emergency public information regarding actions for maintaining public safety and security.
h. Coordinate, support, and facilitate county operations to redeploy and/or demobilize emergency public safety and security resources and personnel.

II. Concept of Operations

A. Activation & Notification

1. Activation

f. This ESF will be activated, staffed, and implemented by the primary and support agencies when requested by Ada County Emergency Management (ACEM).
g. ACEM will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.
h. Upon activation, the ESF 13 primary agency is responsible for notification and mobilization of its personnel and resources.
i. Once activated, designated personnel from the primary agency will coordinate operations from its position Ada County EOC.
j. Activation may be necessary when one or more of the following has or is expected to occur:
   i. Significant damage to infrastructure has or will occur.
   ii. The need for law enforcement resources is greater than local capability.

a. Multiple events are occurring that require coordination and support from a central location.

2. Notifications

a. ACEM will be responsible for notifying the ESF primary agency.
b. The ESF primary agency is responsible for notifying:
i. The designated support agencies to activate the ESF or to stand by for possible activation.

ii. Other appropriate agencies or entities.

C. Emergency Operations

1. Pre-Event Preparedness

The primary agency has oversight for ESF 13. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:

k. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.

l. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.

m. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.

n. Assist the designated alternate ESF personnel from the ESF primary and support agencies.

o. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.

p. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.

q. Identify new equipment or capabilities required to prevent or respond to new or emerging threats and hazards.

r. Identify anticipated staffing for 24-hour operations.

s. Determine and prioritize additional resources other than personnel needed to support the incident.

t. In accordance with internal plans, policies and procedures, provide the appropriate resources and support pre-incident situations.

2. Response Operations

a. Initial Actions

The following initial actions, as indicated, are to be completed during the first EOC operational period for activation of the ESF:

i. Staff the designated ESF 13 workstation.
ii. Identify which support agencies are necessary.

iii. Take steps to ensure that support agencies are activated.

iv. Ensure the functionality of telecommunications and data-management systems to be used by the ESF; take corrective actions as needed.

v. Access procedures, checklists, rosters, and inventories.

vi. Receive an initial briefing and/or information regarding the situation and the status of emergency operations by other ESFs.

vii. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.

viii. Determine the availability of services and resources through mutual-aid partners.

ix. Coordinate mutual aid requests.

x. Monitor the status of law enforcement resources.

xi. Assist with the development of operational priorities based on objectives set forth in the initial briefing.

xii. Obtain law enforcement related damage assessment reports (vehicles, durable equipment, single use equipment, etc.).

xiii. Implement initial actions specific to the ESF based on direction and objectives set forth by ESF 5.

xiv. In accordance with internal plans, policies and procedures provide the appropriate resources and support for the occurring threat.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the EOC action plan for the operational period and prioritize ESF operations and resource allocation appropriately.

iv. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completed.

v. Respond to requests from ESF personnel at incident scenes or other emergency locations.

v. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
vi. Maintain complete and accurate documentation regarding emergency operations and expenditures.

vii. Maintain coordination with other activated ESFs and respond to requests for assistance.

viii. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC situation report (SITREP) and EOC action plan.

ix. Participate in EOC briefings.

x. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery phase operations; provide ESF recovery plans to ESF 5.

xi. In accordance with internal plans, policies and procedures, reevaluate and prioritize resources needed to support the incident.

2. Recovery Operations
   a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.
   b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.
   c. Review the EOC action plan for recovery and adjust ESF recovery actions.
   d. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

3. Demobilization Operations
   a. Advise city coordination centers of demobilization.
   b. Define methods for providing continuing assistance to other agencies following ESF deactivation.
   c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
   d. Account for all deployed ESF personnel, equipment, and supplies.
   e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.
   f. Determine from ESF 8A (Public Health Services), the availability of services for critical incident stress debriefings (CISDs) for emergency
workers, and ensure that primary and support agency personnel are advised on how to access CISD assistance.

III. Support ESFs

The primary function of ESF 13 will be the response to endangered people or property as a result of a natural disaster or terrorist incident. Providing assistance in evacuations, for search and rescue, and at traffic control points; providing security for evacuated areas, crimes scenes, distribution centers, and shelters; and controlling reentry are all important aspects that may be covered by ESF 13.

Critical coordination points for ESF 13 include the following:

<table>
<thead>
<tr>
<th>ESF</th>
<th>Coordination Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 1: Transportation</td>
<td>Coordinate provision of traffic services and evacuation.</td>
</tr>
<tr>
<td>ESF 2: Communications</td>
<td>Establish interoperable communications with mutual aid resources and other ESF resources.</td>
</tr>
<tr>
<td>ESF 3: Public Works and Engineering</td>
<td>Provide assistance on the clearance of roadways.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinate identification and provision of fuel and other resources required for response.</td>
</tr>
<tr>
<td>ESF 8A: Public Health Services</td>
<td>Ensure assistance to impacted access and functional needs populations.</td>
</tr>
<tr>
<td>ESF 8B: Emergency Medical Services</td>
<td>Provide emergency medical services.</td>
</tr>
<tr>
<td>ESF 9: Urban Search and Rescue</td>
<td>Provide assistance.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provide public information and warning.</td>
</tr>
</tbody>
</table>
EMERGENCY SUPPORT FUNCTION 14
LONG TERM COMMUNITY RECOVERY

<table>
<thead>
<tr>
<th>Primary Agency</th>
<th>Ada County Development Services Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting Agencies (Internal)</td>
<td>Ada County Emergency Management</td>
</tr>
<tr>
<td></td>
<td>Ada County Assessor’s Office</td>
</tr>
<tr>
<td></td>
<td>Ada County Department of Administration</td>
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<tr>
<td></td>
<td>Ada County Operations Department</td>
</tr>
<tr>
<td>Supporting Agencies (External)</td>
<td>Ada County Highway District</td>
</tr>
<tr>
<td></td>
<td>Community Planning Association of Southwest Idaho</td>
</tr>
<tr>
<td></td>
<td>Boise City/Ada County Housing Authority</td>
</tr>
</tbody>
</table>

I. Introduction

A. Purpose
Emergency support function (ESF) 14 provides guidance regarding actions to coordinate and support infrastructure restoration and community redevelopment as part of the long-term recovery (LTR) following an emergency or disaster event in Ada County. This ESF is intended to make effective use of private and local, state, and federal resources for long-term community redevelopment following a catastrophic event affecting the county, and to implement actions to help reduce or eliminate risk from future incidents.

B. Scope
The scope of ESF 14 during its activation is to:

1. Coordinate initial efforts to document the apparent short- and long-term disaster-recovery needs in Ada County.
2. Plan and facilitate transition from short-term county operations to longer-term efforts to implement available local, state and federal programs.
3. Serve as the city’s initial point of contact and coordination for disaster recovery programs from the state, federal, and nationally based organizations.
4. Establish and convene a group of officials, representatives, and support agencies (e.g., non-governmental organizations, faith-based groups, the private sector) to continue efforts to define and address long-term recovery needs.
5. Support the creation of a mechanism to address unmet needs within the affected area following the disaster event.
6. Distribute current information regarding the implementation of recovery programs to county agencies.
7. Define the types, scale, and implementation schedule of county, state and federal disaster-recovery programs that will be available; ensure that agencies receive current information regarding the implementation of these programs.

8. Assist in the establishment of disaster-recovery centers.


10. Coordinate operations for permanent restoration of damaged infrastructure and/or for developing alternative LTR capabilities to support operations.

11. Assess the long-term impact of the incident upon the county using metrics such as housing, business recovery, employment, land use (current and future), etc.

12. Ensure that a post-disaster assessment of mitigation needs highlighted by the disaster is conducted, documented, and incorporated into the local hazard mitigation plan.

13. Coordinate resources and services for post-event municipal planning changes for land-use control, economic development, housing, and related issues.

14. Coordinate implementation of controls for the prioritization and allocation of LTR capacity and processing of LTR requests.

15. Coordinate operations for temporary-to-permanent restoration of damaged infrastructure and for developing alternative LTR capabilities to support emergency operations.

II. Concept of Operations

A. Activation and Notification

a. This ESF will be activated, staffed, and implemented by the primary and support agencies whenever requested by Ada County Emergency Management (ACEM).

b. The primary agency may be advised to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the municipality, or at any time during the activation of the Ada County emergency operations center (EOC).

c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.

d. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from its position Ada County EOC.

e. ACEM and/or the unified command will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.
f. Activation may be considered needed when one or more of the following has or is expected to occur:
   i. Significant damage to the county’s infrastructure has occurred or may occur.
   ii. Large-scale evacuation is required.
   iii. Services will be required in support of emergency and response operations within the county.
   iv. Anticipated operations will be complex or widely spread in the county, increasing the need for central coordination of operations.

B. Notifications
   a. ACEM will be responsible for notifying the ESF primary agency.
   b. The ESF primary agency is responsible for notifying:
      i. The designated support agencies to activate the ESF or to stand by for possible activation.
      ii. Ada County cities affected by the disaster or those who may be affected.
      iii. Additional personnel from some or all of the support agencies.

C. Emergency Operations
   1. Pre-Event Preparedness

   The ESF primary agency has oversight for ESF 14. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:
   a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.
   b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.
   c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.
   d. Assist the primary and support agency personnel in obtaining situational awareness for possible activation.
   e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.
f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.

g. Identify equipment and/or capabilities required to support prevention or response to the current incident.

h. Identify available staffing for 24-hour operations.

i. Use predictive modeling to ascertain vulnerable critical facilities as a basis for identifying recovery priorities.

j. Provide early identification of projects to implement quickly, especially those relating to critical facilities based on existing municipal plans.

k. Identify staffing for preliminary damage-assessment teams.

l. Establish priorities for recovery and review building code and zoning regulations for relevance in mitigation issues.

m. Define a post-incident process to mitigate delays that would impede recovery actions.

n. Keep abreast of changing county, state, and federal programs available to disaster victims.

2. Response Operations

a. Initial Actions

The following initial actions are to be completed during the first EOC operational period for activation of the ESF:

i. When the EOC is activated, the ESF primary agency will staff the Long-Term Community Recovery (ESF 14) workstation, identify which support agencies for restoration and redevelopment are needed, and take steps to ensure that support agencies are activated or on alert, as appropriate.

ii. Ensure the functionality of telecommunications and data management systems to be used by the ESF; take corrective actions as needed.

iii. Locate and review procedures, checklists, rosters, and inventories.

iv. Complete notifications of primary and support agency personnel.

v. Receive an initial briefing and/or information regarding the situation and the status of emergency operations.

vi. Notify mutual-aid partners, as well as necessary vendors and contractors, of the activation of the ESF.
vii. Collaborate to develop operational priorities based on the objectives set forth in the initial briefing.

viii. Establish damage reporting process for cities, private agencies to provide the EOC with updated information on infrastructure issues.

ix. Obtain damage assessment reports to initiate development of short- and long-term recovery objectives.

x. Implement necessary actions specific to the ESF based on direction and objectives set forth by EOC action plan.

b. Continuing Actions

i. Maintain a log of actions and reports.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the ESF SOG and prioritize ESF operations and resource allocation in accordance with its directives.

iv. Monitor ESF actions initiated and/or continuing from the previous operational period until completion.

v. Respond to requests from ESF personnel at incident scenes or other locations, if applicable, for additional services and assistance.

vi. Maintain complete and accurate documentation regarding emergency operations and expenditures.

vii. Maintain communication with the Idaho Office of Emergency Management (OEM) EOC, CCCs, and respond to requests for assistance and resources.

viii. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 (Emergency Management) for development of the EOC situation report (SITREP) and EOC action plan.

ix. Participate in EOC briefings.

x. Facilitate the sharing of information and identification of issues among agencies and other ESFs.

xi. Coordinate the early resolution of issues and the delivery of assistance to minimize delays for assistance.

xii. Identify alternate solutions that can be utilized to minimize the impact of damaged or destroyed infrastructure.
xiii. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

3. Recovery Operations

a. Develops long-term community recovery plans based on damage assessments, information from state agencies, and requests for assistance from governments and individuals in affected areas.

i. Coordination and development of post-incident assessments, plans and activities will be in accordance with existing county plans, policies and procedures.

b. Coordinate identification of appropriate county, state, and federal programs to support implementation of long-term community recovery plans and gaps under current authorities and funding.

c. Identify suitable sites for the establishment of assistance offices to assist disaster victims.

d. Coordinate assessment of accuracy and recalibration of existing hazard, risk, and evacuation modeling.

e. Facilitate recovery decisions across ESFs.

f. Facilitate awareness of post-incident digital mapping and pre-incident hazard mitigation and recovery planning across ESFs.

g. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.

h. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.

i. Advise ESF 5 and all applicable ESF positions the transition to recovery-phase operations; determine the status of current operations and the need for continuing assistance from the ESF.

j. Review the ESF SOG for the operational period, and prioritize operations and resource allocation in accordance with its directives. Provide updated information regarding completion of ESF response-phase operations to ESF 5.

k. Implement the planned ESF recovery-phase operations to include, but not be limited to, the following actions:

i. Coordinate with ESF 3 (Public Works) on damage assessment to LTR critical infrastructure.

ii. Coordinate with ESF 3(Public Works) and ESF 12 (Energy) on road-clearing priorities.
iii. Coordinate with ESF 6 (Mass Care, Emergency Assistance, Housing and Human Services) to identify long-term recovery needs of special populations and incorporate those needs into recovery strategies.

iv. Coordinate with ESF 11 (Agriculture) to identify long-term recovery needs of animals, both companion and livestock, and incorporate those needs into recovery strategies.

l. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.

m. Ensure county plans, policies and procedures, in addition to state and federal regulations are followed when identifying long-term environmental restoration issues.

4. Demobilization Operations

a. Advise activated primary agency personnel, support agencies, and county EOCs of the intent to demobilize the ESF.

b. Define methods for providing continuing assistance to other agencies following ESF deactivation.

c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.

d. Account for all deployed ESF personnel, equipment, and supplies.

e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.

f. Coordinate information exchange and recommendations with the Recovery from Disaster Task Force for LTR issues.

g. Determine the schedule and data needs for the after-action assessment of operations and development of corrective actions and lessons learned; advise primary and support agency representatives accordingly.

h. Determine the availability of services for critical incident stress debriefings (CISDs) from ESF 8A (Public Health Services) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.

i. Obtain the approved copy of the demobilization plan prepared by the planning section to demobilize the ESF, and provide completed ESF documentation to ESF 5.

j. Notify all agencies of the ESF demobilization.
III. Support ESFs

The primary function of ESF 14 is to facilitate the short and long term recovery operations; including community redevelopment following a disaster or emergency event in Ada County. As a result, it is imperative that ESF 14 work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical Coordination Points for ESF 14 include:

<table>
<thead>
<tr>
<th>ESF 2: Communications</th>
<th>Obtains information to provide air-traffic information and LTR conditions to determine routes and methods to use to get mobile communications assets into the area.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 3: Public Works and Engineering</td>
<td>Provides assistance on clearance of roadways.</td>
</tr>
<tr>
<td>ESF 6: Mass Care, Emergency Assistance, Housing, and Human Services</td>
<td>Provides location of shelters.</td>
</tr>
<tr>
<td>ESF 7: Resource Support</td>
<td>Coordinates identification and provision of fuel, land, and limited manpower to other departments in countywide emergencies.</td>
</tr>
<tr>
<td>ESF 13: Public Safety and Security</td>
<td>Coordinates provision of traffic services.</td>
</tr>
<tr>
<td>ESF 15: External Communications</td>
<td>Provides public information and warnings.</td>
</tr>
</tbody>
</table>
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EMERGENCY SUPPORT FUNCTION 15
EXTERNAL COMMUNICATIONS

<table>
<thead>
<tr>
<th>Primary Agency</th>
<th>Ada County Sheriff’s Office</th>
</tr>
</thead>
</table>
| Supporting Agencies (Internal): | Ada County Commissioner’s Public Information Officer  
Ada County Emergency Management  
Ada County Department of Administration  
Ada County Paramedics  
Ada County Sheriff’s Office Staff |
| Supporting Agencies (External): | Ada County Highway District  
Central District Health Department  
Idaho Office of Emergency Management  
Other Local, Regional & State PIOs |

I. Introduction

A. Purpose
During times of disaster or emergencies, Emergency Support Function (ESF) 15 assists in the provision of accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the populace.

B. Scope
The scope of ESF 15 during its activation is to:

1. Coordinate actions to provide external affairs support to local incident-management elements.
2. Establish support positions to coordinate communication to various audiences.
3. Integrate public affairs, community relations, and the private sector under the coordinating auspices of external affairs.
4. In cooperation with state, city, and other affected entities, establishes a joint information system (JIS) to release public information.
5. Determine whether emergency warnings and public information are required for protection of public health and safety.
6. Prepare and disseminate warnings on a timely basis.
7. Coordinate with affected jurisdictions within Ada County.
8. Establish communications and coordination with ESFs and incident scene command staff, as well as county emergency operations center (EOC).

9. Advise ESFs and incident command(s) of the need to use the JIS for all public information releases.

10. Distribute incident-specific procedures to aid or control the transmission of information required for development of emergency public information to be issued.

11. Establish a public information call-in center to respond to questions, monitor rumors, and facilitate accurate dissemination of emergency public information.

12. Implement operations to monitor media releases relevant to the disaster or emergency event, its impacts, and emergency operations.

13. In coordination with other ESFs, determine whether post-event emergency public information will be required on a continuing basis and initiate actions to establish procedures to do so.

II. Concept of Operations

A. Activation & Notification

1. Activation
   a. This ESF will be activated, staffed, and implemented by the primary and support agencies when requested by Ada County Emergency Management (ACEM).
   b. The primary agency may be requested to activate the ESF prior to the onset of an emergency situation, immediately after its impact on the county, or at any time during the activation of the Ada County EOC.
   c. Upon activation, the primary agency is responsible for notification and mobilization of its personnel and resources.
   d. Once activated, designated personnel from the primary agency will coordinate operations of the ESF from its position Ada County EOC.
   e. ACEM will activate the ESF whenever the known or anticipated impacts of the event require its services and capabilities.
   f. The ESF may be activated when one or more of the following has or is expected to occur:
      i. Significant damage to infrastructure has or will occur.
      ii. The need for rescue resources is greater than the local capability to provide the resources.
iii. Multiple incidents are occurring that require coordination and support from a central location.
iv. A request from a local jurisdiction.
v. Large-scale evacuation is required.
vi. Significant requirements for coordinated public information and/or warnings exist.
vii. Public safety and security mutual-aid resources from Ada County and surrounding jurisdictions may be required in support of emergency operations within the county.

2. Notifications
   a. ACEM will be responsible for notifying the ESF primary agency.
   b. The ESF primary agency is responsible for notifying designated support agencies.

B. Emergency Operations

1. Pre-Event Preparedness

   The primary agency has oversight for ESF 15. The primary and support agencies will ensure that the following actions are taken prior to the onset of an emergency event:
   a. Review standard operating procedures (SOPs), action checklists, and job aides for ESF personnel.
   b. Review and update equipment inventories and personnel rosters necessary for possible ESF implementation.
   c. Review training for all primary and support personnel scheduled to work within the EOC. Provide just-in-time training as needed to any and all staff filling the ESF position.
   d. Assist the designated alternate ESF personnel from the ESF primary and support agencies.
   e. Coordinate pre-incident efforts with private-sector organizations as they relate to the ESF.
   f. Coordinate ESF preparedness activities relating to all levels of planning for response and recovery operations.
   g. Identify available staffing for 24-hour operations.
   h. Identify a designated Public Information Officer (PIO) to serve as the official point of contact for the press in a disaster emergency.
i. If necessary, establish a Joint Information Center (JIC) in accordance to
the Ada County Joint Information System Plan. Depending on the nature,
surge and scope of the incident, all county agencies will be expected to
support JIC operations. County PIO activities will include but are not
limited to, the following:

i. Handle media injuries via phone and in-person interviews;

ii. Staff rumor control unit or team;

iii. Utilize social media (Facebook, Twitter, BlogSpot, etc.) to
disseminate timely public information;

iv. Draft news releases and broadcast radio actualities;

v. Monitor media broadcasts, social media sites, and web postings
for accuracy and message;

vi. Develop and update a webpage specific to the disaster;

vii. Develop scripts and approved messages for designated hotline
operators; and

viii. Conduct on-camera interviews.

2. Response Operations

a. Initial Actions

i. When the EOC is activated staff the appropriate workstation and
identify which support agencies are required.

ii. Ensure the functionality of telecommunications and data
management systems to be used by the ESF; take corrective
actions as needed.

iii. Access procedures, checklists, rosters, and inventories.

iv. Receive an initial briefing regarding the situation and the current
status of county emergency operations.

v. Notify mutual-aid partners, as well as necessary vendors and
contractors, of the activation of the ESF.

vi. Determine the availability of services and resources through
mutual-aid partners.

vii. Monitor the status of resources committed to an incident.

viii. The ESF 15 primary agency will assist with the collaboration and
development of operational priorities based on the objectives set
forth in the initial briefing.
ix. Implement necessary initial actions specific to the ESF based on direction and objectives set forth by ESF 5 (Emergency Management).

x. Develop materials to address the situation: press releases, emergency alert messages; web pages, talking points, hotline scripts, etc.

xi. Disseminate public information through numerous channels and methods including but not limited to:
   1) Timely news releases to television and radio stations;
   2) Social media sites; and
   3) Internet web pages.

xii. Schedule media briefings and prepare designated spokesperson for initial interview.

b. Continuing Actions

i. Maintain a log of actions.

ii. Monitor ESF staffing and resource availability and adequacy; take corrective actions when necessary.

iii. Review the EOC action plan for the operational period and prioritize ESF operations and resource allocation accordingly.

iv. Monitor ESF emergency actions initiated and/or continuing from the previous operational period until completed.

v. Respond to requests for assistance from ESF personnel.

vi. Submit information for situation reports.

vii. Maintain complete and accurate documentation regarding emergency operations and expenditures.

viii. Provide information regarding ESF operations, problem areas, and resource needs to ESF 5 for development of the EOC situation report (SITREP) and EOC action plan.

ix. Participate in EOC briefings.

x. As ESF response actions near completion, anticipate and plan for transitioning the ESF to recovery-phase operations; provide ESF recovery plans to ESF 5.

xi. Disseminate and update public information through numerous channels and methods including but not limited to:
   1) Timely news releases to television and radio stations;
2) Periodic media briefings or news conferences;
3) Pre-formatted safety, survival and shelter tips relevant to the disaster emergency;
4) Press kits and background news stories;
5) Pamphlets and literature addressing the hazard or situation;
6) Social media sites;
7) Emergency Alert System (EAS);
8) Hotlines; and
9) Internet web pages.

xii. Dissemination of information will be in English and other languages deemed necessary to reach all the population. Should a need arise, the County PIO will see that emergency public information materials are prepared for the visually and hearing impaired, and the non-English speaking population.

3. Recovery Operations
   a. Ensure the completion of all response-phase emergency operations and the resolution of all requests for assistance.
   b. Advise all activated ESF support agencies of the initiation of recovery-phase operations, and provide coordination and guidance regarding needed support agency actions.
   c. Review the EOC action plan for recovery and adjust ESF recovery actions.
   d. As ESF recovery actions near completion, anticipate and plan for the transition to demobilization phase operations; providing ESF demobilization plans to ESF 5.
   e. Update and disseminate public information through methods mentioned above.

4. Demobilization Operations
   a. Advise CCCs that ESF will be demobilized.
   b. Define methods for providing continuing assistance to other agencies following ESF deactivation.
   c. Review all ESF operational and financial documentation to ensure its completeness and accuracy.
   d. Account for all deployed ESF personnel, equipment, and supplies.
e. Identify ESF systems, equipment, or supplies damaged or depleted during ESF operations, and assign responsibility for repair or restoration.

f. Determine the availability of services for critical incident stress debriefings (CISDs) from ESF 8A (Public Health Services) for emergency workers and ensure that primary and support agency personnel are advised on how to access CISD assistance.

g. Participate in all after-action report (AAR) meetings.

h. Incorporate AAR recommendations into planning documents and standard operating procedures (SOP).

III. Support ESFs

The primary function of ESF 15 will be providing information to the public involving incidents to endangered persons or property as a result of a natural disaster or terrorist incident, and providing timely information in support of evacuations, search and rescue, traffic control points, security, shelters, and re-entry. As a result, it is imperative that ESF 15 work closely with numerous other ESFs to establish an effective process of communication and information collection.

Critical Coordination Points for ESF 15 include:

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<th>ESF 2: Communications</th>
<th>Establishes and maintains interoperable communications with county and municipal agencies.</th>
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<td>ESF 5: Emergency Management</td>
<td>Coordinates information received from other ESFs, as necessary, to ensure accurate and timely releases.</td>
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<td>ESF 8A: Public Health Services</td>
<td>Provides information that will assist access- and functional-needs populations.</td>
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<td>ESF 13: Public Safety and Security</td>
<td>Coordinates dissemination of security information to the public.</td>
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ANNEX 1: FINANCIAL MANAGEMENT

A. Purpose and Scope

1. Purpose
   a. The purpose of this annex is to provide the basic financial management guidance and direction to assist in incident management and coordination activities.
   b. This annex was created in coordination with the cities within Ada County as well as the guidance provided from the Idaho Office of Emergency Management, the National Response Framework, and the National Incident Management System.

2. Scope
   a. This annex applies to all agencies and departments within Ada County activated in response to an emergency.

3. Policies
   a. The following policies have been cited as applicable in the management of finances during times of disaster:
      i. General Policy – Each agency is responsible for its own financial services, support, and regulatory compliance in support of emergency response and/or recovery. Funds may become available to cover eligible costs associated with the incident through the Office of Emergency Management (OEM), consistent with Federal Emergency Management Agency (FEMA) policy and guidance.
      ii. Procurement – The procurement of any resource shall be in accordance with individual agency policy, and statutory and regulatory requirements set forth by state and federal standards.
      iii. Procedure for Reimbursement – General procedures for the reimbursement of costs associated with response and recovery are provided in the mission assignment or initial request. All agencies are required to track and compile their eligible expenses in accordance with Ada County’s Cost Share Agreement for submission.

B. Situation

1. General
   a. During times of disaster, local response organizations may require additional support through a variety of means including financial
expenditures. These expenditures are required to adequately respond to, and recover from, the incident and require processes in place to track charges, recoup funds, and reimburse agencies.

b. If county assets and resources are not sufficient to adequately handle the incident, additional resources should be requested. Appropriate disaster declarations should be considered to support the request for additional resources.

2. Assumptions
a. Cities will seek emergency aid during the response and recovery phase of an incident following the exhaustion of their internal funding mechanisms.

b. The county will coordinate applications for funding available through the state and federal agencies when the cost has exceeded the identified threshold.

C. Concept of Operations
1. General
a. In times of disaster, the Policy Group and the Ada County Emergency Management agency (ACEM) will be responsible for providing guidance and support to the Emergency Operations Center (EOC) to expedite the procurement of goods and services essential to the response and recovery mission.

b. The Director of ACEM will work with the Policy Group and/or Finance and Administration Section Chief to establish spending limits, cost-tracking systems, and proper delegation to support the above-listed programs.

c. Individual agencies will be responsible for keeping accurate inventory of equipment and personnel, and time and cost expenditures associated with each response. Reimbursement will be in accordance with the Mutual Aid Agreement and/or resource request.

d. The accounting process for disaster response will follow agencies’ standard operating procedures and federal guidelines. All agencies will adhere to these established procedures to minimize waste, fraud, and time delays associated with the processing of requests, while maximizing state and federal assistance.

2. Financial Controls
a. Due to the direct link between financial procurement and the response mission of life safety, expeditious means will be employed to facilitate proper financial support in all phases of a disaster.
b. Departments must use sound management controls, policies, and procedures that reasonably ensure that:
   i. Intended results are being achieved
   ii. Resources are being used to their fullest potential and within their mission assignments
   iii. All programs are working to minimize waste, fraud, and improper management
   iv. All local, county, state, and federal regulations are being followed
   v. Information is being transmitted in a timely manner and in accordance with standard operating procedures

3. Waste Control
   a. All processes shall be documented in a manner that is in accordance with standard operating guidelines to ensure proper tracking of public funds.
   b. Each agency is responsible for the establishment of internal mechanisms to control public funds being used within the response and recovery mission areas. This shall include, but not be limited to, the assignment of a position to oversee the use of public funds in accordance with the assigned mission.
   c. Care must be given to the development of an internal and external process that properly documents operations throughout the recovery effort using logs, formal records, files, and/or any other means necessary to provide accountability and justification for reimbursement.

D. Organization Roles and Responsibilities

1. Finance Unit
   a. Anticipates financial needs associated with the current and future operational periods
   b. Monitors disaster appropriations, allotments, and other balances in coordination with elected officials to ensure adequate funds are available to support operations.
   c. Establishes time and record keeping process for all EOC staff members and agencies.
   d. Provides guidance to the command staff regarding regulations surrounding the procurement of goods and services.
   e. Supports the development of operational period situation documents.

2. Personnel Unit
   a. Monitors requests for additional staffing.
b. Provides technical assistance for issues regarding staffing.

3. Administrative Unit
   a. Provides technical and material assistance relative to financial issues in coordination with Emergency Support Function (ESF) #7.
   b. Provides support for the expansion of the EOC and other applicable locations such as Joint Field Offices (JFO), Joint Information Centers (JIC), etc.; in coordination with ESF#5 and ESF#7.
   c. Provides personnel support for lodging and travel within the county policy.

4. Cooperating Agencies (agencies outside the responsibility of the county)
   a. Maintains documentation in accordance with the policies of Ada County and submits requests of reimbursement within the terms associated with their mission area.
   b. Uses sound financial principles, policies, regulations, and management controls to ensure accountability of expenditures.

E. Administration and Logistics
1. Supporting Guidelines and Procedures
   a. ACEM will maintain this annex in coordination with applicable stakeholders within the county. ACEM will also develop and maintain procedures to implement their responsibility under the plan.

F. Plan Development, Maintenance, and Review
1. Plan Development
   a. ACEM developed this annex in coordination with the various departments within the county and the cities within.

2. Plan Review
   a. This annex will be in accordance with the requirements set forth in the Ada County Emergency Operations Plan.
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ANNEX 2: PRIVATE SECTOR COORDINATION

A. Purpose and Scope

1. Purpose
   a. The purpose of this annex is to describe the policies, procedures, and concepts used in coordinating and integrating the private-sector partners within the emergency response and recovery process.
   b. This annex was created in coordination with the cities within Ada County as well as the guidance provided from the Idaho Office of Emergency Management, the National Response Framework, and the National Incident Management System.

2. Scope
   a. This annex applies to all agencies and departments within Ada County that are activated in response to an emergency, including private organizations activated to support the response and recovery effort. These agency’s include but are not limited to:
      i. Impacted organizations
      ii. Critical infrastructure owners
      iii. Privately owned response organizations
      iv. Any organizations that pose a unique resource able to assist in the response and/or recovery effort

B. Situation

1. General
   a. Nationwide, counties are impacted from a variety of different emergencies on a daily basis. These emergency incidents may result in the loss of life and property for the residents.

2. Assumptions
   a. Critical infrastructure throughout the county is owned by a combination of public entities and private organizations.
   b. Both private and public sectors have worked to protect their infrastructure against natural and man-made hazards.
   c. Critical county functions rely on private agencies to provide technology support needed to facilitate specific county operations.
   d. Any loss of infrastructure will have a negative impact on both private and public sectors within Ada County.
   e. Ada County works to provide emergency response support to minimize the threat to life and property from any disaster.
f. Ada County will work with local, county, regional, and state stakeholders to mitigate the identified threats within the county.

g. Existing warning systems are available throughout the county, but may be impacted by the disaster or may not be available based on the speed of onset of the incident.

h. Mutual-aid response support will be available to support Ada County in their time of need.

C. Concept of Operations

1. General

a. The integration of private agencies within the command structure of the county is addressed in state and federal-level guidance. This concept of operations outlines specific actions and suggests participating organizations required to effectively and efficiently integrate recovery efforts from various entities.

b. Private Agency Integration

i. An organization or position within the coordination process must be assigned to synchronize services between the county and private organizations. This position would assess the needs and services of responding agencies to properly integrate the private sector into the response effort.

ii. This integration may take place through an assigned private agency liaison or a county representative assigned to coordinate with agencies.

iii. The following processes must be considered when facilitating this process:

1) Process to determine the impact on the business sector as well as a method for determining the cascading impact on the greater community

2) Process to facilitate open communication between county and private-sector agencies that will support situational awareness

3) Process for determining priorities within the private sector as well as priorities for aid from the county

D. Organization Roles and Responsibilities

1. Ada County Emergency Management (ACEM)
a. The county shall develop plans, policies, procedures and training programs to integrate public and private-sector participation in response and recovery operations. This process may include:
   i. Information sharing
   ii. Situational awareness during all phases of a disaster
   iii. Integration of private agencies into county priorities
   iv. Introduction and training to private agencies in areas such as incident command systems, county-specific planning, and hazard mitigation

b. The county will work to develop relationships with all critical sectors within the region to support all phases of disaster management.

2. Private-Sector Organizations
   a. The private-sector agencies will take responsibility for their internal preparedness through:
      i. Risk analysis
      ii. Risk mitigation
      iii. Planning
      iv. Internal staff and external agency training
      v. Coordination with critical suppliers and support agencies to minimize the cascading effects of a disaster
   b. Private agencies will work with the public sector to provide:
      i. Agency-specific information dissemination
      ii. Restoration priorities
      iii. Support services such as facilitation of goods, transportation, and other services
      iv. Support services in response to community impacts from disaster

E. Administration and Logistics
   1. Supporting Guidelines and Procedures
      a. ACEM will maintain this annex in coordination with applicable stakeholders within the county. ACEM will also develop and maintain procedures to implement their responsibility under the plan.

F. Plan Development, Maintenance, and Review
   1. Plan Development
a. ACEM developed this annex in coordination with the various departments within the county and the cities within.

2. Plan Review

a. This annex will be in accordance with the requirements set forth in the Ada County Emergency Operations Plan.
ANNEX 3: WORKER HEALTH AND SAFETY

A. Purpose

1. This annex provides guidelines for implementing worker safety and health support functions during responses to potential or actual emergencies and disasters in Ada County. This annex describes the actions needed to ensure that threats to responder safety and health are anticipated, recognized, evaluated, and controlled consistently so that responders are properly protected during incident management operations.

2. This annex provides information to assist in coordinating the efforts of multiple response organizations during disaster activities. The main objective is to ensure that the Incident Command/Unified Command (IC/UC), responding organizations, and individual responders receive coordinated, consistent, accurate, and timely safety and health information and technical assistance, as appropriate.

B. Scope

1. Nothing within this document supersedes the health and safety program requirements for any public or private-sector employer, or employing entities’ workers – whether compensated employees or volunteers.

2. All federal and state laws governing jurisdictional employees and volunteers still apply. These laws, regulations, and consensus standards include:
   a. Occupational Safety and Health Act (OSHA) of 1970 (Public Law 91-596).
   b. Idaho Code 44-1401 Employer’s Liability Act
   c. Idaho Code 39-101 Idaho Environmental Protection and Health Act
   d. Idaho Code 72-101 Worker’s Compensation and Related Laws
   e. National Fire Protection Association standards

3. Implementation of jurisdictional health and safety plans, policies, and procedures remains the responsibility of the senior official and individual employees and/or volunteers.

4. Additional health and safety requirements implemented on scene are also applicable, provided these requirements are compliant with governing federal and state laws and are more restrictive in nature.

5. This annex addresses the functions critical to supporting and facilitating the protection of worker safety and health for all emergency responders and
response organizations during responses to potential and actual emergencies and disasters.

6. Coordination mechanisms and processes used to provide technical assistance for carrying out incident safety management activities include identification and characterization of incident hazards, assessment and analysis of health risks and exposures to responders, medical monitoring, and incident risk management.

C. Situation

1. During a disaster, complex hazards must be characterized, evaluated, and controlled to protect responders. These hazards may include dangers associated with working from heights, heavy equipment use, confined space entry, compressed gas use, electrical shock, and exposure to toxic and hazardous substances. The need for a rapid response to an incident increases the risk that responders will be deployed without complete information about the safety and health hazards present on scene.

2. To assist in protecting responders, this Ada County Worker Safety and Health Support Annex facilitates proactive consideration of all potential hazards, and ensures the availability and coordination of necessary personal protective equipment and other resources used in responding to an incident. A collaborative effort involving the expertise of all likely response organizations is necessary to plan for and implement responder safety and health procedures during an incident.

D. Assumptions\(^7\)

1. Organizations responding to incident sites have properly trained and equipped their responders in accordance with their agency’s mission.

2. On-scene incident management organizations will have a safety officer(s) assigned to assess the health and safety risks and advise the incident commander or other appropriate individual of hazards and risks.

3. This annex does not replace the primary responsibilities of government and employers to provide health and safety standards for their employees. Rather, this annex ensures that response organizations plan and prepare these standards in a consistent manner, with interoperability between organizations as a primary consideration for worker safety and health.

E. Concept of Operations

The Ada County Emergency Operations Center (EOC) will coordinate and distribute information concerning the scope, complexity, and specific hazards associated with the

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Emergency Operations Plan
Annexes
County, Idaho

This annex supports the following functions within the Incident Command System:

1. Coordinate and engage appropriate federal, state, and regional organizations, plus additional subject-matter experts from NGOs.

2. Provide occupational safety and health advice to IC/UC and Safety Officer(s) involved in incident management, and, if appropriate, at all incident sites.

3. Share site-specific occupational safety and health plans throughout the county to ensure each location understands the hazards and control methods employed at other sites.

4. Provide assistance with identifying and assessing health and safety hazards and characterizing the incident environment, to include continued monitoring of responder safety.

5. Coordinate assistance for task-specific responder exposure monitoring including:

   a. Chemical, biological, radiological, nuclear, and explosive (CBRNE) contaminants

   b. Physical stressors (e.g., noise, heat/cold, ionizing radiation)

6. Coordinate the evaluation process for long-term epidemiological medical monitoring and surveillance, and the appropriate immunization and prophylaxis for responders and recovery workers.

7. Provide assistance with determining the appropriate level of personnel protective equipment (PPE) including the use and decontamination of PPE.

8. Collect and manage data (exposure data, accident/injury documentation, etc.) to facilitate consistent data formatting and data sharing among response organizations.

9. Coordinate incident-specific responder training, as appropriate.

F. Organization Roles and Responsibilities

1. Ada County Emergency Operations Center

   a. During activation, coordinates technical assistance for responder safety and health with the incident commander.

   b. Obtains advice and technical assistance from state and federal agencies and other subject-matter experts related to emergency response and hazardous substance incidents.

   c. As appropriate, requests or coordinates response of specialized response teams, including:
i. Idaho Hazardous Materials Regional Response Teams (HAZMAT RRT)
ii. Idaho National Guard 101st Weapons of Mass Destruction Civil Support Team (CST)
iii. Idaho Regional Bomb Squads
iv. Military Explosive Ordnance Disposal (EOD) Teams

2. Support Agencies
   a. Identifies qualified Safety Officers to train, monitor, and brief department personnel on hazards, specific reporting procedures, PPE, and decontamination.
   b. Provides Critical Incident Stress Management (CISM) or Critical Incident Stress Debriefing (CISD) opportunities to staff.
   c. Provides psychological and physical first aid.
   d. Participates in worker safety and health support coordination.
   e. Support agencies and stakeholders may include the following:
      i. Ada County Risk Management
      ii. Central District Health Department
      iii. Idaho Department of Health and Welfare
      iv. Idaho Department of Environmental Quality
      v. Idaho Division of Building Safety
      vi. Idaho Department of Water Resources
      vii. Idaho Military Division
         1) Idaho Office of Emergency Management
         2) Idaho National Guard
      viii. Idaho Department of Agriculture
      ix. Local response organizations

G. Administration and Logistics
1. Supporting Guidelines and Procedures
   a. The Ada County Emergency Management agency (ACEM) will maintain this annex in coordination with applicable stakeholders within the county. ACEM will also develop and maintain procedures to implement their responsibilities under the plan.
H. Plan Development, Maintenance, and Review

1. Plan Development
   a. This annex has been developed by ACEM in coordination with the various departments within the county and the cities within.

2. Plan Review
   a. This annex will be in accordance with requirements set forth in the Ada County Emergency Operations Plan.
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ANNEX 4: DAMAGE ASSESSMENT

A. Purpose and Scope

1. Purpose
   a. The purpose of this annex is to outline the actions required by the emergency response agencies that support Ada County’s efforts to protect the lives, property, environment, and economy of the community in the aftermath of a disaster or emergency event.
   b. This annex was created in coordination with the cities within Ada County as well as the guidance provided from the Idaho Office of Emergency Management, the National Response Framework, and the National Incident Management System.

2. Scope
   a. This annex applies to all agencies and departments within Ada County that are activated in response to an emergency.

B. Situation

1. General
   a. Ada County faces many hazards that have the potential to disrupt essential functions, damage facilities, and negatively impact the residential population. Through a coordinated effort, the county will be able to develop an efficient and effective response to minimize disruption to the county, local businesses, and the residential population.
   b. The intent of the damage assessment annex is to provide information to the county to make timely decisions regarding resources, funding, and life safety functions. The assessment process will identify:
      i. Location of damage
      ii. Scope of damage
      iii. Severity of damage
      iv. Priority of the damage
      v. Requirements to return service to the damaged property/facility
   c. In addition to the county damage assessment process, support organizations will be conducting similar programs. This information should be coordinated into the county assessment.

2. Assumptions
   a. First responders within the field will initiate the damage assessment. This information, while not always coordinated, will provide the
preliminary assessment required to activate and establish a coordinated assessment process.

b. The establishment of a county-coordinated assessment team will be required to conduct methodical damage assessments throughout the county. This team will require a group of multi-disciplined individuals selected based on their expertise in the various disciplines required for damage assessment.

c. In the event of a major incident, trained personnel from surrounding counties, states, federal agencies, and private entities may be tasked with assisting the damage assessment process.

C. Concept of Operations

1. Preparedness
   a. Coordination of the damage assessment process will be facilitated through the Ada County Emergency Operations Center (EOC).
   b. In preparation for a possible activation, prior-trained personnel and agencies will be provided with situation status updates and just-in-time training, as available.
   c. Whenever possible, the Ada County Emergency Management agency (ACEM) will assess threats, forecast the potential impacts, and coordinate with other agencies to develop plans to minimize the impact on the population. This process may include:
      i. Forecast modeling
      ii. Plan development
      iii. Public information development and release
      iv. Activation of support agencies

2. Response
   a. Immediately following a disaster, when safety permits, the damage assessment process will begin. This process will determine:
      i. Causalities
      ii. Public infrastructure damage
      iii. Private infrastructure damage
   b. The information collected during the initial damage assessment will be used to determine if the county meets the threshold for a disaster declaration and additional state or federal assistance.
D. Organization Roles and Responsibilities

1. Primary Coordination Agency -- ACEM
   a. Assigns a Damage Assessment Coordinator
   b. Activates the damage assessment process within the county
   c. Establishes multi-disciplined damage assessment teams
   d. Assigns damage assessment teams
   e. Provides operational briefings to all damage assessment teams prior to deployment
   f. Provides overview of the damage assessment data collection process using either high-tech solutions or paper-based forms
   g. Collects and analyzes all data collected by damage assessment teams for inclusion into situation status reports submitted to elected officials, the state, the public, and media, as appropriate
   h. Coordinate information collected with other primary and support agencies providing services throughout the county related to the following Emergency Support Functions (ESF):
      i. ESF#1 – provide information both vehicles and routes that are damaged and/or blocked
      ii. ESF#2 – provide information on any damage to public or private communications systems throughout the county
      iii. ESF#3 – provide information on damage to any infrastructure including water, sewer, roads and bridges
      iv. ESF#8 – Coordinate the management of fatalities
      v. ESF#13 – Coordinate the development of access control points and entry points
      vi. ESF#15 – Coordinate the process of residential reporting of damage with the county Public Information Officer (PIO)

E. Administration and Logistics

1. Supporting Guidelines and Procedures
   a. ACEM will maintain this annex in coordination with applicable stakeholders within the county. ACEM will also develop and maintain procedures to implement their responsibility under the plan.

F. Plan Development, Maintenance, and Review

1. Plan Development
a. ACEM developed this annex in coordination with the various departments within the county and the cities within.

2. Plan Review
   a. This annex will be in accordance with requirements set forth in the Ada County Emergency Operations Plan.
ANNEX 5: COUNTY-WIDE MUTUAL AID

A. Purpose and Scope

1. Purpose
   a. The purpose of this annex is to present information about the current mutual aid agreements in Ada County for the police and fire disciplines.
   b. This annex was created with information provided by the cities within Ada County.

2. Scope
   a. This annex is for informational purposes and applies to the agencies and departments within Ada County that participate in formal or information mutual aid agreements.

B. Situation

1. General
   a. Ada County faces many hazards that have the potential to disrupt essential functions, damage facilities, and negatively impact the residential population. Through a coordinated effort, the law enforcement agencies and fire services through Ada County will be able to develop an efficient and effective, mutually-supportive response.
   b. The intent of the annex is to provide information related to current agreements and practices.

2. Assumptions
   a. The Ada County Sheriff’s Office and deputies have county-wide law-enforcement authority.
   b. Mutual aid for law enforcement services is provided either through (1) formal mutual aid agreements between the appropriate jurisdictions or (2) through automatic dispatch of the closest resources by the Ada County Sheriff’s 9-1-1 Communications Center; automatic aid is incident dependent.
   c. Within Ada County, fire service mutual aid is provided either through (1) formal mutual aid agreements between the appropriate jurisdictions or (2) through automatic dispatch of the closest resources by the Ada County Sheriff’s 9-1-1 Communications Center; automatic aid is incident dependent.
   d. Fire mutual aid external to Ada County is provided according to the Idaho Fire Service Resource Response Plan (the Plan) in the absence of any other mutual aid agreement or protocol. The Plan’s purpose, “…is
to provide local officials with easy access to additional resources that may be needed in a major incident.”

e. Mutual aid agreements are reviewed as necessary by the participating authorities to ensure that changes in the jurisdictional operating environment or state law have been properly addressed.

C. **Concept of Operations**

1. Preparedness
   a. Jurisdictions share information freely in order to properly prepare for planned and unplanned events.
   
   b. Whenever possible, the Ada County Emergency Management agency (ACEM) will assess threats, forecast the potential impacts, and coordinate with other agencies to develop plans to minimize the impact on the population. This process may include:
      i. Forecast modeling
      ii. Plan development
      iii. Public information development and release
      iv. Activation of support agencies

2. Response
   a. Mutual aid will be supplied according to agreements in effect. Jurisdictions have the right to deny aid requests as provided in the mutual aid agreements or if all resources are otherwise allocated.
   
   b. Assets and resources fall under the tactical command of the senior official from the supplying entity, while accomplishing objectives established by authority having jurisdiction.
   
   c. Mutual aid resources will follow their internal plans, policies, and procedures when supporting operations within the affected jurisdiction.

D. **Organization Roles and Responsibilities**

1. Affected jurisdiction
   a. Requests assistance through an affirmative action (request through Ada County Sheriff’s 9-1-1 Communications Center or direct request to a participating jurisdiction).
   
   b. Receives assistance through standing dispatch protocols.
   
   c. Assigns objectives to incoming mutual aid resources and assets.

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d. Provides operational briefings to all appropriate parties, including mutual aid partners.

E. Plan Development, Maintenance, and Review

1. Annex Development
   a. ACEM developed this annex in coordination with the stakeholders in the county.

2. Plan Review
   a. This annex will be reviewed in accordance with requirements set forth in the Ada County Emergency Operations Plan.
APPENDIX A: ACRONYMS

| ACREM     | Ada County Emergency Management |
| ACS       | Auxiliary Communications Services |
| OEM       | Office of Emergency Management (Idaho) |
| CCC       | City Coordination Center |
| COG       | Continuity of Government |
| EAS       | Emergency Alert System |
| EOC       | Emergency Operations Center |
| EOP       | Emergency Operations Plan |
| ESF       | Emergency Support Function |
| FEMA      | Federal Emergency Management Agency |
| IAP       | Incident Action Plan |
| IC        | Incident Commander |
| ICS       | Incident Command System |
| ISAWS     | Idaho State Alert and Warning System |
| NIMS      | National Incident Management System |
| PIO       | Public Information Officer |
| VOAD      | Volunteer Organizations Active in Disasters |
APPENDIX B: GLOSSARY

COMMAND POST (CP) – The facility established at a safe distance from an incident site where the IC and the Command and General Staff, and technical representatives can make response decisions, deploy personnel and equipment, maintain contact with the media, and handle communications.

EMERGENCY ALERT SYSTEM (EAS) – Consists of broadcast stations and interconnecting services which have been authorized by the Federal Communications Commission to operate in a controlled manner during war, state of public peril or disaster, or other national, regional, or local emergency.

EMERGENCY OPERATIONS CENTER (EOC) - A location from which centralized emergency management can be performed, general by civil government officials (municipal, county, state, and federal). The Ada County EOC is located in the basement at 7200 Barrister Drive, Boise, ID.

COMMUNITY MASS NOTIFICATION SYSTEM – An emergency telephone notification system that allows users to geographically define notification areas and automatically call the homes and business in that area.

DELEGATION OF AUTHORITY - A Delegation of Authority is a statement provided to the Incident Commander by the Agency Executive delegating authority and assigning responsibility. A Delegation of Authority should contain: objectives, priorities, expectations, constraints, financial authorities/restrictions and other considerations as needed. It should be prepared by senior agency personnel and signed by the Agency Executive or designee.

IDAHO STATE ALERT AND WARNING SYSTEM (ISAWS) – The Idaho State Alert and Warning System is a modernization and integration of the nation’s alert and warning infrastructure.

INCIDENT COMMANDER (IC) – The individual responsible for all incident activities, including the development of strategies and tactics and the ordering of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site. This IC must be appropriately trained in the Incident Command System.

INCIDENT MANAGEMENT TEAM (IMT) - An Incident Management Team (IMT) is an incident command organization made up of command and general staff members and other appropriate personnel. An IMT can be deployed or activated to aid in the management of incidents that overwhelm the incident management abilities of local emergency services by
strengthening command, control, and communication. Before an IMT may assume Command responsibilities it must receive all necessary Delegations of Authority.

**MITIGATION** – Mitigation activities are those that eliminate or reduce the probability of disaster occurrence. They also include those long-term activities that lessen the undesirable effects of unavoidable hazards.

**NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)** – A system described in Homeland Security Presidential Directive – 5 that provides a consistent nationwide approach for federal, state, local, and tribal governments; the private sector, and non-governmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incident regardless of cause, size, or complexity.

**PUBLIC INFORMATION OFFICER (PIO)** – The person responsible for the transfer of information to other agencies, the public, and/or the news media during the response phase of an incident. The PIO may be the IC or their designee.

**RESPONSE** – The efforts to minimize the hazards created by an emergency by protecting the people, the environment, and property and returning the scene to normal pre-emergency conditions.

**UNIFIED COMMAND (UC)** – An incident command system composed of designated agency officials, representing different legal authorities and functional areas of responsibility. UC uses a collaborative process to jointly determine incident objectives, priorities, and a single Incident Action Plan. One member of the UC is designated as spokesperson.
APPENDIX C: DISASTER EMERGENCY CHECKLIST AND DISASTER DECLARATION

Elected Official Emergency Checklist

- Communicate with the Director of Ada County Emergency Management
- Assess the situation – size of affected area, property/infrastructure damage, number of dead or injured, and incident status
- Ensure staff & response force needs are met
- Prepare for convergence of media and spontaneous volunteers
- Ensure public is receiving accurate and timely information
- Ensure log of actions & financial transactions are kept
- Contact legal counsel, dept. heads, & ACEM if necessary
- Declare Disaster Emergency if required (see below for declaration process)
- Request activation of Emergency Operation Center if necessary
- Report to Emergency Operation Center when activated
- Receive briefing for elected officials, agency/jurisdiction heads, and PIO
- Provide strategic guidance – focus on broad situation
- Set priorities between incidents and associated resource allocations
- Authorize overtime & emergency expenditures as required
- De-conflict agency policies
- Delegate necessary authority, as appropriate

Disaster/Emergency Declaration Guide

- Idaho Statutes, Title 46, Chapter 10
- Declaration must be signed by jurisdiction Chief Elected Official, and expires within 7 days unless renewed by governing body. Declaration template on following pages.
- Must be given prompt and general publicity & filed with local county recorder
- Provides limited immunity for emergency actions of public employees
- Authorizes issuance of orders and regulations to protect life and property (e.g., establish curfews, suspend public events, ration water, etc.)
- Activates emergency plans
- Eases purchasing and contracting restrictions, removes requirement to seek competitive bids.
- Allows jurisdiction to suspend non-emergency functions and fully commit resources and personnel to the disaster
- Allows critical equipment to be commandeered
- Declaration is required for reimbursement of extraordinary emergency costs & funds to repair damaged public facilities
CHAIRMAN’S LOCAL DISASTER EMERGENCY DECLARATION
OF IMMINENT THREAT

WHEREAS, Idaho Code § 46-1011 allows the chairman of a board of county commissioners to declare a local disaster emergency; and

WHEREAS, Idaho Code § 46-1002(3) defines disaster as the “imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or manmade cause, including but not limited to fire, flood, earthquake, windstorm, wave action, volcanic activity, explosion, riot, or hostile military or paramilitary action and including acts of terrorism;” and

WHEREAS, the imminent threat of widespread and severe damage or loss of property in the county as a result of a ____________ constitutes a “disaster”; and

WHEREAS, a declaration activates the response and recovery aspects of applicable local or intergovernmental disaster emergency plans for the furnishing of aid and assistance; and

WHEREAS, Idaho Code § 46-1002(4) provides that an “emergency” includes the imminent threat of a “disaster” or condition threatening life or property which requires state emergency assistance to supplement local efforts to protect property or avert or lessen the threat of “disaster;” and

WHEREAS, an emergency exists because a _____________________ disaster is imminent and threatens life and property in Ada County and requires state emergency assistance to supplement local efforts to protect life and property; and

WHEREAS, an emergency declaration must be filed with the county recorder’s office and “given prompt and general publicity.”

NOW THEREFORE, the Chairman of the Board of Ada County Commissioners does hereby declare:

That a local disaster emergency exists and that all efforts will be made to protect the citizens and property of Ada County through activation of all local disaster emergency plans and state emergency assistance; and

That this Local Disaster Emergency Declaration of Imminent Threat (“Declaration”) shall expire within seven (7) days unless the Board of Ada County Commissioners expressly authorizes the continuance of such Declaration; and

That this Declaration shall be promptly filed with the Ada County Recorder’s Office; and
That prompt and general publicity shall be given by a news release notifying the public of this Declaration.

APPROVED AND ADOPTED this _____ day of ________________, 20____.

________________________________
Chairman

ATTEST:

________________________________
County Clerk
APPENDIX D: CONTINUITY OF GOVERNMENT AND OPERATIONS

ORDER OF SUCCESSION

There may be instances when an individual who is designated as a leader may be unable to fill their leadership role. When the role is essential to the County’s ability to complete its critical missions, a successor must be named to assume the duties and responsibilities of that role. In the event that any official of any political subdivision is unavailable, the powers of the position shall be exercised and duties shall be discharged by the designated emergency interim successors in the order specified. The emergency interim successor shall exercise the powers and discharge the duties of the office to which designated until such time as a vacancy which may exist shall be filled in accordance with the constitution or statutes or until the official (or their deputy or a preceding emergency interim successor) again becomes available to exercise the powers and discharge their duties.\(^9\) Table D-1 is the order of succession for specific positions in the County.

Table D-1: Ada County Official’s Order of Succession*

<table>
<thead>
<tr>
<th>Key Position</th>
<th>Primary Successor</th>
<th>Secondary Successor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman, Board of Commissioners</td>
<td>Commissioner</td>
<td>Commissioner</td>
</tr>
<tr>
<td>Commissioner</td>
<td>Appointed by Governor</td>
<td>N/A</td>
</tr>
<tr>
<td>Assessor</td>
<td>Chief Deputy Assessor</td>
<td>N/A</td>
</tr>
<tr>
<td>Clerk</td>
<td>Chief Deputy</td>
<td>Clerk Division Director</td>
</tr>
<tr>
<td>Coroner</td>
<td>Chief Deputy</td>
<td>Forensic Pathologist</td>
</tr>
<tr>
<td>Development Services Director</td>
<td>Deputy Director</td>
<td>Planning and Zoning Administrator</td>
</tr>
<tr>
<td>Emergency Management Director</td>
<td>Deputy Director/Training and Exercise Specialist</td>
<td>Emergency Planner</td>
</tr>
<tr>
<td>Expo Idaho Director</td>
<td>Business Manager</td>
<td>Event Coordinator</td>
</tr>
<tr>
<td>Indigent Services Director</td>
<td>Office Administrator</td>
<td>Services Worker III</td>
</tr>
<tr>
<td>Information Technology Director</td>
<td>IT Manager</td>
<td>IT Office Administrator</td>
</tr>
<tr>
<td>Juvenile Court Services Director</td>
<td>ACJCS Probation Manager</td>
<td>ACJCS Programs Manager</td>
</tr>
<tr>
<td>Operations Director</td>
<td>Deputy Director</td>
<td>Project Manager</td>
</tr>
<tr>
<td>Paramedics, Director</td>
<td>Deputy Director</td>
<td>Senior Field Supervisor</td>
</tr>
<tr>
<td>Parks and Waterways Manager</td>
<td>Administrative Specialist</td>
<td>N/A</td>
</tr>
<tr>
<td>Prosecutor (Civil/Criminal)</td>
<td>Chief Criminal Deputy Prosecutor</td>
<td>Chief Civil Deputy Prosecutor</td>
</tr>
<tr>
<td>Prosecutor (Juvenile)</td>
<td>Chief Criminal Deputy PA</td>
<td>Assistant Chief Criminal</td>
</tr>
</tbody>
</table>

\(^9\) Idaho Title 59, Chapter 14
<table>
<thead>
<tr>
<th>Key Position</th>
<th>Primary Successor</th>
<th>Secondary Successor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Defender</td>
<td>Chief Deputy</td>
<td>Senior Trial Attorney</td>
</tr>
<tr>
<td>Sheriff</td>
<td>Chief Deputy (Major or Undersheriff)</td>
<td>Senior Captain</td>
</tr>
<tr>
<td>Solid Waste Management, Deputy Director</td>
<td>Environmental Systems Coordinator</td>
<td>Landfill Operations Coordinator</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Chief Deputy</td>
<td>N/A</td>
</tr>
<tr>
<td>Trial Court Administrator</td>
<td>Assistant Trial Court Administrator and Designated ADJ (Admin Dist. Judge)</td>
<td>Administrative Assistant and District Judges</td>
</tr>
<tr>
<td>Weed, Pest, and Mosquito Abatement Director</td>
<td>Administrative Operations Manager</td>
<td>Field Operations Manager</td>
</tr>
</tbody>
</table>

*Notes Regarding Board of Commissioners and Succession of County Officials:
The BOCC may grant any county officer a leave of absence from the county and the state for up to 90 days which will not forfeit that county officer’s position as long as the elected official has appointed a deputy to perform those duties under I.C. 31-847 and 31-2004. This is possible as long as the county officer files a written consent with the BOCC of each person liable on that official’s bond. If this occurs and an elected official is absent on a leave of absence, the appointed deputy may activate that department’s COOP plan. This appointment does not require an ordinance or resolution and is not considered a vacancy in the elected official’s office.

If a county officer has more than one deputy, he or she must designate one as senior deputy to act in his or her absence or in case of vacancy of the office, I.C. 31-2006. If any county officer granted a leave of absence fail to appoint a deputy, then the leave of absence is null and void and the office is then vacant, and must be filled by the BOCC, I.C. 31-2005.
IDENTIFICATION OF ALTERNATE FACILITIES

During a disaster, the normal place(s) where County operations occur may not be available. In this event, County personnel and activities will be conducted at the pre-identified back up facility. The County will conduct emergency and critical functions at the following alternate location(s):

Table D-2: Alternate Facilities

<table>
<thead>
<tr>
<th>Critical Facility</th>
<th>Alternate Site</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ada County EOC</strong></td>
<td></td>
</tr>
<tr>
<td>7200 Barrister Drive</td>
<td>Ada County Paramedics</td>
</tr>
<tr>
<td>Boise, ID 83704</td>
<td>370 N. Benjamin</td>
</tr>
<tr>
<td></td>
<td>Boise, ID 83704</td>
</tr>
<tr>
<td><strong>Ada County Sheriff’s 9-1-1</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Communications Center</strong></td>
<td></td>
</tr>
<tr>
<td>945 E. Pine Ave.</td>
<td>Ada County Sheriff’s 9-1-1 Backup</td>
</tr>
<tr>
<td>Meridian, ID 83642</td>
<td>Communications Center</td>
</tr>
<tr>
<td></td>
<td>7200 Barrister Drive</td>
</tr>
<tr>
<td></td>
<td>Boise, ID 83704</td>
</tr>
</tbody>
</table>

Refer to Ada County COOP plan for additional facilities and their alternates.
APPENDIX E: ADA COUNTY EMERGENCY OPERATIONS CENTER

Ada County Emergency Operations Center (EOC)

Ada County maintains an emergency operations center (EOC), located at 7200 Barrister Drive, Boise. Ada County Emergency Management (ACEM) manages the EOC. The EOC may be activated at the direction of the Ada County Board of Commissioners to support a planned event, an event that affects multiple jurisdictions, a county-wide event, or an event that affects the region or state. Employees and volunteers from various local, county, regional, and state entities are called upon to staff the County EOC.

The Ada County EOC supports emergency and disaster response preparation, response activities, information coordination, and recovery actions. The EOC uses the emergency support functions (ESF) format employed by the state and federal government to group common activities and tasks in appropriate groups. The ESF format allows for easier integration into the state and federal emergency response system.
APPENDIX F - EMERGENCY SUPPORT FUNCTIONS (ESF)

ACEM uses the following ESFs for operations within the Ada County EOC. The information below describes the ESF positions that may be used when the Ada County EOC expands to meet the coordination needs of an incident. Until the time when an ESF is activated, the responsibility of that position falls to the appropriate ICS Section Chief or the EOC Manager. Detailed ESFs are found in Appendix F.

a. **Transportation (ESF # 1A and 1B):**
The ESF 1 Transportation positions provide coordination for all aspects of transportation-related support as it relates to an incident. This includes support for evacuation, coordination, and prioritization for transportation-related infrastructure; restoration and equipment support; and coordination for the movement of large numbers of people from point to point.

b. **Communications (ESF # 2):**
The ESF 2 Communications position supports a variety of communications functions within the jurisdiction. These functions may include radio systems, telephone, computer networks, satellite communications, and critical data links.

c. **Public Works and Engineering (ESF # 3):**
The ESF 3 Public Works and Engineering position provides coordination for engineering and public works support services. These tasks include (but are not limited to) engineering evaluations for infrastructure, damage assessments, repair of essential services, planning, and repair and restoration of sewer and water services.

d. **Firefighting (ESF # 4):**
The ESF 4 Firefighting position coordinates all firefighting activities within the jurisdiction in response to an incident or event. Activities may include operational coordination of fire department assets, route alerting, coordination with evacuation, and the tracking of incident-specific equipment and needs.

e. **Emergency Management (ESF # 5):**
The ESF 5 Emergency Management position coordinates the collection, analysis, and distribution of information pertaining to a potential or actual emergency or disaster in an attempt to enhance preparedness, response, and/or recovery. In addition, the role of the ESF 5 position is to support and coordinate field response units prior to, during, and following an incident.

f. **Mass Care, Housing, and Human Services (ESF # 6):**
The ESF 6 Mass Care, Housing, and Human Services position supports the delivery of programs that provide sheltering, feeding, and emergency aid distribution following an incident. The position supports both the residential population impacted by the disaster and also the first responders mobilized to support the disaster response.

g. **Resource Support (ESF # 7):**
The ESF 7 Resource Support position supports agencies in the coordination of logistical needs including equipment, services, personnel, and facility needs. The position also provides resource support prior to, during, and following an incident.

h. **Health/Medical (ESF # 8A and 8B):**
The ESF 8 Health/Medical positions support the health and medical assistance functions for residents and responders within the jurisdiction. Assistance may include medical care, disease prevention, and psychological support.

i. **Urban Search and Rescue (ESF # 9):**
The ESF 9 Urban Search and Rescue position supports the search and rescue functions in all phases of emergency management in response to all hazards throughout a jurisdiction.

j. **Oil and Hazardous Materials Response (ESF # 10):**
The ESF 10 Oil and Hazardous Materials Response position provides coordination for the management of any emergent hazardous materials spill and/or any other unanticipated release of product.

k. **Agriculture and Natural Resources (ESF # 11):**
The ESF 11 Agriculture and Natural Resources position coordinates jurisdictional, regional, state, and federal responses to incidents that impact or potentially impact animals, crops, and (in specific instances) the water supply. Responsibilities include response coordination for disease outbreaks within animal populations, plant disease outbreak response coordination, and the safety and security of the commercial food and water supply.

l. **Energy (ESF # 12):**
The ESF 12 Energy position coordinates the effective and efficient use of available electrical, telecommunications, gas, petroleum, Internet, and water resources to meet the needs of the first responders, residents, and the businesses within a jurisdiction.

m. **Public Safety and Security (ESF # 13):**
The ESF 13 Public Safety and Security position provides coordination and support for law enforcement, public safety, and security resources.

n. **Long-Term Community Recovery and Mitigation (ESF # 14):**
The ESF 14 Long-Term Community Recovery and Mitigation position coordinates a community recovery process following adverse physical, economic, and/or environmental impacts of a disaster. This recovery may be short- or long-term.
0. **External Affairs (ESF #15)**

The ESF 15 External Affairs position coordinates the release of public information in an effort to minimize the loss of life and property before, during, and after an incident. This position coordinates with the ESF 15 staff members at the ACEM EOC as well as public information officers in surrounding cities, states, and private agencies.