

KERN COUNTY OPERATIONAL AREA EMERGENCY COUNCIL

SEPTEMBER 25, 2017 8:30 A.M. TO 10:00 A.M.

Kern Emergency Operations Center
2601 Panorama Drive, Building B, Bakersfield CA 93306

SUMMARY OF PROCEEDINGS

1. CALL MEETING TO ORDER, BRIAN MARSHALL, CHAIR – The meeting was called to order at 8:39 a.m.

a. Self introductions –

Voting Members:

- Matt Constantine, Director, Department of Public Health
- Nick Cullen, Director, Animal Services Department
- Greg Fenton, Director, Engineering, Surveying, Permitting & Survey Services
- Coordinator of Administrative & Legislative Analysis Connie Hanson for Bill Walker, Director, Behavioral Health and Recovery Services Department
- Geoffrey Hill, Acting Assistant CAO for General Services
- Chief Operating Officer Jared Leavitt for Russell Judd, CEO, Kern Medical
- Brian Marshall, Fire Chief and Emergency Services Director
- Lito Morillo, Director, Aging & Adult Services Department
- Chief Deputy Director Cindy Uetz for Dena Murphy, Director, Department of Human Services
- Donny Youngblood, Sheriff-Coroner

Non-Voting Member:

- Georgianna Armstrong, Emergency Services Manager

Others:

- Amy Barber, Program Specialist II, Fire Department-OES
- Wendy Benson, Administrative Coordinator, Fire Department-OES
- Michael Goulart, Principal Human Resources Analyst
- Fire Captain/Department Public Information Officer Jason Knaggs
- Brent Moon, Deputy Fire Chief
- Jeannie Taylor, Kern County CERT (Community Emergency Response Team) Coordinator

b. Approve, receive and file Summary of Proceedings for June 26, 2017, meeting –

Motion by Sheriff Youngblood, seconded by Mr. Constantine, to approve, receive and file the summary. All Ayes.

2. PUBLIC PRESENTATIONS

This portion of the meeting is reserved for persons to address the Council on any matter not on this agenda but under the jurisdiction of the Council. Council members may respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for factual information or request staff to report back to the Council at a later meeting. Also, the Council may take action to direct the staff to place a matter of business on a future agenda. Speakers are limited to two minutes. Please state your name before making your presentation. – None

3. COUNCIL MEMBER PRESENTATIONS –

a. BRIAN MARSHALL, FIRE CHIEF & DIRECTOR OF EMERGENCY SERVICES, ITEMS –

1. Discussion on Emergency Operations Plan (EOP) update and ESF structure –

RECOMMENDED ACTION: *Receive report*

Chief Marshall reported that staff continues to move forward with the Emergency Operations Plan (EOP) update. He noted that the EOP will be completely rewritten and will probably include an update cycle longer than two years. Chief Marshall observed that an update two-year or shorter update cycle is not financially feasible.

Ms. Armstrong discussed update process funding and Request for Proposal (RFP) process. She reported that the County is awaiting approval of the Homeland Security Grant application that includes funding for the project. Ms. Armstrong said that once the grant application is approved, staff will initiate an RFP process to identify a consultant to update the EOP. She noted that the updated EOP will change from a functional orientation to an Emergency Support Function (ESF) orientation.

Ms. Armstrong observed that formatting the Kern Operational Area's ESF could get a bit complicated. She pointed out that Federal ESFs and State EF (Emergency Functions) do not always correlate. Ms. Armstrong noted that the Kern OA can adapt whatever set of ESFs it selects to meet its needs as incidents unfold. Chief Marshall said that the OA will probably select a hybrid Federal/State/Local set of ESFs. He reported that at its next meeting, the Council will be presented with a proposed set of ESFs for review and approval.

After discussion, motion by Mr. Constantine, seconded by Mr. Cullen, to receive report. All Ayes.

2. Status update on Continuity of Operations Plan (COOP) – Phase II development –

RECOMMENDED ACTION: *Receive report*

Chief Marshall reported that development continues on followup, in-depth analysis of the County departments upon which other departments rely heavily. Ms. Armstrong noted that if such departments/divisions (Auditor-Controller-County Clerk, Information Technology Services, and Treasurer-Tax Collector) fail, all County departments will stumble.

After discussion, motion by Sheriff Youngblood, seconded by Mr. Constantine, to receive report. All Ayes.

3. Status update on proposed modifications to County Ordinance 2.66 –

RECOMMENDED ACTION: *Receive report*

Chief Marshall reported that the proposed modifications to County Ordinance 2.66 will be presented to the Board of Supervisors at the October 10th meeting. He noted that the Ordinance includes the changes discussed at previous Emergency Council meetings, including new sections detailing continuity of government and Board of Supervisors standby officers, updated Emergency Council membership that reflects

recent County reorganization and mirrors what happens in the EOC during incidents, and references to the Kern County Operational Area Advisory Committee and Kern County Agreement 475-95 that established the Advisory Committee. Ms. Armstrong said that she would disseminate a redline version of the updated Ordinance that includes all the modifications.

After discussion, motion by Mr. Constantine, seconded by Mr. Morillo, to receive report. All Ayes.

4. Status update on Tactical Interoperable Communications Plan (TICP) –

RECOMMENDED ACTION: *Receive report*

Chief Marshall and Deputy Chief Moon reported that the TICP will be presented to the Board of Supervisors at the October 10th meeting. Deputy Chief Moon noted that the Kern County Superintendent of Schools are part of the TICP. He noted that, in the interest of public safety, parts of the TICP that list County radio frequencies will be redacted before it is released as a public document.

After discussion, motion by Mr. Constantine, seconded by Sheriff Youngblood, to receive report. All Ayes.

5. Discussion on outreach to Tribal Nation to participate in Kern emergency management structure –

RECOMMENDED ACTION: *Receive report*

Chief Marshall noted that the local tribal nation will be invited to participate in the fledgling Kern County Operational Area Advisory Committee. Chief Moon provided an update on Advisory Committee formation-related activities. He noted that staff is reaching out to prospective members, identifying the Committee's purpose and responsibilities, determining Committee member training needs, and providing training so Committee members would be able to effectively participate in the Emergency Management Organization during incidents.

Ms. Armstrong asked whether the Council wanted to conduct an annual joint Council/Committee meeting at the first Emergency Council meeting of the year. Chief Marshall directed Ms. Armstrong to plan for the first joint meeting during the first Emergency Council meeting in 2018, tentatively scheduled for March, and annually thereafter. Ms. Armstrong will make arrangements for a large enough venue for the joint meeting, probably at the Public Health Department's Education Center.

After discussion, motion by Mr. Morillo, seconded by Mr. Constantine, to receive report. All Ayes.

b. **GEOFFREY HILL, ACTING INTERIM ASSISTANT CAO FOR GENERAL SERVICES, ITEM –**

1. Discussion of issues relevant to Kern County identified in Black Sky Tabletop Exercise –

RECOMMENDED ACTION: *Receive report*

Mr. Hill discussed the Black Sky tabletop exercise. He said that exercise players identified critical resource needs oriented towards initial response plans and emergency preparedness. Mr. Hill noted that Kern County has more essential resources that may be accessed after a disaster than many jurisdictions, including locally stored fuel reserves and several County-operated solar power systems (although no battery storage). He noted that exercise players prioritized life safety as the primary objective. The post-exercise corrective actions players identified included developing resource agreements with private-sector organizations, crafting messages that motivate the public to improve individual preparedness, and increasing emergency fuel storage capacity.

Chief Marshall discussed the Fire Department's initiative to change the fuel used to power equipment from diesel to propane. Mr. Hill noted that the General Services Division is investigating the possibility of transitioning to dual-power generators.

After discussion, the Emergency Council directed Mr. Hill to survey County building emergency generators and report on generator specifications and testing regimens. The Emergency Council will incorporate that information, as well as the essential department information generated from Phase II of the COOP, to recommend priorities for future generator-focused capital project proposals.

Motion by Sheriff Youngblood, seconded by Mr. Constantine, to direct Mr. Hill as described above and receive report. All Ayes.

c. MATT CONSTANTINE, DIRECTOR, PUBLIC HEALTH DEPARTMENT –

1. Presentation on Department effort to further develop Kern Medical Reserve Corps, request Council approval to authorize designated department personnel to register volunteers as Disaster Service Workers –

RECOMMENDED ACTION: *Authorize designated Public Health Department personnel to register Disaster Service Workers and administer loyalty oath*

Ms. Armstrong explained that the recommended action would authorize designated Public Health Department personnel to register Kern Medical Reserve Corps volunteers as Disaster Service Workers. She mentioned that at its last meeting, the Council authorized Animal Services Department personnel to register its volunteers as DSWs. Mr. Constantine and Mr. Leavitt will work together to ensure that any overlap between the activities of Kern Medical Reserve Corps volunteers and Kern Medical personnel are addressed.

After discussion, motion by Mr. Morillo, seconded by Mr. Constantine, to authorize designated Public Health Department personnel to register Disaster Service Workers and administer loyalty oaths. All Ayes.

4. EMERGENCY SUPPORT FUNCTION ANNOUNCEMENTS OR REPORTS –

On their own initiative, Council members may make an announcement or report on their own activities. They may ask a question for clarification, make a referral to staff or take action to

have staff place a matter of business on a future agenda (Government Code Section 54954.2[a]). –

Chief Marshall noted that four Kern County firefighters are working in Puerto Rico as part of Incident Management Teams. He said he hopes the firefighters will make a presentation about their experiences at a future Emergency Council meeting.

Mr. Leavitt exited the room.

5. NON-VOTING MEMBER ANNOUNCEMENTS OR REPORTS –

a. GEORGIANNA ARMSTRONG, EMERGENCY SERVICES MANAGER, ITEM –

1. Presentation of *Sheltering Operations Plan* to provide guidance for sheltering operations and protocols in County of Kern. –

RECOMMENDED ACTION: Approve *Sheltering Operations Plan*, authorize staff to proceed with implementation of Plan

Ms. Armstrong reviewed the Plan. She noted that it:

- Establishes procedures and guidance for provision of temporary shelter and support for persons displaced due to a disaster event.
- Affirms sheltering operations in Kern County will comply with federal and state anti-discrimination regulations.
- Affirms sheltering operations will, to the extent possible, meet Department of Justice guidance to ensure accessibility for persons with disabilities.
- Defines roles and responsibilities for County departments and Red Cross, defines the shelter management team, and affirms Kern County Department of Human Services is the local lead agency for Mass Care Shelter operations.
- Establishes position of Shelter Director, which will be filled by qualified Department of Human Services staff, who will provide County supervision of sheltering operations to ensure compliance with County procedures. Shelter Director will be the primary point of contact with EOC and tasked to approve all sheltering operations logistical support requests submitted to the Kern EOC Logistics Section.
- Affirms County process to proactively assess shelter sites to identify accessibility issues; maintenance of shelter site database, and information sharing with Red Cross.
- Defines Sheltering Levels:
 1. Area: Short duration / No overnight sheltering / Single site
 2. Center: Unknown duration / Overnight sheltering likely or probable / Single site

3. Zone: Unknown duration / Overnight sheltering likely or probable / Multiple sites
- Clarifies notification and activation process to initiate evacuation and sheltering operations:

Incident → KCFD ECC → Kern OES → Human Services → Sheltering stakeholders
 - Defines shelter operations processes, including registration, types of information to be collected, personal information that may not be collected, and procedures to protect privacy of shelter client information.
 - Provides guidance for shelter setup and communication methods to comply with Department of Justice ADA requirements, specialized equipment maintained by County of Kern to assist persons with Access and Functional Needs.
 - Clarifies distinction between Service Animals and pets/companion animals and lists the legally allowable questions that may be asked to confirm Service Animal status.
 - Outlines specific procedures for unaccompanied minor children and foster children.
 - Provides guidance for persons who are legally mandated registrants.

Chief Marshall reported that pending approval of the Homeland Security Grant application, the County will purchase a shower unit accessible to individuals with access and functional needs.

After discussion, motion by Mr. Constantine, seconded by Mr. Hill, to approve the Sheltering Operations Plan and authorize staff to proceed with Plan implementation. All Ayes.

Mr. Leavitt returned to the room.

2. Request Council confirmation for Kern County departments to participate in 2017 Great California ShakeOut Earthquake Drill on October 19, 2017 –

RECOMMENDED ACTION: *Authorize Kern OES to submit registration on behalf of County and preparation of materials for distribution to County departments*

Ms. Armstrong reported that the Great California ShakeOut Drill is scheduled for October 19, 2017. She noted that in previous years, the County registered as a participant at the ShakeOut website and the County Administrative Office distributed associated materials to County department heads, encouraging departments to practice “Stop, Drop, and Hold On” and conduct an evacuation drill.

After discussion, motion by Sheriff Youngblood, seconded by Mr. Morillo, to authorize registration on behalf of the County and preparation of materials for distribution to County department heads. All Ayes.

6. **ADJOURNMENT** – The meeting was adjourned at 9:30 a.m.

AMERICANS WITH DISABILITIES ACT (Government Code Section 54953.2)

The Kern County Emergency Council is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Emergency Council may request assistance at the Kern County Fire Department, Office of Emergency Services, located at 2601 Panorama Drive, Building “B”, Bakersfield, California or by calling the Emergency Services Manager at 661-873-2604. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting material available in alternate formats. Requests for assistance should be made five working days in advance of a meeting whenever possible.

KERN COUNTY OPERATIONAL AREA EMERGENCY COUNCIL REFERRALS UPDATED SEPTEMBER 25, 2017					
REFERRAL DATE	ITEM No.	REFERRED TO	SUBJECT	REPORT BACK DATE	COMPLETED
OPEN REFERRALS					
12/17/2012	3.a	Kern County Fire Dept	Develop and present for approval CERT program guidelines for teams throughout the Kern Operational Area	3/18/2013	
12/17/2012	3.b	Kern County Fire Dept	Develop and present for approval Continuity of Operations Plan (COOP)	Unspecified	
12/17/2012	4.a.3	Office of Emergency Services	The Council directed Kern OES to research and report on EAS notification gaps to Spanish-speaking residents and persons in the Deaf or Hard of Hearing community.	3/18/2013	
COMPLETED REFERRALS					
02/26/2007	6a.	Office of Emergency Services	The Council authorized distribution of the [Pandemic Influenza] Continuity of Operations report and the related summary [to cities].	Unspecified	03/15/2007
05/21/2007	3b.	Office of Emergency Services	Chief Thompson indicated that staff would distribute the list of recommended action items [for Pandemic Influenza Continuity of Operations planning] to the Management group.	Unspecified	05/23/2007
05/21/2007	7.	Fire Department/County Administrative Office	Chief Thompson indicated that he would work with the County Administrative Office to ensure that the importance of developing plans for continuity of operations in the event of disasters is communicated to all County departments.	Unspecified	05/05/2009 10/15/2009
05/21/2007	5a.	Fire Department/Sheriff's Department/Information Technology Services	The Council agreed to ask Fire Department and Sheriff's Department staff to work with Information Technology Services to investigate interoperable, multi-media Reverse 911 system alternatives.	Unspecified	11/18/2008
08/20/07	4b.		Chief Thompson indicated that staff would continue to examine issues related to a Reverse 911 system. He		

KERN COUNTY OPERATIONAL AREA EMERGENCY COUNCIL REFERRALS UPDATED SEPTEMBER 25, 2017					
REFERRAL DATE	ITEM NO.	REFERRED TO	SUBJECT	REPORT BACK DATE	COMPLETED
			noted that staff would form a subcommittee to continue the examination process. In addition, input from potential stakeholders, including but not limited to County departments and incorporated cities, would be solicited. Chief Thompson asked those interested in participating on the subcommittee to contact him or Ms. Armstrong.		
08/20/07	4c.	Fire Department	<u>Emergency Operations Plan (EOP) update.</u> Mr. Errea suggested that staff prepare an EOP status report for the Board of Supervisors.	Unspecified	08/26/2008
			<u>Kern County/Operational Area functional exercise.</u> Chief Thompson asked Council members to inform him of any scheduling conflicts during that time frame [the week of January 14 or January 21, 2008].	Unspecified	01/24/2008
08/20/07	7b.a.	Financial Donations Management Work Group, through the Personnel Department	<u>Financial Donations Management Report.</u> Chief Thompson suggested that the work group identify the issues and recommend policies and procedures [related to donations management]. He noted that the current EOP does not include donations management policies and procedures. Mr. Quinn said that the work group would prepare a full range of donations management alternatives.	Unspecified	03/24/2008
08/20/2007	7c.	County Administrative Office	Mr. Errea noted that ITSD [Information Technology Services Division] staff successfully tested a mainframe backup system with San Luis Obispo County. He indicated he would ask County Public Information Officer Holly Vogel to find out more about the test. Update: Test is completed annually; no problems have been identified. Per ITSD Data Services/Telecommunications/Operations Division Chief Charles Anderson, the last date was March 12, 2010.	Unspecified	Regularly
11/26/2007	3c.	Fire Department	<u>Emergency Operations Plan (EOP) update.</u> [Chief Thompson] indicated that the draft EOP would be	02/25/2008	03/24/2008

KERN COUNTY OPERATIONAL AREA EMERGENCY COUNCIL REFERRALS UPDATED SEPTEMBER 25, 2017					
REFERRAL DATE	ITEM NO.	REFERRED TO	SUBJECT	REPORT BACK DATE	COMPLETED
			submitted to the Emergency Council at the February meeting for final approval and adoption on behalf of the Kern County/Operational Area.		
11/26/2007	6a.	Office of Emergency Services	<u>Review and recommend proposed Agreement with the Salvation Army.</u> It was agreed that the Fire Department would submit the <u>Agreement</u> to the Board of Supervisors.	Unspecified	On hold per Salvation Army
03/24/2008	4c.	Board of Supervisors	<u>Receive, approve and recommend for Board approval and adoption the updated Emergency Operations Plan.</u> Motion by Mr. Hensler, seconded by Mr. Price, to receive, approve, and recommend for Board approval and adoption the updated Emergency Operations Plan. Motion carried.	Unspecified	08/26/2008
03/24/2008	4d.	Board of Supervisors	<u>Receive, approve and recommend for Board approval amendment to County Ordinance 2.66.</u> Motion by Mr. Frapwell, seconded by Mr. Hensler, to receive, approve, and recommend for Board approval amendment to County Ordinance 2.66. Motion carried.	Unspecified	08/26/2008
03/24/2008	5a.	Fire Department/Office of Emergency Services	<u>County Preparedness Assessment measurement.</u> Mr. Errea directed staff to place on the next Council agenda an item to consider issues related to disaster preparedness performance measures.	06/16/2008	06/16/2008
03/24/2008	9b.a.	Board of Supervisors	<u>Presentation of Memorandum of Understanding developed to support Donations Management capability</u> i. Goodwill Industries ii. United Way After discussion, motion by Mr. Elliott, seconded by Mr. Frapwell, to finalize the MOUs and submit to the Board of Supervisors to approve the Goodwill Industries MOU and receive and file the United Way MOU. Motion carried.	Unspecified	04/22/2008
06/16/2008	8a.a.	General Services Division Administrative Services Officer/County Director of	<u>Homeland Security Grants Update.</u> Ms. Barron reported that the federal government is considering changing its approach to grant awards to grants that require matching funds. She suggested enlisting the County's Legislative	Unspecified	09/2010

KERN COUNTY OPERATIONAL AREA EMERGENCY COUNCIL REFERRALS UPDATED SEPTEMBER 25, 2017					
REFERRAL DATE	ITEM NO.	REFERRED TO	SUBJECT	REPORT BACK DATE	COMPLETED
		Policy Analysis/County Legislative Analyst	Analyst to communicate to the federal government the negative impacts such a change might cause. Ms. Barron noted that such a change might cause some counties to back away from grant opportunities altogether. Mr. Errea directed Ms. Barron to work with Director of Policy Analysis Adel Klein and Legislative Analyst Allan Krauter to communicate with the federal government on the issue. <u>Update:</u> Per Allan Krauter, Kern County's concerns have been communicated to the State.		
06/16/2008	8c.	Department of Agriculture and Measurement Standards	<u>Other Non-Member Announcements or Reports.</u> Mr. Arroyo discussed an ongoing project to integrate pesticide application GIS data into Computer Aided Dispatch (CAD) to provide real-time information on possible agents involved in pesticide drifts. Chief Thompson indicated that he would ask Deputy Chief Brian Marshall contact Mr. Arroyo to facilitate the integration. Ms. Barron asked whether any systems or equipment is needed to facilitate the integration. Mr. Errea asked for an update on the project at the September 22 nd Council meeting. <u>Update:</u> The Department of Agriculture and Measurement Standards will share a project update at the December 6, 2010, Council meeting.	09/22/2008	12/06/2010
09/22/2008	3a.	Fire Department	<u>Discuss formation of a multi-discipline Disaster Assessment Response Team.</u> Mr. Errea indicated that staff should develop a more thorough report, including a plan of action and cost estimates, to present to the Council and eventually to the Board of Supervisors. <u>Update:</u> The Fire Department will lead a discussion of the issue at the December 6, 2010, Council meeting.	Unspecified	12/06/2010
09/22/2008	3b.	Fire Department/Office of Emergency Services	<u>Status report on Telephone Emergency Notification System (TENS) grant award.</u> Chief Thompson directed that finalists be asked about the potential impact of the area code overlay under consideration by the California	Unspecified	09/22/2008

KERN COUNTY OPERATIONAL AREA EMERGENCY COUNCIL REFERRALS UPDATED SEPTEMBER 25, 2017					
REFERRAL DATE	ITEM NO.	REFERRED TO	SUBJECT	REPORT BACK DATE	COMPLETED
			Public Utilities Commission. He noted that the overlay could impact Kern County residents who live in the 760 area code.		
9/28/2008	5.	Office of Emergency Services/Environmental Health Services Department/County Administrative Office	<u>Council Member Announcements or Reports.</u> Mr. Nilon asked Ms. Armstrong to work with Mr. Constantine and a representative from the CAO to establish a reporting structure to brief jurisdictional executives on the results of TLO site assessments of publicly owned facilities and provide information about which countermeasures could be funded to implement TLO recommendations to improve facility security. He asked that the proposed structure be placed on the next Council agenda	12/07/2009	03/08/2010
6/18/2012	4a.	Public Health Department	The Council authorized review of the existing County ordinance establishing the Council to confirm appropriate Department representation and Council member voting authorization.	9/17/2012	9/17/2012
6/18/2012	5a.	County Counsel	The Council requested additional review of the Disaster Service Worker program and appropriate supporting protocols for the County of Kern.	9/17/2012	9/17/2012

2013 ISABELLA DAM FAILURE MASS EVACUATION FUNCTIONAL EXERCISE IMPROVEMENT PLAN CORRECTIVE ACTION ITEMS UPDATED SEPTEMBER 25, 2017						
CORRECTIVE ACTION DESCRIPTION	PRIMARY RESPONSIBLE AGENCY	AGENCY POC	PROJECTED START DATE	REPORT BACK DATE	COMPLETED	
CAPABILITY: Emergency Operations Center Management						
OBSERVATION TITLE: Direct Emergency Operation Center's (EOC's) Tactical Operations						
RECOMMENDATION: Provide additional ICS training and establish cyclical review.						
1.1.1.1. Review and confirm online ICS training is completed and tracked by responding Departments	County of Kern, City of Bakersfield	County: Under direction of Emergency Council City: Bakersfield Fire	Second Quarter 2013	N/A: Ongoing function to address staffing changes	In Progress	
1.1.1.2. Schedule and deliver classroom based ICS-300 and ICS-400 training annually (dependent on grant funding)	Kern County OES	Emergency Manager	Fall 2013 and annually thereafter	N/A: Ongoing function to address staffing changes	In Progress	
1.1.1.3. Schedule and deliver EOC Operations training annually (dependent on grant funding)	County of Kern, City of Bakersfield	County: Emergency Manager City: Bakersfield Fire	Summer/Fall 2013 and annually thereafter	N/A: Ongoing to address staffing changes	In Progress	
1.1.1.4. Develop training videos to familiarize large number of jurisdictional personnel to response actions defined in evacuation plans	County of Kern	Emergency Manager	Upon completion of plan review and update		Pending	
RECOMMENDATION: Noise levels in busy EOCs/DOCs are the norm. Headphones, particularly wireless units could solve this issue as well as allowing free movement around the EOC while staying in contact via wireless headphones.						
1.1.2.1. Obtain telephone headsets for EOC Ops Room (as funding permits)	Kern County OES	Emergency Manager	April 2013	May 2013	May 2013	
1.1.2.2. Adjust EOC Ops Room telephone ring patterns, customized by Section	Kern County OES	Emergency Manager	April 2013	April 2013	April 2013	

2013 ISABELLA DAM FAILURE MASS EVACUATION FUNCTIONAL EXERCISE IMPROVEMENT PLAN CORRECTIVE ACTION ITEMS UPDATED SEPTEMBER 25, 2017						
CORRECTIVE ACTION DESCRIPTION	PRIMARY RESPONSIBLE AGENCY	AGENCY POC	PROJECTED START DATE	REPORT BACK DATE	COMPLETED	
OBSERVATION TITLE: Identify and Address Issues						
RECOMMENDATION: Make effective use of the large wall displays of selected computer monitors by defining display content and who is responsible for selecting and posting items that fall within the content guidelines for each screen.						
1.2.1.1. Establish work group to review EOC procedures to determine status board display requirements and optimal usage	Kern County OES	Emergency Manager	June 2013	August 2013	Open	
1.2.1.2. Reconcile status board display requirements to technical capability of audio/visual system	Kern County Fire	IT Manager	Sept 2013	Nov 2013	Pending	
OBSERVATION TITLE: Support and Coordinate Response						
RECOMMENDATION: Implement regular briefings within EOC, as appropriate						
1.3.1.1. Review EOC Procedures, revise as needed, assess and modify staffing positions	Reference 1.2.1.1	Reference 1.2.1.1	Reference 1.2.1.1	Reference 1.2.1.1	Open	
CAPABILITY: Citizen Evacuation and Shelter-In-Place						
OBSERVATION TITLE: Develop and Maintain Plans, Procedures, Programs, and Systems.						
RECOMMENDATION: When the plan is reviewed that all options be carefully examined and all organizations responsible for implementing the plan be involved to avoid further confusion from basic changes to the heart of the plan						
2.1.1.1. Establish Work Group to review and update Dam Failure Evacuation plan; revise and update Alert & Response Level actions as needed; submit for Emergency Council and governing body approval	County of Kern, City of Bakersfield	Emergency Manager	June 2013	December 2013	Open	
2.1.1.2. Establish Work Group to review and update Transportation Plan for Persons with Access & Functional Needs; submit for Emergency Council and governing body approval	County of Kern, City of Bakersfield	Emergency Manager	June 2013	December 2013	In Progress	
RECOMMENDATION: Expand potential flood inundation areas to resource planning.						
2.1.2.1. Develop database of sites for mass shelter operations; develop MOUs	County of Kern	EOC Logistics Section (General Services Department)	June 2013	December 2013	Open	

2013 ISABELLA DAM FAILURE MASS EVACUATION FUNCTIONAL EXERCISE IMPROVEMENT PLAN CORRECTIVE ACTION ITEMS UPDATED SEPTEMBER 25, 2017					
CORRECTIVE ACTION DESCRIPTION	PRIMARY RESPONSIBLE AGENCY	AGENCY POC	PROJECTED START DATE	REPORT BACK DATE	COMPLETED
2.1.2.2. Develop database of sites for medical shelters and alternate care sites	County of Kern	EMS Department	June 2013	December 2013	Open
RECOMMENDATION: Ensure efficient distribution and availability of key plans					
2.1.3.1. Confirm online and website availability of plans	Kern County Fire	IT Manager	December 2013	March 2014	Pending
RECOMMENDATION: Review options and costs and add a multiple language capability in response to this AFN population issue					
2.1.4.1. Investigate availability of translation (language and ASL) services	County of Kern	EOC Logistics Section (General Services Department)	June 2013	Sept 2013	Open
2.1.4.2. Obtain equipment as needed to support translation services (dependent on grant funding)	County of Kern	Emergency Manager	October 2013	November 2013	Pending
RECOMMENDATION: Review EOC/DOC staffing and consider designating and staffing Scribe positions where appropriate					
2.1.5.1. Review EOC Procedures, assess and modify staffing positions as appropriate	Reference 1.2.1.1	Reference 1.2.1.1	Reference 1.2.1.1	Reference 1.2.1.1	Open
CAPABILITY: Emergency Public Information and Warning					
OBSERVATION TITLE: Develop and Maintain Plans, Procedures, Programs, and Systems.					
RECOMMENDATION: PIOs should be provided with additional emergency-related training and practice to include blocks of training on JIC organization and function.					
3.1.1.1. Identify appropriate training; request grant funds as needed and coordinate training delivery	Kern County Fire	PIO	April 2013	Ongoing periodically to address staff changes	May 2013
RECOMMENDATION: Provide training and scheduled refresher training to agency heads and management on the duties and responsibilities of agency PIOs and the JIC when a JIC is established					
3.1.2.1. Identify appropriate training; request grant funds as needed and coordinate training delivery	Kern County Fire	PIO	Third Quarter 2013	Ongoing periodically to address staff changes	June 2013
RECOMMENDATION: Review JIC equipment and facilities and, as budgets and overall county priorities support, fill gaps.					
3.1.3.1. Finalize JIC layout, and identify equipment gaps	Kern County Fire	PIO	June 2013	September 2013	May 2013

2013 ISABELLA DAM FAILURE MASS EVACUATION FUNCTIONAL EXERCISE IMPROVEMENT PLAN CORRECTIVE ACTION ITEMS UPDATED SEPTEMBER 25, 2017					
CORRECTIVE ACTION DESCRIPTION	PRIMARY RESPONSIBLE AGENCY	AGENCY POC	PROJECTED START DATE	REPORT BACK DATE	COMPLETED
3.1.3.2. Procure JIC equipment, as budget and/or grant funds permit.	Kern County OES	Emergency Manager	October 2013 (depending on funding)		May 2013
CAPABILITY: WebEOC					
OBSERVATION TITLE: Improvement systemic use of WebEOC					
RECOMMENDATION: Convene working group with representation of all local agencies using WebEOC					
4.1.1.1. Reassess current protocol of WebEOC use, identify areas for improvement, develop recommendations	Kern County OES	Planner	April 2013	Ongoing periodically to address staff changes	In Progress
RECOMMENDATION: Train department designees					
4.1.2.1. Identify appropriate training; request grant funds as needed and coordinate training delivery	Kern County Fire	PIO	Third Quarter 2013	Ongoing periodically to address staff changes	In Progress