



WASHOE COUNTY

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CM/ACM
Finance N/A
DA
Risk Mgt. N/A
HR N/A
Other N/A

STAFF REPORT

BOARD MEETING DATE: April 26, 2016

DATE: April 6, 2016
TO: Board of County Commissioners
FROM: Aaron Kenneston
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THROUGH: Al Rogers, Management Services Division
arogers@washoecounty.us (775)328-2017
SUBJECT: Adoption of 2016 Washoe County Regional Emergency Operation Plan (REOP); authorization for the County Emergency Manager to update the plan as necessary; and if approved, authorize Chairman to execute Resolution necessary for same. (All Commission Districts).

SUMMARY

The item requests that the Board of County Commissioners adopt the 2016 version of the Washoe County Regional Emergency Operations Plan (REOP);, authorize the County Emergency Manager authority to update the plan as necessary, and execute a Resolution concerning same.

County Strategic Objectives supported by this item: Safe, secure, and healthy communities; and Regional and community leadership.

PREVIOUS ACTION

In October of 2008 the BCC accepted the Washoe County Regional Emergency Operations Plan (REOP) as the County's emergency procedures and authorized the County Emergency Manager to update as necessary.

BACKGROUND

The Washoe County Regional Emergency Operations Plan (REOP) describes how each of the regional partners will operate during times of crisis, and describes how the partners will join together at the Regional Emergency Operations Center (REOC). The National Incident Management System (NIMS) guidelines require jurisdictions to officially adopt emergency plans. This formal process allows Washoe County to be in NIMS compliance and remain eligible for federal emergency preparedness grant funding.

In January 2012, the Washoe County Office of Emergency Management and Homeland Security worked closely with regional partners (The Cities of Sparks and Reno, the University of Nevada

AGENDA ITEM # 9

Reno, and the Washoe County School District) to update the REOP with minor revisions to emergency procedures checklists.

The Washoe County Regional Emergency Operations Plan (REOP) addresses each of the local jurisdictions' procedures, the Regional Emergency Operations Center (REOC), and associated systems (such as regional notifications, technology, damage assessment, and mapping).

Since the plan is a living document, the Washoe County Emergency Manager will need authority to make routine updates. These updates include ensuring that the emergency contact data remains up to date, ensuring the plan reflects appropriate State and Federal emergency management doctrine, and other routine changes that keep the plan relevant. Any major policy changes desired by the regional emergency managers will be brought before the County Commission prior to implementation.

This current version of the plan represents a significant update. It is the result of six (6) months of intensive planning and coordination between the regional partner Emergency Managers throughout the County.

FISCAL IMPACT

There is no fiscal impact identified with this agenda item.

RECOMMENDATION

It is recommended that the Board adopt the 2016 Washoe County Regional Emergency Operations Plan (REOP); authorize the County Emergency Manager to update the plan as necessary; and if approved, authorize the Chairman to execute a Resolution necessary for same.

POSSIBLE MOTION

Should the Board agree with the staff recommendation, a possible motion would be:

“Move to adopt the 2016 Washoe County Regional Emergency Operations Plan (REOP); authorize the County Emergency Manager to update the plan as necessary; and if approved, authorize the Chairman to execute a Resolution necessary for same.”

RESOLUTION

WHEREAS, Washoe County's Emergency Management and Homeland Security Office worked closely with regional partners (the Cities of Sparks and Reno, the University of Nevada Reno and the Washoe County School District) to develop a response framework for regional disasters; and

WHEREAS, Washoe County is required to establish an emergency management plan as stipulated by the Civil Defense Act of 1950, the Robert T. Stafford Disaster Relief and Emergency Assistance Act and Amendments (P.L. 93-288, as amended by P.L. 100-707), The National Response Framework (May 2013), Homeland Security Presidential Directive 5: Management of Domestic Incidents, Homeland Security Presidential Directive 8: National Preparedness, the National Incident System (NIMS) and Nevada Revised Statute, Chapter 414; and

WHEREAS, The Washoe County Emergency Management Administrator and partnering Emergency Managers have created a plan that satisfies the requirements and meets the guidelines as published by the Federal Emergency Management Agency; and

WHEREAS, The Washoe County Regional Emergency Operations Plan supersedes the Washoe County Regional Emergency Operations Plan approved in October, 2008, provides guidance for emergency response and management and represents a consensus by the Regional Emergency Managers upon which to base future planning and training; and

WHEREAS, portions of the Regional Emergency Operations Plan involve certain assessments, plans or records involving public safety and critical infrastructure and plans for response which portions of the plan are confidential under NRS 293C.210 because of the important government interests in preventing terrorism or enhancing responses to terrorism; and WHEREAS, The Regional Emergency Operations Plan is a living document; now, therefore, be it

RESOLVED, The Washoe County Board of Commissioners, on behalf of the residents of Washoe County, adopt the Washoe County Regional Emergency Operations Plan (REOP) in the form in which it was presented by the Washoe County Emergency Management Administrator to individual County Commissioners prior to the date of this approval and which was not entirely disclosed to the public and further direct that the County Emergency Manager periodically update the plan to ensure that it remains timely and relevant.

ADOPTED this ___ day of _____, 2016.

Kitty K. Jung, Chair

ATTEST:

Washoe County Clerk

5. Regional Immediate Actions

Scenario

- 1 jurisdiction impacted, requesting assistance, or multiple jurisdictions impacted
- Multi-jurisdictional nature, scope, magnitude, consequences of incident
- Local resources/capabilities overwhelmed/anticipated to be exhausted; inter-local competition for response resources
- Potential for escalation; long duration anticipated; specialized resources required

a) REOC Activation Checklist

Action	Responsibility
a) Determine REOC activation in consultation with Regional Partners	Reg'l Partners Authorized Official
b) Determine staffing level; assign responsibility to call in REOC staff	Reg'l Partners Authorized Official
c) Call in REOC volunteers; set time for reg'l telecom. meeting	CERT Coord., assigned REOC Dir. meeting
d) Notify State DEM, local affected agencies, surrounding jurisdictions of activation	REOC Director, EM Program Mgr
e) Request briefing from 911 Dispatch Supvr; log/post essential info	Sr person at REOC
f) Establish communication with ICPs/ jurisdictional EOC/Dept DOCs	Operations Section Chief
g) Assign incident name in WebEOC place/Charts/ Maps on walls; assign data collection/display responsibility	EM Program Mgr, Section Chiefs
h) Ensure REOC Section Chiefs have REOP copy; Quick Start Guide	REOC Director, EM Program Mgr
i) Inspect generator, fuel stocks; ensure generator checked regularly	Logistics Section Chief
j) Establish security as required	Sheriff's Office
k) Establish REOC shift schedule	REOC Director
l) Ensure REOC documentation of activities/decisions/staffing	Doc. Unit Leader, Section Chiefs

b) Immediate Action Checklist

1. Attend to your own immediate personal safety.
2. Initiate liaison with the Incident Commander(s) and/or EOC(s) in your jurisdiction.
3. Assess situation. Essential Elements of Information (EIs):
 - Incident - severity; characteristics of hazard; actual/potential consequences
 - Response - complexity (Jurisdictions involved, ICPs); incident mgmt capability
4. Convene County MAC Group via teleconference or in person. Review the situation; determine need for REOC activation.

REOC activation criteria:

- 1 or more potentially significant incident(s) impending/underway; currently managed at field level; jurisdictional DOC(s)/EOC(s) may be providing support/coordination; and/or
- Individual jurisdictions' capabilities may be overwhelmed, requiring support via local mutual aid, NEMAC, or EMAC; and/or
- Inter-jurisdictional coordination of an operational/ policy nature may be required; and/or
- Incident may be dynamic/long duration; and/or
- 1 or more jurisdictions may declare a state of emergency.

Authority to activate the REOC:

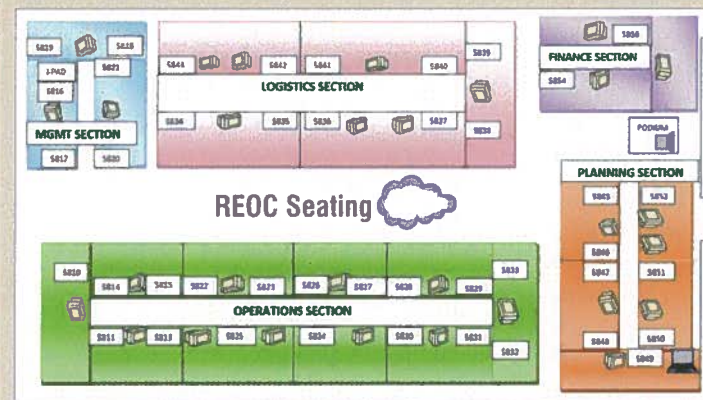
- a) Any jurisdictional official having the authority to activate their jurisdiction's EOC may represent their jurisdiction in the decision to activate the REOC
- b) Regionalization of incident management can only be initiated by a quorum of two or more participating jurisdictions
- c) Washoe County may unilaterally conduct County emergency operations in the REOC facility without consulting the MAC Group.

5. Activate REOC

6. Notify Nevada DEM Duty Officer: (775) 687-0498; NHP dispatch: 687-0400

7. Notify appropriate response and support organizations of REOC activation

8. Initiate incident record-keeping – personnel, equipment/services, risk mgmt



Primary: Regional Dispatch/EOC, 5195 Spectrum Blvd., Reno
 Alternate: County IT, Social Svcs & Purch. Bldg., Central Conf. Rm, 1001 E. 9th St., Reno

EM Forms/Reports/Procedures

- ICS
- GIS Ops Plan
- EMAC
- Emergency Proclamation
- NEMAC
- Emergency Alert System
- SitRep
- Major Incident Report
- AAR
- Code Red
- WebEOC
- Reg'l Prilim. Dam. Assess



Washoe County,
Nevada



Snapshot:
REOP

January 12, 2016

Regional Emergency Management Strategic Plan (2013-18)

Vision: Emergency Management (EM) seeks to promote safer, less vulnerable region for our citizens and visitors with capacity to cope with hazards and disasters.

EM Values

- Professional
- Flexible
- Comprehensive
- Risk-Driven
- Collaborative
- Progressive

Mission: Emergency Mgmt protects communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to protect, mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, act of terrorism, or other man-made disasters.

Strategic Goals

Emergency Management (EM) will:

1. Create an environment protecting the region from natural and man-made disasters.
 - Coordinate with the Northern Nevada Regional Intelligence Center (NNRIC) to implement the national infrastructure protection plan within the region.
 - Promote security measures and facility resilience.
 - Create a culture of whole community preparedness centered on the Ready theme of Make a Plan, Assemble a Kit, and Stay Informed.
2. Encourage mitigation strategies in developing resilience to natural/man-made disasters.
 - Engage in a cycle of validating and sustaining the Hazard Mitigation Plan.
 - Integrate prevention plan flood project efforts into regional flood response plans, focusing on the warning and gauge systems.
3. Foster a culture of preparedness for regional hazards.
 - Conduct a yearly Training, Planning, and Exercise workshop (TEPW); maintain a regional planning calendar; conduct regional risk assessments, and collaborate whenever possible to develop joint plans.
 - Conduct joint training (public education and responder) when feasible and provide equal access to training opportunities.
 - Synchronize exercises to maximize benefit while efficiently using scarce resources.
 - Promote the Nevada Emergency Management Assistance Compact (NEMAC) and encourage mutual aid agreements to facilitate emergency response and recovery actions.
4. Coordinate the region's responding resources to natural and man-made disasters.
 - Develop and refine information sharing tools such as WebEOC for the Regional Emergency Operations Center (REOC), Emergency Operations Centers & Department Operations Centers (EOCs & DOCs), and the NNRIC.
 - Be inclusive of all regional EM disciplines to allow all voices to be heard. EM, EMS, Fire service, Gov't administrative, Hazardous materials, Health care, Law enforcement, Public communications, Public health, Public works, Volunteer Organizations, and Private Sector.
5. Facilitate regional recovery actions related to natural and man-made disasters.
 - Coordinate the development of pre and post disaster recovery plans
 - Communicate and promote outreach to individuals, private and public sectors about pre- and post-recovery priorities

Regional Emergency Operations Plan (REOP)

Washoe County is a vibrant, growing region with diverse and complex risks. To more effectively protect the health, safety, and welfare of residents and visitors, the Washoe Regional Partners – Washoe County, City of Reno, City of Sparks, University of Nevada, Washoe County School District and our Tribal Nation neighbors – have committed to a collaborative approach to managing disaster risk in the greater Washoe County area.

The Washoe Regional Emergency Operations Plan (REOP) is the centerpiece of this effort which establishes a concept and strategy for joint management of incidents that impact one or more of the participating jurisdictions. Under this structure, local jurisdictions retain their operational autonomy at the command-and-control level while optionally engaging in a joint incident management structure that facilitates response coordination and support. In joint operations mode, vertical and horizontal coordination are streamlined to facilitate situational awareness, collaborative decision making, resource sharing and management, and other multi-agency coordination functions.

Purpose, Scope, and Applicability

The REOP is intended to provide a structure and mechanism within which the Regional Partners can operate both autonomously and/or in partnership as conditions warrant.

As an all-hazards plan, the REOP can be used to guide a response to any one or more of the various threats and hazards that are identified in the Plan, as well as for the management of unforeseen incidents and pre-planned events.

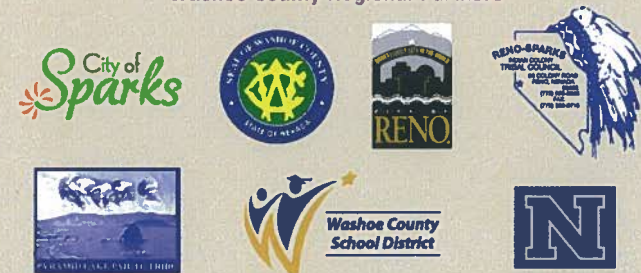
The specific goals of the REOP are:

1. Establish a concept of operations and structure for the conduct of joint incident management in Washoe County
2. Facilitate shared situational awareness among Regional Partner jurisdictions
3. Promote shared visibility of unmet local needs and a consensus-driven process for resource prioritization
4. Provide a joint operations venue for other multi-agency coordination functions

The REOP does not replace or supplant these jurisdictions' individual EOPs, but rather complements them by providing a robust mechanism for multi-jurisdictional coordination. Plans are linked administratively via the Regional Partners' plan working group and operationally via the Multi-Agency Coordination System (MACS) in the form of the five Regional Partners' Emergency Operations Centers (EOCs).

In addition, various Partners maintain or participate in numerous special-purpose contingency plans such as Truckee River Flood Response Plan, Truckee River Geographic Response Plan, Multi-Casualty Incident Plan, Snow Removal Plan, Evacuation Plan and others.

Washoe County Regional Partners





Washoe County, Nevada

Concept of Operations

The Washoe County regional approach to unified emergency operations is designed to be a natural extension of existing collaboration among municipal, County, and special-district jurisdictions. When an incident occurs, the characteristics of the situation and the current operational requirements will determine whether multiple jurisdictions need to coordinate, and, if they do, which incident management strategy they will implement.

1. Modes of Operation

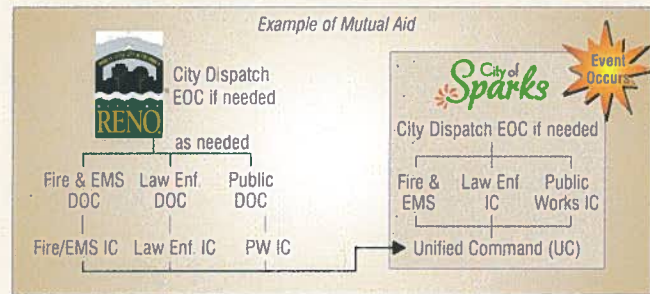
a) Autonomous Local Incident Management

Each REOP participating jurisdiction routinely manages a variety of minor incidents and is prepared to handle most such occurrences with little or no outside assistance.



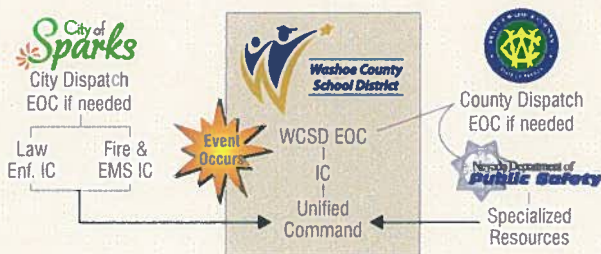
b) Autonomous Local Incident Management with Mutual Aid

IC or EM contacts the most appropriate source of mutual aid assistance via dispatch or the EOC; resources may be incorporated into existing Single or Unified Command



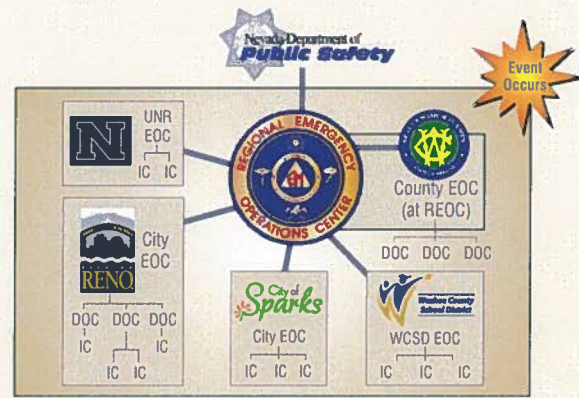
c) Autonomous Local Incident Mgmt with Requirements Escalated to County

Such requirements include the need for specialized assets or technical capabilities available only from the county, state, or federal government. Requesting assistance through the County does not equate to initiating Regional emergency operations -- it is simply adherence to the established Multi-Agency Coordination System (MACS)



d) Unified Regional Emergency Operations

For a major incident, or multiple discrete incidents occurring simultaneously, it may be difficult to achieve a common operating picture among disparate, autonomous EOCs; additionally, one or more impacted jurisdictions' incident management capabilities may be overwhelmed. Policy questions may arise requiring multi-jurisdictional deliberation/consensus; may need unified resource management to help de-conflict/prioritize requests, make best use of available assets, and maximize logistical effectiveness.



e) Escalation to Regional Emergency Operations

Involved jurisdictions will assess the situation relative to:

- Incident characteristics: Overall scope and magnitude, nature and characteristics of threat/hazard, observed/anticipated consequences, attributes of impacted area(s).
Response operational considerations: Incident mgmt complexity, need for a shared, Region-wide common operating picture, overall ability of individual jurisdictions to independently manage incident(s), availability of response assets and specialized capabilities.

Any Regional Partner jurisdiction's Emergency Manager (or their designee) can request that emergency operations be Regionalized. Requestor initiates the escalation process through a conference call with Regional Partners' EMs. If the consensus is to escalate, the incident will be deemed Regional and trigger:

- Notification/mobilization of County MAC Group
Formal activation of the REOP and REOC
Notification to all ICs, DOCs, and EOCs in impacted jurisdiction(s)
Notification to Nevada DEM via State Warning Point/Watch Command

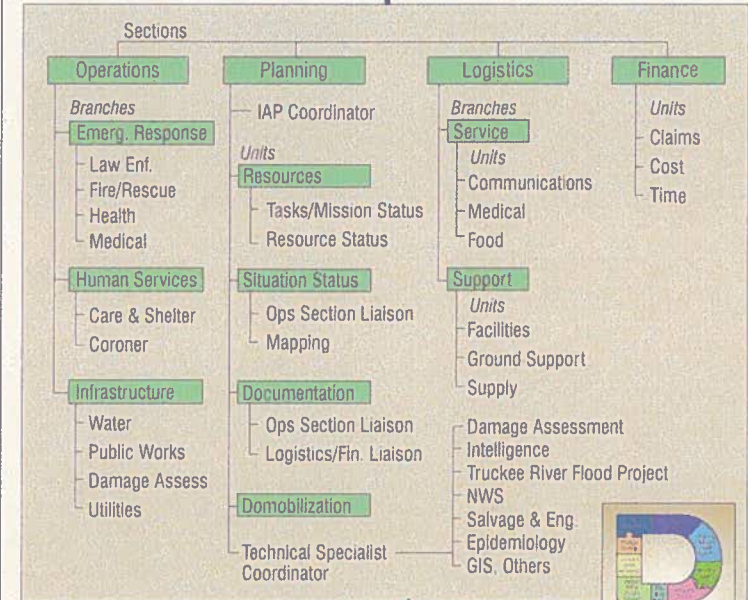
f) Multi-Jurisdictional Coordination Structure

Regional-level emergency operations will typically be of the coordination-and-support variety. Jurisdictions participating in unified emergency operations will normally come together as a Multi Agency Coordination Group (MAC Group). A MAC Group may be established where concurrent incidents are of different types, or where the nature, scope, and magnitude of the incident(s) are such that local jurisdictions require resource management or other support but are otherwise capable of effective tactical incident management on their own.

MAC Group must comprise at least one representative of each participating jurisdiction who is authorized to commit resources and expend funds. Each jurisdiction's MAC Group contingent may include additional staff specializing in public information, logistics/resource management, information/ intelligence, and/or other functions as determined by the incident; these individuals will report to the Sr. Rep. of their jurisdiction but may coordinate with their functional counterparts in the REOC as necessary.

Should a large, complex, multi-jurisdictional incident or multiple concurrent incidents demand a high level of coordination among jurisdictions' ICS organizations, or if one or more jurisdictions were rendered incapable of effective incident management, the Regional Partners may opt to establish a Unified Command (UC) which will have the same basic functions as a MAC Group, but will take on the added command and control role of incident management oversight.

Multi Agency Coordination (MAC) Group



2. Roles and Responsibilities

Each Regional Partner

- a) EOP: develop/maintain its own EOP; operate under its own EOP during local/ Regional emergencies; participate in REOP maintenance
b) Information sharing: maintain current list of contacts/resources; provide data/info. of common interest to Regional Partners for incorporation into REOP
c) EOCs: notify Regional Partners if it activates its EOC
d) Emergency Public Information: participate in JIC if one is activated
e) Response: participate in MAC Group or Unified Area Command if taking part in consolidated emergency operations.

Washoe County In addition to the preceding:

- a) Operate the County's 24/7 warning point
b) Maintain REOC in a state of readiness for Regional emergency operations
c) Activate REOC, including all County personnel/assets/resources necessary for its functioning, upon invocation of the REOP by the Regional Partners;
d) Coordinate the issuance of multi-jurisdictional public warnings;
e) Host the JIC if activated; if not, coordinate public info. during Regional emergency
f) Coord. Partner jurisdictions to maintain financial info. for post-disaster cost recovery
g) Support Regional Partners in maintaining their EOPs and jointly maintaining REOP
h) Host Web-based REOP plan mgmt system; and host WebEOC.

Special Districts: County Public Health, Fire Protection (Sierra, Truckee Meadows, North Lake Tahoe), and Reno-Tahoe Airport Authority will interface with MAC Group or Unified Area Command at REOC to support response/ recovery operations.

Tribal Nations: Reno-Sparks Indian Colony and Pyramid Lake Paiute Tribe are considered full regional partners and are integrated into all response activities.

Nevada DEM: will interface with the MAC Group or Unified Area Command at the REOC to support response and recovery operations.

3. REOC Activation Levels

Table with 3 columns: Level, REOC Status, and Emergency Operations. Levels include N/A, 1 Monitoring, 2 Dynamic Emergency, and 3 Regional Emergency.

4. Washoe County Emergency Plans Suite

