1.4 Planning Assumptions

General

- Principle responsibility for evacuation planning and response resides at the local level of government. Cities within the OA retain primary responsibility for evacuating their residents and visitors, and for developing supporting emergency operations plans and procedures.
- The County has primary responsibility for emergency evacuation of residents and visitors in unincorporated areas.
- School Districts have the primary responsibility to evacuate student populations and are required by state law to coordinate evacuation efforts with corresponding local public safety agencies.
- Sonoma County could have large numbers of visitors and tourists present during an emergency, due to the large local tourism industry. The size of the visitor population is dependent upon the locale of the disaster, and the time of the day and year.
- Most emergencies requiring evacuation would only require movement of threatened populations from one area to another area within the OA. The size and location of the emergency may however, require sheltering operations outside of the county.
- The decision to evacuate or shelter-in-place will be made based on situational awareness, factoring the type and severity of disaster risk, health and safety concerns, sheltering capacity, and the condition of roadways and other transportation resources. Public safety agencies in the OA may need to evacuate more residents rather than risk evacuating too few.
- Personal preparedness is essential to effective evacuation. This is particularly true for individuals with disabilities and those with access and/or functional needs who may require additional time and assistance in evacuation. Community preparedness programs promoting individual and family preparedness is essential to an effective evacuation response.
- A small percentage of the population requiring evacuation assistance may absorb much of the evacuation responders' time and resources.
- If given clear warning and direction, most people will heed evacuation orders. However, some individuals will not evacuate regardless of risk.

People with Disabilities and Those with Access and/or Functional Needs (AFN)

- Evacuation of individuals with disabilities or AFN may require more time and resources than the general population, so early evacuation triggers are essential to assure sufficient time to support these residents.
- People with disabilities do not necessarily require evacuation assistance – most live independently, are fully self-sufficient, and will self-evacuate.
- People with disabilities can become dependent on assistance if separated from their mobility device or medical equipment. Such equipment is essential to

- maintaining independence and will be evacuated with the user whenever possible.
- At times, it may be impractical to transport certain types of medical equipment or devices with their owners due to the size or volume of the equipment, and the space available in evacuation vehicles. Responders should be prepared with additional vehicles specifically for the transport of such equipment.
- Many people who are ordinarily capable of evacuating themselves may have functional needs due to physical or emotional trauma, or a temporary lack of resources or accommodations.

Emergency Notification and Warning

- Local jurisdictions (cities and the County) have primary responsibility for activating warning and public information systems in the event of evacuations. See also the *Sonoma County Operational Area Alert & Warning Annex.*

Transportation Notification and Movement

- The majority of the population can self-evacuate using private transportation (e.g. personal vehicles).
- Transit-dependent populations (e.g. those with disabilities and with access and/or functional needs and households without a vehicle) may require public transportation to evacuate.
- Transportation Assembly Points (TAPs) may be necessary to transport those who require evacuation assistance to Temporary Evacuation Points (TEPs) located in safe areas.
- The time of day and the day of week evacuations are conducted may have a major impact on the availability of resources.
- The larger the evacuation, the more time will be required. Given roadway capacities, it will be difficult to successfully evacuate large areas of the OA for a no-notice event.
- Complete evacuation of the County is improbable but not impossible. Hazard assessments for Sonoma County indicate evacuations would normally involve only portions of the County – though they may include a majority of the County population.
- In a moderate-sized disaster, additional drivers would be needed to fully use existing transportation fleets and sustain 24/7 operations.
- In a catastrophic disaster, Sonoma OA transportation resources would be insufficient, requiring resources and other assistance from neighboring counties.

1.5 Preparing and Responding with the Whole Community Strategy

The County of Sonoma strives to incorporate the Whole Community perspective in its emergency planning. By planning with the Whole Community, the County of Sonoma planning strategy incorporates the complexities in Sonoma County's diversity.

The State of California defines those with Access and/or Functional Needs (AFN)[1] as:

The 'access and functional needs population' consists of individuals who have developmental or intellectual disabilities, physical disabilities, chronic conditions, injuries, limited English proficiency or who are non-English speaking, older adults, children, people living in institutionalized settings, or those who are low income, homeless, or transportation disadvantaged, including, but not limited to, those who are dependent on public transit or those who are pregnant.

Sonoma County's definition of disabilities and access and functional needs is as follows:

Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence and the ability to perform the activities of daily living, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in congregate care settings; are elderly; are children; are from diverse cultures; have limited English proficiency or are non-English speaking; or who are transportation disadvantaged. [2]

The County and Op Area are committed to maximizing compliance with the Americans with Disabilities Act and providing the best service to Sonoma County residents and visitors. As such, the County adheres to the guidelines outlined below:

- County services and facilities are equally accessible and available to all persons.
- All the benefits offered by the County are accessible and available to persons with disabilities and others with access and functional needs.
- The County will accommodate people with disabilities and those with access and/or functional needs in the most integrated setting possible.
- During all phases of disaster response, the County will make reasonable modifications to policies, practices and procedures, if necessary, to ensure programmatic and architectural access to all.

More information on Whole Community planning in Sonoma County can be found in the *Sonoma County Operational Area Emergency Operations Plan*.

1.6 Equity Considerations

Traditional emergency management structures create a clear decision-making hierarchy and standardized procedures, which provides clarity and efficiency in rapidly

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[1] California Statue § 8593.3
[2] Sonoma County Emergency Operations Plan

changing emergency situations. However, it has also often left little room for a collaborative, community-centered approach.

Sonoma County is in the process of establishing equity practices within its emergency management structures, including embedded equity position(s) within the local Incident Command System Structure (ICS), the Joint Information Center (JIC), and in the Management section of the Emergency Operations Center (EOC).

These positions help ensure that there is a demographic assessment of the community impacted by the evacuation (for example by GIS mapping the evacuation area(s) and pulling the most recent Census or American Community Service data for evaluating race/ethnicity, income, language, etc.) to support the provision of culturally-responsive emergency notification and sheltering operations. They also coordinate with community-based organizations and trusted partners to provide input during the design, planning, and execution phases of the response. This information is also relevant in longer term recovery planning and service delivery efforts.

Culturally-responsive notification efforts can be achieved, for example, by ensuring notifications are developed and shared in relevant languages in all notification formats, as well as in emergency communications with the media. Culturally-responsive sheltering efforts can be achieved by providing familiar foods, emphasizing that immigration status has no bearing on the receipt of services, and staffing shelters with bi- or multi-lingual employees and volunteers.

II. CONCEPT OF OPERATIONS

2.1 Concept of Operations

This Annex builds on the basic concepts and authorities outlined in the *Sonoma County Operational Area Emergency Operations Plan* (EOP), outlines general roles and responsibilities, and describes when and how resources will be activated and coordinated to support emergency evacuation activities. The overall objectives include:

- Risk assessment supporting appropriate protective action decisions and evacuation orders, considering potential impacts on life safety, property protection, and environmental stewardship.
- Proper notification of the public regarding evacuation orders, with specific accommodations for people with disabilities and those with access and/ or functional needs.
- Establishment of transportation systems and traffic control points designed to move the public out of, and prevent their entry into threatened areas.
- Assuring safe and orderly re-entry into disaster impacted areas so residents can assess damages and begin the recovery process.

2.2 Evacuation Decisions

While Evacuation orders include inherent risk, hesitancy to issue orders could result in loss of life. In some areas of the County, delay in issuing evacuation orders may preclude the possibility of later evacuation.

Authority

California's evacuation laws grant most evacuation-related authority to local governments. However, certain individuals at both the state and local levels have the authority to close and evacuate an area where "a menace to the public health or safety is created by a calamity including flood, storm, fire, earthquake, explosion, accident, or other disaster."[3] These individuals include peace officers, local health officials, California Highway Patrol officers, police officers, sheriffs, marshals, supervising full-time public lifeguards, and supervising full-time public marine safety officers.[4]

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[3] California Penal Code § 409.5.
[4] Id. § 409.5. With regard to evacuations, the term "peace officers" includes designated employees of the Department of Parks and Recreation, Department of Forestry and Fire Protection, and Department of Fish and Game.

Manager or EOC and the Management Section – Alert and Warning Group Supervisor, by a representative in the field, for rapid dissemination through all appropriate means.

Evacuation Orders

Anecdotal evidence has shown that mandatory Evacuation Orders generate a higher level of compliance in affected communities. Under Evacuation Orders, law enforcement may not use force to remove persons who choose to remain on private property within the evacuation zone. Instead, officers will state clearly that failure to evacuate may result in physical injury or death, that a future opportunity to evacuate may not exist, and rescue resources may not be available. Signed waivers, along with next-of-kin notification information, may be obtained from anyone refusing to heed evacuation orders.

Law enforcement has the responsibility to prevent anyone from entering an area under evacuation orders. This is usually accomplished through the use of "hard" road closures, in which only emergency vehicles are allowed entry. The hard road closure prevents individuals who were away from the affected area when the evacuation was issued from returning to or entering the affected area.

Evacuation Warnings generate a lower level of compliance and can complicate public information. However, during events with notice or other slowly unfolding incidents where advance warning is available and sufficient, there may be situations where Evacuation Warnings are warranted. In some circumstances they may be used to extend the window given for the evacuation of schools and people with disabilities or access and functional needs, as well as large animals and livestock. During an Evacuation Warning, "soft" road closures may be used, where residents may be asked to prove residency in order to gain access to a threatened area. Public information in Evacuation Warnings should emphasize the reasoning behind the decision and the actions residents are expected to take. The public should also be warned that Evacuation Warnings may become Evacuation Orders as incident conditions change.

2.4 Evacuation Implementation

In all cases, the response to emergency events will be managed at the local level, with local governments maintaining the primary responsibility for evacuation preparedness, response and recovery within their jurisdiction. Local governments plan their own evacuation strategies but can request support from the OA if an event escalates beyond their capabilities. In such events, the OA EOC may be activated to provide communication, coordination, and support resources as dictated by the Unified County and OA EOP.

Law Enforcement Mobilization and Mutual Aid

Evacuation field operations will be managed and conducted by the event Incident Command in coordination with local law enforcement agencies and other support agencies in accordance with mutual aid agreements.

Should a rapidly unfolding event lead local authorities to consider mobilization of law enforcement evacuation support, on-duty staff may be overwhelmed. In the event mutual aid is requested, resource requests will flow through the OA Law Enforcement Mutual Aid Coordinator.

2.5 Emergency Alert and Warning

Early, effective alert and warning is critical to successful evacuation operations. The County retains robust Alert and Warning capabilities to issue emergency alerts for county unincorporated areas. If requested, the County can also issue alerts on behalf of local jurisdictions whose own warning capacity has been exceeded.

Authority

The primary responsibility for alert and warning resides at the local level. Authority for issuing alerts and warnings that cross jurisdictional boundaries within the Sonoma OA is limited to the Sheriff, the EOC Director, or the County Administrator as Director of Emergency Services, or any of their designees.

The protocol for evacuating a specific area is usually a joint effort between the Sheriff and another authority such as Cal Fire during a wildfire response. Evacuations warnings or orders issued by the Sheriff's Office will route through the EOC Operations Section – Law Branch, Management Section – Alert and Warning Group Supervisor, or DEM Duty Officer in the event that the EOC is not activated.

Alert and Warning Notification

Alerts may be issued any time there is an imminent threat to life and property. The types and systems used are influenced by the nature of the specific threat, the size of the area affected, and other factors. Key criteria include:

- Potential impacts of the threat;
- Time of Day;
- Required public actions;
- Time available for the public to react;
- Environmental conditions magnifying the incident's effects

Critical Evacuation Information

The amount of content included in a given alert and warning message may be constrained by both the pace of events and the messaging platform. Critical components of evacuation messaging include:

- Identifying the Alert Authority (e.g. SoCo Sheriff, SoCo Fire etc.)
- Describing the threat (e.g. Fire, Flood, Tsunami, Hazardous Material)
- Providing guidance for protective action (Evacuation warning or order/Shelter in place)
- Providing the hazard/shelter-in-place locations or evacuation areas
- Giving the time available to act (IMMEDIATE/NOW or timeframe if available)
- Sharing future information sources (always include www.socopsa.org or other link)

Notification Methods and Priority

The Sonoma Op Area will prioritize use of its warning systems in the following order to maximize the timeliness and scope of warning efforts:

- Wireless Emergency Alerts (WEA)
- SoCoAlerts
- NOAA Weather Radio (NWR)
- Emergency Alert System (EAS)
- Hi-Lo Vehicle Sirens - These may be augmented by use of Nixle and social media systems.

For more information on Sonoma County OA Alert and Warning protocols, please see the Alert and Warning Annex of the Sonoma County Operational Area Emergency Operations Plan.

The Sonoma County Sheriff's Office, in partnership with the Department of Emergency Management and various public safety agencies, have developed a map of Sonoma County divided into standardized evacuation zones. In conjunction with a countywide "Know your Zone" campaign, utilizing these zones will allow alert and warning notifications to be targeted more precisely, and reduce evacuation fatigue in the community

(See Appendix A – Sonoma County Evacuation Zones).

2.6 Transportation

The primary mode of evacuation is assumed to be various forms of ground transport (personal vehicle, bicycle, rail, bus, etc.) for most persons in the evacuation area. Many community members will use private automobiles, and the OA and local jurisdictions will mobilize transportation resources to assist people with disabilities and those who do not own or have access to automobiles.

Transportation Management

- The Transportation Unit in the OA EOC Logistics Section coordinates evacuation resources with the Operations Section Health Care Branch Medical Group Supervisor, Care and Shelter Branch, Schools Liaison, Disabilities and Access and Functional Needs Coordinator, and the Public Information Chief.

- The Logistics Section Transportation Unit is supported by Sonoma County Transport Authority (SCTA), under Sonoma County Transportation and Public Works (TPW) SCTA Paratransit Services. Together these agencies work to coordinate vehicles and other logistical support for evacuation. These agencies are also responsible for coordinating and tapping into non-traditional (public and private) transportation resources, sometimes called "hidden fleets" (ex. wine industry tour buses).

- The Schools Liaison in the Management section can assist with the procurement of school district transportation resources.

- Operational tactics will direct evacuees to the nearest TEP and/or shelter in the most efficient manner possible, given the information available, existing transportation corridors and evacuation resources.

- Individuals seeking to evacuate via public transportation will need information about the nearest Transportation Assembly Point (TAP).

- An Operational Area Emergency Transportation Working Group will convene before and after emergencies to foster communication, develop emergency transportation tactics, and improve resource allocation.

Evacuation Assets

- Rapid mobilization of transportation resources is essential to the successful evacuation of individuals who rely on public transportation. Evacuation transportation resources may be provided by the following entities:
  - SCTA
  - SCTA Paratransit Services

- o Sonoma County School Districts and the Sonoma County Office of Education
- o Public transportation providers from neighboring jurisdictions, including Cities and Counties
- o Golden Gate Highway and Transportation District
- o Private sector transportation providers

(See Appendix B: Transportation Assets in Sonoma County Operational Area)

Evacuation Routes

- Evacuation routes will be selected by law enforcement officials, approved by the Incident Commander at the time of the evacuation decision, then communicated to the EOC.
- Evacuation routes may include interstate, state and surface roads, and will be chosen based on the relative safety of roadway infrastructure and current traffic conditions.

- Movement instructions will be part of the warning notifications and subsequent public information releases.

- The Bay Area Urban Areas Security Initiative (BAUASI) has developed maps for priority evacuation routes for all Bay Area counties, including Sonoma County. These maps are maintained by BAUASI.

Transportation Assembly Points

Transportation Assembly Points (TAPs) can serve as transportation hubs where evacuees can be picked up by family and friends, or be transported to TEPs and/or shelters by public transportation. Evacuees may arrive at TAPs by foot, bicycle, public transit, paratransit, or private vehicles.

Key criteria for these sites include:

- Safely beyond the area of immediate threat
- Geographically dispersed across jurisdiction
- Not encumbered by current evacuation operations plans (i.e. schools and city parks may already be committed as shelters, staging areas, etc.)
- Availability of parking

- Ease of ingress and egress for the public (e.g., easy to get to without getting lost, sufficient parking available)
- Ease of ingress and egress for transit and paratransit vehicles (e.g., appropriate and accessible passenger loading areas, turning radius greater than 50 feet), as well as pedestrian traffic
- Covered area in case of rain or other inclement weather
- Accessible to individuals with disabilities and those with access and/or functional needs
- Restroom facilities, nighttime lighting and water supply
- Back-up power supply to serve the needs of people who may need power to sustain operation of essential equipment
- Space for holding pets or livestock awaiting evacuation

TAPs will be selected and activated by local jurisdictions in coordination with their local EOC. Development of policies and procedures for transportation assembly point operations is also the responsibility of the local jurisdiction.

Evacuation Considerations for those with Access and/or Functional Needs

Transportation suited to evacuating individuals with access and functional needs will be made available during an emergency. Below is guidance for evacuating those with access and functional needs.

Communications

As time and conditions permit and within the limits of personal safety, law enforcement will sweep the evacuated area after the initial notice to ensure all persons have been advised and/or have evacuated. They may identify individuals requiring assistance.

Medical and Health Care Facilities

Care facilities such as hospitals and nursing homes are required to have their own evacuation plans and procedures to follow during an incident. For more information on care facilities and other congregate care institutions, see section **2.8. Critical Facilities**.

Evacuation events may exceed the capabilities of these facilities and OA resources may be required to support them.

Mobility and Medical Devices

Transportation able to accommodate people in wheelchairs, scooters, or other mobility aids supporting evacuee independence must be made available. Mobility devices and durable medical equipment should be transported with the evacuee.

Medical equipment should be labeled with the owners name and contact information when possible. Evacuees will only be separated from their mobility device(s) and durable medical equipment under the most urgent life-threatening conditions. If these conditions exist, appropriate plans will be in place under the Department of Health Services to ensure durable medical equipment and mobility devices are available at the destination. A coordinated equipment labeling and tracking system may be necessary to ensure individuals are not separated from their mobility devices.

Service animals meeting the description in the ADA Service Animal Guidance will always be transported with their owner.

Support and Safety

People that are blind or have low vision will need additional assistance during transport because they cannot rely on their traditional orientation and navigation methods. Evacuees with cognitive disabilities, as well as people with dementia, should be transported with their caregivers or other mental health professionals when possible for their own safety.

Transportation

Buses and paratransit vehicles will most likely be the primary resources used to evacuate people with critical transportation needs. Medical transportation should be reserved for those with injuries and acute medical issues.

Animal Transportation

Service Animals

Service animals are essential to the continued independence of persons with access and functional needs and should be evacuated with the person. The Americans with Disabilities Act requires service animals be permitted in any area accessible to the

general public. This includes public transportation, shelters, and any other location where evacuees may be present.

Pets

Ensuring for the transportation, care, and sheltering of animals is an important factor in evacuation planning. Some pet owners may refuse to evacuate unless allowances are made for their household pets or other animals. Evacuees that are forced to leave animals behind may also attempt to prematurely re-enter evacuated areas to rescue their animals.

Due to these lessons learned, the federal Pets Evacuation and Transportation Standards (PETS) Act of 2006 amended the Stafford Act to require that local evacuation plans take into account the needs of individuals with household pets (specifically small animals such as dogs and cats) and service animals, prior to, during, and following a major disaster or emergency. Livestock, exotic pets and other large animals are not covered by the PETS Act.

SCTA and SCTA Paratransit Services rules state service animals (e.g., seeing-eye dogs) are permitted onboard at all times. Household pets are permitted onboard during emergency evacuations if contained within a protective carrier that prevents the animal from interacting with other passengers.

In the event pets are not properly caged, or the pet carrier is too large to fit on the transit vehicle, Sonoma County Animal Care Services may be able to provide trailers and cages to support the movement of animals. In such cases, the agency will take the animals to animal shelters, allowing owners to collect their pet once the emergency situation has passed. Local agencies should coordinate with their local animal care provider for trailers and cages.

Livestock and Exotic Animals

Movement of large animals and livestock will be coordinated through the Animal Care Services Unit in the Operations Section of the OA EOC and the Agricultural Commissioner with support from the California Department of Food and Agriculture at the REOC.

It is the primary responsibility of the livestock owners to plan for appropriate evacuation of their animals. Equestrian evacuations may be assisted by mutual aid from local non-governmental organizations and volunteer groups. The County of Sonoma's Animal

Disaster Services Worker (ADSW) program will support the training and credentialing of evacuation teams prior to deployment in the field.

Movement of restricted animals and exotics is the responsibility of the license holder. The California Department of Fish & Game (CDFG) coordinates with non-governmental organizations to address wildlife and exotic animal shelter and rescue in the event of an emergency. See also the *Sonoma County Emergency Operations Plan Animal Annex.*

Ongoing Transportation for Evacuees

Following a moderate or mass evacuation, tens of thousands of residents could be out of their homes for hours or days. Evacuees staying in shelters will have continuing needs for transportation. Historically, shelter residents are more likely to be transit-dependent and have higher rates of access and functional needs. Depending on the scope of the operations, additional transportation resources may be needed to move shelter residents to medical appointments, Disaster Recovery Centers, Local Assistance Centers, work, or other daily activities.

Following an evacuation, SCTA may assess its service schedule to determine if existing routes are adequate to meet the transportation needs of shelter residents, or if new temporary stops or additional temporary routes may be appropriate or necessary.

2.7 Congregate Care Facilities

Residents of care facilities and in institutional settings have additional medical care and supervision demands. It is generally the responsibility of the evacuating facility to identify and arrange their own resources to effect supervised evacuation. However, some facilities will inevitably be underprepared and will require intervention by local first responders. In larger events, competing needs may result in a prioritization of resources, and assistance may not be immediately available for care facilities.

The OA EOC will coordinate facility evacuations in support of local jurisdictions and may include actions by the EMS unit in the EOC under the Medical Health Branch. Assistance will most likely involve the coordination of accessible transportation to supplement existing local resources.

Long-Term Care Facilities and Group Homes

Locations in this category include Residential Care Facilities for the Elderly (RCFE), Adult Residential Facilities, and other non-medical facility congregate care settings. RCFEs provide residents with care, supervision, and assistance with activities of daily living, such as bathing and grooming. They are licensed by The California Department of Social

Services. Medical Facilities such as Skilled Nursing Facilities and Intermediate Care Facilities are licensed by the California Department of Public Health.[5]

- All licensed care settings, including residential care of medical facilities, must have plans for facility evacuation that includes provisions for transportation of patients and emergency housing appropriate for the resident or patient population.[6]

- Facility evacuation plans should address moving patients to unaffected areas of the facility (i.e., partial evacuation) as well as evacuation of the entire facility (i.e., full evacuation). Partial or full evacuation of a facility will be determined by facility administration in consultation with public safety agencies, and the MHOAC program where the facility is a medical in-patient setting.

- Medical facilities typically have plans to evacuate their patients to another facility within their network. Evacuating residents to similar facilities via pre-existing agreements can ensure residents maintain a similar level of care. When facility evacuation needs exceed the capacity of the medical care facility to manage, the Medical Health Operational Area Coordinator (MHOAC) program will assist with patient placement and transportation.

Adult Day Care Centers

- Adult Day Care Centers should proactively coordinate with their local jurisdiction to ensure they are included in local evacuation plans.

- Adult Day Care Center patients frequently use Sonoma County Transportation Authority Services for transportation to and from day care facilities. During an evacuation, these scheduled trips would be considered high priority medical transport for SCTA resources.

Child Care Centers

- Child Care Centers are required to communicate with the California Department of Social Services Community Care Licensing Division in the event of a facility evacuation or other incident.

- Child Care Centers should coordinate with their local jurisdiction to ensure they are included in local evacuation plans.

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[5] Regulations pertaining to evacuation and disaster preparedness of care facilities can be found in Title 22 of the California Code of Regulations.
[6] See AB-3098 Residential Care Facilities for the Elderly: Emergency and Disaster Plans Section 1

- Some Child Care Centers may require additional transportation support.

Schools and Higher Education Institutions

- Public schools and school districts – as well as higher education institutions– are required to have safe school and emergency plans in place to safeguard students, staff, and visitors. Public schools may or may not have adequate resources, including transportation, to support their students and staff during an evacuation order.

- Public schools may evacuate or relocate to another school site during an emergency. Parent and student reunification orders must be obtained and communicated to others in an expeditious and inclusive way.

- Private schools may need additional assistance in a large-scale evacuation due to the limited number of transportation resources available during an emergency. Institutions without pre-existing plans and transportation resources may be dependent on Transportation Assembly Points and public transportation for evacuation.

- Some school buses are equipped to transport students with disabilities and these buses may become a limited resource during an emergency evacuation.

- The Operational Area will activate the Schools Liaison in the OA EOC to support school related response activities including the mobilization of resources to support affected schools.

Unlicensed Facilities

- Some small facilities, especially in residential neighborhoods, may be unlicensed and therefore would not appear on any maps of lists of licensed facilities provided to planners or first responders. When performing evacuations in residential areas, law enforcement should inquire as to possible facilities in the neighborhood.

- In some areas of Sonoma County, naturally occurring retirement communities may be common. These communities are not created to meet the needs of seniors living independently in their homes, but evolve naturally as adult residents age in place. These facilities may not be licensed.

Hospitals

- Each hospital in Sonoma County is required to develop and implement a hospital evacuation plan as part of their Emergency Operations Plan.

- All hospitals are responsible for coordinating with EMS and receiving facilities to provide on-going medical care for evacuated patients, and for contacting their contracted ambulance providers to assist in transportation of evacuated patients.

- Facilities are responsible for finding bed availability for their patients outside of the Medical-Health Operational Area Coordinator (MHOAC) program. Facilities' resources must be exhausted regardless of evacuation zone prior to seeking assistance through the MHOAC program.

- If a facility or healthcare system is unable to find available beds, the MHOAC program will use regional assets to find bed availability and transportation assets for facilities in a mandatory evacuation zone.

- The Emergency Command Transfer Center (ECTF) may be available to assist facilities with placement during the decompression phase.

- Facilities should plan to retain an absolute minimum staffing footprint when possible to avoid facility abandonment, which can cause long delays in reopening after zone re-entry.

(See Appendix C: CVEMSA Incident Response Guide: Medical Facility Evacuation)

Drug Treatment Centers

- Drug Treatment Centers are licensed by the California Department of Alcohol and Drug Programs.

- As a licensed care facility, drug treatment centers are required to have plans for facility evacuation that do not depend upon public transportation resources or facilities.

Homeless Shelters

- Homeless people in need of emergency response sheltering will be transported and sheltered with general evacuation populations following emergency procedures detailed in this plan and the Sonoma County Care & Shelter Annex.

- Each homeless shelter should have an emergency action plan in place, including plans for the emergency evacuation of their residents.

Jails and Correctional Facilities

- The Sonoma County Sheriff's Department and local law enforcement agencies are responsible for evacuation of inmates under their care using existing Jail Evacuation Plans.

Juvenile Detention Centers

- The Sonoma County Probation Department is responsible for evacuation of the juveniles under their care. They may require transportation support.

Special Events and Other High Density Facilities

At any given time, there may be a number of events occurring in Sonoma County, which generate large gatherings of people. Any event attracting a large crowd will include people with disabilities and those with access and functional needs. Should the need to evacuate a high-density location arise, local first responders will include all people in their evacuation operations. Notable in this category is the Sonoma Raceway.

2.8 Sheltering and Temporary Evacuation Points

Temporary Evacuation Points (TEPs) will be used to initially receive evacuees after an evacuation order is given. TEPs provide evacuees with a safe location to plan their emergency accommodations and other immediate next steps while shelters are established.

The Sonoma County Mass Care and Shelter Annex provides detailed descriptions of how evacuating and receiving jurisdictions coordinate to ensure evacuees receive appropriate care and shelter.

2.9 Access Control and Security

If an evacuation is ordered, local law enforcement agencies, in coordination with the Law Enforcement Branch of the EOC, are charged with ensuring evacuated areas are reasonably secure and access to the area is controlled. Once an area is evacuated, it will be kept secure for the safety of responders. Re-entry will be coordinated with Incident Command and the local EOC to ensure community health and safety.

If an evacuated area has sustained damage and cannot be reoccupied for an extended period of time, it may be necessary to implement a permit system to restrict and/or limit access. Access control will be directed towards specific emergency workers, private sector partners, utility workers, and contractors repairing damaged structures.

Law enforcement may also consider making allowances at traffic control points and other impacted areas for attendants, home health aides, visiting nurses, and other individuals crucial to the immediate care of people with disabilities and those with access and/or functional needs.

Access Control

Perimeter control may be accomplished by establishing strategic concentric rings of security, hard access control points, roadblocks, or road closures supplemented by suitably equipped mobile ground and air patrols. Depending on the incident type, multiple zones may be established around an incident.

Access into the evacuated areas should initially be limited to emergency services, including law enforcement, fire, emergency medical services (EMS), rescue, State and Federal resources, public works, utility companies, Coroner, and Animal Control Officers.

Security Requirements

To encourage compliance with evacuation orders, public and private property should be protected after an area is cleared. Residents are more likely to evacuate, and more likely to quickly comply with future evacuation orders, if they feel their property will be safe. Furthermore, the protection and security of the infrastructure located within evacuated areas is paramount to the safety of the community, and will expedite the return of evacuees to their homes and businesses. Vandalism, looting, and sabotage of infrastructure facilities may cause additional damage to the impacted area, or have a cascading effect on infrastructure throughout the region. It may also cause evacuees to be less willing to leave during future evacuations. Mapping of critical infrastructure throughout the Operational Area will assist Incident Commanders in strategic and tactical security and access control decision making. For more information on critical infrastructure in an area, refer to local plans for that jurisdiction.

2.10 Re-entry

Following a moderate or mass evacuation event, the OA will work to ensure a coordinated, safe, and orderly re-entry of residents into affected areas. Residents and recovery personnel will be permitted back into evacuated areas as soon as it is deemed safe.

Planning

- Re-entry will be initiated by the Incident Commander and coordinated with the affected jurisdiction(s) and the OA EOC.

- The Operations Section Law Enforcement Branch Movement Group Supervisor, in coordination with the Care and Shelter Branch Director, the Public Information Manager, the Disabilities and Access and Functional Needs Group Supervisor, and the Logistics Section Transportation Unit Leader will oversee movement of persons back to their neighborhoods.

Site Safety Assessments

- The impacted areas must be thoroughly inspected to ensure essential infrastructure services have been restored and it is safe for residents to return to their homes.

- When the Incident Commander determines the incident risk has passed, he or she will coordinate with affected jurisdictions and the OA EOC to conduct a safety assessment of the evacuated area.

Phased Re-entry

Re-entry may be phased to manage the number of people entering the disaster area, and prioritized for public safety purposes.

(See Appendix D: Re-entry Planning and Execution)

The public will be notified of the re-entry status through emergency broadcast radio, television, press releases, SoCo Alert, Internet, informational phone lines such as 211, community briefings, and informational updates at shelters.

Checkpoints and Routes

Law enforcement will establish/maintain Traffic Control Points along access routes to facilitate re-entry and maintain the security of evacuated areas.

Transportation resources will have to be coordinated to return evacuees requiring transportation assistance from evacuation points or shelters back to their communities

Identification will be required of anyone wishing to re-enter evacuation zones. If possible, a mobile credentialing system for all evacuees and emergency workers will be implemented. To expedite the identification process while maintaining security, credentials should identify the individual, agency (if applicable), specific level of access, and the timeframe of allowed access.

Displaced individuals should have proper identification, such as a driver's license, voter's registration, utility bills, property tax receipts, or another official document that proves they reside within the affected area.

Relief workers should have an identification card from their organization and be able to prove they are fulfilling an assigned role or mission.

III. ROLES AND RESPONSIBILITIES

All agencies, jurisdictions and organizations with an evacuation response role are responsible for developing procedures to support their functions as described in this plan.

3.1 All Agencies and Personnel
Responsibilities

- Identify and articulate your role in emergency evacuations including public education, alert notification, emergency transportation, care and shelter, and re-entry

- Identify the personnel, resources and information necessary to fulfill that role

- Develop strategy to quickly mobilize those resources in case of emergency

- Conduct the planning, training and exercises necessary to ensure assigned personnel understand and can effectively perform evacuation duties

Activation

- Identify and mobilize resources to support evacuation operational objectives established by Incident Command

- Log in to WebEOC and maintain an activity log of actions taken and decisions made

- Coordinate information and resources at the EOC level in the affected local government jurisdiction

Operations

- Provide resources to facilitate safe evacuations, care and shelter, and re-entry, within the scope of your agency mission and capabilities

- Provide situational updates as requested by the lead response agency through WebEOC or other means

Deactivation

- Conduct a thorough post-incident assessment and after action review to identify areas for improvement

- Provide debriefing and offer crisis counseling to all agency personnel under your command

- Demobilize resources

3.2 Operational Area Emergency Operations Center Positions

3.2.2 County/Operational Area EOC Director

Responsible Department: Department of Emergency Management

OA EOC Section: Management

Responsibilities

- Coordinate emergency response activities in support of incident objectives

- Identify evacuation needs

- Request assistance from support agencies

- Approve EOC objectives and incident objectives and incident plan

- Maintain communication and coordination between OA EOC, city EOCs, REOC and support agencies

3.2.4 Public Information Manager

Responsible Agency: Sonoma County Administrator's Office – County Communications

OA EOC Section: Management

Responsibilities

- Ensure that the public, including individuals with access and functional needs, receives current evacuation orders, and provide direction to community members on what to do to protect themselves and their loved ones.

- Oversee external affairs including:
  - Message development
  - Activation of the Joint Information System
  - Establishing a Joint Information Center

3.2.5 Law Enforcement Branch Director

Responsible Department: Sonoma County Sheriff's Department

OA EOC Section: Operations

Responsibilities

- Maintain public safety and security

- Support evacuation operations in the field

- Identify accessible safety zones, TEPs, Transportation Assembly Points and primary evacuation   routes

- Coordinate with California Highway Patrol and local law enforcement on the establishment of Traffic Control Points (TCPs)

- Coordinate re-entry of residents and businesses into evacuated areas once threat has passed and area is deemed safe

- Coordinate re-entry of residents and businesses into evacuated areas once threat has passed and area is deemed safe

3.2.8 Fire and Rescue Branch Director

Responsible Agency: Sonoma County Fire Prevention

OA EOC Section: Operations

Responsibilities

- Assist with evacuation operations and medical response

- Coordinate rescue operations

- Support fire protection and search and rescue in evacuated areas

3.2.9 Transportation and Public Works Director

Responsible Department: Sonoma County Public Works

OA EOC Section: Operations

Responsibilities

- Gather information and report on status of county infrastructure

- Support Law Enforcement Branch in opening and closing county roads

- Facilitate pre-positioning of resources to enable rapid response to worsening conditions

- Provide resources including changeable message signs, k-rail barricades, and road cones to support road closures

- Coordinate with all utilities including gas and electric

- Coordinate with the Sonoma Water Agency and other partner organizations to identify infrastructure concerns that may affect re-entry timelines

3.2.10 Care and Shelter Branch Director

Responsible Department: Sonoma County Human Services Department (HSD)

OA EOC Section: Operations

Responsibilities

- Coordinate with HSD representatives for the safety and security of clients under the care of HSD

- In coordination with the HSS/ EOC AFN Coordinator, provide EOC with information on daycare facilities serving functional needs clients and in-home support services clients

- Staff shelter locations as needed

- Coordinate resource requests to support the care and shelter needs of the community
- Regional Parks:
  - o Provide support to TEP operations

  - o This may include parking and traffic control assistance

- Adult and Aging:

  - o Contact vulnerable, home-based adults enrolled in pre-disaster programs such as In-Home Support Services and Adult Protective Services and ensure they have sufficient transportation to evacuate safely.

  - o Operate the 565 Information and Assistance line for Adult and Aging, providing transportation information to vulnerable adults during an evacuation emergency

  - o Resource contracted volunteer driver transportation programs and senior service providers serving vulnerable adults across the county, providing information and coordination

3.2.11 Schools Liaison

Responsible Department: Sonoma County Office of Education

OA EOC Section: Management – Liaison

Responsibilities

- Coordinate with school management to determine status of facilities, operations, resource and personnel needs

- Coordinate with the Human Services Department, the American Red Cross, and the Disabilities and Access and Functional Needs Group in identifying appropriate school sites for care and shelter operations if needed

- Keep the emergency organization appraised of issues relating to schools and children

3.2.12 Access and Functional Coordinator

Responsible Department: Human Services Department – In Home Support Services **OA EOC Section:** Management

Responsibilities

- Provide information to Operational Area (OA) EOC sections on access and functional needs-related issues and available resources

- Facilitate communication between OA EOC and area organizations serving people with disabilities and access and functional needs

- Ensure people with disabilities and access and functional needs are properly considered in all aspects of the incident response and recovery

- Coordinate with Operations Section to identify access and functional needs-related issues and available resources

- Work with Planning and Intelligence Section to provide information for inclusion in Incident Action Plan

- Maintain communication with organizations serving people with disabilities and access and functional needs and continue to monitor their response activities and needs

3.2.13 Animal Care Group Supervisor

Responsible Agency: Sonoma County Health Department – Animal Services

OA EOC Section: Operations

Responsibilities

- Provide services and support for service animals and pets

- Support Operations Section Law Branch with animal control vehicles to assist with evacuation of pets

- Coordinate with non-governmental organizations and volunteer groups to facilitate evacuation of large animals and pets

- Establish and support household pet and large animal evacuation sites

3.2.14 Behavioral Health Group Supervisor

Responsible Agency: Department of Health Services

OA EOC Section: Operations

Responsibilities

- Coordinate behavioral health resources and personnel in support of shelter operations

- Monitor behavioral health teams in the impacted disaster areas

Monitor and provide appropriate psychological support to the Operational Area EOC staff

3.2.15 Health Services Branch Director

Responsible Agency: Sonoma County Department of Health Services

OA EOC Section: Operations

Responsibilities

- Coordinate evacuation of hospitals and other medical facilities

- Coordinate with American Red Cross and Sonoma County Human Services Department to support medical needs in shelters

- Provide information as needed to support the Incident Action Plan

3.2.16 Alert and Warning Group Supervisor

Responsible Agency: Department of Emergency Management

OA EOC Section: Management

Responsibilities

- Activate the Emergency Alert System (EAS) and Wireless Emergency Alerts (WEA)

- Initiate the Sonoma County Alert system (SoCo Alert) for public safety and warning information in unincorporated areas, and incorporated areas as requested by incorporated city EOCs

- Coordinate with the Public Information group ensuring press releases.

- Utilizing multiple, redundant means of communication as outlined in Section 2.5 of this Annex to alert the public, including people with disabilities and people with limited English proficiency

3.2.17 Planning and Intelligence Section Chief

Responsible Agency: PRMD or Regional Parks

OA EOC Section: Planning and Intelligence

Responsibilities

- Ensure the Planning and Intelligence function is performed consistent with SEMS and NIMS guidelines, including:
  - Collecting, analyzing all data regarding the status and operations of the Operational Area
  - Preparing periodic situation reports
  - Initiating and documenting the EOC's Incident Action Plan and After-Action Report
  - Advance planning for future operational periods and recovery operations
  - Planning   for   demobilization

- Coordinate with counterpart Planning and Intelligence Section Chiefs in Operational Area EOC's, and other County departments and agencies to ensure the Operational Area priorities and strategies comply with the Operational Area needs

3.2.18 Emergency Transportation Group Supervisor

Responsible Agency: Sonoma County Transportation Authority

OA EOC Section: Logistics

Responsibilities:

- In coordination with the Operations Section, develop a transportation plan to support evacuation operations

- Coordinate the acquisition or use of required public transportation resources

- Provide accessible transportation resources to support transportation assembly points, temporary evacuation points, shelter locations, and the on-going transit

needs of residents and evacuees

- Work with the Logistics Section to acquire additional private sector and Non-Governmental Organization resources as required

- Work with the Care and Shelter Branch to coordinate shelter services for paratransit clients unable to return to their home in the affected area

3.2.19 Logistics Section Chief

Responsible Agency: General Services

OA EOC Section: Logistics

Responsibilities

- Provide situational and resource status information to Section Chiefs and Management

- Ensure the Logistics function is performed consistent with SEMS and NIMS guidelines

- Generate the Emergency Purchase Order that will be used on all contracts and purchases

3.2.21 Finance and Administration Section Chief

Responsible Agency: ACTTC

OA EOC Section: Finance and Administration

Responsibilities

- Identify the best strategy for sharing, acquiring and distributing response expenditures

- Implement a Disaster Accounting System

- Provide regular accounting of costs (personnel and equipment) reports associated with the incident

- Quantify damage to public property

- Act as a financial liaison between the Operational Area and other agencies

- Recommend financial policies to Policy Group and carries out agreed upon policies

3.3 Non-Governmental Agency Responsibilities

3.3.1 American Red Cross

Responsibilities

- Care for evacuees in accordance with the Sonoma County Operational Area Mass Care and Shelter Annex

3.3.2 Sonoma County 211

Responsibilities

- Augment communication between the EOC and functional needs populations

- Staff information line to support EOC Public Information Hotline for call volume capacity

- Provide evacuation information to callers seeking information

- Coordinate offers of volunteerism through the EOC

3.3.3 Community Organizations Active in Disaster (COAD)

Responsibilities

- Staff the COAD desk in the EOC to coordinate collaboration with government partners

- Provide volunteer staffing to Transportation Assembly Points, Temporary Evacuation Points and shelters as requested by the EOC

- Provide volunteers to support fire and law enforcement during re-entry of evacuated neighborhoods.

3.4 State Responsibilities

3.4.1 Cal OES Regional Emergency Operations Center (REOC)

Responsibilities

- Provide support to County EOC

- Facilitate requests for state and federal disaster assistance

- Facilitate requests for state resources

- Facilitate requests for federal resources

- Coordinate the activities of state departments providing support resources, particularly those involved with functional needs populations

3.4.2 Cal OES State Operations Center (SOC)

Responsibilities

- Provide support to REOC

- Facilitate requests for state and federal disaster assistance

- Facilitate requests for state resources

- Facilitate requests for federal assistance

- Request activation the National Guard, as needed

- Coordinate the activities of state departments providing support resources, particularly those involved with functional needs populations

3.4.3 Cal OES Office for Access and Functional Needs

Responsibilities

- Advocate for evacuation support to accommodate people with disabilities and access and functional needs

- Facilitate requests for support from or information regarding functional needs populations affected by evacuation orders

- Represent access and functional needs issues as appropriate

3.4.4 California Highway Patrol

Responsibilities

- Maintain safety and security on state roads and designated evacuation corridors

- Manage traffic control points

- Provide the EOC with information regarding roadway issues such as infrastructure damage and transportation blockages

- Coordinate with field responders to allow transportation resources access to closed areas

3.4.5 California Department of Social Services

Responsibilities

- Support local government in providing temporary shelter for evacuees

- Track resources needed for care and shelter operations

3.4.6 California Department of Transportation (Caltrans)

Responsibilities

- Maintain evacuation routes during evacuations

- Protect and repair state-owned transportation infrastructure

- Activate the Transportation Management Center (TMC)

- Provide the EOC with detailed information on roadway conditions based on traffic monitoring equipment and personnel

- Facilitate communication and coordination between transportation providers in the affected area and neighboring jurisdictions

IV. PLAN DEVELOPMENT AND MAINTENANCE

4.1 Overview

The OA Evacuation Annex is considered a working document that will evolve in response to ever-changing threats. Ongoing maintenance, training, and exercising of this Annex will ensure new hazards and changes in communities can be accommodated. A well-developed training and exercise program is vital to ensuring overall readiness and preparedness. Training ensures personnel are prepared for their roles and responsibilities. Emergency exercises test the capabilities, resources, and working relationships of responding agencies.

4.2 Plan Maintenance

The OA Evacuation Annex will be reviewed and revised as necessary. The Department of Emergency Management will lead the responsible departments in reviewing and updating their portions of the Annex based on identified deficiencies experienced in exercises or actual occurrences. DEM is also responsible for making revisions to this Annex to enhance the conduct of evacuation operations and will prepare, coordinate, publish and distribute any necessary changes to the Annex to all entities.

4.3 Training and Exercises

County and city staff may benefit from awareness training on the policies and procedures in their respective evacuation plans. A critical element to ensuring the success of the OA Evacuation Annex is hands-on exercise experience to supplement classroom training. The Department of Emergency Management may coordinate evacuation exercises in unincorporated areas to familiarize communities with alert and warning, evacuation routes, and TEPs.

V. AUTHORITIES AND REFERENCES

There is no evacuation order authority in California, but the Governor, local governing bodies, and County Boards of Supervisors are provided emergency powers through the California Emergency Services Act and local ordinances. The legal documents referenced below provide the Sonoma County OA with the authority to conduct and support emergency operations. When dictated by the situation, additional ordinances or other emergency regulations may be enacted by OA authorities through emergency proclamations.

5.1   Federal

- 6 U.S. Code § 321a - Evacuation plans and exercises
- 6 U.S. Code 317 – the role of FEMA includes evacuating disaster victims
- Department of Homeland Security Planning Considerations: Evacuation and Shelter-in-Place. Guidance for State, Local, Tribal, and Territorial Partners (2019)
- 42 U.S.C. 960(23) – Temporary housing and evacuation of threatened persons are to be included in the scope of hazardous substance removal.

- FEMA: COVID-19 Supplement for Planning Considerations: Evacuation and Shelter in Place

5.2   State

- Legal Guidelines for Controlling Movement of People and Property during an Emergency, State of California, Office of Emergency Services, 1999.
- Guidelines for Coordinating Flood Emergency Operations. Completed in compliance with the Flood Emergency Action Team (FEAT): Initiative Number 1. November 21, 1997.
- Legal Guidelines for Flood Evacuation. State of California, Office of Emergency Services, October 1997.

- Legal Guidelines for Controlling Movement of People and Property during an Emergency. State of California, Office of Emergency Services, 1999.

5.3 County

- Sonoma County Operational Area Emergency Operations Plan

APPENDIX A: SONOMA COUNTY EVACUATION ZONES

A link to a live evacuation zone map can be found here:

https://sonomacounty.maps.arcgis.com/apps/webappviewer/index.html?id=69a0e54e
9e2b48c086d122027b21c961

APPENDIX B: TRANSPORTATION ASSETS IN SONOMA COUNTY OPERATIONAL AREA

Last Updated, May 2021

Type	Name of Organization	Est # of Vehicles	Est # of Drivers	ADA & w/c accessible	Estimated # of Paratransit Vehicles	Est # of Drivers	ADA & w/c accessible
Public	Sonoma County Transit (SCT)	51 vehicles ▪ 8 - 30' long buses ▪ 38 - 40' long heavy duty ▪ 5 - small cutaway minibuses	50	Yes	30 vehicles ▪ 6 sedans ▪ 5 minivans ▪ 19 cutaway minibuses	20	Yes
Public	Santa Rosa City Bus	29 vehicles ▪ 26 - 40' long buses ▪ 3 - 30' long buses	50	Yes – 2 w/c spots per bus	12 vehicles ▪ 11 cutaway ▪ 1 - 26' long cutaway	9	Yes – 3 w/c spots per bus
Public	Petaluma Transit	14 Buses – all diesel ▪ 4 - 29' long buses ▪ 10 - 35' long buses ▪ 4 - 40' long buses	14	Yes	11 vehicles – all gasoline ▪ 10 (22-24' cutaways) ▪ 1 minivan	5	Yes

Public	Sonoma Valley Unified School District	15 vehicles ▪ 14 (40' buses) ▪ 1 (30' 25 passenger)		Yes			
Private	West County Transportation	179 vehicles ▪ 72 - 40' Buses [22 Diesel, 50 CNG] ▪ 91 - 12-18 Psngr Buses (cutaway, ambulatory passengers, [Diesel]) ▪ 16 - 10 Passenger Vans [Gas]	▪ 60* ▪ 132* ▪ 150*		36 vehicles Wheelchair cutaways – max of 4 w/c per bus (diesel)	▪ 132*	

APPENDIX C: CVEMSA INCIDENT RESPONSE GUIDE: MEDICAL FACILITY EVACUATION

Objectives:

This document is intended to:

1. Provide guidance for jurisdictional facilities in their individual evacuation planning process
2. Describe the County activation criteria
3. Provide guidance on the County's roles and responsibilities after individual facilities have exhausted their resources
4. Explain the evacuation warning and mandatory evacuation processes for individual facilities

Activation Criteria:

The following criteria must be met before there is an activation of jurisdictional support.

Bed Availability

Facilities are responsible for finding bed availability for their patients outside of the Medical-Health Operational Area Coordinator (MHOAC) program. Facilities' resources must be exhausted regardless of evacuation zone status prior to seeking assistance through the MHOAC program.

If a facility or healthcare system is unable to find available beds, the MHOAC program will use regional assets to find bed availability and transportation assets for facilities in a mandatory evacuation zone.

Transportation

Regional transportation assets are reserved for facilities in a mandatory evacuation zone.

The Emergency Command Transfer Center (ECTC) may be available to assist facilities with placement during the decompression phase. This asset will be coordinated outside MHOAC program.

If available, Fire/Law consultation should be utilized prior to patient movement. Facilities should begin patient movement out of an abundance of precaution.

Decompression:

Decompression is a strategy implemented to prepare for mandatory evacuation. There are two techniques a facility can use to decompress their facility.

Passive Decompression is often utilized at the early phases of an evacuation warning. Facilities begin to secure available beds and prepare patient packets, but patients remain in the impacted facility.

Active Decompression is a more aggressive decompression response during an evacuation warning. A facility will begin patient movement to reduce overall census.

Evacuation Warning:

The following is a description of impacted facilities' responsibilities when under evacuation warning from the Sonoma County Sherriff's Department.

- Facilities are responsible for determining the need to begin passive or active decompression
- The decision to decompress should be informed by fire and law consultation, if available
- If Fire/Law are unavailable for consultation, CVEMSA may make recommendations, however, the degree to which a facility decides to decompress is the decision of the individual facility
- Healthcare facilities should notify the MHOAC and follow the following steps to prepare for a potential evacuation

Step 1:	Call 9-1-1 for any life threatening emergencies.
Step 2:	**Update your ImageTrend status to Internal Disaster** - Diversion Reason should be Evacuation Warning - Notes should include primary contact name and phone number, if different from the Communications plan
Step 3:	**Decompression Assessment:** Facilities in evacuation warning areas should consider facility decompression Facility should collect the following information: - Determine current census - Identify patients that can be safely discharged - Identify Transportation needs - Identify available beds for your patients - The ECTC may be able to assist with decompression; Coordination will occur outside the MHOAC system The MHOAC Program should collect the following information: - Consult with Fire/Law, if available, to determine threat to the facility - Coordinate transport assets within Operational Area. If unable to fill within the Operational Area, contact Region II RDMHS - Consider activating the ECTC

Step 4:	**MHOAC/Facility Consultation:** The MHOAC program will call the facility command center (or number provided from ImageTrend) to assess level of risk and consult on decisions to begin facility decompression/shelter in place. • If the MHOAC program does not call the facility promptly, call REDCOM at 707-568-5992 to request EMS/MHOAC Duty Officer

Step 5:	**Determine Facility Status:** A decision to shelter in place and passively decompress or begin active decompression should be determined and communicated to the MHOAC program.
	
	 • Update ImageTrend facility status to Internal Disaster
	     o Diversion reason should be Evacuation Warning
	     o Notes should specify: 1) Shelter in Place and Passive Decompression or 2) Active Decompression
	     o Update notes for any changes in contact information

Step 5:	**Continue to monitor communication systems for updates**
Step 6:	**Continue submitting updated situation reports and resource requests:** As needed to the MHOAC Program
Step 7:	**Continue to update the MHOAC program and ImageTrend of any facility status changes**

Mandatory Evacuation:

The following is a description of impacted facilities' responsibilities when under mandatory evacuation order from the Sonoma County Sherriff's Department.

- During a mandatory evacuation, facilities shall fully evacuate. Facilities may be able to remain open (not fully evacuate), if the MHOAC program has consultation from Fire and Law that it may be safe to shelter in place
- ECTC is activated and available for facilities within a mandatory evacuation zone
- ECTC can provide both transportation and bed assets
- Healthcare facilities should coordinate with MHOAC and follow the following steps to evacuate

Step 1:	Call 9-1-1 for any life threatening emergencies.

Step 2:	**Update your ImageTrend status to Total Bypass**
	
	 • Diversion reason should be Active Evacuation – to alert and stop all ambulance transport
	     o Walk-ins may continue, but the surrounding area will be under mandatory evacuation. The MHOAC program may be able to stage ambulances for walk-in transports to open facilities
	 • If available and time allows, consult with Fire/Law, to determine threat to the facility
	     o May be safe to shelter in place.
	     o If sheltering in place:

	- Update ImageTrend status to Total Bypass. In the notes, state that the facility is sheltering in place, provide primary point of contact for the facility - Continue decompression - Be prepared for immediate evacuation - Facility and MHOAC program will set up reasonable, but recurring meetings (every 30 minutes to 4 hours depending on circumstances)

Step 3:	**Continue Decompression/Evacuation efforts**
	➤ The ECTC can assist with transportation assets and bed availability once a facility has exhausted all internal resources
	  o If using the ECTC facilities shall confirm with the following parties:
	    ▪ Internal Command Center
	    ▪ Internal Transportation Center
	    ▪ The MHOAC Program
	➤ The emergency commend transportation center can be reached at 855-301-2337
	  o Ask for on duty supervisor
	  o Advise of your facility to evacuate
	  o Confirm that the County EMS System/MHOAC program has been notified
	  o If part of larger healthcare system:
	    ▪ Keep patients within network but access next closest available destination
	    ▪ Provide primary contact information for the ECTC
	      • Name
	      • Title
	      • Phone number
	      • E-Mail
	    ▪ Command Center Phone number

Step 4:	**Update Image Trend when Evacuation is complete**. Select total bypass, evacuation complete.

APPENDIX D: RE-ENTRY PLANNING AND EXECUTION

The Incident Commander will oversee movement of persons back to their neighborhoods. The Operations Section Law Enforcement Branch, in coordination with the Care and Shelter Branch Director, the Public Information Manager, the Disabilities and Access and Functional Needs Group, and the Logistics Section Transportation Unit Leader will support the Incident Commander.

Site Safety Assessments

- The impacted areas must be thoroughly inspected to ensure essential infrastructure services have been restored and it is safe for residents to return to their homes.

- When the Incident Commander determines the incident risk has passed, he or she will coordinate with affected jurisdictions and the OA EOC to conduct a safety assessment of the evacuated area including:

- Structural integrity of buildings, roads and trees

- Integrity of gas lines, water lines, and sewer lines

- Assessment of debris and contaminant hazards

- Assessment of drinking water quality

- Assessment of accessibility of travel paths for people with disabilities, including residents and recovery personnel

Phased Re-entry

Re-entry may be phased to manage the number of people entering the disaster area, and prioritized for public safety purposes.

Phase I

Allows the re-entry of personnel playing key roles in restoring normal services and ensuring public safety in the impacted area following a disaster. Phase I agencies and groups may include:

- Law Enforcement and security agencies (including private security for facilities and residential communities)

- Fire/Emergency Medical Services (EMS)/Search and Rescue Teams

- Animal Care Officers

- Official damage assessment teams

- Infrastructure and utilities repair personnel

- Facility/industry emergency response teams

- Debris clearing and removal crews

- Non-profit partners with a direct service responsibility

- Other personnel at the direction of the EOC

Phase II

Allows for the re-entry of residents and business owners who can prove they live, own, rent, lease, or otherwise need access to the restricted areas. In some cases, re-entry during this phase may be temporary as safety and security issues warrant. The Re-entry Plan Template is located in the XXXX of this book.

Phase III

Allows for the re-entry of additional groups critical to long term recovery. These groups may include, but are not limited to the following:

- Relief workers

- Health and human services

- Insurance agents

- Retail store management and staff

- Hotel/motel staff (to prepare for receiving of State and Federal relief agencies)

Allows for the resuming of normal access for residents and the demobilization of checkpoints and emergency personnel.

The public will be notified of the re-entry status through emergency broadcast radio, television, press releases, SoCo Alert, Internet, informational phone lines such as 211, community briefings, and informational updates at shelters.

Checkpoints and Routes

Law enforcement will establish/maintain Traffic Control Points along access routes to facilitate re-entry and maintain the security of evacuated areas.

Transportation resources will have to be coordinated to return evacuees requiring transportation assistance from evacuation points or shelters back to their communities

Identification will be required of anyone wishing to re-enter evacuation zones. If possible, a mobile credentialing system for all evacuees and emergency workers will be implemented. To expedite the identification process while maintaining security, credentials should identify the individual, agency (if applicable), specific level of access, and the timeframe of allowed access.

Displaced individuals should have proper identification, such as a driver's license, voter's registration, utility bills, property tax receipts, or another official document that proves they reside within the affected area.

Relief workers should have an identification card from their organization and be able to prove they are fulfilling an assigned role or mission.