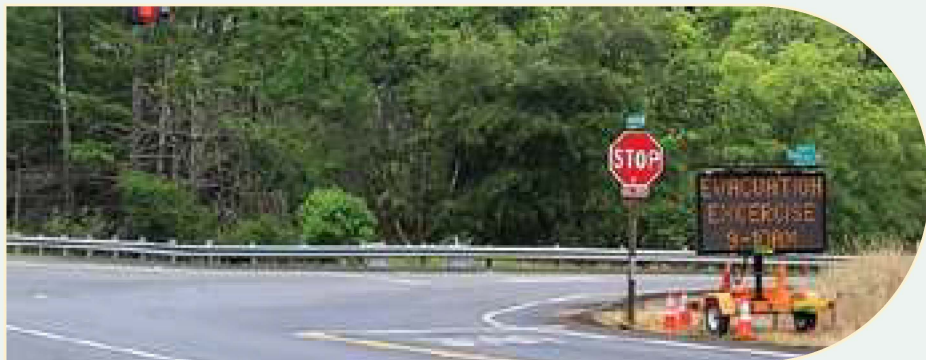
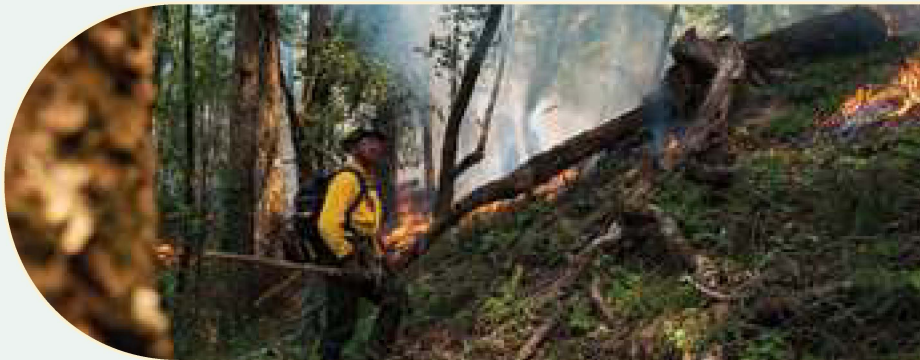
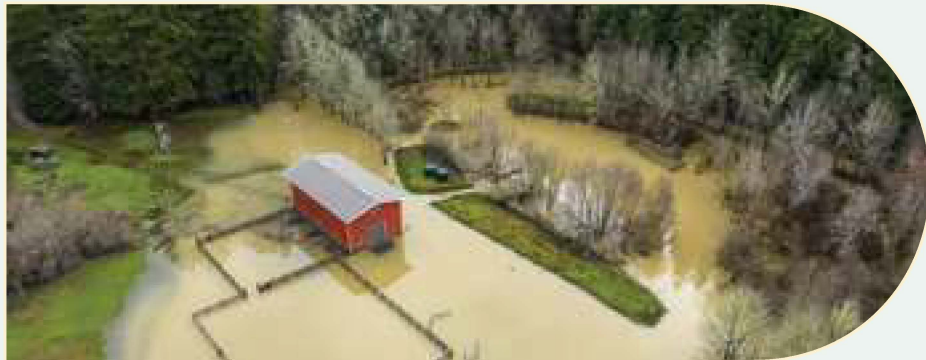


EMERGENCY OPERATIONS PLAN

2026



SONOMA COUNTY OPERATIONAL AREA

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County of Sonoma Operational Area Emergency Council

Board of Supervisors, County of Sonoma

The County of Sonoma Operational Area Emergency Council (OAEC), as established by Chapter 10.7 of the County's Code of Ordinances, has reviewed the County of Sonoma – Operational Area Emergency Operations Plan (EOP). The voting members of the OAEC include the following members:

Chair of the Board of Supervisors	City of Rohnert Park
County Executive	City of Santa Rosa
Director, Department of Emergency Management	City of Sebastopol
County Sheriff or designee	City of Sonoma
Director, Department of Public Infrastructure	Town of Windsor
Director, Office of Equity	Santa Rosa Junior College District
Director, Information Systems	California State University, Sonoma
Director, Health Services	Pacific Gas & Electric
Director, Human Resources	Sonoma County Office of Education (SCOE)
Director, Human Services	Member at large
Director, Permit Sonoma	American Red Cross
General Manager, Sonoma County Water Agency	California Department of Forestry & Fire Protection (Cal-Fire)
Public Health Officer	California Office of Emergency Services (OES)
Coastal Valleys EMS Agency	California Highway Patrol
City of Cloverdale	
City of Cotati	
City of Healdsburg	
City of Petaluma	

As the Chair of the OAEC, I submit the OAECOP to the Board of Supervisors with the OAEC's recommendations for approval by the County Board of Supervisors.

Supervisor Hopkins (Nov 24, 2025 09:54:58 PST)

Lynda Hopkins, Chair of the Board of Supervisors
Chair of the Sonoma County Operational Area Emergency Council

Nov 24, 2025

Date



1 OVERVIEW



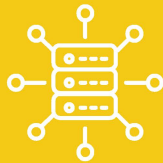
**5 INFORMATION COLLECTION,
ANALYSIS, AND DISSEMINATION**



2 CONCEPT OF OPERATIONS



6 MUTUAL AID



**3 ORGANIZATION AND
ASSIGNMENT OF RESPONSIBILITIES**



**7 PLAN DEVELOPMENT
AND MAINTENANCE**



**4 DIRECTION, CONTROL, AND
COORDINATION**



**8 AUTHORITIES, REFERENCES,
ACRONYMS, AND GLOSSARY**

1



OVERVIEW

PURPOSE

SITUATION OVERVIEW

SCOPE

ASSUMPTIONS

PURPOSE

To maintain a continuous cycle of preparedness, the County of Sonoma/ Sonoma County Operational Area Emergency Operations Plan (EOP) utilizes an all-hazards, whole community approach to each phase of the emergency management process: prevention, protection, mitigation, response, and recovery.

This plan is a statement of county policy regarding emergency management. It provides an overarching framework for how the Operational Area (OA) prepares for, responds to, and recovers from, any emergency incident. It assigns tasks and responsibilities to county departments and identifies partner agencies and organizations necessary to support the OA before, during, and after an emergency or disaster situation. The EOP describes the fundamental policies, strategies, and general concept of operations utilized during emergency situations.

In accordance with California’s Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS), this plan provides the framework for a unified response effort between partners, identifying roles and assigning responsibilities to Operational Area departments and agencies during emergency incidents.

This EOP outlines the specific actions the OA will carry out when an emergency exceeds, or has the potential to exceed, the capacity of a single agency or jurisdiction to effectively respond. It addresses steps necessary to safeguard the whole community - especially those who are most at-risk, most vulnerable, and/or historically underserved. It identifies the critical facilities, processes, and functions required to effectively implement this plan and identifies key stakeholders, partners, and organizations necessary to enact a coordinated response and recovery from an emergency incident.

This document incorporates feedback and suggestions from underserved and particularly vulnerable populations within the OA to provide for a more inclusive and representative approach to the plan development process. For additional information, see Section 7: Plan Development and Maintenance.



SCOPE

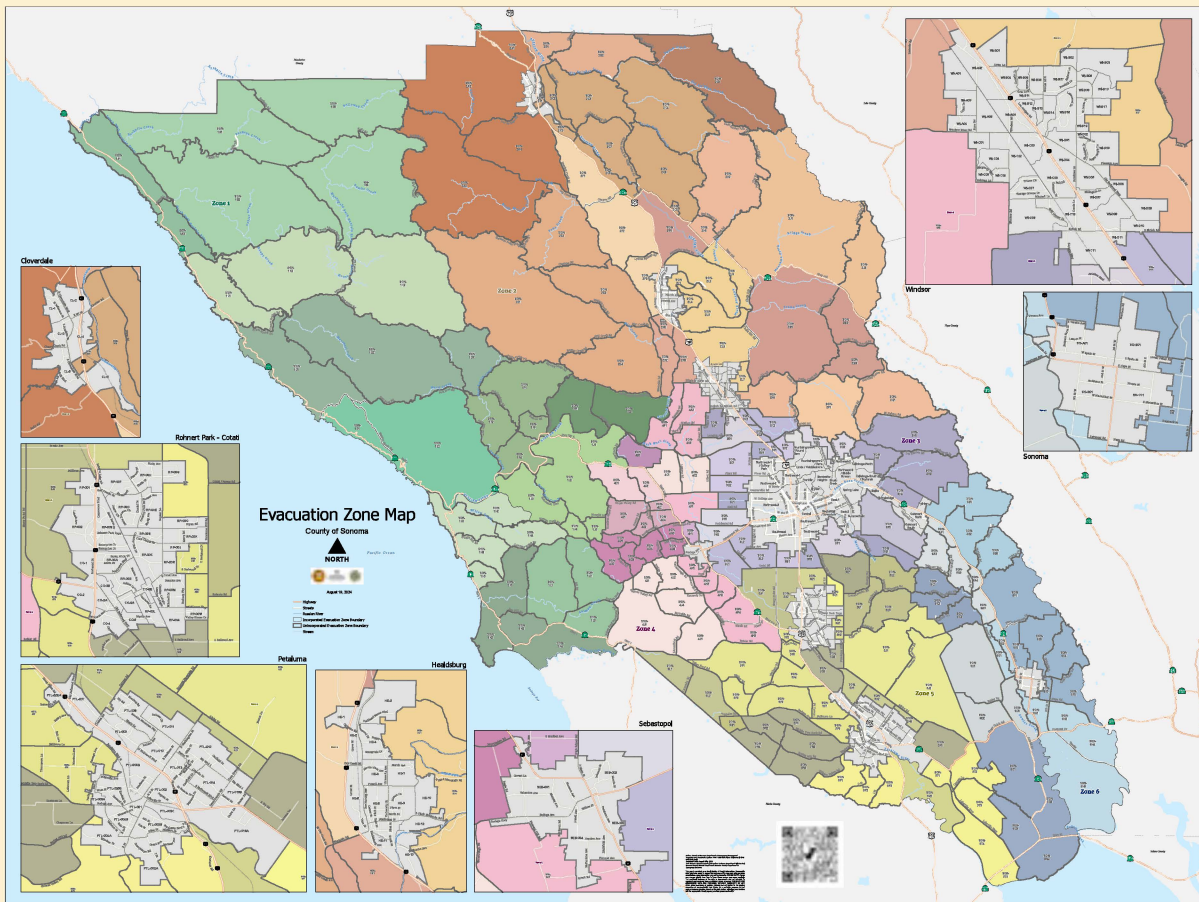
The Operational Area for Sonoma County includes cities, special districts, tribal nations, and unincorporated areas of the County. All OA partners should be familiar with this EOP and understand their roles as assigned within this plan.

In accordance with SEMS and the County Joint Powers Agreement, when a disaster occurs the Sonoma County OA coordinates and supports emergency operations within the County’s jurisdiction. The EOP is meant to be read, understood, and regularly exercised during non-emergency conditions and provides insight into the strategies and decision-making processes used during emergencies.

Day-to-day procedures and specific emergency response actions of the OA partners are not addressed in this plan.

Each jurisdiction maintains its own Emergency Operations Plan and has set emergency response protocols. Instead, this plan helps coordinate actions and responses to larger scale incidents that pose a threat to life and property, requiring coordination across multiple agencies and partners.

An emergency proclamation is not required to implement the EOP or activate the Emergency Operations Center. This EOP is always in effect.



OVERVIEW OF SONOMA COUNTY

Sonoma County, the northern-most of the nine counties comprising the San Francisco Bay Area, is just over 1,700 square miles, with more than 50 miles of coastline along the Pacific Ocean and San Pablo Bay. The county typically experiences a mild climate and is known for its world-class wineries and numerous livestock farms.

There are three major waterways within the county, including the Russian River, Petaluma River, and San Pablo Bay, with numerous offshoot creeks and streams feeding into them. Lake Sonoma, created by the Warm Springs Dam, is the largest reservoir in Sonoma County with a total water supply capacity of 381,000 acre-feet.

The population of Sonoma County is approximately

485,000 people, making it the 17th largest county in California. The County is home to 9 incorporated cities and towns, ranging from the City of Santa Rosa, with a population of approximately 178,000, to the City of Cotati, with a population of just over 7,500. The remaining parts of the County are typically more rural and geographically remote unincorporated areas, home to about 147,000 people, or close to 30% of the total County population.

Demographics

Sonoma County is home to a diverse mix of people and cultures. It is important to understand the demographic information and breakdown of the population to better tailor and adapt emergency messaging, information, and response efforts to impacted populations and areas before, during,

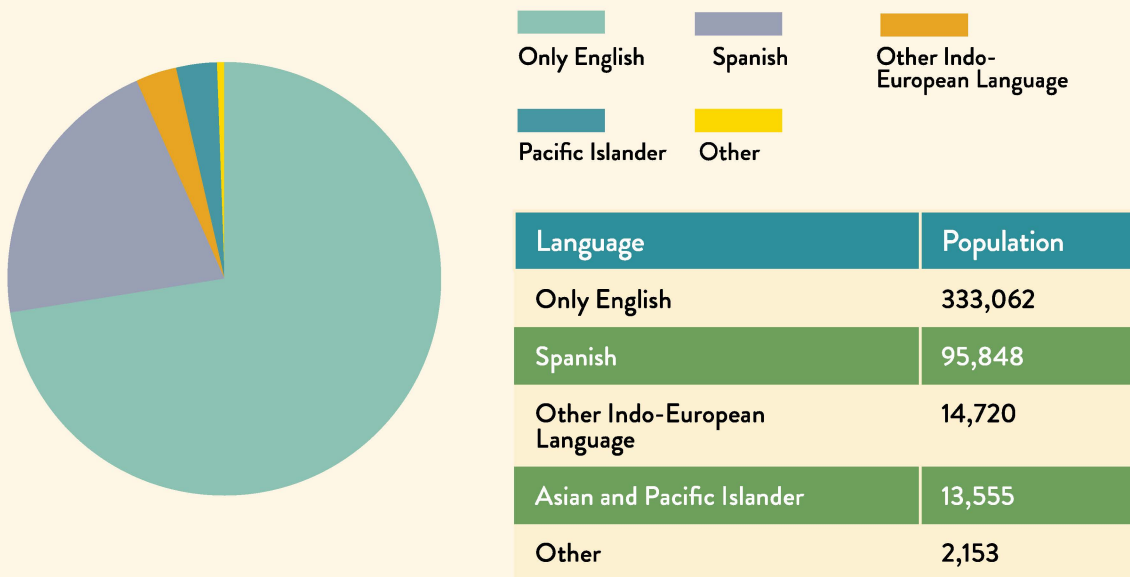
and after a disaster. The following demographic information is provided by the United States Census Bureau. Comprehensive population data and estimates are collected every 10 years, with the most recent data set provided from the 2020 U.S. census:



SONOMA COUNTY BY RACE

RACE	# OF PEOPLE (APPROX.)	POPULATION PERCENTAGE
Total Population	488,863	100%
White	285,792	58%
Hispanic	141,438	29%
Asian	22,239	5%
Two or More Races	24,599	5%
Black or African American	7,125	1.5%
American Indian or Alaska Native	3,053	.6%
Other	2,909	.6%
Native Hawaiian or Pacific Islander	1,708	.4%

LANGUAGES SPOKEN AT HOME



Of the total 64,444 registered K-12 students in Sonoma County, 37.5% (24,169) are English Learners (EL). Among EL students, Spanish; Castilian is the most common language spoken at 33.98%, followed by Vietnamese (.39%), Uncoded Languages (.39%), Mandarin (Putonghua, Guoyu .25%), French (.21%), and Philippine languages (.21%).

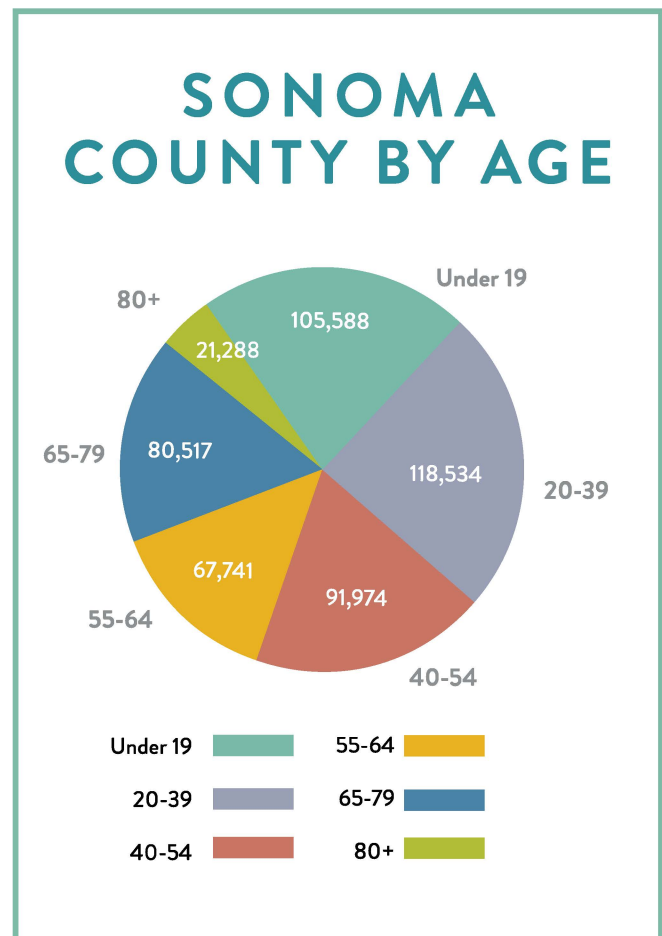
English Learners	Population
Spanish; Castilian	21,895
Vietnamese	254
Uncoded Languages	254
Mandarin (Putonghua, Guoyu)	162
French	136
Philippine Languages	133

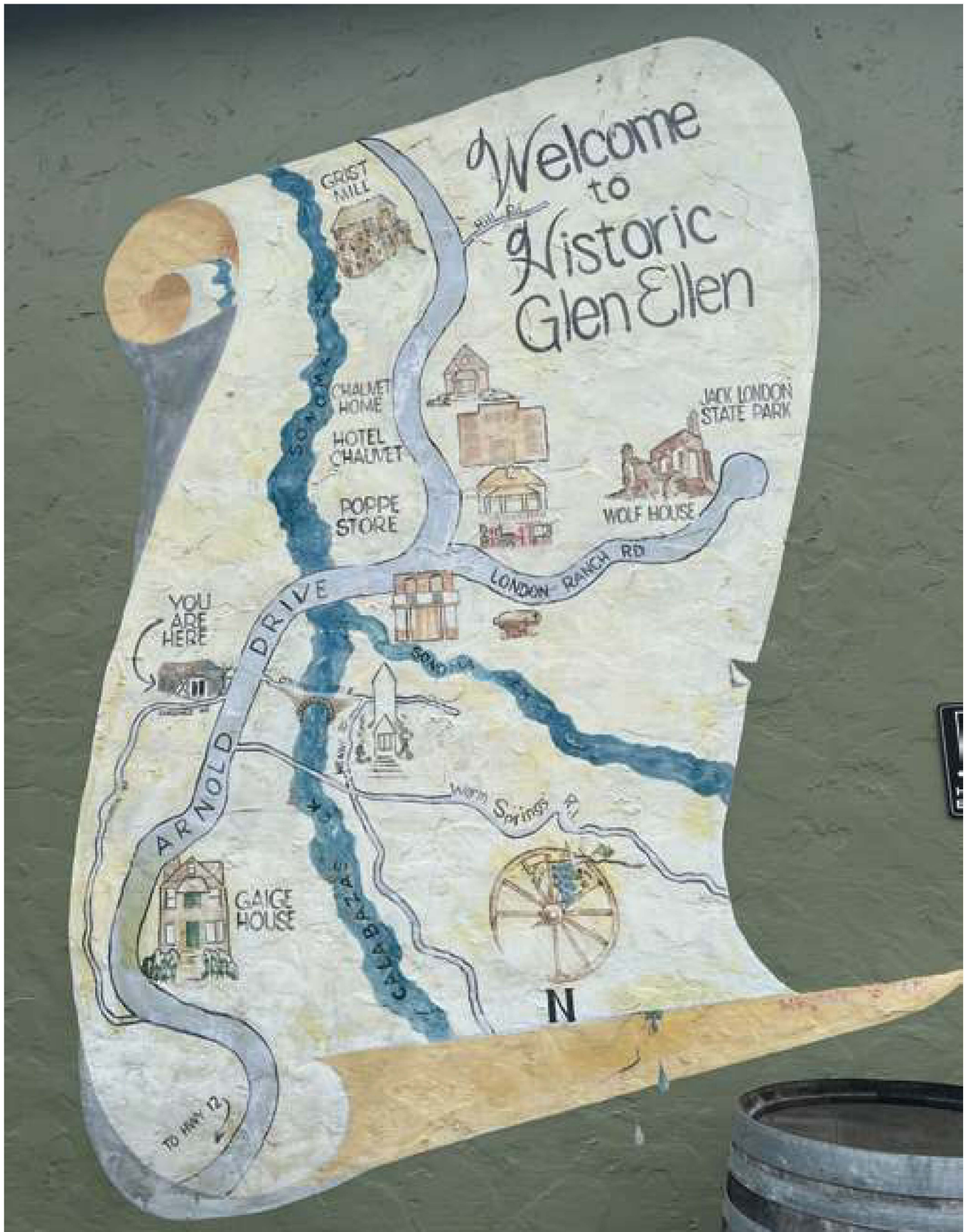
Cultural responsiveness in disaster planning must include support for neurodiverse individuals, individuals with disabilities, and individuals who are medically fragile. In accordance with Title II of the Americans with Disabilities Act (ADA), emergency and disaster-related programs must address the needs of individuals with a physical or mental impairment that substantially limits one or more major life activities, has a history of such impairment, or is perceived to have such an impairment. Access and Functional Needs are defined more broadly. Access and Functional Needs refers to people who may have additional needs in functional areas before, during, and after an incident. This can include individuals who are or have: physical, developmental, or intellectual disabilities; chronic conditions or injuries; limited English proficiency; older adults; children; low income, homeless and/or transportation disadvantaged; pregnant women. An estimated 12% of Sonoma County residents (around 58,000 individuals) report having one or more disabilities, with more prominence in older age groups.

Individuals experiencing accessibility challenges are the most knowledgeable about their own needs and must be included in the planning process. Not all vulnerable populations will have the same needs. It is crucial to maintain a connection with local community groups and the county to conduct significant outreach to ensure policies and procedures reach everyone in the county. This plan seeks to foster inclusion and integration in all aspects of emergency planning so that all groups, especially persons experiencing conditions that put them at disproportional risk during a disaster, have increased opportunities to be supported by the County’s emergency services.

The county is also home to many speakers of Indigenous languages, although exact populations are unknown. The native language of much of Sonoma County is Southern Pomo, which was spoken for thousands of years along the Russian River and surrounding areas. Other known Indigenous languages, primarily from groups originating in Mexico include Mixteco, Triqui, K’iche’, and Zapoteco.

Demographic information is critical in emergency response planning because it helps identify the unique needs, vulnerabilities, and resources within the County. Understanding factors such as age, language, disability, income level, and cultural background allows for tailored communication, sheltering, evacuation, and recovery strategies to better serve the whole population. For example, seniors may require additional medical support or mobility assistance, while non-English speakers may need translated alerts and information to take timely protective actions. By incorporating demographic data into the Emergency Operations Plan, the County and Operational Area can better plan for equitable access to services, allocate resources effectively, and strengthen community resilience before, during, and after a disaster.





Transportation Routes

Transportation to and within Sonoma County includes highway, air, and rail systems.



HIGHWAYS

The majority of the County's population lives along U.S. Highway 101, the primary north/south travel corridor in Sonoma County. This vital economic and transportation route for the county and entire North Bay area is also the main transportation route through much of Northern California. Highway 12 splits the county running east to west, connecting Highway 116 in the City of Sebastopol with the City of Sonoma in the east, and continuing to Interstate 80 in Solano County. Highway 116 links the City of Sonoma to Petaluma, Rohnert Park/Cotati, Sebastopol, and the Russian River area, eventually reaching Highway 1 near Jenner along the coast. From Vallejo in the east to Novato in the west, Highway 37 runs through the southernmost portion of the County with a large amount of commercial and passenger traffic. Highway 128 runs south from Mendocino County and connects Cloverdale, Geyserville, and Calistoga to the east. Of note is scenic Highway 1 (the Pacific Coast Highway) running from Tomales in the south, up the coastline north to Gualala, ultimately connecting Marin, Sonoma, and Mendocino counties.



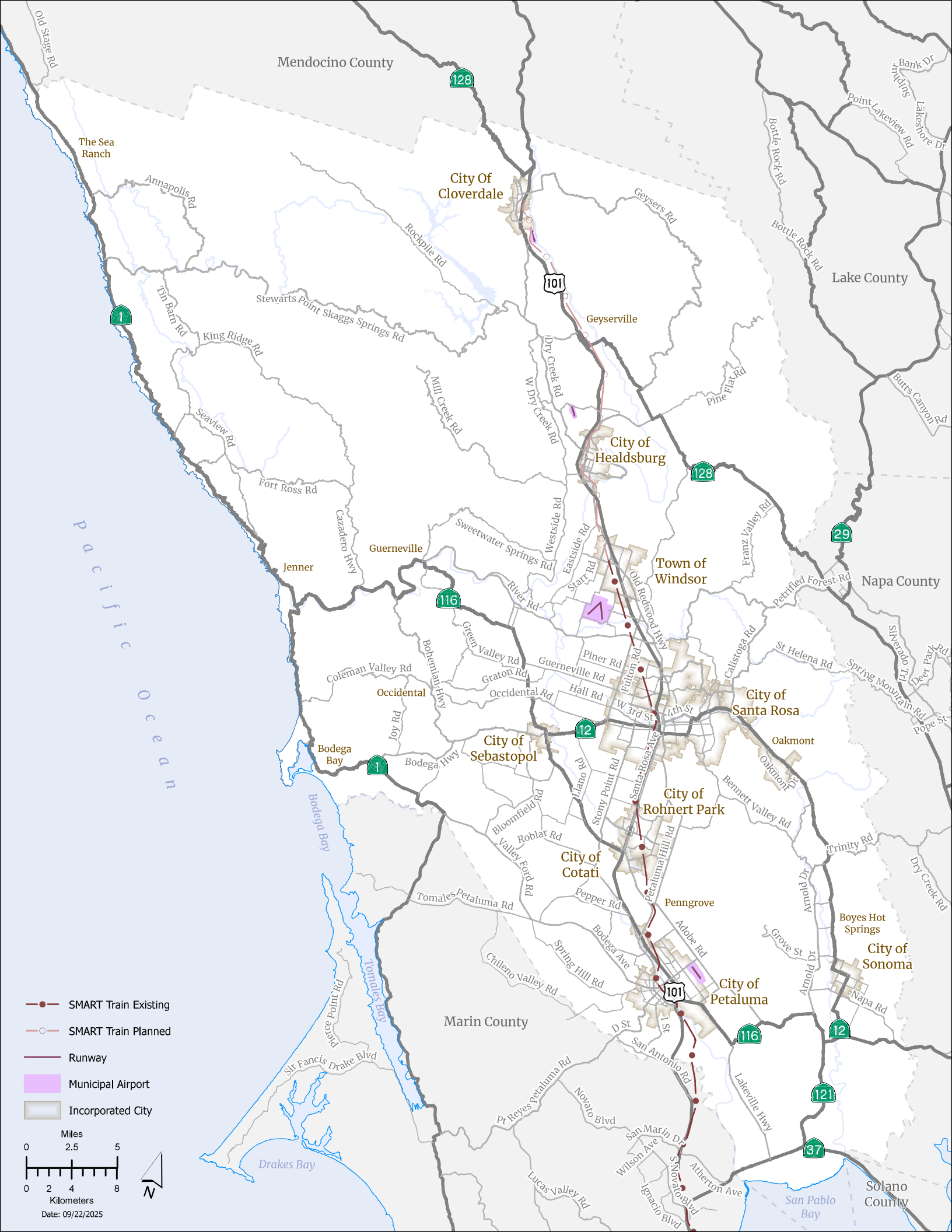
AIR

The Charles M. Schulz Sonoma County Airport is located in Santa Rosa and is both a commercial and general aviation facility served by a limited number of regional and national carriers. Four other small municipal airports or air strips are located in or near the cities of Sonoma, Petaluma, Healdsburg, Cloverdale, and Sea Ranch.

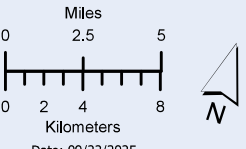


RAIL

The Sonoma-Marin Area Rail Transit (SMART) light-rail system connects the northernmost Windsor stop to the southernmost stop at Larkspur in Marin County and is a passenger train service only. The county is served by Amtrak, via bus connections to rail stations closer to the San Francisco area.



- SMART Train Existing
- SMART Train Planned
- Runway
- Municipal Airport
- Incorporated City



Hazard Analysis Summary

Sonoma County faces a variety of potential threats and hazards due to its geographic location and unique weather patterns and systems. Long, dry summers bring potential for destructive wildfires followed by wetter, cooler winters that saturate the ground and pose threats of river flooding and landslides. Potential hazards are outlined below and addressed in the County’s Multi-Jurisdictional Hazard Mitigation Plan with specific response actions described in Annexes to the EOP. These hazards have the potential to threaten not only the people of Sonoma County, but also public and private property and the natural environment. The hazards are outlined below:



WILDFIRE

Sonoma County is prone to wildfires, prompting community evacuations and massive resource engagement from the local and state jurisdictions.

The combination of highly flammable fuels, long dry summers, and steep slopes creates ideal conditions for wildfires to break within the county and consume thousands of acres of vegetation, timber, and agricultural lands.

Wildland/Urban Interface (WUI) fire hazards are especially pronounced in areas of high structure densities adjacent to undeveloped open space areas and narrow roads with dense vegetation.

Sonoma County residents, particularly those who work outdoors and those with specific respiratory factors, may also be impacted by unhealthy air quality from wildfire smoke within the County or carried by winds from other counties.

The threat of wildfire exists year-round in Sonoma County but typically peaks between the months of June and November, after the last spring rains have fallen and lasting until the first heavy rains occur in the late fall or early winter, when vegetation dries out, humidity levels fall, and the winds shifts direction from onshore to offshore. Due to past traumatic wildfires within the county, there is also a heightened sense of unease and awareness during fire weather conditions within the local population.



EARTHQUAKE

Sonoma County is bound on the west and the east by major earthquake faults.

- The northern segment of the San Andreas Fault lies off the west coast of the County, crosses land at Bodega Bay, goes out to sea, and crosses the County again from Fort Ross, past the community of Sea Ranch, exiting the County at its northern border.
- The Rodger’s Creek Fault enters Sonoma County at San Pablo Bay and extends northward, east of Petaluma and Rohnert Park, and through the City of Santa Rosa, where it meets up with the Healdsburg Fault, which continues northward, passing east of Windsor.
- The Maacama Fault lies to the east of the Healdsburg Fault and continues northward, passing east of Cloverdale.

Modern earthquake modeling techniques indicate that a major earthquake will likely cause significant numbers of deaths and casualties, extensive property damage, fires, hazardous material spills, and other cascading events. The Rodger’s Creek Fault is considered the greatest earthquake threat to Sonoma County because of the high probability of rupture and its proximity to the County’s largest concentrations of population, governmental services, and infrastructure.



FLOOD

Historically, floods are the most frequent natural hazard to impact Sonoma County. Sonoma County has the highest repetitive flood damage rate in all of California and the 11 western states.

- A large percentage of the County is susceptible to flash flooding, urban flooding (storm drain failure/infrastructure breakdown), or downstream flooding.
- The County frequently experiences heavy rainfall and fast-moving storm systems associated with bomb cyclones and atmospheric rivers, causing more widespread flooding concerns.
- The Russian River is the primary source for river flooding within the county as it surges with increased rainfall during the winter months.
- The Petaluma River has also produced significant flood problems, causing damage within the City of Petaluma.
- Other areas of concern are low-lying lands near the San Antonio, Sonoma, Santa Rosa, Mark West, and Lichau Creeks, and the Laguna de Santa Rosa.
- Sonoma County may experience coastal flooding at harbors and inlets, such as Bodega Bay due to storm surge accompanied by intense wave action. Additionally, tidal flooding occurs along San Pablo Bay



TSUNAMI

Sonoma County has forty miles of Pacific Ocean coastline, paralleled by Highway 1, making it susceptible to impacts from near or far-shore tsunamis.

- The greatest potential damage from a tsunami will occur on the west coast of the County, affecting lower lying areas in Jenner, Salmon Creek, and Bodega Bay, as well as all Sonoma Coast beaches.
- Areas within San Pablo Bay are not expected to receive large wave impact but may sustain damage from strong currents.
- Inundation may occur along areas of the Russian River if the tsunami pushes large amounts of water into the river mouth and up the channel.
- The San Pablo Bay area of Sonoma County is less likely to experience inundation damage, but the currents generated may cause damage to marinas, yacht harbors, and structures along the shoreline and inland waterways.



WINTER STORM

Winter storms in Sonoma County may bring high winds, freezing temperatures, and excessive rainfall, threatening vulnerable populations and areas prone to flooding and landslides.

- While snow in the County is rare, it can still occur and cause hazardous conditions on roadways and walkways throughout the area.
- Heavy winds associated with winter storms can knock down trees and other vegetation, creating inaccessible areas and blocking emergency response vehicles.
- Power outages may accompany a winter storm should power lines be impacted by wind or hazardous debris falling into them.



LANDSLIDE

The rolling hills, coastal ranges, and steep canyons that characterize Sonoma County's landscape contribute to increased susceptibility to landslides. Landslides are the downward mass movement of a slope of materials under the force of gravity.

- Extended periods of intense rainfall during the winter months are the primary cause of landslides in the region.

The complex geology and groundwater formations, mixed with the many creeks, micro-watersheds, and large differential magnitude of rainfall patterns facilitate a high vulnerability to landslide hazards.

- The hazards are greatest on steeper slopes but can occur on smaller grades depending on geologic deposits, vegetation, and building patterns.
- Landslides and rockslides are also likely along coastal cliffs.
- Recent burn scar areas present a greater risk of landslide due to lack of vegetation and binding materials. Burn scars are most at risk of landslide within 5 years of the fire occurring.

Historic landslides are perhaps the best indicator of where landslides will occur again unless the conditions that contributed to the prior landslide have been mitigated.



DAM FAILURE

Dam inundation is defined as flooding which occurs as a result of the structural failure of a dam. There are 65 dams within County boundaries that are large enough to be either state or federally regulated. The two major dams that would have the most significant impact on the Sonoma County OA in the event of dam failure are Warm Springs Dam in the north/central portion of the County, northwest of the city of Healdsburg, and Coyote Valley Dam, located in Mendocino County, northeast of the city of Ukiah.

- The most common cause of dam failure is overtopping. Overtopping is when the water behind a dam flows over the face of the dam and erodes the structure. Earthen dams are especially vulnerable to this type of failure.
- Structural dam failure may be caused by seismic activity that produces a wave, causing inundation when it overtops the dam. This action is referred to as a seiche.
- Landslides flowing into a reservoir can be a source of potential dam failure or overtopping.

Smaller dams may pose a threat to limited areas within the Sonoma County OA. Most of these dams are used for agricultural purposes or to store drinking or storm water.



DROUGHT

The Sonoma County OA is very sensitive to the impacts of drought due to its growing population, major agriculture industries, and environmental factors. Drought produces a complex web of impacts that spans many sectors of health, safety, and the economy, expanding well beyond the area experiencing physical drought.

Direct impacts related to drought in Sonoma County include:

- Reduced crop, rangeland, and forest productivity
- Increased fire risk hazard
- Reduced water reservoir levels
- Increased livestock and wildlife mortality rates
- Water rationing



INFECTIOUS DISEASE (PANDEMIC)

A highly infectious disease that creates a pandemic emergency is a significant risk to public health within Sonoma County. Pandemics stem from viruses and diseases that are rapidly transmitted between people. California is also home to several major ports of entry for international flights and shipping, increasing the risk of a pandemic with foreign origins establishing a foothold in the U.S. and traveling up the 101 corridor into Sonoma County.

The large populations of poultry and livestock in Sonoma County present the threat of avian flu and other infectious diseases to spread through large animal populations and into human populations. Depending on the disease and rate of infection, culling of flocks or herds can result in significant economic loss within the agricultural sector and have devastating impacts to local businesses.

Infectious diseases compound the difficulties of responding to other emergencies by limiting face-to-face interactions and preventing the gathering of large groups of people, which is often necessary to coordinate and manage a successful response. They can also cause significant supply chain disruptions resulting in a backup of critical materials and supplies being available to responders and the public.



TERRORISM

An act of international or domestic terrorism could occur anywhere or anytime within the Sonoma County OA. The OA may also be affected by terrorist events originating or occurring in other parts of the Bay Area. Sonoma County's proximity to San Francisco, a major metropolitan area, could require response resources and personnel to be deployed in support of a major attack within the city limits or put the OA at risk of a follow-up or complex coordinated attack.

Of particular concern are threats of:

- Targeted chemical, biological, radiological, or nuclear attacks.
- Improvised explosive devices/vehicle-borne improvised explosive devices.
- Complex coordinated attacks.
- Vehicle ramming attacks.
- Cyber attacks on critical systems and infrastructure.

A terrorism incident has its own unique characteristics and must be dealt with in accordance with its magnitude and with an appropriate level of response. Determination of the type of response and overall direction remains the responsibility of local officials, both elected and appointed, in conjunction with local and federal law enforcement.



CIVIL UNREST

There are numerous potential targets for civil disobedience or civil unrest in the Sonoma County OA.

- Local political issues may generate protests that strain local resources.
- Criminal trials, environmental issues, and labor strife could result in serious situations.
- Sonoma County may be affected by civil unrest originating or occurring in other parts of the Bay Area. Regional events may start or encourage civil unrest in the Sonoma County OA.
- Peaceful protests and gatherings are not indicative of a threat but may be monitored by local law enforcement for situational awareness.



ACTIVE ATTACKER/THREAT

An active attacker situation can occur anywhere and anytime within Sonoma County. Active attackers typically use firearms, knives, or other lethal weapons to carry out their goal of killing or attempting to kill people in a populated or confined areas. Once identified, active attacker situations are typically handled by law enforcement within minutes but require additional support in the reunification of victims and their families and a longer-term investigation of the attack. Of particular concern of vulnerability to active attackers are:

- Schools/Colleges
- Shopping Malls
- Sports Venues
- Planned Events/Holiday Events
- Hospitals
- Public Transportation
- Large Planned Gatherings
- Religious Establishments



HAZARDOUS MATERIAL INCIDENT

The central portion of the county along the US 101 corridor contains the majority of facilities that utilize hazardous materials for business purposes. These facilities are mainly located within industrial parks in or near the incorporated cities. US 101 serves as a transportation route for hazardous materials as well, increasing the risk of accidents or incidents along the stretches of the highway running through the county.

- The eastern and western portions of the county are primarily rural and are mostly forested or agricultural, containing moderate concentrations of fertilizers, pesticides, fuel, and other related substances consistent with their land use designations.
- The county and the nine cities and towns do not have the large industrial complexes normally associated with higher threats of hazardous material emergencies, but they may still occur within the OA.
- If an incident occurs at a peak traffic time, out-of-county assistance may be delayed by the slowed traffic conditions.
- A series of power plants in the Geysers geothermal fields in the northeast corner of the county present a risk of a hazardous material incident should a mishap or incident damage those facilities.





UTILITY FAILURE

Power outages occurring from either unscheduled or emergency incidents, scheduled Public Safety Power Shutoffs (PSPS), or activations of Enhanced Powerline Safety Settings (EPSS) have a major impact on Sonoma County. Outages can last anywhere from hours to days depending on the cause of the outage and impact access to critical services, community lifelines, and day to day activities. Other utility failures may include significant water main breaks, internet or network outages, or major gas line disruptions.

- Scheduled PSPS events occur when high fire risk conditions warrant power shutoffs to limit the potential for ignition from downed power lines.
- EPSS events occur when sensors detect hazards on the power lines that could cause ignition and automatically cut power to those lines.
- Utility failures can happen at any time and cause secondary impacts, such as fires, sink holes, or explosions.



CYBERSECURITY INCIDENT

Cyber incidents can disrupt County services, compromise sensitive data, and degrade community lifelines. Events may include ransomware, business email compromise, data breaches, denial of service attacks, and exploitation of third party or cloud providers. The Information Systems Department (ISD) leads County cyber incident response in coordination with law enforcement, Risk Management, and the Department of Emergency Management (DEM). Triggers for EOC activation include countywide service degradation, threats to life safety systems, prolonged loss of critical applications, or cascading effects to partner jurisdictions. Protective actions include network isolation and prioritized restoration of life safety and public service systems. Such incidents can result in the following impacts:

- Widespread outage of critical technology services, including 9-1-1 dispatch, email, telephony, and enterprise financial systems, disrupting public safety, health, and county operations.
- Compromise or destruction of sensitive or regulated data such as personally identifiable information, protected health information, and criminal justice information.
- Prolonged interruption of countywide network infrastructure, hindering coordination with partner agencies and restoration of essential services.



EXTREME TEMPERATURES

The severity and frequency of extreme temperature and weather events are increasing globally. Changes in climate, such as warmer than average or colder than average temperatures, have serious implications for Sonoma County and its residents. Extreme temperatures can pose a direct and immediate threat to public health, agricultural resources, and vulnerable populations. Extended periods of heat or multiple days of freezing temperatures require additional measures and considerations to protect the population.

- Cooling and warming centers may be opened to provide shelter to those who need relief.
- Extended periods of heat or cold could have cascading impacts on power grids with surges in the use of air conditioning units, heating devices, or other means of temperature control.
- Public Health may issue advisories if extreme temperatures are forecasted, warning the public of the dangers of prolonged exposure to extreme heat or cold.



Summary

This EOP was designed using an all-hazards approach, looking at a full range of emergencies and disasters that could impact Sonoma County and creating the tools and response actions necessary to effectively plan for, respond

to, and recover from any impacts. An all-hazards approach develops capabilities and processes that can be applied across a variety of response scenarios to provide a more coordinated and effective response.

1.3.4

Gap Analysis

Sonoma County conducts a gap analysis as part of the planning process to compare current capabilities, plans, and available resources with the expected needs during a response to identify any gaps or shortfalls. This gap analysis process drives the direction and goals of the department each year to address and build capability within a number of specific areas, including training and exercising, communications, planning, or preparedness. The analysis process begins by identifying a particular function, geographic area, or hazard to be assessed and then identifying what the ideal level of preparedness or readiness is for that area. Currently available resources, processes, and plans are then evaluated against that ideal state to better understand any shortfalls or gaps and help drive the direction and focus of the OA for future efforts. Strengthening these capabilities improves the ability to respond to all possible emergencies in the OA and requires the on-going efforts of individuals, neighborhoods and community groups, cities, county, state, and federal partners.



PLANNING ASSUMPTIONS

The following assumptions are made in this Plan:

All incidents begin and end locally.

Disasters may occur at any time with little or no warning and may exceed the capabilities of local, state, federal, tribal governments, and the private sector in the affected areas.

Not all communities are impacted equally by disasters. Some communities experience disproportional impacts from response through recovery.

Disasters may result in injuries, fatalities, and displacement of people from their homes.

A disaster can result in property loss, interruption of essential public services, damage to basic infrastructure, and/or significant harm to the environment.

The greater the complexity, impact, and geographic scope of a disaster, the more multi-agency coordination will be required.

Multiple major emergencies may occur simultaneously.

The OA will utilize the State Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) in disaster response and management operations.

The Director of Emergency Services will coordinate the County's disaster response in conformance with the California Emergency Services Act, County Code Chapter 10.

Local government entities (including cities and special districts) will participate in the Sonoma County OA emergency management organization.

Non-governmental agencies, such as the Sonoma County Community Organizations Active in Disaster (COAD), will also participate in the Sonoma County OA emergency management organization.

Efforts in all phases will take into consideration language, equity, and accessibility needs.

Local tribal governments may choose to participate in the OA emergency management organization.

Mutual aid and other forms of assistance will be rendered within the OA when impacted local jurisdictions exhaust or anticipate exhausting their resources.

The State will provide disaster assistance to the OA when requested, in accordance with the State of California Emergency Operations Plan.

The federal government will provide emergency assistance to the OA when requested by the State of California in accordance with the National Response Framework.

LOGISTICS AND RESOURCE REQUIREMENTS FOR PLAN IMPLEMENTATION

The Department of Emergency Management owns and maintains this EOP but requires the support of OA partner agencies and organizations identified throughout to fully implement the plan and protect life and public property in an emergency. The following personnel, locations, and processes are critical to the success of the plan through all phases of a disaster:

EOC STAFFING

When activated, the EOC is initially staffed by DEM personnel but requires a cadre of trained EOC workers to fill in the necessary organizational positions and Sections required for a higher level of support. These staff members come from supporting County agencies and Departments, non-profit organizations, and other OA partners who have been trained in their assigned roles, creating a depth of knowledge and bench strength to operate through multiple operational periods of an incident.

DISASTER SERVICE WORKERS (DSW)

Per California Government Code Section 3100-3109, all public employees are disaster service workers in times of need and may be activated in support of an emergency response. Sonoma County relies on this pool of personnel to augment EOC staffing, support shelter and field operations, or backfill necessary support positions required to function in an emergency. DSW's may be called upon at any time to support the implementation of this EOP. As part of Sonoma County's commitment to emergency training and preparedness, all county DSWs are required to dedicate 1% of their work time annually to disaster readiness and preparedness training per the Board of Supervisors of the County of Sonoma.

RECEIVING, STAGING, AND STORAGE (RSS) WAREHOUSING

Sonoma County DEM operates a small number of warehouse locations across the county to store critical emergency supplies needed to rapidly respond to emerging situations. These locations house a large number of cots and shelter supplies, emergency equipment, and pre-packaged items necessary to support field response operations and support facility locations. DEM warehouse staff maintain a full inventory of the stored items and manage the re-stocking and replenishment of used items to ensure the supplies and equipment are available when needed.

In larger scale emergencies, the warehouse also serves as a staging location for incoming commodities and items necessary to support the response efforts. Resource tracking and check-in done at the warehouse is reported back to the EOC to maintain control and visibility on available assets and project any gaps that may need to be filled for future operational periods. Warehouse staff work closely with state and federal partners to ensure incoming resources are properly received and ready to be pushed out to impacted areas.

COMMODITY POINTS OF DISTRIBUTION (CPOD)

Commodity Points of Distribution are established when key critical commodities need to be passed out to the community, including food, water, blankets, tarps, or any other items necessary to sustain life and support response and recovery operations. The EOC will coordinate replenishment and re-stocking of supplies at POD sites as burn rates are established and daily throughput is calculated. POD sites assist in the recovery and rebuilding process following a disaster within the local communities or areas impacted.



2



CONCEPT OF OPERATIONS

MISSION AREAS

EMERGENCY
PROCLAMATIONS

PROCESS

THE NATIONAL PREPAREDNESS GOAL AND EMERGENCY MANAGEMENT MISSION AREAS

The Sonoma County OA strives to meet the objectives of the National Preparedness Goal set by the Department of Homeland Security (DHS), which requires the whole community to participate in building the core capabilities and networks necessary to strengthen and increase resilience through all parts of a disaster. To achieve this, DHS has defined five mission areas within emergency management to outline the key steps and processes necessary to build a stronger and safer Nation. The five mission areas are: Prevention, Protection, Mitigation, Response, and Recovery.

PREVENTION

The Prevention mission area includes the capabilities and tools necessary to avoid, prevent, or stop a threatened or actual act of terrorism. Sharing of intelligence information, networking of law enforcement and community partners, and community engagement of identifying and reporting potential threats all contribute to building a safer community.

PROTECTION

The Protection mission area seeks to take actions and measures necessary to protect key critical infrastructure, agriculture and food sources, and vital transportation assets from attacks or disasters. Sonoma County relies on its agriculture and tourism industries to thrive economically and requires safeguarding and protection of these important areas.

MITIGATION

The Mitigation mission area refers to all the actions and steps taken to minimize the loss of life and reduce the impacts of a disaster. Mitigation requires the involvement of the whole community to identify vulnerable areas and populations, work together to develop solutions, and build strong relationships between community partners and local government.

RESPONSE

The Response mission area identifies all the capabilities and assets necessary to save lives, protect property, and provide basic needs following a disaster. Response can be more localized for a smaller scale disaster and involve only local government and community partners, or scale to a much larger incident that requires a large number of outside resources and coordination across all levels of government and community organizations.

RECOVERY

The Recovery mission area focuses on the resources and assets necessary to support and assist communities following a disaster to ensure basic necessities are being met and a long-term plan for rebuilding and revitalizing a disaster struck area is in place. Recovery requires close coordination between local community service providers and government entities to ensure the community is able to get back on its feet while building resilience to future disaster impacts.

SONOMA COUNTY'S EMERGENCY MANAGEMENT PROCESS

The Sonoma County OA recognizes that each phase or cycle of the emergency management process has unique properties and timelines based on the actions being conducted during them with a significant amount of overlap between the phases. The Response and Recovery Phases have set timelines based on disaster impacts and rebuilding, whereas Preparedness and Mitigation efforts are continuous and not bound by those same timelines. Sonoma County's approach to the emergency management process recognizes these differences and are defined below.

PREPAREDNESS EFFORTS

Preparedness is a continuous process that enhances community and partner readiness before a disaster strikes. This process includes planning, training, exercises, educational activities, and other actions which build resilience. Increased awareness and preparedness skills reduce vulnerability and limit disruption or harm in the face of a disaster. Packing a "go bag" and developing a family evacuation plan are examples of individual preparedness activities, whereas response partner training courses and disaster response exercises prepare first responders and the broader emergency management community to respond to an emergency. Community engagement and involvement in emergency management programs such as Community Emergency Response Teams (CERT) helps prepare local residents to support their communities during emergency situations.

Community outreach efforts conducted with access and language considerations on the part of the County are especially crucial to support communities who may experience additional challenges at this stage, such as those with access and functional needs, language or technological access concerns, or those located in remote rural areas.

TRAINING AND EXERCISES

As part of preparedness efforts, the County works to train and prepare all stakeholders involved in an emergency response. These include EOC orientations, response systems trainings, SEMS and FEMA courses, and other opportunities to increase skills and familiarity with emergency management systems and protocols. Drills, such as community evacuation drills, will be conducted in collaboration with community groups to bolster individual and family preparedness.

Exercises, from virtual tabletops to full-scale scenarios, are designed to familiarize partners with plans and capabilities. Regular testing and training reinforces knowledge of procedures, facilities, systems, and equipment. DEM offers an EOC training program to the eight cities and one town within the county. This series includes an EOC walk-through, virtual section-specific training sessions, supporting documentation, and a capstone tabletop exercise.

RESPONSE PHASE

The Response Phase prioritizes life safety and the actions necessary to protect the public. Response operations begin at the local level and, when needed, expand to include the Operational Area, regional, state, or federal resources as the affected jurisdiction requires additional support.

There are two different scenarios that trigger the Response Phase; an emergency that provides some level of warning before it strikes and an emergency that occurs with little-to-no warning.

With forecasted disasters, such as a flood or tsunami, the OA may receive briefings on potential impacts from partner agencies such as the National Weather Service. Depending on the predicted impacts, the EOC may be activated prior to the incident, and early preparations and notifications will be made based on the anticipated severity. Public preparedness messaging can be pushed out prior to the incident to warn the public of the impending danger and provide emergency action guidance ahead of the impact.

When there is no advance warning of an incident, such as an earthquake or unplanned power failure, the OA reacts to the situation and takes actions necessary to minimize loss of life and property. This includes issuing emergency

alerts and warnings, coordinating evacuation notifications, and requesting mutual aid for additional response resources. Evacuation orders for Sonoma County are issued by the Sheriff's Office or city law enforcement agencies. The interactions and communication between the field and the EOC are guided by the Incident Command System (ICS). In an extended emergency, the response also includes care and shelter, public information efforts, situation analysis, and initial damage assessments.

RECOVERY PROCESS

Planning for recovery begins in the first hour of an emergency response and can continue well past the end of the Response Phase. Recovery operations are separated into three tiers depending on the scale of the incident and need for short, intermediate, or long-term recovery planning to occur.

At Tier 1, a Recovery Manager is activated and embedded in the Planning Section of the EOC to begin coordinating and planning for day-to-day and shorter-term recovery activities. At this stage, the EOC can support the recovery without additional staffing or resource support.

Under a Tier 2 activation, a Recovery Section is established within the EOC due to the size and complexity of the incident requiring additional short and intermediate recovery planning and staffing. The Recovery Manager becomes the Recovery Section Chief and leads the unit's efforts and coordination with OA partners and support organizations on short and intermediate-term recovery needs. A Tier 2 activation occurs in conjunction with a County Proclamation of Emergency and recovery operations are expected to exceed 15 days.

A Tier 3 activation occurs when a disaster has widespread impacts resulting in significant to catastrophic damages and additional support is required from the state and federal governments. The Recovery Operations Center (ROC) is fully stood up to manage the short and long-term recovery needs and recovery operations are expected to exceed 60 days. The organizational structure of the ROC mirrors the EOC and is fully activated. More details on this process can be found in the Recovery Operations Plan.

Following a Tier 3 activation and closure of the ROC, recovery operations are transitioned back to the Recovery Council and the COAD Long Term Recovery groups

KEY ACTIVITIES

PREPAREDNESS

Planning

Training

Educational Activities

RESPONSE

Precautionary Actions

Alerts + Warnings

Evacuation Notifications

Requesting Mutual Aid

RECOVERY

Damage Assessment

Debris Removal

Infrastructure Repairs

Assistance Programs

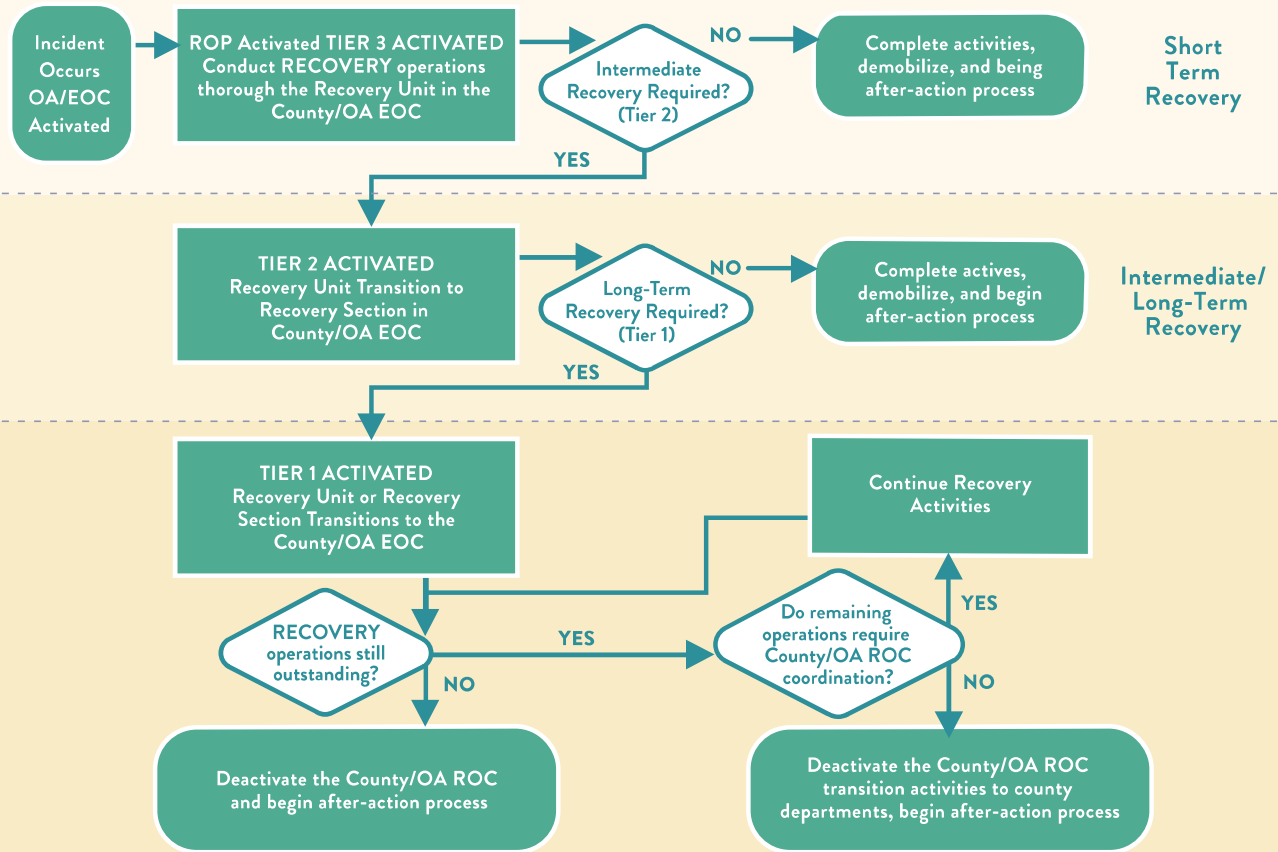
MITIGATION

Prevent/Reduce Cause

Prevent/Reduce Impact

Act on Lessons Learned

RECOVERY ACTIVATION



During the Recovery Phase, the focus is on the restoration of an affected community in the aftermath of a disaster. Deliberate actions at the onset of an emergency will enhance recovery operations. Based on FEMA’s National Disaster Recovery Framework, these efforts involve restoring critical community lifelines and creating a new normal for those affected by the disaster. Recovery may include damage assessments; debris removal; infrastructure repairs; administering local, state, or federal assistance programs; and other supporting agency and departmental efforts. Depending on the severity of the incident, recovery from a single event may take several years.

Successful recovery efforts are crucial for caring for our Sonoma County populations and restoring essential services. Recovery efforts must be responsive to the special characteristics and needs of the communities and individuals affected. To that end recovery efforts led by the County of

Sonoma will present information in, at minimum, English and Spanish and strive to be proactive and responsive to addressing gaps that may exist in the accessibility of services for individuals with AFN. For more information, see the Sonoma County Recovery Operations Plan.

Coordination between many partners is needed to optimize resources, improve partnerships, and seek out opportunities to benefit the community. Partners can include individuals and households, the private and non-profit sectors, and local, state, tribal, and federal government. Specific details are available in the Sonoma County Recovery Operations Plan.

HAZARD MITIGATION

The Federal Disaster Mitigation Act of 2000 requires jurisdictions to prepare and adopt a hazard mitigation plan approved by the Federal Emergency Management Agency (FEMA) to remain eligible for various pre-and post-disaster grants and community aid. The guidelines require local governments to incorporate the hazard analysis and mitigation strategies into other planning mechanisms such as General Plans, Capital Improvement Plans, Zoning and Building Codes, and ongoing operations and programs.

Mitigation is an ongoing effort to take proactive measures aimed at reducing or lessening the impacts of disasters within the OA. Mitigation includes actions such as decreasing dry fuel and creating defensible space to limit risk from wildfire, creating open space for flood waters, or

raising flood prone structures or roadways. These efforts incorporate lessons learned from previous disasters to enhance future resilience. Mitigation actions also aim to lower the costs that multiple disasters can compound on local, county, state, and federal budgets. Eliminating or reducing the impact of hazards in the Sonoma County OA that threaten life and property is part of the overall mitigation strategy. Mitigation tools may include:

- Local ordinances and statutes, such as zoning laws, building codes, and enforcement measures.
- Structural construction measures, such as building levees or retrofitting structures to withstand hazards.
- Tax levies or abatements, which can incentivize risk-reduction measures.
- Land use and hazard mitigation planning, which guide sustainable development and risk management.

See the Sonoma County Multi-Jurisdictional Hazard Mitigation Plan for additional information on mitigation efforts and priorities in the county.



EMERGENCY PROCLAMATIONS

Major disasters or emergencies may overwhelm and exceed the capability of the County to effectively respond with its own resources, requiring an emergency proclamation to be made to open additional avenues and means of support.

LOCAL PROCLAMATION

A local governing body, such as a city or town, may proclaim a local emergency, as described in the California Emergency Services Act and local ordinances. When made, the city shall advise the Department of Emergency Management of the proclamation. Proclamations are normally made when the size and scope of the disaster has or has the potential to overwhelm local resources. Per local ordinances, certain additional emergency powers may be authorized for use by local officials following the issuance of a Proclamation.

COUNTY PROCLAMATION

For an emergency or disaster situation impacting unincorporated county areas that overwhelms local resources, a proclamation of a local emergency may be declared. County Counsel will draft the proclamation at the request of the County Executive Officer or designee. This proclamation of local emergency must be proclaimed within 10 days of an incident and ratified by the Board of Supervisors within 7 days of the issuance. This County proclamation may involve the unincorporated areas of the county or be necessitated by one or more OA partners whose resources have been exhausted. Proclamations made by the county provide a mechanism to request resources and mutual aid from other jurisdictions, or a higher level of government.

The proclamation's governing body must review and renew the proclamation every 60 days until the local emergency is terminated.

A Proclamation of a Local Emergency provides the governing body with the legal authority to take a range of emergency actions including:

- Make a request to the Governor to proclaim a State of Emergency.
- Promulgate or suspend orders and regulations necessary to provide for the protection of life and property, including issuing orders or regulations imposing a curfew within designated boundaries.

- Exercise full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans, or agreements.
- Request state agencies and other jurisdictions provide mutual aid.
- Require the emergency services of any local official or employee.
- Requisition necessary personnel and resources from any local department or agency
- Obtain vital supplies and equipment and, if required, immediately commandeer the same for public use.

TRIBAL GOVERNMENT DECLARATIONS

Tribal Nations, states, local governments, and territories have the option to make a request directly to the President of the United States for a Presidential declaration or may elect to be considered and included in a state request for a disaster declaration. If they make the request directly, the President will determine if federal assistance is necessary and may invoke the Stafford Act to directly support the tribal government. As part of the state request, the tribal government becomes either a direct or subrecipient of funding through the state process.

GUBERNATORIAL STATE OF EMERGENCY

The Governor may proclaim a State of Emergency when conditions of disaster or extreme peril exist which threaten the safety of persons and property within the state, caused by natural or human-caused incidents. The request for a Gubernatorial Proclamation originates from the Operational Area once all response resources are exhausted at both the city or town and Operational Area levels and additional support is needed. DEM will inform Cal OES staff when a city or the county declares an emergency. The Governor must concur that the local authority has surpassed its ability to respond without additional support from the State before they issue a Gubernatorial Proclamation of a State of Emergency, making state resources and support available to assist the local jurisdiction. All state agencies and political subdivisions are required to comply with the lawful orders and regulations of the Governor, which are made or given within the limits of Gubernatorial authority as provided for in the Emergency Services Act. Additionally, if the state's resources are not adequate to support the response, the Governor can request additional assistance by asking for a Presidential Declaration.

PRESIDENTIAL DISASTER DECLARATIONS

A Presidential Disaster Declaration request can be made by the Governor to the President of the United States when the scale and scope of the disaster requires federal assets and support to effectively manage and support. Federal Disaster Declarations come in two forms:

DECLARATION OF EMERGENCY

The President may declare an Emergency, providing federal resources and assistance to the impacted State, along with up to \$5 million dollars of federal money to support the response efforts. This request must be submitted within 30 days of a major incident occurring and show the response is beyond the capability of the state to handle without additional help. An Emergency Declaration may also be asked for in advance of a predicted disaster to support preparations and protective actions necessary to save lives and property.

DECLARATION OF MAJOR DISASTER

A Major Disaster Declaration is made when any natural disaster event or regardless of cause, fire, flood, or explosion, causes damage that is determined to exceed the capabilities of local and state resources to manage. Federal assistance programs are activated, and resources and personnel are made available to the impacted areas, along with emergency funding. Similar to an Emergency Declaration, the impacted state has 30 days to make the request to the President for a declaration request. A Major Disaster Declaration opens up funding streams for Individual Assistance, Public Assistance, and Hazard Mitigation Assistance programs, taking into account other factors such as insurance coverage, disaster frequency, and the localized impacts of the disaster.

DEFINITION OF LOCAL EMERGENCY

“The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake... or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat...” Section 8558(c), Chapter 7 of Division 1 of Title 2 of the Government Code

EMERGENCIES & DISASTERS SINCE 1986

DATES	EVENT NAME	TYPE OF EVENT	HIGHEST LEVEL OF PROCLAMATION
Jan-Feb 2025	Atmospheric Rivers	Winter Storm/Flooding	Local
Nov 2024	2024 November	Atmospheric Rivers	Local
June 2024	June Point Fire	Wildfire	Local
Feb 2023	2023 Snow	Winter Storm/Snow	State
Dec 2022-Jan 2023	2023 Atmospheric Rivers	Winter Storm/Flooding	Federal
April 2021 -	Drought	Drought	State
Oct 2020	PSPS	PG&E Power Shutoff	Local
Sept Oct 020	Glass Fire	Wildfire	Federal
Aug -2020	LNU Complex (Walbridge) Fires	Wildfire	Federal
Mar - Feb 2023	COVID-19 Pandemic	Pandemic	Federal
Jan - Feb 2020	JRT Encampment	Encampment Health & Safety	Local
Nov 2019	PSPS	PG&E Power Shutoff	Local
Oct - Nov, 2019	Kincade Fire	Fire/PG&E Power Shutoff	Federal
Oct 2019	PSPS	PG&E Power Shutoff	Local
Oct 2019	PSPS	PG&E Power Shutoff	Local
Sept 2019	PSPS	PG&E Power Shutoff	Local
Feb - Mar 2019	2019 Flood	Winter Storm/Flooding	Federal
Oct- Nov 2017	Tubbs/Nuns Fires	Wildfire	Federal
Jan - Feb, 2017	2017 (“Four-peat”) Flood	Winter Storm/Flooding	
Sept 2015	Valley Fire	Wildfire	Lake County
Aug -Sep 2015	Napa Earthquake	Earthquake	Federal
Feb 2014-2016	Drought	Drought	State

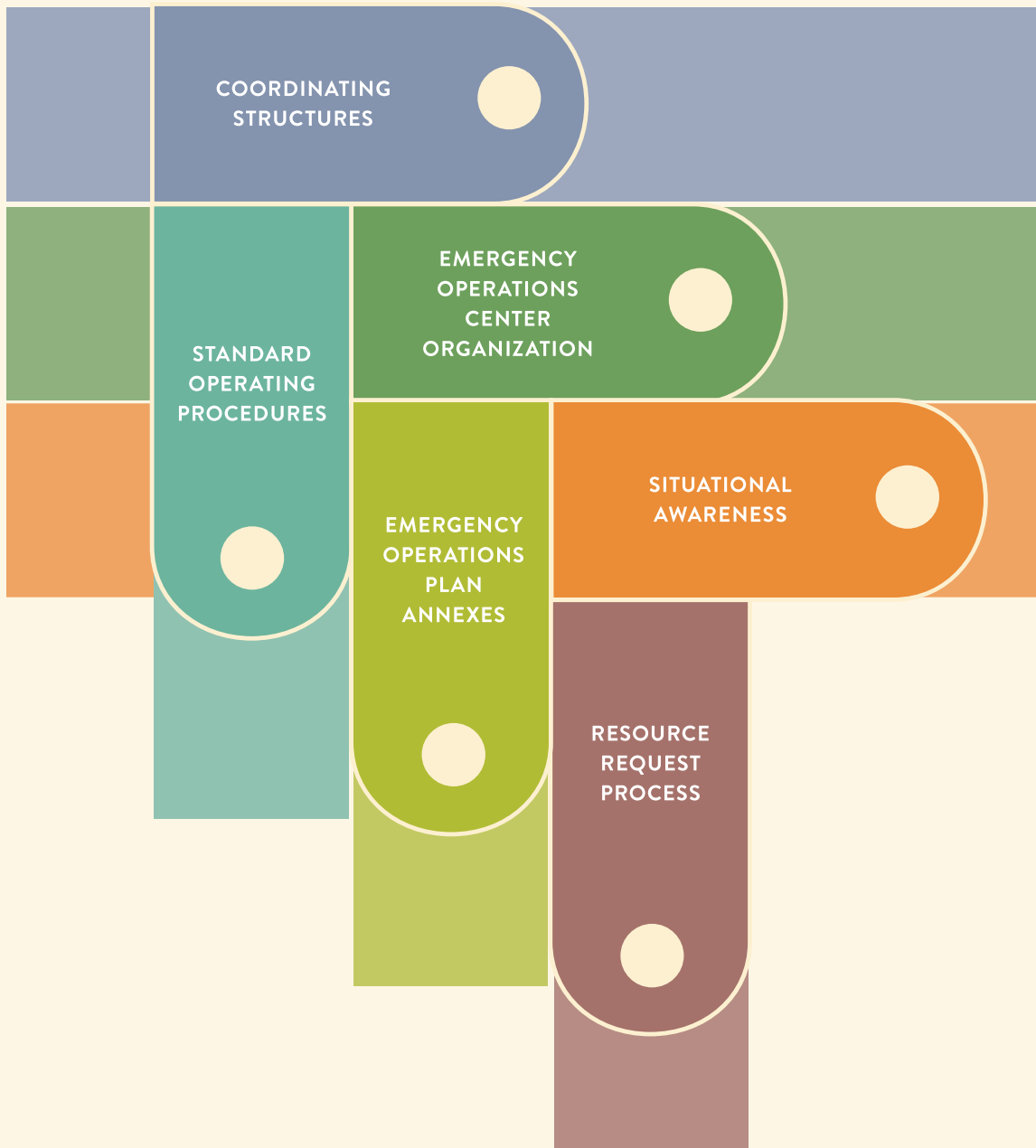
EMERGENCIES & DISASTERS SINCE 1986

DATES	EVENT NAME	TYPE OF EVENT	HIGHEST LEVEL OF PROCLAMATION
Dec 2014	Flood	Winter Storm/Flooding	Local
Mar 2011	Tohoku Tsunami	Tsunami	Federal
Apr - Jun 2009	H1N1 Influenza	Pandemic	Federal
Nov 2007	Cosco Busan Oil Spill	Oil Spill	State
Mar-Apr 2006	Spring 2006 Flooding	Winter Storm/Flooding	Federal
Dec - Jan 2006	New Year's Flood	Winter Storm/Flooding	Federal
Sep 2004	Geysers Fire	Wildfire	Federal
Dec 2002	Winter Storms	Winter Storm/Flooding	Local
Feb 1999	Winter Storms	Winter Storm/Flooding	State
Feb 1998 - Jan 2000	Flood of '98 / Rio Nido Slide	Winter Storm/Flooding/Slide	Federal
Jan 1997	Superbowl Flood	Winter Storm/Flooding	
Jan 1997	New Year's Flood, Part II	Winter Storm/Flooding	
Dec 1996 - Jan 1997	New Year's Flood, Part I	Winter Storm/Flooding	Federal
Oct 1996	Porter Creek Fire	Wildfire	
July- Aug 1996	Cavedale Fire	Wildfire	Local
July - Aug 1996	Jenner Sand Barrier	Flooding	Local
Feb 1996	February Winter Storm	Winter Storm/Flooding	
Dec 1995	December Winter Storm	Winter Storm/Flooding	Local
Mar 1995	Flood of '95, Part II	Winter Storm/Flooding	Federal
Jan 1995	Flood of '95, Part I	Winter Storm/Flooding	Federal
May - Sep 1994	Salmon Fishing Emergency	Economic	Federal
Jan 1993	Flood of '93	Winter Storm/Flooding	Federal
Dec 1990 - Feb 1991	Freeze of '91	Winter Storm/Freeze	
Feb 1986	Flood of '86	Winter Storm/Flooding	Federal

3



ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES





COORDINATING STRUCTURES

The following coordinating structures help manage and direct operations in support of a given emergency or disaster response and facilitate information sharing between response partners.

Incident Command Post (ICP)

The Incident Command Post is established on-scene at an incident to direct tactical assets and collect information from first responders to make informed command decisions. The ICP serves as a gathering point for responding units and support staff to help manage the incident using their existing plans and procedures while developing a set of objectives and tasks to be accomplished each operational period. The ICP may not always be a physical structure, but could be a command vehicle, tent, or other rapidly deployable asset that can serve in the function.

Many incidents require a unified command to be established at the ICP, where different agency or organization leadership are making decisions together to manage the response rather than a single Incident Commander having that authority. For larger incidents with a more widespread impacts or multiple ICP's operating at the same time, an area command may be established, where decisions are made by command staff on prioritizing critical resources and directing them to the incident or location where they will have the most benefit or impact.

Department Operations Center (DOC)

A Department Operations Center (DOC) is an operational and logistical entity that is designed to coordinate functional support for incident management.

The purpose of a DOC is to tactically manage department-owned and controlled resources and maintain public services during an emergency. DOCs work to restore their departments or organizations critical business functions and perform high-priority response activities.

DOCs may be run from a physical location or virtually through online collaboration platforms and are activated by the individual departments to coordinate internal actions specific to the incident. Their activation is not tied to the activation of the OA EOC, however both may be activated in an emergency to support information coordination and sharing. DOCs are primarily activated by departments and

organizations that play a role in immediate response during a disaster or emergency, such as law enforcement, public health, or county fire districts.

If the EOC is activated, department liaisons within the OA EOC coordinate with their respective DOCs to provide information and share resource availability with the OA. The DOC provides department or organization objectives, strategies, and status updates at regular intervals to the EOC. As such, personnel selected by the department to be part of a DOC receive training and participate in drills and exercises to develop their skills and knowledge of overall EOC operations.

Emergency Operations Center (EOC)

The OA EOCs primary location is in the County Center Complex in Santa Rosa. The EOC will activate in support of emergencies that require collaboration and coordination among multiple agencies or organizations in support of field operations. The EOC may also be activated in preparation for incidents that occur with some advanced notice, such as river flooding or predicted fire weather.

The County Executive or the Director of the Department of Emergency Management, or their appointed representatives designated by the Continuity of Government Lines of Succession in Section 10-5(h) of the County Code, are authorized to activate the EOC. The activation level will depend upon the severity and expected duration of the incident. Staffing will be based on the size and complexity of an incident and can be scaled up or down. Operational periods are determined during the initial stages of an event and determine the schedule for staffing. The EOC will be deactivated at the end of the incident or when the affected cities, agencies, or departments can manage the incident without EOC support.

If the primary EOC is not habitable or unavailable for any reason, setup at one or more alternate locations may be required. Several sites have been identified for this purpose. The decision to activate an alternate EOC will be made by the EOC Director. If necessary, the Logistics Section will arrange for the relocation of EOC staff members to the alternate EOC. All Section Chiefs will advise their emergency response field forces of the new location and transition to the alternate EOC. The operational capabilities of the alternate EOCs may be significantly less than those of the primary EOC.

EOC ACTIVATION TRIGGERS

The OA EOC activates to support response and recovery operations to an emergency incident. The EOC may activate when:

- An emergency incident is forecasted to impact Sonoma County and will require significant response resources to be activated to support the response and recovery efforts.
- An emergency incident occurs without notice that overwhelms local jurisdictional resources and requires significant county resources to support the response and recovery efforts.
- The Director of Emergency Services/Director of Emergency Management directs the EOC to activate in response to any situation or incident requiring sig-

nificant coordination between county departments or agencies and OA partners.

- An emergency incident has the potential to rapidly expand in scope or size, requiring additional resources and coordination between all levels of government.
- Any incident or emergency poses a significant threat to the OA.
- In response to 2 or more OA jurisdiction EOC's activating.

EOC ACTIVATION LEVELS

The EOC may be activated to one of the following levels depending on the size, scope, and severity of the emergency. These levels are:



EOC ACTIVATION LEVELS

DAILY OPERATIONS

The Sonoma County Duty Officer is responsible for monitoring the day-to-day incidents and localized emergencies that may not rise to the level of an activation of the EOC. The Duty Officer coordinates with response organizations and partner agencies to collect and share information, provide additional resources, and monitor situations. The EOC remains in a “warm” status during times of non-activation, meaning it is in a ready state to activate as soon as staff arrive, and is checked weekly to ensure it is operational.

DEPARTMENT OPERATIONS CENTER

LEVEL 3

ENHANCED MONITORING

Level 3 is the lowest level of activation for the EOC and requires minimal staffing and support. DEM may activate a DOC and coordinate internally or operate out of the EOC at Level 3 without needing to staff the required sections and positions that would be necessary at higher levels. DEM may call in representatives from supporting agencies, organizations, or departments or subject matter experts to provide additional support and guidance.

LEVEL 2

PARTIAL ACTIVATION

A Level 2, or Partial Activation, occurs when an emergency or incident requires coordination between multiple agencies and there is potential for the incident to grow in size and complexity. At Level 2, the EOC will be staffed by key response partners, organizations, and agency liaisons that are needed to support the response efforts and all EOC Section key positions will be staffed. A Joint Information Center (JIC) may be established to help ensure a common message is being delivered to the public across responding agencies and organizations.

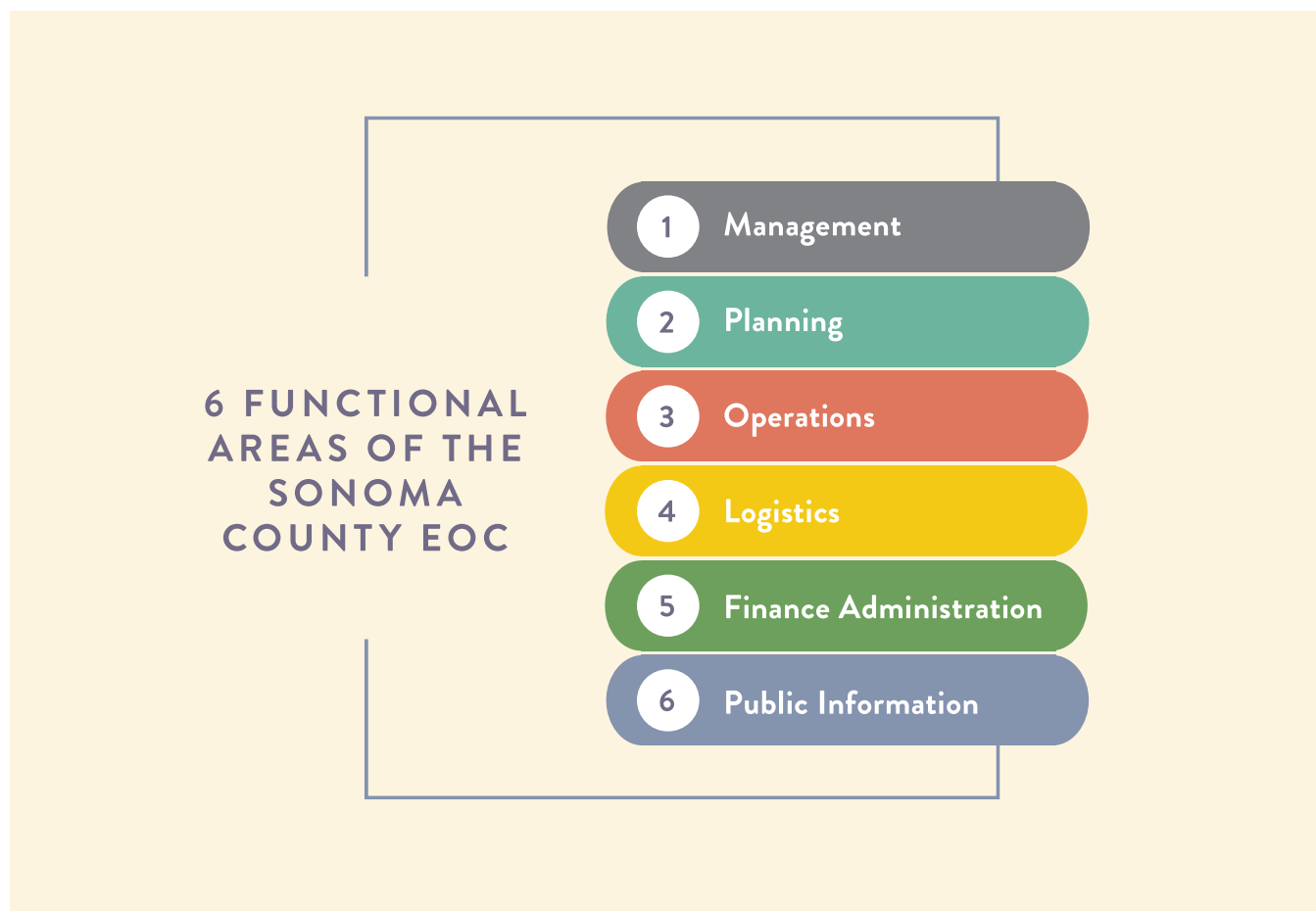
LEVEL 1

FULL ACTIVATION

A Level 1 activation is the highest level. At Level 1, the incident or emergency has major impacts within the OA requiring coordination between multiple agencies and organizations at all levels of government. Trained EOC staff are activated to fill their assigned positions and the EOC will operate continuously until the emergency has passed. All identified positions are filled and scheduled for multiple shifts to meet the demands of the incident.

EMERGENCY OPERATIONS CENTER ORGANIZATION

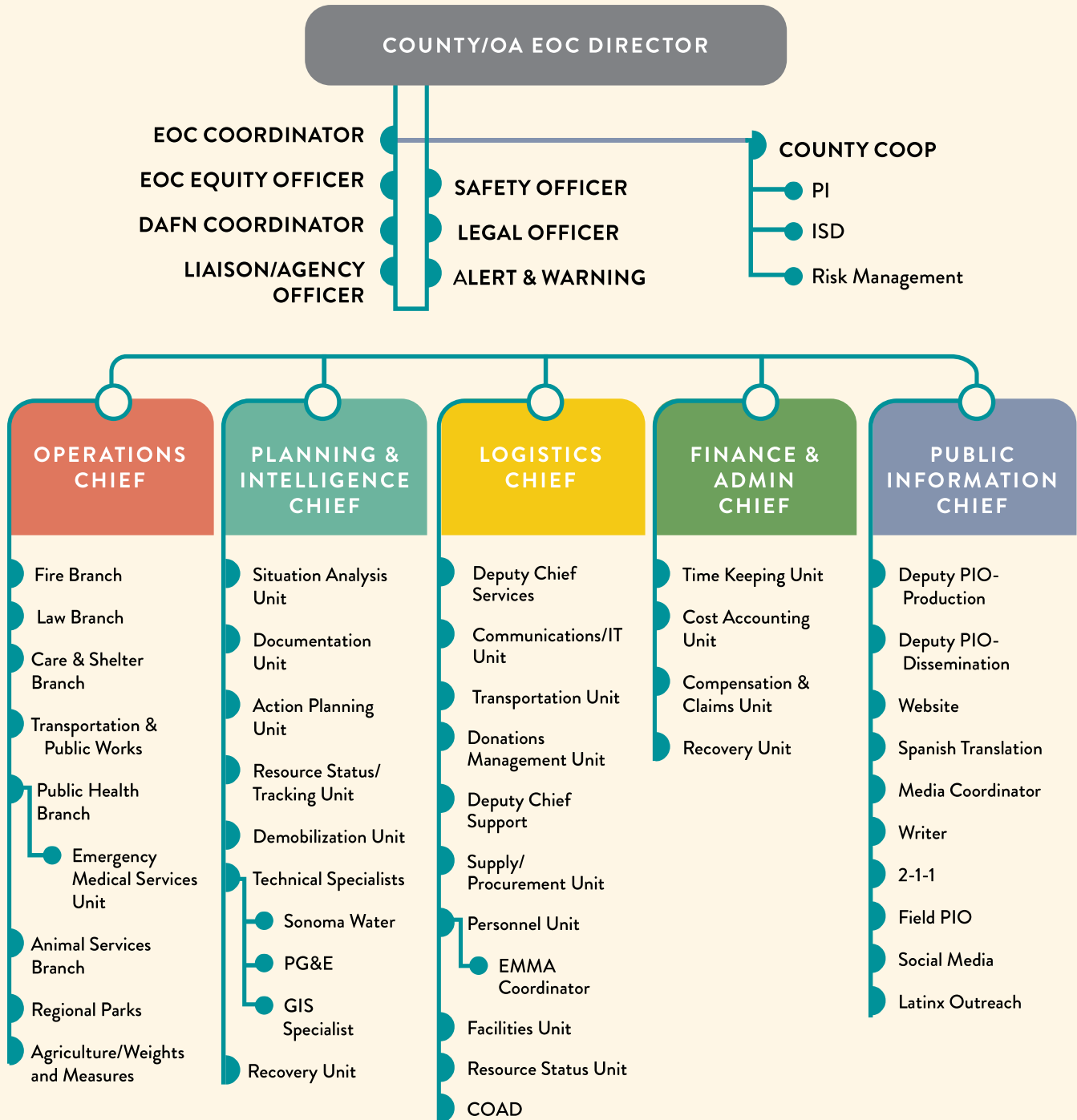
The EOC serves as a central coordination point to gather the decision-makers and stakeholder representatives together under the direction of the EOC Director.



Stakeholders may include County departments, first responders, tribal representatives, COAD, non-governmental organizations (NGO), community-based organizations (CBO) or any other stakeholder required for the response. This structure facilitates information sharing, maintaining situational awareness, communicating a common operating picture of response activities, objective prioritization, and collaboration. The appropriate information and support is relayed to responders, EOC sections, stakeholder agencies, county departments, the OA, and the public.

Based on SEMS and ICS, the Sonoma County EOC is organized into six functional areas, known as EOC sections: Management, Planning, Operations, Logistics, Finance and Administration, and Public Information. The number of individuals and agency makeup in each section will vary according to the needs of the response. Should a response require a significant or long-term recovery plan to be developed, a Recovery Section may also be stood up to support planning and coordination of recovery efforts.

Detailed Emergency Operations Center ORGANIZATIONAL CHART



3.2.1

Management

The Management Section is responsible for the overall direction and coordination of emergency response and recovery operations. They:

- Oversee and manage the other sections of the EOC.
- Provide guidance and direction to EOC staff.
- Coordinate and act as a liaison with appropriate federal, tribal, state, regional, and local governments, as well as private and volunteer organizations.
- Establish incident priorities and objectives.

Representatives from the Office of Equity and the AFN Committee serve within the Management Section to support and advise on the needs of underrepresented community members and those most likely to be disproportionately impacted by disasters.

3.2.2

Operations

The Operations Section coordinates efforts and provides strategic support to all the jurisdictional operations during the incident response. They:

- Direct the County OA operational resources and coordinate discipline- specific mutual aid resources.
- Evaluate the potential economic, social, and environmental impacts of the disaster on the public.
- Coordinate with County OA field incident commanders and City EOC Operations Sections to gather and provide situational awareness and relay direction from management.

The Operations Section is organized into functional units representing agencies involved in tactical operations. This could include branches for Fire, Law, Transportation and Public Works, Public Health, Care & Shelter, and others as needed.

3.2.3

Planning

The Planning Section gathers and performs analysis of data regarding the incident. They:

- Maintain the incident log, EOC display maps, and charts.
- Use Geographic Information System (GIS) and mapping services to provide situational awareness.
- Prepare situation reports and document EOC activities.
- Collect documentation for recovery, damage assessments, and after-action reports, which will be coordinated with Cal OES.
- Track incident-specific damages and impacts.
- Conduct scheduled EOC meetings.
- Produce the daily Emergency Action Plan
- Conduct advance planning to begin identifying future needs and gaps in the response and recovery efforts
- Collect, analyze, process, and document information coming in from the OA.

During a response, the Planning Section Chief conducts regularly scheduled meetings with different levels of EOC staff and OA partners to keep them informed of the most current intelligence. Additionally, the Planning Section “incubates” recovery, meaning that recovery starts at the first hour of an EOC response within the Planning Section to prepare the OA for longer term recovery operations.

3.2.4

Logistics

The Logistics Section is tasked with requesting services, personnel, equipment, and facilities in support of jurisdictional operations. The Logistics Section:

- Orders and tracks all incident resources.
 - Coordinates volunteer personnel and support.
 - Provides communications, facilities, personnel, transportation, supplies, equipment, fuel, food, staging, and shelter facilities as required to support the Operations Section.
 - Coordinates private sector resources.
 - Demobilizes and ensures all resources are accounted for and returned to their owners
- This section is authorized to direct supporting departments and agencies to furnish materials and commodities for impacted populations.

3.2.5

Finance and Administration

The Finance and Administration Section has overall responsibility for fiscal accounting and contract management. Finance and Administration:

- Processes compensation and claims and tracks EOC and field costs.
 - Tracks time worked by all emergency personnel involved in the incident.
 - Provides cost analysis and projections.
 - Records all injury claims for compensation.
- Collects jurisdictional disaster assessment and survey reporting.

3.2.6

Public Information and the Joint Information Center

Public Information is tasked with providing accurate, culturally sensitive, bilingual (English/ Spanish), and timely information to employees, the media, and the community about emergency incidents occurring in the County. The Public Information Section:

- Manages social media and other public facing informational applications and programs
 - Utilizes the JIC to ensure consistent messaging across response agencies and organizations
 - Provides accurate and timely information to the public
 - Schedules and conducting press conferences on the incident operations
 - Fields media inquiries and requests for information
- Usually organized as a position within the Management Section, Sonoma County acknowledges the importance and complexity of getting vital information out to the public in a timely manner and created a standalone Public Information Section.

STANDARD OPERATING PROCEDURES

Standard Operating Procedures (SOPs) are created within organizations and response partner agencies to outline specific actions and steps to take when responding to different scenarios or incidents. Each department and response partner should have their own specific SOPs to guide their staff that are responding to the EOC or assigned incident location. SOPs cover how to access critical systems, key con-

tacts and notifications that need to be made, and expected response actions to take based on the situation. The following list indicates some examples of SOPs (not maintained by DEM) that will be continuously updated to enhance the overall OA EOP scope by providing specific information on the resources to be employed and the procedures to be followed to ramp up and deliver a targeted response.

EMERGENCY OPERATIONS PLAN ANNEXES

Annexes to the Emergency Operations Plan provide a more detailed look at the specific functions necessary to operate during an emergency and the unique challenges and response actions necessary to respond to the variety of hazards that may impact Sonoma County.

FUNCTIONAL ANNEXES

Functional annexes are designed to provide more in-depth detail on the critical processes and procedures necessary to have a successful emergency management plan. While the base plan may touch on some of these areas, functional annexes provide more detailed descriptions of the processes, policies, and responsible organizations/personnel necessary to execute the specific function/area. Functional annexes are typically written for those mission areas identified as critical to the success of the emergency management program.

HAZARD-SPECIFIC ANNEXES

Hazard-specific annexes (HSAs) describe the unique response actions or nuances that accompany the individual threats and hazards that are identified in the risk assessment process. HSAs identify necessary protective actions and procedures, organizational requirements and responsibilities, and any other unique actions necessary for that specific event type. Included are hazard specific maps, checklists, or guidance and may be identified by the origin of the event i.e. man-made, natural, or technological hazards.

SITUATIONAL AWARENESS

The Sonoma County Operational Area Emergency Operations Center (EOC) is responsible for gathering and organizing information and field reports during an emergency to build a common operating picture for all partners involved in the response.

The OA EOC will serve as the hub for information collection, analysis, and dissemination of information relating to an incident or event.

Essential Elements of Information (EEI's) for any incident include:

- Location or boundaries of the affected area
- Weather conditions and forecasts
- Jurisdictional boundaries or areas of responsibilities
- Status of the threat or hazard
- Current response operations
- Current and anticipated operational needs
- Casualty reports: Dead, Injured, and Missing persons
- Damage reports: number of damaged or destroyed structures
- Impacts to critical infrastructure and community lifelines

Sonoma County OA EOC personnel, other County departments, cities, special districts, State, and Federal stakeholders are kept informed using these elements of information through situation status reports and Operational Area calls. These tools help to create a common operating picture and are used to adjust the incident goals, priorities, and strategies.

The ability of personnel from different agencies and disciplines to work together relies on their ability to effectively communicate. Using plain language and common terminology is essential to emergency response operations. Common terminology enables responders, EOC personnel, and County staff, as well as personnel from neighboring jurisdictions or the State, to communicate clearly with each other and effectively coordinate response activities, regardless of an incident's size, scope, or complexity.

Information and communication will have a two-way flow (both bottom- up and top-down) through the established structure between the levels of government as detailed in SEMS: Field Response, Local Government, Operational Area, Region, and State.

FIELD RESPONSE



RESOURCE REQUEST PROCESS

Local jurisdictions (cities and towns, fire protection districts, special districts et. al.) have primary responsibility for procuring operational resources needed during a response. If a local jurisdiction exhausts their capability or requires a unique resource they are unable to procure, they may request that resource from the OA EOC. Requests should normally be submitted using an ICS Form 213RR to the OA EOC Operations Section.

When a resource request is submitted to the OA EOC, the request will be reviewed by the Operations Section before any additional action is taken to ensure the request is valid and appropriate and all local resources have been exhausted. If approved, the request is then sent to the Finance Section to determine the appropriate source of funding needed to acquire the resource. It is then given to the Logistics Section to process, procure, and track the resource through the disaster.

If the OA EOC cannot fill a request with county resources, a request is made to the Cal OES Coastal Regional Representative or Duty Officer to process and coordinate with the State Operations Center (SOC) for fulfillment. If needed, Cal OES will assign missions for State resources and coordinate requests for federal resources. If Cal OES receives a request that meets the criteria for State agency tasking and if an agency has the capability, Cal OES will issue a

mission number authorizing the agency to respond. Once tasked, that agency will work directly with the requesting agency and provide the resource within the definition and limits of the mission authorization.

Should the state be unable to fulfill a resource request, the request can be sent for fulfillment through the Emergency Management Assistance Compact (EMAC) process, allowing states to share resources with each other in times of need. Requests for additional EOC staffing support may be made using existing emergency mutual aid systems through Cal OES. Law enforcement and OA Fire coordination requests will be managed by their own procedures and policies.

Requests from local tribal nations can be managed at the EOC, or they may request assistance directly from the state or federal government.



ASSIGNMENT OF RESPONSIBILITIES

In an emergency, each responding agency and organization has designated responsibilities for key functional areas and tasks to ensure a successful response. The following section identifies these functions and identifies the primary and supporting departments or organizations responsible for carrying them out. Primary agencies are the designated lead agencies or organizations performing the listed function, while supporting agencies provide additional support or resources to augment the primary agency.

Functional Area	Primary Responsibility	Supporting Agency
Administration and Finance	County Administrators Office	Auditor-Controller-Treasurer-Tax Collector
Agriculture and Natural Resources	Department of Agriculture, Weights, and Measures	Ag and Open Space Sonoma County
Alert, Warning, and Notification	Department of Emergency Management	Sheriff's Office
Communications	Sheriff's Office - Telecommunications	Public Infrastructure
Critical Infrastructure and Key Resource Restoration	Public Infrastructure	Sonoma County Water Agency
Damage Assessment	Permit Sonoma	Public Infrastructure
Debris Management	Public Infrastructure	
Detection and Monitoring	Department of Emergency Management	Sheriff's Office
Direction, Control, and Coordination	Department of Emergency Management	County Administrator's Office
Donation Management	Department of Emergency Management	Center for Volunteer and Non-Profit Leadership (CVNL)
Emergency Public Information	County Communications Office	Department of Emergency Management, Sheriff's Office
Emergency IT Continuity and Support	Department of Emergency Management	Information Services Department
Energy and Utility Services	Public Infrastructure	PG&E
Evacuation and Shelter-In-Place	Sheriff's Office	Department of Emergency Management

Functional Area	Primary Responsibility	Supporting Agency
Fatality Management and Mortuary Services	Sheriff's Office - Coroner	
Firefighting/Fire Protection	Fire Districts	Fire Operational Area Coordinator
Food, Water, and Commodities Distribution	Department of Emergency Management	Community Organizations Active in Disaster (COAD)
Hazardous Materials	Permit Sonoma- Fire Prevention & Hazardous Materials Division	Fire Districts
Information Collection, Analysis, and Dissemination	Department of Emergency Management	Northern California Regional Intelligence Center (NCRIC)
Law Enforcement	Sheriff's Office	Local Law Enforcement Agencies, Law Enforcement Operational Area Coordinator
Mass Care and Sheltering	Human Services Department	Department of Emergency Management, Health Services Department
Mutual Aid	See Section 6 on Mutual Aid	
Private Sector Coordination	Economic Development Collaborative	
Public Health and Medical Services	Department of Health Services	Medical Health Operational Area Coordinator (MHOAC)
Public Works and Engineering	Public Infrastructure	
Resource Management and Logistics	Department of Emergency Management	Public Infrastructure
Search and Rescue	Sheriff's Office	Fire Districts
Transportation Systems and Resources	Public Infrastructure - Transportation Division	Sonoma County Transit
Volunteer Management	Department of Emergency Management	Center for Volunteer and Non-Profit Leadership (CVNL)

4



DIRECTION, CONTROL, AND COORDINATION

RESPONSE PARTNERS

EMERGENCY
COUNCIL

INCIDENT COMMAND SYSTEM

EMERGENCY
MANAGEMENT
SYSTEM

NATIONAL INCIDENT
MANAGEMENT



County agencies and response partners may have various roles and responsibilities throughout a major emergency or disaster's duration.

A local command structure is critical to support response and recovery efforts and maintain a significant amount of flexibility to expand and contract as the situation changes.

Typical duties and roles may also vary depending on the incident's size and severity of impacts, as well as the availability of local resources. It is imperative to develop and maintain a depth of qualified staff within the command structure and response partners. DEM will coordinate disaster management planning and operations for unincorporated areas of the County.

All-hazards disaster planning will involve other departments, jurisdictions, and entities. For instance, evacuation is a function of the Sheriff's Department. The Medical and Health Operational Area Coordinator (MHOAC) will address the medical needs. The City or Town Manager or designee (pursuant to City or Town charter or ordinance) of each incorporated City or Town is responsible for emergency management planning and operations for that jurisdiction. DEM has primary responsibility for coordinating disaster management planning and operations for unincorporated areas of the County. Many County departments have emergency functions that are similar to their normal duties. Each department is responsible for developing and maintaining its own procedures for carrying out these functions during an emergency. Under this plan, it is the responsibility of each of these agencies or entities to communicate with the EOC for situational awareness and coordination.

RESPONSE PARTNERS

Response partners for the Operational Area include city and town staff, first responders, various special districts, private and volunteer agencies and organizations, tribal officials, Community Organizations Active in Disaster (COAD), Non-Governmental Organizations (NGO's), and other representative groups.

Members of these groups are invited to OA weekly calls and additional coordination calls specific to a threat or response. Partners may be represented in the EOC for additional coordination and collaboration during an incident. For instance, COAD will represent the nonprofit sector within the Operations Section and NGO's and private sector partners may be asked for a representative to report to the EOC to help coordinate information sharing and resource needs. The Liaison Officer in the Management Section also maintains contacts and partnerships with these organizations should additional outreach and coordination need to occur. These important partnerships are developed and maintained throughout the year through collaborative meetings, emergency management trainings, and emergency drills and exercises involving partner agencies and organizations.



OPERATIONAL AREA PLANNING AND RESPONSE STAKEHOLDERS

City of Cloverdale

City of Cotati

City of Healdsburg

City of Petaluma

City of Rohnert Park

City of Santa Rosa

City of Sebastopol

City of Sonoma

Town of Windsor

Tribal Government Partners

Education Partners

Transportation Partners

US Coast Guard- Training Center

Petaluma

Non-Governmental Organizations

American Red Cross

2-1-1

COAD

Operational Area Coordinators for

Fire, Law, MHOAC

Cal OES

California Highway Patrol

County Departments, Agencies, and

Special Districts

4.1.1

Non-Profit and Community-Based Organizations Support (CBO's)

Many non-profits and CBO's offer to provide their assistance and support during emergencies. These include agencies such as the American Red Cross (ARC), Salvation Army, and COAD, who mobilize to help with mass care and sheltering, recovery, and culturally sensitive community support. During large-scale incidents, these agencies will typically provide a representative to the County EOC to help facilitate and coordinate support resources and services.

4.1.2

Faith-Based Organizations (FBO's)

Faith-Based Organizations represent the many different religious organizations and partner groups that have close ties to their communities and may provide key critical support and resources following a disaster. Many FBO's can serve as a hub for monetary donations, personnel and resource support, or community outreach and information sharing efforts. FBO's are a key link between their communities and response and recovery efforts during a disaster and may be asked to be represented at the EOC during a response.

4.1.3

Private Businesses and Organizations

Private businesses and organizations have access to materials and support through their own networks and logistics chains that can support disaster response and recovery and are key partners to be involved in EOC operations. These organizations can be small, locally owned businesses and organizations or national chains or retailers that are critical to supporting the community with goods and services that may be impacted or limited during an emergency.



EMERGENCY COUNCIL

The Sonoma County Emergency Council is made up of representatives from County government, each jurisdiction within the OA, fire, law enforcement, EMS, state agencies, and federal partners (See Emergency Council Membership Composition below). The Council was created to provide recommendations to the Sonoma County Board of Supervisors on county emergency management policies, procedures, and plans and reviews and suggest changes to this EOP for future iterations. The Council meets at least semi-annually and is chaired by the Chair of the Board of Supervisors.

EMERGENCY COUNCIL MEMBERSHIP COMPOSITION

The Chairman of the Board of Supervisors of the County	EMS agency or designee	One (1) representative from the United States Coast Guard Two Rock Training Center
Director (CAO) or designee	One (1) representative from each of the incorporated cities within the County, appointed by the respective city councils	One (1) representative from each specific state agency utilized in County's emergency response including, but not limited to, California Department of Forestry & Fire Protection (Cal- Fire), California Highway Patrol (CHP), and California Office of Emergency Services (OES)
Director of the Department of Emergency Management or designee	One (1) member representing the public utilities within the County engaged in the transmission of power, gas, telephonic or telegraphic communications or other similar utility, appointed annually by the chair of the emergency council (BOS Chair)	One (1) representative from any signatory party of the Operational Area Agreement in force, not previously identified here within.
County Sheriff or designee	One (1) member representing the public schools in the County appointed annually by the Sonoma County superintendent of schools	Chairman of the Board of Supervisors shall be ex officio Chairman of the Emergency Council. In their absence the Director shall serve as chairman.
Director of Information Systems Department or designee	One (1) member representing the general public appointed annually by the Chair of the Emergency Council (BOS Chair)	
Director of the Department of Health Services or designee	One (1) member representing the local chapter of the American Red Cross	
Director of Human Resources Department or designee	One (1) representative from the California National Guard	
Director of Human Services Department or designee		
Director of Permit Sonoma or designee		
Director of Public Infrastructure or designee		
General Manager of Sonoma Water or designee		
Regional Manager of Coastal Valleys		

Emergency Council Subcommittees

The Emergency Council formed the following subcommittees to focus on specific topic areas and planning efforts necessary to enhance capabilities and coordinate efforts across OA partner agencies and organizations. These subcommittees bring subject matter experts, emergency services partners, and members of the public together to share ideas and discuss critical operational issues. These groups serve in an advisory capacity to the Emergency Council and are not decision-making entities.

SHELTER COUNCIL

The Shelter Council focuses on mass care and sheltering services during emergency situations. The Council meets regularly to identify and assess sheltering locations across the County, inventory and manage sheltering supplies, and coordinate staffing and support services necessary for short to long-term sheltering operations.

ALERT & WARNING COMMITTEE

The Alert and Warning Committee is made of key Operational Area partners responsible for reviewing current alert and warning processes and procedures, identifying key systems used for public notification of emergencies, and developing critical messaging that is pushed out to the public in times of emergencies. The Committee meets regularly to share ideas, incorporate best practices, and provide the Emergency Council with recommendations on improving the alert and warning program within the County. It also serves to coordinate public emergency messaging across the different jurisdictions within the County and build a more robust public information & warning network.

ACCESS AND FUNCTIONAL NEEDS (AFN) COMMITTEE

The Access and Functional Needs Committee serves as an advisory committee to the Emergency Council to ensure the AFN community is represented in emergency plans and resources reflect the unique needs of the population of Sonoma County. Members of the AFN Committee meet monthly to discuss policy changes, accessibility of emergency information, and provide feedback on emergency plans and documents.

EMERGENCY TRANSPORTATION COMMITTEE

The Emergency Transportation Committee brings key resource providers to the table to discuss emergency transportation routes, available transportation resources, and required support for evacuations among transportation providers within the Operational Area. The Transportation Committee meets regularly and includes providers from the Operational Area, the greater Bay Area, and the private sector.

INCIDENT COMMAND SYSTEM (ICS)

The Incident Command System (ICS) is a standardized approach to incident management that allows coordination among various jurisdictions and agencies.

Developed in the aftermath of catastrophic California fires in the 1970s, ICS establishes common practices and terminology for planning and managing resources. It allows for the integration of facilities, equipment, personnel, procedures, and communications within a common organizational structure, creating a quicker and smoother response and information to be shared quickly between partners. ICS creates a flexible, dynamic response structure that can be used from a small, localized incident to catastrophic disaster responses. ICS should be used to respond to any type of natural or human-caused incident requiring multi-agency coordination.

Communication and coordination are the cornerstones of ICS. It is designed to be scalable and adaptable to the incident response, growing and expanding as the on-scene incident commander requires additional resources and support. The structure created using ICS allows decision to be coordinated and resources to be tracked and managed as they arrive to support.

ICS removes redundancies and reduces miscommunication. A clear chain of command facilitates smooth flows of information both vertically and horizontally across the structure. The chain of command implemented during an incident usually supersedes those existing during pre-incident work. I.e. the person who is your supervisor outside of a response may not be your supervisor in the response structure.

When the response expands or someone more qualified for a position arrives, a transfer of command occurs, ensuring the most knowledgeable and appropriate person is leading the response. In this transfer, the incoming responder receives a command briefing of the situation. This transfer ensures those delegated command authority are fully aware of the situation, limitations, and decisions that have been made so far.



STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS)

The Standardized Emergency Management System (SEMS) is the cornerstone of California’s emergency response system and the fundamental structure for the response phase of emergency management.

SEMS unifies all elements of California’s emergency management community into a single integrated system and standardizes key elements. The primary goal of SEMS is to aid in communication and response by providing a common management system and language. Core elements of SEMS include the use of ICS, multi-agency coordination, mutual aid, and the concept of an Operational Area.

SEMS facilitates priority setting, interagency cooperation, and the efficient flow of resources and information among responding agencies. After an Incident Command is established and the incident exceeds the response capabilities

of first responders, a request may be made for additional agencies and resources to manage the response from local jurisdictions. SEMS provides the framework for responding agencies to coordinate and communicate as the response unfolds, rather than acting within their departmental silos. As an incident grows, the response may expand to a larger area, where the Operational Area may be activated to support the response. If state support is necessary, the request for assistance goes to the Coastal Region, which is one of three regions of Cal OES, and from there to the State Emergency Operations Center. If the incident overwhelms state resources, the State may request Federal Assistance.



NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

In response to the events of September 11th, 2001, President George W. Bush issued Homeland Security Presidential Directive-5, which directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS).

NIMS is based in part on the California SEMS model and creates a national framework for responding to disasters that is flexible, standardized, and creates a unity of effort among responders. NIMS focuses on resource management, command and coordination elements, and communication and information management practices during emergency situations. The Sonoma County OA formally adopted NIMS in September 2006. NIMS includes fourteen defining components.

The OA manages and/or coordinates information, resources, and priorities among local governments within the Operational Area and serves as the link between the local government level and the state. The implementation of SEMS and NIMS is a cooperative effort of all departments and agencies within the County, cities, tribal governments, and special districts that have an emergency response role.

The Department of Emergency Management leads SEMS and NIMS implementation and planning.

All local government and OA staff who may work in the EOC, in a Department Operations Center (DOC), or at the field level will receive appropriate ICS/SEMS/NIMS training as recommended by FEMA. New County personnel receive ICS/SEMS/NIMS awareness training as part of their new employee orientation. To validate preparedness and planning efforts, local governments will develop an exercise program that provides periodic exercises for EOC and DOC personnel under ICS/SEMS/NIMS guidelines. Members of the Sonoma County OA are responsible for the overall documentation of ICS/SEMS/NIMS training within their own cities or special districts.

NIMS 14 COMPONENTS

Common Terminology	Integrated Communications
Modular Organization	Establishment and Transfer of Command
Management by Objectives	Unified Command
Incident Action Planning	Chain of Command & Unity of Command
Manageable Span of Control	Accountability
Incident Facilities and Locations	Dispatch/Deployment
Comprehensive Resource Management	Information and Intelligence Management

5



INFORMATION COLLECTION, ANALYSIS, AND DISSEMINATION

PUBLIC INFORMATION
AND WARNING

EVACUATIONS

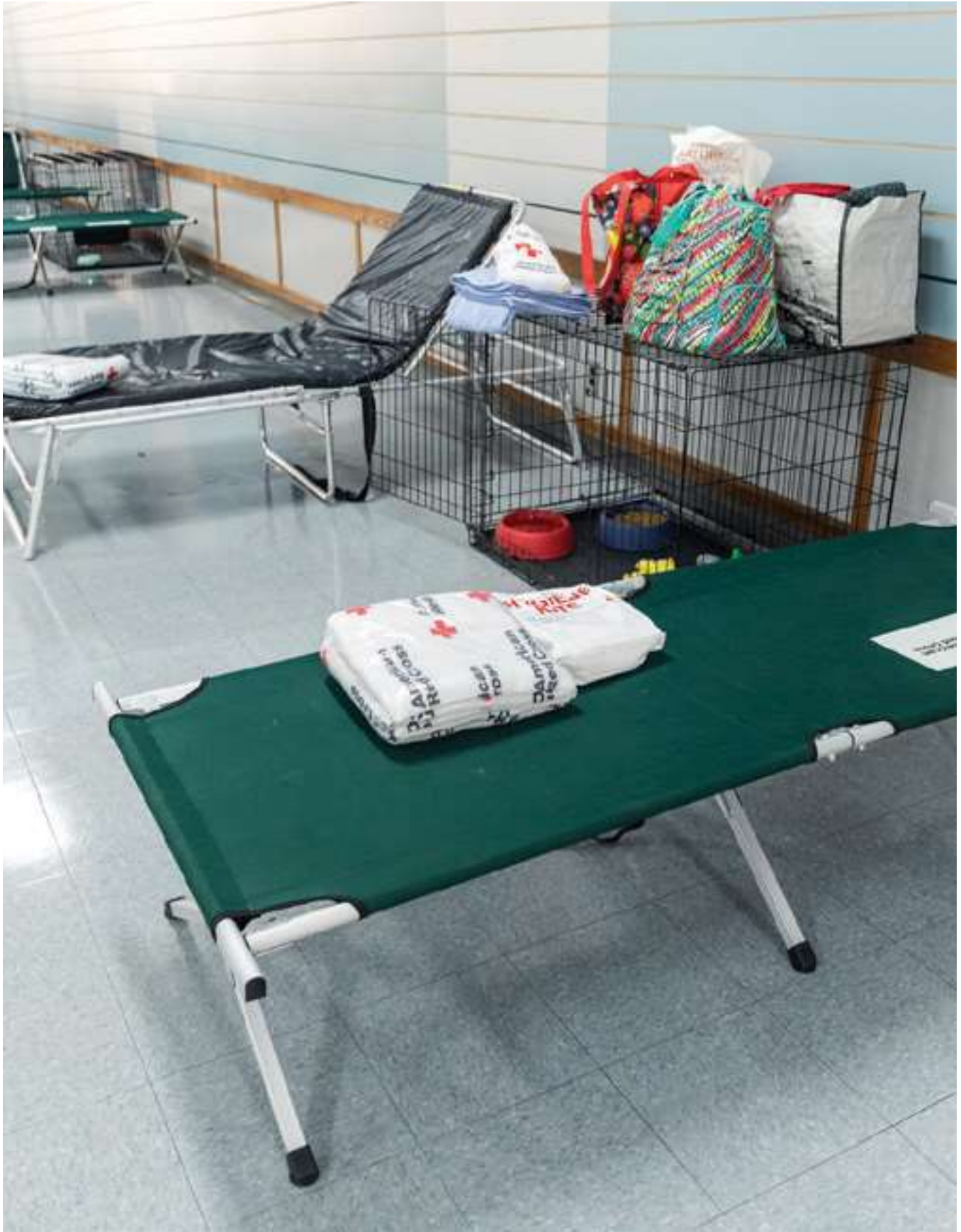
PUBLIC INFORMATION

EMERGENCY
MANAGEMENT
INFORMATION
SYSTEMS

COMMUNICATIONS

OPERATIONAL
AREA
UPDATES

VITAL RECORD
RETENTION



No two disasters are the same but virtually all incidents disproportionately affect individuals with access and functional needs (AFN) (i.e., people with disabilities, people with limited or no English proficiency, seniors, children, and people with limited transportation resources).

In compliance with the Americans with Disabilities Act, Sonoma County will provide relevant and culturally responsive public information to persons with access and functional needs in emergency planning, including the integration of interpreters, translators, and accessible content and technology. Communication with individuals with disabilities must be effective in response to their needs.

Effective communication during a disaster requires the use of one or more of the following methods:

ALERT AND WARNING SYSTEMS

A variety of alert and warning systems are required to reach the County population, including those who cannot hear, lack adequate eyesight, or who speak a different language. The County's mass notification system can send emergency information via voice, text, and email, and free applications available for smart phones. Every alert and warning message is sent through as many channels as possible in English and Spanish. There are other tools, such as NOAA radios, which have attachments that allow for the dissemination of alerts in formats effective for individuals with certain disabilities.

WEBSITES

Many people with disabilities require assistive technology to enable them to use computers and access the Internet. Community members with sight impairments may use screen readers – devices that speak the text that would normally appear on a monitor. Individuals who have difficulty using a computer mouse can use voice recognition software to control their computers with verbal commands.

Poorly designed websites can create unnecessary barriers for people with disabilities. The County of Sonoma created SoCoEmergency.org and its Spanish version, SoCoEmergencia.org, to host all emergency information relevant to the public to inform and provide up to date guidance on response actions.

PRESS CONFERENCES

Delivering information at press conferences by public officials and broadcast on television and social media channels during a disaster is critical to managing expectations and keeping the community informed of the ongoing situation. This information needs to be effective, consumable, and actionable by the whole community (i.e., American Sign Language interpreters for the Deaf/Hard of Hearing, interpretation for those with limited or no English proficiency, and alternative formats for Blind/Low Vision).

ADDITIONAL METHODS

County will utilize additional methods to establish communication with communities historically underserved and with limited access to mainstream communications methods such as social media and website access. Local radio stations, ethnic media partners, and trusted community partners such as NGO representatives and faith leaders can support outreach efforts to different communities. The County also encourages everyone to check on neighbors and friends who may need assistance.

PUBLIC INFORMATION AND WARNING

Success in saving lives, property, and preserving the environment depends on the use of timely and effective alerts and warnings to the entire Sonoma County population, visitors, and first responders.

During a disaster, the OA is responsible for the dissemination of emergency information to keep the public informed about the current situation, the location of the threat, the protective actions to take, and other critical details.

The words “alert” and “warning” are often used interchangeably, but in this document, those words are used in specific senses when related to emergency messaging:

ALERT - A communication intended to draw the attention of recipients to some previously unexpected or unknown condition or event.

WARNING - A communication that directs recipients to take immediate protective actions in response to an emergent hazard or threat.

The County will utilize various systems and methods to contact and inform the public and emergency response personnel of changing emergency conditions and any steps or actions that need to be taken. Additional measures will be incorporated to enhance the ability to reach individu-

als with Access and Functional Needs (AFN) and those who speak languages other than English. For example, all emergency alerts and warnings are sent in English and Spanish through County-managed alert systems.

SoCoAlert is the branded name of the County’s mass notification system. Residents and visitors are strongly encouraged to register to receive alerts via phone call, text message, email, TDD, and push notification via a smart-phone app. Registration and additional information are available at <https://socoemergency.org/get-ready/sign-up/> and in Spanish at <https://socoemergency.org/prepareseregistrarse/>.

The County also uses the federal Integrated Public Alert and Warning System (IPAWS) to access the Emergency Alert System (EAS), Wireless Emergency Alerts (WEA), and NOAA Weather Radio Non-Weather Emergency Message (NWEM) system. Additional information on the highlighted systems and activation processes can be found in the Alert and Warning Functional Annex.



PUBLIC SAFETY ORDERS

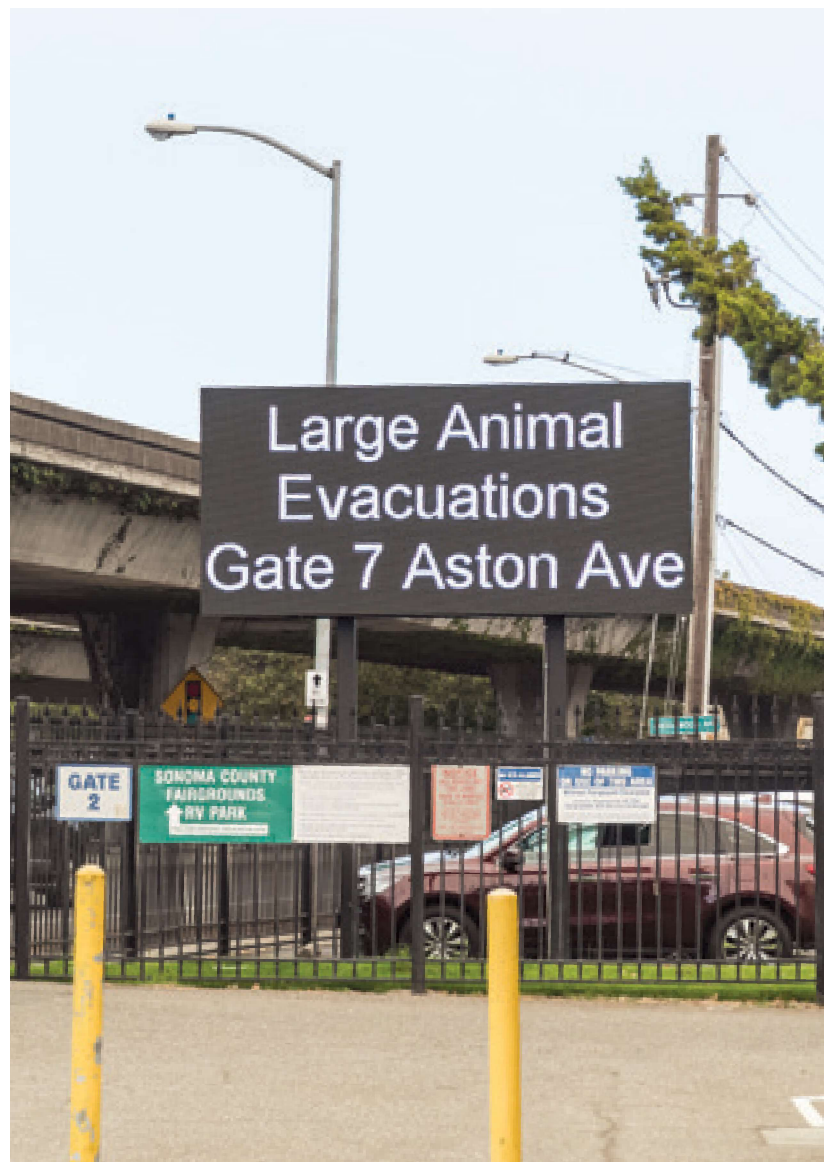
When an incident or disaster threatens life and/or property, an evacuation warning or order may be issued to move a threatened population out of harm's way. The Sonoma County Sheriff's Office is the lead agency responsible for issuing evacuation warnings and orders for unincorporated Sonoma County, with local law enforcement having the same authority within their own jurisdictions. The decision to evacuate or shelter-in-place will be made based on the type and severity of the disaster or threat and condition of the roadways or evacuation routes.

An **EVACUATION WARNING** is issued when there is a potential threat to life or property, requiring those under the warning to be prepared to leave as soon as the order is given.

An **EVACUATION ORDER** is issued when there is an immediate threat to life and property. It is a lawful order to leave the area and return only when authorized to do so.

SHELTER-IN-PLACE may be issued when the best course of action is to stay indoors, shut and lock doors and windows, and be prepared to self-sustain for a period of time until emergency personnel provide additional directions.

Evacuation areas will be designated by the issuing authority and communicated to the public using all available emergency notification platforms to ensure the message is received by everyone within an evacuation area. Re-entry into evacuated zones will be determined by emergency services officials when the area is determined to be safe to return home.



PUBLIC INFORMATION

The Sonoma County OA has experienced a number of significant incidents and large-scale disasters over the past several years, most notably in 2017, 2019, 2020, and 2021.

Providing clear, accurate, accessible, and timely information during an emergency is critical. The public relies on this information to understand the situation, receive direction and guidance, and inform and empower them to make the best decisions possible.

Public awareness campaigns, public events, and preparedness events take place throughout the year to support community preparedness efforts and build resiliency across the OA. Local non-profits, city, town, and county agencies, and the DEM Community Preparedness Division spearheads these efforts and produce easily consumable public education materials.

Events and messaging are amplified and supported by the County Communications Team.

Sonoma County agencies disseminate public information through various channels and platforms on a day-to-day basis. In a disaster incident, information related to the ongoing disaster and disaster recovery process is primarily disseminated via the platforms and channels listed in the tables below.



COUNTY WEBSITES & SOCIAL MEDIA

COUNTY WEB PAGE

SonomaCounty.gov

COUNTY EMERGENCY WEBPAGE ENGLISH

SoCoEmergency.org

COUNTY EMERGENCY WEBPAGE SPANISH

SoCoEmergencia.org

SOCIAL MEDIA PLATFORM	URL	USER NAME
FACEBOOK	facebook.com/CountyofSonoma/	@CountyofSonoma
	facebook.com/SoCoDEM/	@SoCODEM
	facebook.com/sonoma.sheriff/	@sonoma.sheriff
TWITTER	twitter.com/countyofsonoma	@CountyofSonoma
	twitter.com/sonomasheriff	@sonomasheriff
NEXTDOOR	nextdoor.com/agency-detail/ca/sonoma-county/county-of-sonoma/	County of Sonoma
	nextdoor.com/agency-detail/ca/sonoma-county/sonoma-county-department-of-emergency-management	Sonoma County Department of Emergency Management
YOUTUBE	youtube.com/c/CountyofSonoma	County of Sonoma
NIXLE	local.nixle.com/sonoma-county-sheriffs-office	Sonoma County Sheriff's Office

Public Information Officer

The County Communications Team is responsible for supporting the County's Public Information Section and public affairs needs. During a disaster, they help staff and support the Public Information Section in the EOC.

Information for the public is disseminated through several mechanisms under the control and advice of the Public Information Officer (PIO). The PIO reports to the EOC Director and will communicate with the Incident Commander's PIO (a member of their command staff) to inform communication priorities. The PIO advises leadership on all public information matters relating to the incident.

The PIO:

- Handles inquiries from the media, the public, and elected officials.

- Monitors traditional and social media.
- Provides rumor monitoring and control.
- Performs other functions required to gather, verify, coordinate, and disseminate accurate, accessible, and timely information related to the incident.

Crisis communications during a response will focus on information related to public health, safety, and protection of life and property.

Joint Information System

The Joint Information System (JIS) is the broad mechanism that organizes, integrates, and coordinates information to ensure timely, accurate, accessible, and consistent messaging activities across multiple jurisdictions and/or disciplines with the private sector and NGOs.

It includes the plans, protocols, procedures, and structures used to coordinate and share public information. Federal, State, tribal, territorial, regional, local, and private sector PIOs and established Joint Information Centers (JIC) at each level of SEMS are critical elements of the JIS.

The JIS structure is used for ensuring that:

- PIO functions are coordinated and integrated.
- A structure and system for developing and delivering coordinated interagency messages are provided.
- Public information plans and strategies in response to community needs and on behalf of the incident management leadership can be developed, recommended, and executed.

- Leadership is effectively advised on public affairs issues that could affect a response effort, and rumors and inaccurate information that could undermine public confidence are controlled and managed.

The County of Sonoma is a participating member of the Bay Area Urban Areas Security Initiative (Bay Area UASI), which has an established JIS. It is a network of individuals with responsibilities supporting emergency public information and warning. Members are from a broad spectrum of agencies, disciplines, and jurisdictions throughout the Bay Area who work together to coordinate public information and warning efforts before, during, and after emergencies. Additional information about the Bay Area Joint Information System is available at www.bayareauasi.org/jis.

5.3.3

Joint Information Center

The Joint Information Center is a central location that facilitates the operations of the JIS during an emergency. The specific location is incident dependent. It houses personnel with public information responsibilities from multiple agencies, departments, and other local governments. They perform critical emergency information functions, crisis communications, and public affairs functions.

For incidents requiring the activation of the EOC, Sonoma County will establish a JIC when a significant amount of coordination between responding local, state, and federal entity public information officers is necessary to ensure a coordinated and consistent message is being pushed to the public. A JIC will be established at a suitable location in close proximity to provide for effective management of

public information functions. When activated, the JIC will be staffed by personnel trained to conduct public information activities, including coordinating inter-jurisdictional media releases and management of rumor control and community communications functions. Regardless of where the JIC is established, public information functions will continue to be managed from the EOC.

5.3.4

Public Information Hotline

The EOC Public Information Hotline at 2-1-1 is coordinated by the Public Information Section of the Sonoma County EOC and is operated by United Way of the Wine Country to support the public information function. The 2-1-1 phone service assists in public information dissemination during emergencies in several languages.

Outside of an emergency, the County uses 2-1-1 as an active 24/7 call center for local community services inquiries. The Call Center is in Ventura County and has a robust backup forwarding system to ensure call volume loads can be accommodated in times of disaster. The PIO provides validated disaster-related information to the 2-1-1 PIO Liaison (United Way staff member sitting in the PIO section) to be sent to the Call Center. All forms of information released to the public include instructions to call 2-1-1 to receive up-to-date information about the current disaster/event. The 2-1-1 service is provided in 178 languages. This public information system significantly reduces overload calls to the 9-1-1 system for non-emergency public inquiries.



COMMUNICATIONS

Communication will be maintained between the OA EOC and all responding agencies through various forms of communications devices, channels, and methods.

The OA EOC is equipped with multiple redundant communication systems allowing the sharing of situational awareness, resource status, raw intelligence and data, and alert and warning. These include telephone, email, radio, satellite phone, Sonoma County Auxiliary Communications Service (ACS), and mobile satellite Wi-Fi systems, among others.

Information will be shared with other levels of government and agencies and departments outside the County on an as needed basis depending on the needs of the incident response.

The Public Information Officer will work with available media outlets, including radio or TV, to get incident specific information to the public in an easily digestible format. Various social media channels will be used to share relevant and verified bilingual information. Using other means of communication may be necessary depending on the nature of the incident, the impacts on public information systems, and outstanding community needs. These could include message boards at community centers or shelters, use of changeable message signs, and flyers or leaflets.



EMERGENCY MANAGEMENT INFORMATION SYSTEM

The OA EOC also utilizes a web-based emergency management information system. This allows OA EOC personnel to have a common operating picture, share situational awareness, and manage information during the emergency.

The system provides real-time sharing of information via status boards, resource tracking, mapping tools, and significant events reporting.

The system is accessible to OA EOC staff and local jurisdictions within the Operational Area and select supporting state partner representatives during an incident. DEM maintains the user license and administrative privileges with the system provider.

OPERATIONAL AREA UPDATES

Building and maintaining relationships between OA partners and support agencies and organizations is critical to a successful response.

Sharing of information with Operational Area partners takes place during standing weekly briefings. These briefings detail any incidents that occurred within the OA, those in adjacent areas, and any statewide incidents of note. They also include an update of the weather forecast and any weather condition changes. Local jurisdictions, including state partners, have an opportunity to share any notable incidents or information that is beneficial to the group for situational awareness.

During a disaster, briefings will be held more often and include specific information on the incident occurring within the OA. The Operational Area receives updates on evacuations, response operations, sheltering, and recovery information. The briefing also includes a weather brief and a report out from the local jurisdictions in attendance.

For smaller scale incidents that do not require a full activation of the OA EOC but are being monitored by DEM, the DEM Duty Officer will share relevant information with OA partners utilizing either an FYI e-mail or Situation

Status Report. FYI e-mails are sent when there is a potentially hazardous situation forecasted, such as incoming hazardous weather, but no significant actions need to be taken on a larger scale.

A more formal Situation Status Report (SitStat) is created and shared when a hazardous condition requires actions to be taken by DEM and OA partners to safeguard the community and includes updates on the current situation, response actions and impacts within the OA, and any future operations planned. SitStats are pushed out at regular intervals as the incident unfolds to ensure OA partners have the most relevant and up to date information and will continue to be sent until the incident is over.

VITAL RECORD RETENTION

The responsibility of developing and implementing procedures for protecting vital records, materials, and facilities falls to each individual County Department and local government entities.

These procedures must also identify the systems, archiving schedules, and the positions responsible for the maintenance of records.

It is imperative that departments and local government agencies maintain essential agency records that are needed to:

- Meet their operational responsibilities under national security emergencies or other emergency or disaster conditions (emergency operating records)
- Protect the legal and financial rights of the government and those affected by government activities (legal and financial rights records)
- Preserve the obligation and interests of County residents and employees (legal and financial rights records).

These records are essential to document and show eligibility for federal disaster reimbursement requests, be provided in the event of a state or federal audit of county operations, or Public Request for Access (PRA) or Freedom of Information Act (FOIA) requests.

The Information Services Department (ISD) has overarching responsibility for the overall Records and Information Management program for the County. ISD has an established retention schedule for each County Department and

certain Special Districts, along with a Common Accounting and Administrative Records Retention Schedule based on specific record types. Additionally, the County operates and maintains the Sonoma County Records Center, electronic vaults, and on-site/off-site vault locations for physical records and media.

Specific to emergency management operations, vital records include, but are not limited to:

- Emergency plans (including procedures, checklists, contact lists, personnel records, etc.).
- Emergency Action Plans (specific to the response operations during an incident)
- Situation Reports
- Alert and Warning notifications
- Disaster Financial Records
- Recovery planning records and documents
- Grant applications and supporting documentation

These documents are primarily stored in electronic form and archived per the established County retention schedule.



6



MUTUAL AID

MUTUAL AID
SYSTEMS



Mutual aid may be required to support the response to a credible threat or actual emergency and is dependent on the needs of the requesting jurisdiction.

Mutual aid agreements are pre-established understandings that allow jurisdictions and response partners to request assistance from one another depending on the needs of the incident. The agreements can be activated in emergency situations and allow the responding organization to provide equipment, personnel, or other resources to the requesting organization. Reasons for requesting mutual aid include, but are not limited to:

- Disasters
- Civil disturbance
- Cyberterrorism
- Political violence
- Major emergencies
- Sabotage
- Acts of Terror
- Acts of War

The California Master Mutual Aid Agreement is the basis of delivery for all mutual aid in the state. It creates a formal structure wherein each jurisdiction retains control of its own facilities, personnel, and resources, but may also receive or render assistance to other jurisdictions within the State. It is the responsibility of local jurisdictions to negotiate, coordinate and prepare mutual aid agreements.

CalOES has divided the state into three Administrative Regions (Coastal/Inland/South) and into six Mutual Aid regions (I-VI), with Region I subdivided only for law enforcement mutual aid. The purpose of a mutual aid region is to provide for the effective coordination and application of mutual aid and other emergency-related activities. Sonoma County is in the Coastal Administrative Region and a part of Mutual Aid Region II.

STATEWIDE MUTUAL AID COORDINATION

Coordinated by CAL OES			Coordinated by CAL EMSA
Fire & Rescue Branch	Law Enforcement Branch	Emergency Management	Medical and Health Disaster Medial and Health Mutual Aid
Fire & Rescue Mutual Aid	Law Enforcement Mutual Aid	Emergency Management Mutual Aid	
Urban Search and Rescue Mutual Aid	Coroner/Medical Examiner Mutual Aid	Public Utilities Mutual Aid Water/Wastewater Agency Response Network (WARN)	
Hazardous Materials Mutual Aid	Search and Rescue Mutual Aid		

MUTUAL AID SYSTEMS

Several discipline-specific mutual aid systems function within the California Mutual Aid regional framework.

With the exception of disaster medical/health, all mutual aid systems are coordinated at the state level by the Governor’s Office of Emergency Services (Cal OES). Cal OES coordinates all mutual aid through three independent networks or channels: Emergency Services, Fire and Rescue, and Law Enforcement. Disaster Medical and Health Mutual Aid is coordinated by California Emergency Medical Services Authority (Cal EMSA).

VOLUNTARY MUTUAL AID

Mutual aid is voluntary when an agreement is initiated either verbally or in writing. When in writing, which is preferable, the conditions may be enumerated as to what and how much of a department’s resources may be committed.

OBLIGATORY MUTUAL AID

Mutual Aid under a “State of War Emergency” shall be deemed obligatory. Mutual Aid under a “State of Emergency” may be obligatory. (Emergency Services Act, 1970).

INTRASTATE MUTUAL AID

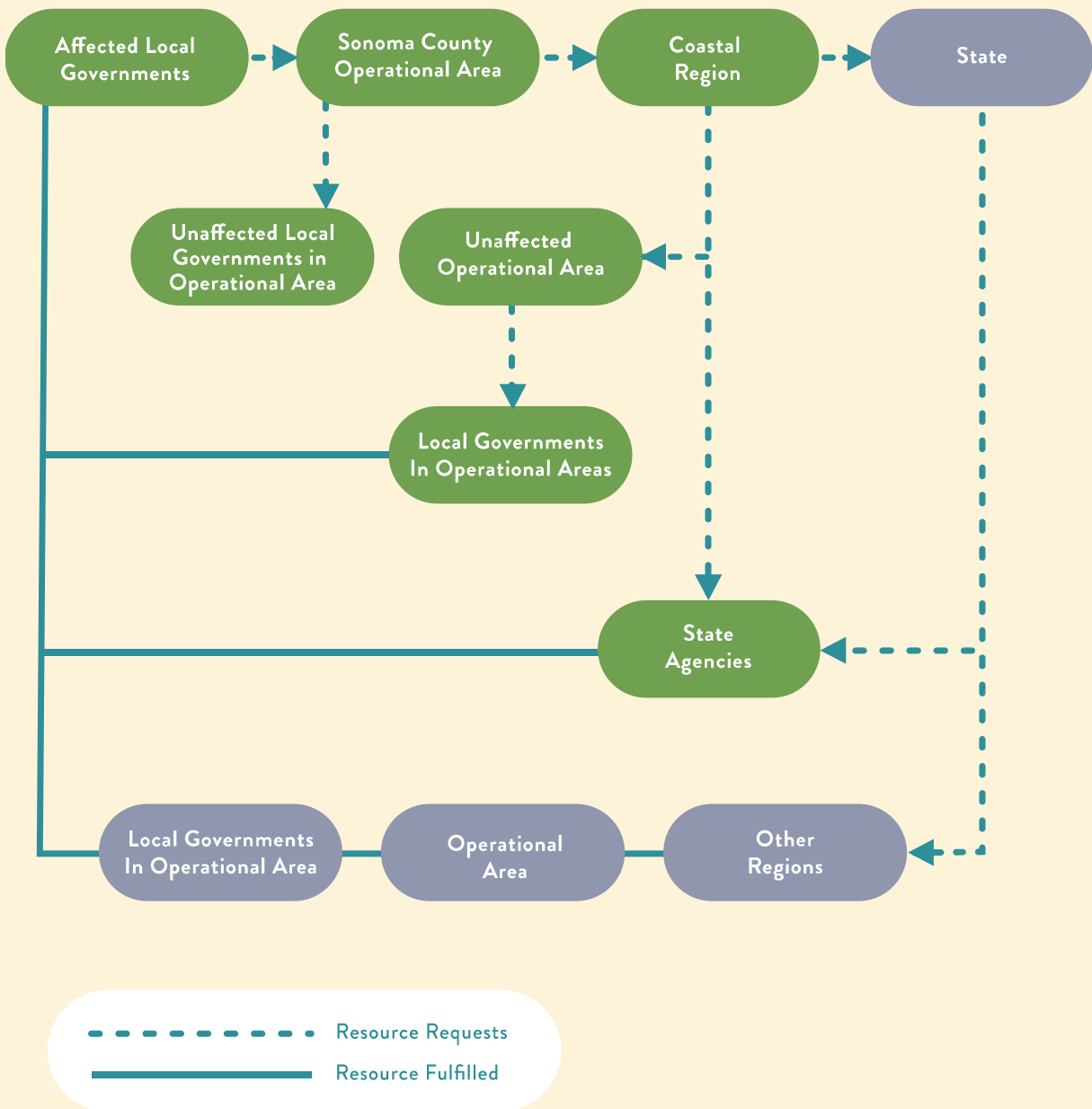
The California Master Mutual Aid Agreement creates the statewide framework and mechanisms for the sharing of resources between all California departments, agencies, political subdivisions, and municipal corporations, to provide relief during times of disaster (reference CA Master Mutual Aid Agreement). This includes fire, police, medical and health, communication, transportation, and emergency management resources and facilities, or any other resources which may be needed to assist in disaster response.

INTERSTATE MUTUAL AID

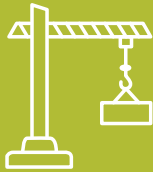
Once local, regional, or state resources are exhausted, mutual aid may be requested from other states. California is a member of the interstate Emergency Management Assistance Compact (EMAC), a congressionally ratified organization that provides form, structure, and procedures for rendering emergency assistance between states. After a state of emergency declaration, California can request and receive reimbursable assistance through EMAC from other member states quickly and efficiently without issues of liability. The Secretary of Cal OES and the states’ EMAC Coordinator are responsible for facilitating requests for assistance pursuant to EMAC.



REQUEST MANAGEMENT FLOW CHART



7



PLAN
DEVELOPMENT
AND
MAINTENANCE



Sonoma County strives to create a framework of cultural responsiveness. In 2019, California Senate Bill No. 160 passed in California, requiring county jurisdictions to incorporate cultural competence into disaster response services and planning. Pursuant to this law, at several key points of the drafting and finalization process, the original EOP (version 2021) was presented to the County of Sonoma Office of Equity and a Community Advisory Group created to offer feedback. DEM gathered recommendations to best address the needs of community members who have experienced marginalization and underservice during past disasters and to appropriately embed cultural responsiveness in the EOP. Five meetings were held for community leaders to offer insight into each of the Board of Supervisors' Districts.

The EOP was presented to the Access and Functional Needs subcommittee for comments and shared with essential departments and agencies responsible for providing a primary or support function role in an emergency to provide feedback. Additionally, the draft was sent to the Emergency Coordinators' Forum and Cal OES for comments and feedback. Feedback received was incorporated into the final version of this EOP. Review and concurrence with the plan allows for a comprehensive and cohesive response within the County when an emergency occurs. The Director of the Department of Emergency Management and the Sonoma County Board of Supervisors have the ultimate authority and responsibility to approve the final version of the EOP.

The current update to the plan followed a similar process described above. Drafts of the EOP were shared with community groups, partner agencies and organizations, and relevant stakeholders to provide input and feedback. Public forums were held in each of the County's five supervisorial districts to ensure geographic representation across the County. Resultant changes were incorporated into this plan as appropriate to create the final version. In this EOP, DEM and the Office of Equity also worked with Sonoma County COAD and community partners to address the concerns and the potential for avoidable gaps in the prevention, preparedness, response, recovery, and mitigation of disasters in culturally diverse communities.

Suggestions and comments, where possible, were incorporated into this document, forwarded to the appropriate departments, or noted for consideration within more specific plans and annexes. Engagement with the communities that experience the most risk, lack of access, and vulnerabilities helps create a healthier and more resilient Sonoma County.

Engagement with the communities that experience the most risk, lack of access, and vulnerabilities helps create a healthier and more resilient County for all residents.

The Department of Emergency Management will coordinate the review and revision of this plan at least once every three years or when key changes are necessary. Development and revisions of the EOP annexes and non-substantive changes to this plan may be made by DEM without formal approval by the Board of Supervisors.

8



AUTHORITIES & REFERENCES, ACRONYMS, GLOSSARY

AUTHORITIES &
REFERENCES

ACRONYMS

CURRENT
DEM
ANNEXES

GLOSSARY

Continuity of governmental operations during a disaster is critical.

To ensure essential government functions – including those within emergency management – are maintained during an emergency, the County has adopted a Continuity of Operations (COOP) Base Plan and department specific playbooks, which establish a continuity structure for all County departments and agencies. These plans identify key positions, functions, and facilities that need to be operational to support the needs of the County and its population in the event of the failure of critical lifelines or impacts from a disaster situation.

The COOP Committee is a standing group that meets to ensure COOP plans across the Operational Area, including County departments and agencies, are being reviewed, revised, and tested to ensure that critical governmental functions can be maintained during emergencies causing significant damage to primary operating facilities or critical services. The Committee meets semi-annually and provides input and direction to the continuity of operations program, exercises, and training materials.



8 Authorities & References

Sonoma County Municipal Code, Chapter 10 – Civil Defense and Disaster

Sonoma County Hazard Mitigation Plan

State of California- Standardized Emergency Management System

California Disaster Assistance Act

California State Emergency Plan

California Government Code - Section 3100-3109: Oath of Affirmation of Allegiance for Disaster Service Workers and Public Employees

California Emergency Services Act - Title 2, Division 1, Chapter 7

California Senate Bill 160, Chapter 402

Americans with Disabilities Act of 1990, As Amended

Comprehensive Preparedness Guide 101: Developing and Maintaining Emergency Operations Plans (FEMA)

Executive Order 13407 of June 26, 2006: Public Alert and Warning System

Federal Civil Defense Act of 1950

Homeland Security Presidential Directive-5: Management of Domestic Incidents

National Disaster Recovery Framework

National Response Framework

National Preparedness Goal

National Prevention Framework

National Protection Framework

National Mitigation Framework

National Incident Management System

Presidential Policy Directive-8: National Preparedness

Post-Katrina Emergency Management Reform Act of 2006

Robert T. Stafford Disaster Relief and Emergency Services Act, as amended.

United States Census Bureau (Sonoma County)

United States Census Bureau (Decennial Data)

MUTUAL AID

California Master Mutual Aid Agreement

California Fire and Rescue Emergency Plan

California Law Enforcement Mutual Aid Plan

California Coroners Mutual Aid Plan

Current DEM Annexes

All current DEM annexes are available at:

English: <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/emergency-management/plans>

Spanish: <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/emergency-management/plans/plans-spanish>

The Annexes are separate plans from this EOP and are reviewed and updated on a rotating schedule or an as needed basis.

Acronyms

ACS	Auxiliary Communication Service	ICP	Incident Command Post
AFN	Access and Functional Needs	ICS	Incident Command System
ARC	American Red Cross	ISD	Information Systems Department
Cal OES	California Governor's Office of Emergency Services	IPAWS	Integrated Public Alert and Warning System
Cal EMSA	California Emergency Medical Services Authority	JIC	Joint Information Center
CEO	County Executive's Office	JIS	Joint Information System
CBO	Community-based Organization	MHOAC	Medical Health Operational Area Coordinator
CEO	County Executive Officer	NGO	Non-Governmental Organizations
CERT	Community Emergency Response Team	NPG	National Preparedness Goal
COAD	Community Organizations Active in Disaster	NIMS	National Incident Management System
DEM	Department of Emergency Management	NWEM	Non-Weather Emergency Message
DHS	Department of Homeland Security	OA	Operational Area
DOC	Department Operations Center	PIO	Public Information Officer
DSW	Disaster Service Worker	PRA	Public Request for Access
EAS	Emergency Alert System	SEMS	Standardized Emergency Management System
EEL	Essential Elements of Information	SOC	State Operations Center
EMAC	Emergency Management Assistance Compact	SOP	Standard Operating Procedure
EOC	Emergency Operations Center	UASI	Urban Area Security Initiative
EOP	Emergency Operations Plan	WARN	Water/Wastewater Agency Response Network
FA	Functional Annex	WEA	Wireless Emergency Alerts
FBO	Faith Based Organization	WUI	Wildland Urban Interface
FEMA	Federal Emergency Management Agency		
FOIA	Freedom of Information Act		
GIS	Geographic Information System		
HSA	Hazard-Specific Annex		

Glossary

Activate: At a minimum, a designated official of the emergency response agency that implements SEMS as appropriate to the scope of the emergency and the agency’s role in response to the emergency.

After Action Report: A report covering response actions, application of SEMS, modifications to plans and procedures, training need, and recovery activities. After action reports are required under SEMS after any emergency that requires a declaration of an emergency. Reports are required within 90 days.

Agency: An agency is a division of government with specific function, or a non-governmental organization (e.g., private contractor, business, etc.) which offers a particular kind of assistance. In ICS, agencies are defined as jurisdictional (having statutory responsibility of incident mitigation); or assisting by providing resources.

Agency Representative: An individual assigned to an incident or to an EOC from an assisting or cooperating agency who has delegated authority to make decisions on matters affecting that agency’s participation at the incident or at the EOC.

American Red Cross: A nationwide volunteer agency that provides disaster relief to individuals and families. <https://www.redcross.org/>

Available Resources: Incident-based resources that are available for immediate assignment.

Care and Shelter: A phase of operations that meets the food, clothing, and shelter needs of people on a mass care basis.

Chain of Command: A series of management positions in order of authority.

COAD: A collaborative network of local community-based organizations and non-profits that work together to build capacity and improve coordination before and during a disaster Community Organizations Active in Disaster. <https://www.sonomacountycoad.org/>

Continuity of Government: All measures that may be taken to ensure the continuity of essential functions of governments in the event of emergency conditions, including line-of-succession for key decision makers.

Coordination: The process of systematically analyzing a situation, developing relevant information, and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives.

Cultural Competence: The ability to understand, value, communicate with, and effectively interact with people across cultures to ensure that the needs of all community members are addressed, with priority given to “culturally diverse communities.” “Cultural competence” includes, but is not limited to, being respectful and responsive to the cultural and linguistic needs of diverse population groups.

Culturally diverse communities: Includes, but is not limited to, race and ethnicity, including indigenous peoples, communities of color, and immigrant and refugee communities; gender, including women; age, including the elderly and youth; sexual and gender minorities; people with disabilities; occupation and income level including low-income individuals and the unhoused; education level; people with no or limited or no English language proficiency; as well as geographic location.

Damage Assessment: The process utilized to determine the magnitude of damage and the unmet needs of individuals, businesses, the public sector, and the community caused by a disaster or emergency event.

Dam Failure: Part or complete collapse of a dam causing downstream flooding.

Declaration: The formal action by the President to make a State eligible for major disaster or emergency assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 93-288, as amended (the Stafford Act).



Declaration Process: When a disaster strikes, local authorities and individuals request help from private relief organizations and their State government, which give all assistance possible. If assistance is beyond their capability, the Governor requests a Presidential declaration of a major disaster or an emergency.

Delegation of Authority: A statement provided to the Incident Commander by the Agency Executive delegating authority and assigning responsibility. The Delegation of Authority can include objectives, priorities, expectations, constraints and other considerations or guidelines as needed.

Department Operations Center (DOC): A location used by a distinct discipline, such as fire, medical, hazardous materials, or a unit, such as Department of Public Works, Department of Health or local water district to manage and coordinate their departmental response functions in a disaster. Department operations centers may be used at

all SEMS levels above the field response level, depending upon the impact of the emergency.

Disaster: A sudden calamitous emergency event bringing great damage loss or destruction.

Emergency: A serious, unexpected, and often dangerous situation requiring immediate action.

Emergency Operations Center (EOC): A location from which centralized emergency management can be performed. EOC facilities are established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency.

Emergency Operations Plan (EOP): The plan that each jurisdiction has and maintains for responding to relevant threats and hazards that defines the emergency management organization, structure and coordination.

Essential Facilities: Facilities that are essential for maintaining the health, safety, and overall wellbeing of the public following a disaster (e.g., hospitals, police and fire department buildings, utility facilities, etc.). May also include buildings that have been designated for use as mass care facilities (e.g., schools, churches, etc.).

Evacuation: Organized, phased, and supervised withdrawal, dispersal, or removal of people from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Exercise: Maneuver or simulated emergency condition involving planning, preparation, and execution; carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of an emergency operations plan (EOP).

Federal: Of or pertaining to the Federal Government of the United States of America.

Federal Emergency Management Agency (FEMA): This agency was created in 1979 to provide a single point of accountability for all Federal activities related to disaster mitigation and emergency preparedness, response, and recovery. <https://www.fema.gov/>

First Responder: This term refers to individuals whose organizations specific and primary responsibility is to respond to life safety incidents.

Hazard: Natural or man-made source of danger or difficulty to people or property.

Hazardous Material: A substance or combination of substances, which, because of quantity, concentration, physical, chemical, radiological, explosive, or infectious characteristics, poses a potential danger to humans or the environment. Generally, such materials are classed as explosives and blasting agents, flammable and nonflammable gases, combustible liquids, flammable liquids and solids, oxidizers, poisons, disease-causing agents, radioactive materials, corrosive materials, and other materials including hazardous wastes.

Hazard Mitigation: Actions taken to reduce or eliminate the risk of hazards to people and property.

Hazard Mitigation Plan: The plan resulting from a systematic evaluation of the nature and extent of vulnerability to the effects of natural hazards, including the actions needed to minimize future vulnerability to identified hazards.

Incident: An occurrence or event, either human-caused or by natural phenomena, that requires action by emergency response personnel to prevent or minimize loss of life or damage to property and/or the environment.

Incident Action Plan (IAP): The plan developed at the field response level that contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period. The plan may be oral or written.

Incident Commander: The individual responsible for the command of all functions at the field response level.

Incident Command System (ICS): The nationally used standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of resources to effectively accomplish stated objectives pertinent to an incident.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: The range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political/ geographical (e.g., special district city, county, state, or federal boundary lines), or functional (e.g., police department, health department, etc.)

Local Emergency: The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions, other than conditions resulting from a labor controversy, which conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and required the combined forces of political subdivisions to combat.

Logistics: Providing resources and other services to support incident management.

Mitigation: Pre-event planning and actions that aim to lessen the effects of potential disaster.

Mutual Aid Agreement: Written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request, by furnishing personnel and equipment.

Mutual Aid Region: A subdivision of Governor’s Office of Emergency Services established to assist in the coordination of Mutual Aid and other emergency operations within a geographic area of the state, consisting of two or more county (operational) areas. Sonoma County is in Mutual Aid Region II.

National Incident Management System (NIMS): A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, tribal, and local capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; Multi-agency Coordination Systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources. <https://www.fema.gov/emergency-managers/nims>

National Response Framework (NRF): A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all- discipline, all-hazards plan. <https://www.fema.gov/emergency-managers/national-preparedness/frameworks>

Nongovernmental Organization (NGO): An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Office of Emergency Services: The California Governor’s Office of Emergency Services (OES). <https://www.caloes.ca.gov/>

Operational Area: An intermediate level of the state emergency organization, consisting of a county and all political subdivisions within the county’s geographic borders. An operational area is defined in law (Section 8559, California Government Code) as an organization (not a jurisdiction) whose boundaries are those of a county. This organization is not necessarily a county government; it could be several cities, or a city and a county, a county government or several county governments, willing to undertake to coordinate the flow of Mutual Aid and information within the defined area. The operational area concept is the backbone of SEMS.

Plan: A document that describes the broad, overall jurisdictional response to potential extraordinary emergencies or disasters.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations

Public Information Officer (PIO): The individual at field or EOC level that has been delegated the authority to prepare public information releases and to interact with the media. Duties will vary depending upon the agency and SEMS level.

Recovery: Activities traditionally associated with providing Federal supplemental disaster recovery assistance under a Presidential major disaster declaration. These activities usually begin within days after the event and continue after the response activities cease. Recovery includes individual and public assistance programs that provide temporary housing assistance, grants and loans to eligible individuals and government entities to recovery from the effects of a disaster.

Resources: Personnel and equipment available, or potentially available, for assignment to incidents or to EOCs. Resources are described by kind and type and may be used in tactical support or supervisory capacities at an incident or at EOCs.

Response: Activities to address the immediate and short-term effects of an emergency or disaster. Response includes immediate actions to save lives, protect property and the environment, stabilize communities, and meet basic human needs following an incident. Based on the requirements of the situation, response assistance will be provided to an affected State under the National Response Framework using a partial activation of selected Emergency Support Functions (ESF) or full activation of all ESF's to meet the needs of the situation.

Risk: Potential for an unwanted outcome resulting from an incident, event, or occurrence, as determined by its likelihood and associated consequences.

Special District: A unit of local government (other than a city, town, or county) with authority or responsibility to own, operate or maintain a project (as defined in California Code of Regulations 2900(s)) for purposes of natural disaster assistance. This may include a joint powers authority established under section 6500 et seq. of the Code.

Stafford Act: Robert T. Stafford disaster Relief and Emergency Assistance Act, PL 100-707, signed into law November 23, 1988; amended the Disaster Relief Act of 1974, and the Sandy Recovery Improvement Act of 2013.

Standard Operating Procedures (SOPs): A set of instructions having the force of a directive, covering those features of operations that lends themselves to a definite or standardized procedure. Standard operating procedures support an annex by indicating in detail how a particular task will be carried out.

Standardized Emergency Management System (SEMS):

A system required by California Government Code for managing response to multi-agency and multi-jurisdiction emergencies in California. SEMS consists of five organizational levels that are activated as necessary: Field Response, Local Government, Operation Area, Region, and State.

State of Emergency: The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions, other than conditions, resulting from a labor controversy, or conditions causing a “state of war emergency”, which conditions by reason of magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a Mutual Aid region or regions to combat.

Threat: An indication of possible violence, harm, or danger.

Tsunami: Also called a seismic sea wave. A large oceanic wave generated by earthquakes, submarine volcanic eruptions, or large submarine landslides in which sudden forces are applied to the water mass.

Vulnerability: Physical feature or operational attribute that renders and entity open to exploitation or susceptible to a given hazard.



SONOMA COUNTY OPERATIONAL AREA