



## Legislation Text

---

**File #:** 2021-0624, **Version:** 1

---

**To:** Boards of Directors, Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District  
**Department or Agency Name(s):** Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District

**Staff Name and Phone Number:** Michelle Maxwell / 707-975-5614

**Vote Requirement:** Majority

**Supervisory District(s):** Countywide

**Title:**

Sonoma Water Emergency Operations Plan

**Recommended Action:**

Approve the Emergency Operations Plan for use by Sonoma Water as the foundation for all emergency response and recovery by the agency and the framework for all future planning efforts.

**Executive Summary:**

The Emergency Operations Plan (EOP) is an all-hazards, whole-agency response and recovery document and the base for all future planning efforts at Sonoma County Water Agency (Sonoma Water). The plan uses the context of Sonoma Water's water and wastewater operations and the hazards that threaten its infrastructure, systems, and staff to provide emergency response coordination structure and procedures. Additionally, the plan demonstrates the integration and use of the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), the Incident Command System (ICS), and the National Response Framework.

**Discussion:**

Sonoma Water's EOP is intended for the use by Sonoma Water in coordination with county, regional, state, and national partners and underpins Sonoma Water's overall emergency management framework. Once approved, Sonoma Water intends to distribute this plan for reference purposes to all regularly coordinated local partners and will make this document available to the public.

This document primarily provides organizational information and response strategies for Sonoma Water's use during an emergency response, but all community partners should be familiar with this document as it provides important context for how Sonoma Water intends to operate during a whole community emergency response. The response procedures outlined intend to prioritize the safety and security of human life, the protection of property and the environment, and strive to stabilize an incident.

This plan is the base plan of a broader response planning network. The base plan is not intended to provide tactical response operations for specific hazards, but instead provides the framework, concepts, and policies that apply to and influence all emergency management functions and can scale to all types of emergency scenarios.

This EOP’s content expands upon the findings from hazard and risk assessments, published Sonoma Water tools and references, standard operating procedures, and previous response efforts. Additionally, this plan supports the development of mutual aid agreements and training and exercise programs. The EOP’s annex houses documents specific to hazards or functional areas, all of which use the framework laid out in this EOP as their foundation.

The plan has been reviewed internally by all divisions and upper management, by our primary Water Contractors, and by the County Department of Emergency Management. Approval of this document by the Board of Directors will provide important credibility for its use. The document will not have any financial impact and will not impact the operations of any other county entity.

**Prior Board Actions:**

N/A

**FISCAL SUMMARY**

| <b>Expenditures</b>                | <b>FY 21-22<br/>Adopted</b> | <b>FY22-23<br/>Projected</b> | <b>FY 23-24<br/>Projected</b> |
|------------------------------------|-----------------------------|------------------------------|-------------------------------|
| Budgeted Expenses                  |                             |                              |                               |
| Additional Appropriation Requested |                             |                              |                               |
| <b>Total Expenditures</b>          |                             |                              |                               |
| <b>Funding Sources</b>             |                             |                              |                               |
| General Fund/WA GF                 |                             |                              |                               |
| State/Federal                      |                             |                              |                               |
| Fees/Other                         |                             |                              |                               |
| Use of Fund Balance                |                             |                              |                               |
| Contingencies                      |                             |                              |                               |
| <b>Total Sources</b>               |                             |                              |                               |

**Narrative Explanation of Fiscal Impacts:**

N/A

| <b>Staffing Impacts:</b>                       |  |                               |                               |
|--|--|-------------------------------|-------------------------------|
| <b>Position Title (Payroll Classification)</b> | <b>Monthly Salary Range<br/>(A-I Step)</b> | <b>Additions<br/>(Number)</b> | <b>Deletions<br/>(Number)</b> |
|  |  |                               |                               |
|  |  |                               |                               |
|  |  |                               |                               |

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

None

**Related Items "On File" with the Clerk of the Board:**

Sonoma Water Emergency Operations Plan