

CITY OF RENTON

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

City of Renton

Office of Emergency Management

Adopted by Council October 2023

PROMULGATION DOCUMENT

It is the policy of the City of Renton to provide the emergency organization and resources to minimize the effects of incidents; prepare to respond to disaster situations; maximize population survival; preserve property; and recovery that will ensure the orderly and fast return to normal community life in the City of Renton in the event of a natural or technological disaster.

The City of Renton Comprehensive Emergency Management Plan (CEMP) has been developed to establish the special policies, guidelines, and procedures that will provide response personnel with the information and guidance required to function quickly and effectively in a disaster situation. It is a goal of this plan to help develop city, business, and resident self-sufficiency for a minimum of 72 hours after a disaster. This plan supersedes all previous versions of the Renton CEMP.

It should be understood that emergencies and disasters are dynamic events that require flexibility and the ability to solve challenges that are presented. Circumstances may dictate deviation from this plan in order to have the best possible response. This plan may be supplemented by the King County Comprehensive Emergency Management Plan, the Puget Sound Regional Catastrophic Disaster Coordination Plan and Annexes, the Washington State Comprehensive Emergency Management Plan, and other applicable plans.

All city departments are directed to take appropriate actions to implement this plan and to maintain the necessary capabilities to respond effectively to emergencies and disasters. All non-city entities involved in the plan are requested to cooperate with the city in order to coordinate the total disaster response within the community.



Mayor, City of Renton

0103 2024

Date



Emergency Management Director, City of Renton

11/27/2023

Date

Reviewed by:



Attorney, City of Renton

1/3/24

Date

Emergency Management Director,
Washington State

Date

RECORD OF CHANGES

Change No.	Summary of Change	Date	Initials, Department
1	Initial Development	10/27/2008	DN, Renton Emergency Management
2	Review and Update	11/05/2012	MM, Renton Emergency Management
3	Review and Update	10/23/2017	MM, Renton Emergency Management
4	Review and Update	10/23/2023	MJ, Renton Emergency Management
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Documents Covered by this Record:

- Basic Plan
- Emergency Support Functions
- Support Annexes

- Hazard Specific Annexes
- Appendices

RECORD OF DISTRIBUTION

Name	Title	Agency of the Receiver	Delivery Date	Copies

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Introduction

Purpose

In order to protect life, property, and the environment within the City of Renton, city government shall respond to natural and human-caused disasters and shall take appropriate actions to mitigate against, prepare for, respond to, and recover from the effects of such events.

For the purpose of this plan, an emergency is defined as any event, natural or human-caused, that exceeds the capability of one or more city departments to manage their response effectively.

The Renton Comprehensive Emergency Management Plan is an all-hazards plan describing how the City of Renton will prepare for, prevent, mitigate, respond to, and recover from any emergency that could adversely impact the lives, property, and environment of the city's residents and visitors. Maintaining the CEMP may adequately address the city's current resources and capabilities to respond to any emergency.

The CEMP includes the Basic Plan, Emergency Support Function (ESF) plans, and hazard specific annexes. The following documents comprise the CEMP and describe how city departments coordinate emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations. The city has institutionalized the use of the Incident Command System (ICS) principles to ensure that all lead and support agencies are assigned appropriate roles and responsibilities as per the National Incident Management System (NIMS).

This plan is designed to provide an overview of how to implement emergency management details and responsibilities in relation to federal and state laws, rules, and regulations as described in Washington Administrative Code 118-30 and Revised Code of Washington Chapter 38.52.

The desired outcome of following the plan is for the city to be sufficiently prepared for emergencies so that when an incident occurs the response is efficient and effective to protect, life, property, the environment, and economy. Much of the focus of this plan is to restore essential services and the processes and resources which will support that end state goal. The result in recovery would be a resilient community that is able to restore social routines and adjust to the new normal of post-disaster life.

Scope

The CEMP establishes a mutual understanding of authority, responsibilities, and functions of local government and proves a basis for incorporating essential non-governmental agencies and organizations into the emergency management organization. All directions contained in this Plan are activated accordingly to apply to preparedness and emergency activities undertaken

by the City of Renton and supporting organizations required to minimize the effects of emergency events and facilitate recovery activities.

The CEMP identifies Emergency Support Functions as areas that are federally defined as essential emergency functions which a municipality must carry out to efficiently respond to a disaster. These ESFs are necessary regardless of the disaster scenario. All supporting organizations listed in the CEMP have been made aware of their responsibilities as outlined in the plan and have been provided with an opportunity to provide input to the review and revision process. Their feedback has been incorporated into the plan.

The CEMP considers the emergencies and disasters that are likely to occur within the City of Renton that have been identified in the Renton Hazard Mitigation Plan, and long-term recovery activities identified in the Recovery Framework, formerly ESF 14. This plan follows federal guidance and supporting plans, including the National Prevention, Protection, Mitigation, Response, and Disaster Recovery Frameworks, as well as FEMA's National Incident Management System (NIMS) and Comprehensive Planning Guide 101v2. The CEMP applies within the City of Renton municipal boundaries and supports and is compatible with the State of Washington, King County, and surrounding jurisdictional plans.

Situation Overview

Hazard Assessment Summary

Through hazard and vulnerability identification, risk ranking, and risk assessment, Renton city officials have identified the primary hazards that could potentially impact the city. The assessments have determined that the City of Renton is vulnerable to numerous natural, technological, and human-caused hazards. In addition to these hazards, the potential exists for emergencies to occur outside of the jurisdiction with negative impacts to the City of Renton. The potential effects of these hazards could disrupt public services, damage property, and cause injury or death of persons within affected areas.

The relative probability, risk, vulnerability, and impact of the Regional Risk and Probability Summary are detailed in the King County Regional Hazard Mitigation Plan and the City of Renton Annex. Hazards addressed in the Renton Annex include dam failure, earthquake, flood, landslide, sinkholes and ground subsidence, severe weather, severe winter weather, volcano, and wildfire. Additionally, the city is subject to major transportation disruptions and accidents, utility and infrastructure failures or collapses, public health emergencies, cyber incidents, hazardous materials releases, acts of terrorism or civil disturbance and mass casualty incidents from any cause.

The City of Renton participates in a regional capability assessment led by King County. The capabilities of the City of Renton specifically are addressed within each ESF. Each discipline has access to a limited number of resources, which are adequate in normal circumstances but can quickly become overwhelmed in a disaster or emergency. Therefore, the City of Renton relies upon mutual aid and other external resources to fill resource gaps. All personnel are trained in the NIMS ICS system and technical details of executing their department and division responsibilities. Additionally, the city has the

capability to mobilize trained and emergent volunteers to assist with disaster response and recovery efforts.

Planning Assumptions

The information and procedures included in this plan have been prepared utilizing the best information and planning assumptions available at the time of preparation. As the true extent of the impacts of a disaster cannot be known before it occurs, the city can only endeavor to make every reasonable effort to respond based on the situation, information, and resources available at the time. The final outcome of an emergency may be different than the expected outcome based on these assumptions (or others).

It is assumed that any situation could create significant loss of life, injury, property damage, or cause disruption of essential services in the City of Renton. These situations may also create significant financial, psychological, and sociological impacts on the residents of the community and the city governmental organization.

It is reasonable to assume that with impending incidents such as storms and floods, warnings will be issued to enable some preparation prior to the event. Other emergencies will come with no advance warning.

In the event of a severe disaster situation, there will not likely be any significant assistance from nearby communities, counties, or State and Federal agencies for two weeks or longer. In this situation, the city will need to rely on any available city resources and those of private organizations, businesses, and residents within the city for initial response operations.

CONCEPT OF OPERATIONS

General

The concept of operations provides an overview of the emergency management structure and procedures for the City of Renton to respond to an emergency or disaster situation. The primary intent of Renton leadership is the protection of life, property, the environment, and the economy. As such the emergency management objectives of the CEMP are to:

1. Protect the health and safety of resident and visitors affected by emergencies.
2. Contain and stabilize the emergency.
3. Minimize damage to City of Renton property, facilities, the environment, and the economy.
4. Minimize disruption to the City of Renton operations.
5. Resume normal City of Renton activities and operations in a timely manner.

Whole Community Involvement

The “Whole Community” includes individuals, families, households, communities, and private and non-profit sectors, faith-based organizations, and local, tribal, state, and federal governments. The “whole community” is defined in the National Preparedness Goal as follows:

“[A] focus on enabling the participation in national preparedness activities of a wider range of players from the private and nonprofit sectors, including nongovernmental organizations and the general public, in conjunction with the participation of Federal, state, and local governmental partners in order to foster better coordination and working relationships.”

The “whole community” approach refers to a strategy where residents, community leaders, and government officials assess the unique needs of each community and work together to organize and strengthen their assets, capacities, and interests. This non-discriminatory approach requires engagement with public, private, and non-profit partners. This includes people, businesses, faith-based and disability organizations, and the general public, including individuals who are covered by the Americans with Disabilities Act (ADA), people with Access and Functional Needs (AFN), people with Limited English Proficiency (LEP), and culturally diverse populations. Hereafter, every Emergency Support Function (ESF) annex will include a Whole Community statement.

Access and Functional Needs (AFN) refers to those who may have additional needs before, during, or after an incident including the general encompassing populations: individuals who have disabilities, those who live in retirement or assisted living facilities, elderly populations, children, those from lower socio-economic classes, those who are transportation disadvantaged, and Limited English Proficiency (LEP) communities. The city recognizes that these populations require ongoing support, special considerations, and accommodations as they may be more vulnerable during and after an emergency or disaster. Children in a disaster may have limited understanding of circumstances, may be more emotionally distressed, and require supervision and additional assistance due to their limited capabilities.

Supporting individuals with LEP may require providing language assistance services, including oral interpretation and written translation services. The RCW 38.52.070 requires emergency communications to be translated into languages spoken by “significant populations” (populations that exceed 1,000 people or 5% of the jurisdiction’s population based on data from the Office of Financial Management). The City of Renton will strive to work with LEP populations to identify resources and strategies to ensure they are able to fully benefit from emergency preparedness, response, mitigation, and recovery efforts. This is more fully addressed in the City of Renton Annex to the King County Inclusive Emergency Communication Plan.

The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to ensure state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major emergency or disaster. ESF 6 – Mass Care, Emergency Assistance, Temporary Housing, and Human Services, and ESF 11 – Agriculture and Natural Resources, address pets, service animals, and livestock.

City leadership will strive and intend to make every reasonable effort to provide that their actions are compliant with applicable laws related to accessibility, including the Americans with Disabilities Act (ADA). Persons with access and functional needs should receive the same standard of services and care as the rest of the population. No services or assistance will be

denied or withheld on the basis of race, color, national origin, religion, sex, economic status, age, disability, or Limited English Proficiency (LEP).

Operational Objectives

Operational objectives are based on the following priorities: life safety, incident stabilization, protection of property, protection of the environment, and protection of the economy when possible.

NIMS Component to Achieve Priorities

Incident management priorities include saving lives, stabilizing the incident, and protecting property and the environment. To achieve these priorities, incident personnel apply and implement NIMS components in accordance with the principles of flexibility, standardization, and unity of effort.

Flexibility – allows NIMS to be scalable and therefore applicable for incidents that vary widely in terms of hazard, geography, demographics, climate, cultural, and organizational authorities.

Standardization – defines standard organizational structures that improve integration and connectivity among jurisdictions and organizations, defines standard practices that allow incident personnel to work together effectively and foster cohesion among the various organizations involved, and includes common terminology to enable effective communication.

Unity of Effort – coordinating activities among various organizations to achieve common objectives. Unity of effort enables organizations with specific jurisdictional responsibilities to support each other while maintaining their own authorities.

Integration - The National Incident Management System (NIMS) is part of the National Response Framework (NRF) that establishes a standardized incident response. NIMS provides a systematic, proactive approach to guide departments and agencies at all levels of government to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents.

In order to be compliant with the National Incident Management System, the City of Renton uses the Incident Command System (ICS) to respond to incidents. ICS is a standardized all-hazards incident management approach that is flexible to the size and demands of the incident.

Request for an Emergency Proclamation

A proclamation of local emergency is made by the mayor and is the legal method that authorizes the use of extraordinary measures to accomplish tasks associated with responding to an incident. An emergency proclamation can suspend normal operating

rules, e.g., waive competitive bidding requirements during the initial emergency (RCW 39.04.280). The Renton City Council is advised of the proclamation as soon as practical. Any contract awarded to address the emergency situation in lieu of competitive bidding shall require a written finding by the city council or its designee of the existence of an emergency to be duly entered of record no later than two weeks following the award of the contract. The proclamation authorizes the city to take necessary measures to respond to an incident in order to protect lives, property, the environment, and the economy and exercise the powers vested in RCW 38.52.070.

In the event of an emergency, or imminent threat thereof, the mayor has the authority to proclaim an emergency. Additional details of the city's Emergency Proclamation Process can be found in the Emergency Operations Center Procedures Plan.

The EOC Duty Officer, EOC Director, or their designee is responsible for working with the city attorney to prepare an emergency proclamation. Once signed, the EOC Duty Officer/EOC Director is responsible for the notification of appropriate county, state, and federal agencies following the proclamation. Requests to the Governor to proclaim a State of Emergency are made by the mayor through the King County Emergency Operations Center (KCEOC). Proclamation by the Governor is necessary to pursue a Presidential Disaster Declaration and federal disaster relief funds.

Renton EOC Activation

Authority to Activate EOC

The City of Renton EOC may be activated by any of the following city officials or their designated alternates:

- Mayor, or their delegate
- Chief Administrative Officer or delegate
- Department administrator for Police, Public Works, Parks and Recreation, or delegate
- Emergency Management Director or delegate

Authority to Request EOC Activation

In addition to the officials that may activate the EOC, the following personnel may request activation of the EOC:

- Any City of Renton department administrator
- Renton Regional Fire Authority Chief or delegate
- Renton Police Department Deputy Chief or Commanders
- Renton Public Works department division director or designee

Procedures to Activate EOC

To activate the EOC, the requesting individual should attempt to notify one of the following, in the preferred order:

1. EOC Duty Officer
2. Department administrators

The Police Front Counter is staffed 24 hours a day, 7 days a week, and can assist in notification of the above individuals. The person requesting the Renton EOC activation shall indicate whether it is a level one, two or three activations. The first individual notified of the EOC activation request will follow the EOC Duty Officer Procedures for activation of the EOC. Valley Communications, the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center, and Washington State Emergency Management Division should be advised that the City of Renton is activating the EOC.


Activation Levels

The Renton EOC is organized into functional levels that coordinate with one another as well as with external agencies and resources. The EOC director oversees all functions as well as public information activities. The administrator from the lead incident command department coordinates with key officials at the executive and policy level. The Renton Emergency Management Division of the Executive Services Department maintains the EOC duty officer available 24 hours a day to activate the EOC when needed.

Level	Description	Example
Level 3	Minimal staffing available to monitor the situation, answer the main EOC phone line, call in additional staff if needed, and provide limited support to field operations as requested.	Examples include certain weather advisories or watches, activation of a city Department Operations Center, a planned community event, and/or minor field incident needing minimal support.
Note: A level three activation may also be done remotely with the EOC Duty Officer performing all functions and utilizing the EOC Duty Officer phone as the main EOC line.		
Level 2	Minimal staffing of all appropriate EOC sections to facilitate interdepartmental coordination, public information dissemination, and information collection and distribution through situation reports.	Examples include moderate earthquake requiring damage assessment, major wind or winter storm, mass evacuation, and/or moderate flooding.
Level 1	Full staffing to perform all required functions of the EOC.	Examples include major earthquake, major flood, or multiple departments involved in full response or support to another major incident.

EOC Primary and Alternate Locations

The Emergency Management Director is responsible for ensuring the maintenance and operational readiness of the primary EOC and coordinating the readiness of the alternate EOCs. The EOC should include facilities for feeding personnel and an emergency power source capable of maintaining a functioning, fully staffed EOC for a minimum of 72 hours.

Primary EOC Location	Alternate EOC Location
	

Restoration of City and Public Services

Efforts to restore city/public services to a basic functioning level shall be generally prioritized as listed below.

Tier 1	Tier 2	Tier 3
Emergency responder communications Vehicle access to emergency medical facilities Fire control, hazard mitigation, and general rescue Emergency medical services Security and Public Order Water production and distribution Wastewater collection	Electrical service Telephone service Vehicle access on arterial and collector roadways Natural gas service Internal communications	Normal incident command to govern response then includes property protection and protection of the economy and the environment. All other city and public services will be restored as soon as possible at the direction of the Incident Commander after consulting with the mayor and the Chief Administrative Officer.

DIRECTION, CONTROL, AND COORDINATION

Multi-Jurisdictional Coordination

Key concepts of the Plan include Incident Command System (ICS), Emergency Support Functions (ESFs), reliable and redundant communication systems and processes, Department Operations Centers (DOCs), Emergency Operations Center (EOC)

responsibilities, resource management, mutual aid agreements, and memoranda of agreement or understanding.

Horizontal Integration

This plan is one of a family of emergency plans created by the City of Renton to provide the policy framework by which other emergency plans are guided. This plan provides the City of Renton guidance in preparing for, responding to, and recovering from an incident. It discusses guidelines on how city departments organize, direct, control, and coordinate their actions to continue essential functions during incidents. The Plan may also provide guidance and assistance in decision-making.

Vertical Integration

The Plan uses the Incident Command System (ICS), a federally mandated command and control structure implemented during an incident. The Plan is compliant with FEMA's Comprehensive Preparedness Guide for uniformity with local and federal government and the National Response Framework.

Preparedness Mission

Preparedness actions develop operational capabilities in advance of an emergency or incident in order to mitigate or prevent an imminent or actual incident and to protect residents, visitors, business owners, assets, systems, and networks against the greatest threats and hazards.

The Renton CEMP addresses all hazards planning to guide actions before, during, and after a disaster regardless of the hazard type. It defines who does what, when, and where in order to mitigate, prepare for, respond to, and recovery from the effects of natural, technological, and human-caused hazards or threats.

Mitigation Mission

Mitigation actions reduce or eliminate long-term risk to people, property, the environment, and the economy from natural and technological hazards. The City of Renton Annex to the King County Regional Hazard Mitigation Plan considers the impact of hazards in the region and identifies hazard mitigation goals, objectives, and actions to reduce injury and damage from hazards. The City of Renton may also participate in the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program which provides funding to state, local, tribal, and territorial governments so they can develop hazard mitigation plans and rebuild in a way that reduces or mitigates future disaster losses in their communities.

Response Mission

The response mission emphasizes saving and sustaining lives, stabilizing the incident, rapidly meeting basic human needs, restoring basic services and technologies, restoring community functionality, providing universal accessibility, establishing a safe and secure environment, and supporting the transition to recovery. The ESF and additional annexes to this plan identify

primary and support agency response activities which may include actions such as activation of the Renton Emergency Operations Center (EOC) for coordination and information sharing.

Recovery Mission

Recovery includes those capabilities necessary to assist communities affected by an incident to recover effectively. Support for recovery ensures a continuum of care for individuals to maintain and restore health, safety, and resiliency, with a focus on those who experience financial, emotional, and physical hardships. Recovery capabilities support the well-coordinated, transparent, and timely restoration, strengthening, and revitalization of infrastructure and housing; an economic base; health and social systems; and a revitalized cultural, historical, and environmental fabric. The City of Renton Disaster Recovery Framework addresses the recovery process and responsible agencies associated with essential services needed in disaster recovery.

ORGANIZATION

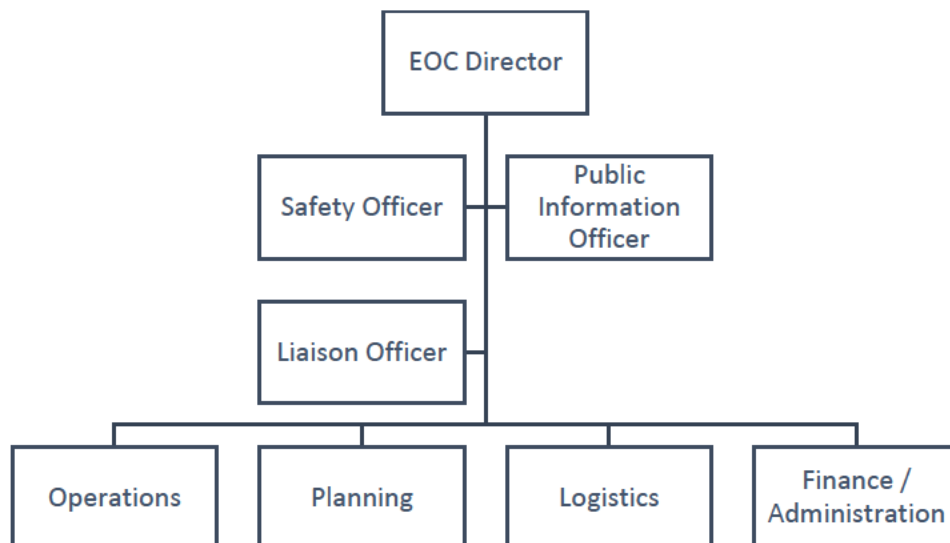
General

The City of Renton employs a director and two emergency management coordinators to execute emergency management activities. Housed within the Executive Services Department, Emergency Management coordinates the implementation of emergency planning, training, exercise, outreach and education, and operational readiness for the city.

Disaster and Emergencies

The Director of Emergency Management coordinates the incident management activities through the Renton Emergency Operations Center (EOC) as the EOC Director. The Renton EOC is comprised of trained representatives from various city departments and responding partner agencies to fulfill the ICS positions pictured below.

The Renton EOC is organized using the ICS chain of command structure as pictured below.



EOC Director

The EOC Director is responsible for coordination of EOC activities; interfacing with the Policy Advisory Group, Incident Command, and other government agencies and private organizations; and may also authorize support staff to perform functions such as public information, liaison, safety, and security.

Operations Section

This section is responsible for the initial receipt and coordination of information and requests related to field response. This section also maintains communication with field representatives and shares vital information with other EOC workers.

This section is headed by the Operations Section Chief, who reports to the EOC Director. The Operations Section Chief is drawn from the lead incident response department. Department or ESF representatives coordinate resources and information with their own department personnel and may work together to ensure the best possible coordination of effort for the overall response. Incident-specific agencies, such as a pipeline company, can be added as needed. If necessary, the following branches may be created to maintain the appropriate span of control for the Operations Section Chief:

- Emergency services branch (fire, emergency medical services, and law enforcement representatives)
- Human services branch (community services, hospital, mental health, public health, schools, and Community Organizations Active in Disaster (COAD) representatives may be added)

Planning Section

This section is responsible for the collection, evaluation and dissemination of information related to the incident or emergency and for the preparation and documentation of EOC Action Plans and Situation Reports. This section also maintains information on the current and forecasted situation related to the emergency.

This section is headed by the Planning Section Chief, who reports to the EOC Director. Information collected is incorporated into organized Situation Reports, which are then distributed to recipients within and outside the EOC. The message controller monitors all information-sharing and sends key information to the display processors for posting on the whiteboards. Information within the EOC may also be shared through overhead projected display, web-based data displays, or oral briefings. The Documentation Unit maintains incident documentation for the entire EOC.

The Check-in Recorder in the Resources Unit oversees the check-in/check-out and assignment of EOC staff. The Planning Section also engages technical specialists such as mapping, hydrology, weather, and hazmat experts to provide specialized information to assist in incident planning. They work with the Operations Section to advise on upcoming issues and develop a plan for resolving them. When ready, the Demobilization Unit coordinates the de-escalation of the EOC response.

Logistics Section

This section is responsible for providing service, support, supplies, equipment, personnel, and other resources.

This section is headed by the Logistics Section Chief, who reports to the EOC Director. The Logistics Section handles food service, EOC security, technical assistance with phones and computers, communications, and other general support functions within the facility. Within the Supply Unit, staff handle both internal and external resource requests. They identify needed resources and work with Finance and Administration to procure them. If local resources are exhausted, resource requests are forwarded to the King County EOC after EOC Director approval. The Logistics Section may also help with volunteer and donations management coordination.

The Communications Unit may establish, and document communication systems used during response and relays incident information within the EOC using call-takers, amateur radio operators, and message distributors.

Finance/Administration

This section is responsible for monitoring costs, procurements, contracts, and other financial considerations.

This section is co-located with the Logistics Section. It is headed by the Finance and Administration Section Chief, who reports to the EOC Director. Staffed by representatives from the City of Renton's Finance and Human Resources and Risk Management departments, the Finance and Administration Section issues checks and purchase orders and expends public funds to secure emergency resources located by the Logistics Section. They track impact of the disaster by documenting damage assessment and personnel costs, as well as injuries or damage to city personnel or equipment, or even claims against the city by outside agencies or individuals.

Coordination

The purpose of this section is to establish procedures to be followed when an incident occurs within the City of Renton that necessitates the activation of the EOC. The organization of the EOC and the degree of activation will depend upon the severity and nature of the emergency and anticipated requirements for support.

The purpose of the EOC is to provide centralized coordination for the community in the event of a disaster, large-scale emergency, or regional event that could overwhelm emergency resources. Specifically, the EOC is primarily involved with:

- **Collection and documentation of event information-Situational Awareness/Common Operating Picture** (critical infrastructure surveys, information about major incidents, casualties, shelters, damage assessments, response readiness by city assets)

- **Processing and distribution of event information** (situation reports to city officials, the King County EOC, neighboring jurisdictions, other emergency services, information releases to the media and public)
- **Coordination of resource support** (locate and procure resources as requested by Incident Command, including requesting items or support from the county or state as needed, prioritize, and allocate scarce resources according to policy direction)
- **Technical information gathering and support** (forecast flood mapping, HAZUS modeling, incident mapping, etc.)
- **Operations representatives for field operations** (collection of event information from various departments with field operations)

Incident Command may choose to delegate extended functions to EOC staff, but staff in the EOC do not normally make operational decisions regarding management of the incident. Rather, they coordinate with, and support Incident Command as requested.

EOC Coordination

Although field Incident Command controls on-scene activities related to the disaster, the Renton EOC coordinates the overall city response to the disaster, which includes obtaining an emergency proclamation from the mayor and requesting additional local, state, and Federal aid to respond to the disaster. Coordination will generally be through the following means:

- Identification of a lead city department based on the nature of the disaster. The lead city department will provide an Incident Commander to the field Incident Management System, and a qualified representative to the Renton EOC.
- Coordination of multiple agencies and the resources required to accomplish targeted goals.
- Effective public information.
- Procurement of technical expertise to assist in the disaster response and coordination.
- Provision of financial and administrative resources and support to accomplish the goals of the developed strategy.

Emergency Support Function Matrix

This Plan, with the ESF annexes that follow, assigns response and preparedness roles and responsibilities for city departments. Each department's role is identified with the understanding that roles may change depending on the situation.

Primary agencies have significant authorities, roles, resources, and capabilities for a particular function with a capability. Support agencies have specific capabilities or resources that support primary agencies in executive capabilities and other missions. This matrix identifies the Emergency Support Function (ESF) and the corresponding primary agency. Corresponding support agencies can be found within each ESF.

Emergency Support Function	Primary Agency
ESF 1: Transportation	Renton Public Works
ESF 2: Communications, Information, and Warning Systems	Renton Executive Services
ESF 3: Public Works and Engineering	Renton Public Works
ESF 4: Firefighting	Renton Regional Fire Authority
ESF 5: Information and Planning	Renton Executive Services
ESF 6: Mass Care, Emergency Assistance, Housing and Human Services	Renton Parks and Recreation
ESF 7: Logistics Management and Resource Support	Renton Executive Services
ESF 8: Public Health and Medical Services	Renton Regional Fire Authority / Public Health Seattle King County
ESF 9: Search and Rescue	Renton Police / Renton Regional Fire Authority
ESF 10: Oil and Hazardous Materials Response	Renton Regional Fire Authority
ESF 11: Agriculture and Natural Resources	Renton Parks and Recreation
ESF 12: Energy	Renton Public Works
ESF 13: Public Safety and Security	Renton Police
ESF 14: Long-Term Recovery	Renton Community and Economic Development
ESF 15: External Affairs/Emergency Public Information	Renton Executive Services

RESPONSIBILITIES

This plan assigns responsibilities to city departments related to preparedness, response, mitigation, continuity, and recovery. These responsibilities may vary depending on the scope and complexity of the situation. Departments are also responsible for complying with their responsibilities as defined in current Mutual Aid Agreements (MAA), Memorandums of Agreement (MOA), and Memorandums of Understanding (MOU).

Role and Responsibilities of Elected Officials

The city council’s overall role is to annually review policies and appropriate funds to allow the Emergency Management Director and staff to plan and implement an emergency management program.

During an incident, the council will be advised of the response and recovery plan by the mayor, Incident Command department administrator or Renton Regional Fire Authority Chief, and/or the Emergency Management Director and/or coordinator and will be asked to provide input for the restoration of all city services. During an emergency, the mayor may authorize the imposition of required emergency powers, such as evacuation orders and bans, and may authorize necessary condemnations.

Renton City Council may be presented with special legislation proposals to facilitate the disaster response or recovery and may be asked for special budget allocations accordingly.

Role and Responsibilities of Policy Advisory Group

The Policy Advisory Group, led by the mayor, and consisting of department administrators, the Communications Director, the Renton RFA Fire Chief, and others if so requested, will advise city council of policy-level decisions that require their direction and emergency legislative or budgetary actions, and will oversee the implementation of those decisions. The role of the Policy Advisory Group is to stay current on the most recent incident information from the Emergency Operations Center (EOC), inform one another of disaster conditions and implications for each department, and make necessary policy decisions related to operational challenges. Issues and conflicts that arise in an emergency should be handled at the lowest appropriate level of the incident organization. The Policy Advisory Group refers appropriate policy decisions to city council with recommendations for their action.

The Policy Advisory Group's role is to:

- Recommend necessary policy decisions that require resolution by a jurisdiction executive head or legislative body, such as priorities for resource allocation; management of jurisdiction resources; clarification of command authority; suspension of functions; and programs of city government.
- Provide guidance to incident managers and establish administrative objectives, including communicating legal and policy restraints, limitations on authority, political and social concerns, environmental issues, and cost considerations.
- Provide guidance to Incident Commanders and PIOs regarding key messages to integrate into the overall public message.
- Propose emergency budget actions if required for response and recovery, evaluate, and prioritize other department and city responses to balance them with future project needs to ensure adequate funding is provided to the disaster response.
- Recommend the discontinuation of non-essential government operations, to keep employees off the roads and free up personnel and other resources for use in disaster response.
- Provide a liaison to local, state, and congressional elected officials during and after a disaster to ensure appropriate assistance is brought to the local response effort and coordinate contacts to collect damage estimates and response costs.

The Policy Advisory Group is initially assembled with full activation of the EOC or at the request of any Policy Advisory Group member. The Policy Advisory Group will convene at the appointed time at Renton City Hall 7th floor conferencing center, or other location deemed appropriate at the time.

Role and Responsibilities of City Departments

All city departments collaborate in the development and maintenance of the Comprehensive Emergency Management Plan (CEMP). The following responsibilities are not a comprehensive list but rather necessary responsibilities for mitigation, preparedness, response, and recovery

from an incident. For complete roles and responsibilities for city departments, refer to the Emergency Support Function (ESF) annexes to this plan.

Department Administrators

At the direction of the Chief Administrative Officer, department administrators may be required to take the following steps:

- Cancel scheduled employee leave.
- Require personnel to work beyond normal shifts for an extended period.
- Call back department personnel.
- Alter normal organization structure to complete required tasks.
- Reassign staff to their disaster assignments.
- Suspend, reschedule, or restore normal operations.

City of Renton City Attorney Department

- Emergency powers and legislative review.
- Legal support and advice.

City of Renton Community and Economic Development Department

- Agency coordination (Boeing, franchise utilities, contractors, and special purpose districts).
- Food and water coordination (with vendors/supply chain).
- Recovery coordination.
- Damage assessment.

City of Renton Court Services Department

- Assist in procuring translation and interpreter services if needed.

City of Renton Equity, Housing, and Human Services Department

- Mass care services support.
- Assessing and securing housing options.
- Provide access to human services to support mass care needs.

City of Renton Executive Services Department

- Emergency management.
- Communications and warning.
- Emergency powers.
- Continuity of government.
- Intergovernmental coordination.
- Policy Group coordination.
- Request military support.
- Public information.
- EOC technical support.

City of Renton Finance Department

- Financial documentation.
- Procurement.
- Inventory records.
- Cost recovery.

City of Renton Human Resources and Risk Management Department

- Staff reassignment.
- Disaster claims.
- Employee care.

City of Renton Parks and Recreation Department

- Provide shelter and mass care.
- Transportation coordination for public needs.
- Food and water coordination (direct delivery to populations in need).
- Support integrated pet/human co-sheltering where possible.
- Volunteer coordination.

City of Renton Police Department

- Public safety and security.
- Evacuation.
- Transportation accidents.
- Public demonstrations/civil unrest.
- Bomb threats.
- Crime scene response.
- Terrorism.
- Weapons of mass destruction.
- Pet sheltering and evacuation.

City of Renton Public Works Department

- Maintain transportation/evacuation routes.
- Flood response.
- Maintain city utility services.
- Maintain communication systems.
- Fleet maintenance.
- Energy/fuel supply.
- Maintain airport access and functionality.

Renton Regional Fire Authority

- Damage assessment.
- Fire suppression.
- Multiple/Mass Casualty Incidents.
- Hazardous materials.
- Search and Rescue.
- Radiological incidents.

- Confined space.
- Weapons of Mass Destruction.
- Resource support.

COMMUNICATIONS

The principles of communications and information management, which support incident managers in maintaining a constant flow of information during an incident are (1) interoperability; (2) reliability, scalability, and portability; (3) resilience and redundancy; and (4) security. Information and intelligence management includes identifying Essential Elements of Information (EEI) to ensure personnel gather the most accurate and appropriate data, translate it into useful information, and communicate it with appropriate personnel. Each Emergency Support Function (ESF) annex to this plan includes EEIs to support communication and information management for incident response.

Interoperable Communications Plans

Federal

National Emergency Communications Plan (NECP)

The NECP is the Nation’s strategic plan for emergency communications that promotes communication and sharing of information across all levels of government, jurisdictions, disciplines, and organizations for all threats and hazards, as needed and when authorized.

State

The Alert and Warning Center (AWC)

The AWC is a function of the State Emergency Operations Center (SEOC), which provides 24-hour, seven days a week coverage for notifications, alerts, and warnings of emergency events and incidents affecting Washington State. The AWC provides continuous situational monitoring during non-emergency periods as well as in times of disaster and emergency. Federal, state, local and tribal officials are then responsible for further dissemination or action as needed. The CEMNET (Comprehensive Emergency Management Network) radio system is monitored by the state, and the City of Renton has access to this radio network from the Renton EOC.

Information Management Systems

Washington State maintains information management systems, such as WebEOC, to manage emergencies and support public safety information sharing. The system provides the SEOC and local jurisdictions with a platform to receive, process, and manage information. The system is used as a gateway to share information and provide communications among county/city/EOCs, the SEOC, and state, federal, and local public safety entities. This information sharing allows authorized users to make informed decisions regarding public safety operations during disasters or emergencies and supports statewide collaboration.

State Radio Amateur Civil Emergency Services (RACES) Plan

RACES is an organization of dedicated licensed amateur radio volunteers who provide radio communications in support of state and local government agencies during times of an emergency or disaster. RACES provides essential communications and warning links to supplement state and local government assets during these emergency situations.

Emergency Support Function 15

ESF 15: External Affairs and Emergency Public Information illustrates communicating with Limited English Proficient and Access and Functional Needs Populations.

King County Communications Plans

King County Emergency Operations Center/Regional Communications Center

The King County EOC/RCC has 24-hour, seven days a week duty officer coverage for notifications, alerts, and warnings of emergency events and incidents affecting King County. King County maintains a plan and log of monthly radio checks conducted with cities in King County.

Information Management Systems

King County EOC/RCC maintains information management systems, such as WebEOC, to manage emergencies and support public safety information sharing. The system provides local jurisdictions with a platform to receive, process, and manage information. The system is used as a gateway to share information and provide communications among county/city/EOCs. This information sharing allows authorized users to make informed decisions regarding public safety operations during disasters or emergencies and supports countywide collaboration.

King County Radio Amateur Civil Emergency Services (RACES) Plan

RACES is an organization of dedicated licensed amateur radio volunteers who provide radio communications in support of state and local government agencies during times of an emergency or disaster. RACES provides essential communications and warning links to supplement state and local government assets during these emergency situations.

ARES/RACES of King County has established predetermined local emergency frequencies for amateur radio volunteers to assist cities and the county during emergency operations. These frequencies are published at

<https://www.aresofkingcounty.org/resources/frequencies>.

Emergency Support Function 2

ESF 2: Communication, Information, and Warning Systems describes communications infrastructure, resources, and processes. This includes how emergency alerts are issued within the county, including access to the Wireless Emergency Alert, Emergency Alert System, and ALERT King County, and frameworks for interoperable communications between responders and EOCs.

Emergency Support Function 15

ESF 15: External Affairs / Emergency Public Information illustrates communicating with the Limited English Proficient and Access and Functional Needs Populations.

King County Inclusive Emergency Communication Plan (IECP)

The King County IECP provides detailed plans and resources for communicating with Limited English Proficient and Access and Functional Needs Populations.

City Communications Plans

Emergency Support Function 2

ESF 2: Communication, Information, and Warning Systems describes communications infrastructure, resources, and processes. This includes how emergency alerts are issued within the county, including access to the Wireless Emergency Alert, Emergency Alert System, and ALERT Renton, and frameworks for interoperable communications between responders and EOCs.

Emergency Support Function 15

ESF 15: External Affairs/Emergency Public Information illustrates communicating with the general public.

Both ESF 2 and ESF 15 have LEP/AFN communication needs that are addressed in the IECP described below. The Renton Annex to the King County Integrated Emergency Communications Plan describes how the City of Renton would communicate with these populations and accommodate other languages in compliance with the law.

City of Renton Annex to the King County Inclusive Emergency Communication Plan (IECP)

The city's Inclusive Emergency Communications Plan (IECP) outlines the City of Renton's actions to safeguard all residents by making emergency communications accessible to all, including residents with limited English proficiency (LEP) and those with other Access and Functional Needs (AFN). In collaboration and coordination with other jurisdictions, public agencies, and community partners, the City of Renton will convey critical life-safety messages to all residents pursuant to RCW 38.52.070 inclusive emergency communication requirements.

The city uses US Census Data to determine which LEP communities meet the statutory threshold of 1,000 residents or five percent of the city's population. Based on this data, Renton translates public communications for Spanish, Vietnamese, Chinese (both Mandarin and Cantonese), Russian, and Ukrainian languages.

The city supports regional coordination of life-safety messaging by maintaining contact information for Public Information Officers (PIOs) of neighboring jurisdictions, media contacts, translation services, and regional partners including the Trusted Partner Network; a group of volunteers who can assist in disseminating critical information to Renton residents, including LEP communities and those with other access and functional needs.

It is understood that providing properly translated alerts and emergency information is crucial for life safety to LEP communities, and every effort will be made to provide such information in a timely manner.

The city is committed to improving emergency communications to the public post incident. The effectiveness of communicating life safety information to the public will be evaluated through the city's After-Action Report process which includes gathering data and notes from hot-washes, after-action meetings, and interviews.

In the last review period, there were no technological limitations experienced in the issuance of emergency alerts that would affect the life and health safety of Limited English Proficiency (LEP) or Access and Functional Needs (AFN) populations.

Communication Resources

The City of Renton operates with the following list of communication resources: 800 MHz radio systems, VHF radios, CEMNET radio, amateur radios, weather radio (incoming only), landline telephones, cellular telephones, satellite telephones, fax machines, e-mail, internet, AM/FM radio (incoming only), television (incoming only), and social media.

Amateur Radio

During a disaster, or when normal communication methods are not in service, amateur radio operators may be the most reliable form of communications. Amateur radio equipment is located at Renton City Hall near the Police Watch Desk, at each fire station, the Public Works Shops, in the City Hall 7th floor conference center storage room, and the EOC. The city also has a Mobile Communications Response Unit (MCRU) which can be deployed to set up emergency communications in the field or in support of a backup EOC. In the event that all electronic communications are unavailable, a messenger or runner shall deliver messages to the EOC.

The Renton Emergency Communication Service (RECS) is incorporated as a nonprofit 501(c)3 organization. They are a team of licensed amateur radio volunteers, established for the purpose of providing emergency communications for the City of Renton and its service area during events which overwhelm existing communications resources.

ADMINISTRATION

Documentation

The Governor, Washington Military Department, Emergency Management Division (EMD), and other governmental officials require information concerning the nature, magnitude, and impact of a disaster or emergency. This information allows for evaluating and providing the most efficient and appropriate distribution of resources and services during the response to and

recovery from a disaster or emergency. State agencies, local jurisdictions, and other organizations provide these reports, including but not limited to:

- Situation reports
- Requests for proclamations of emergency
- Requests for assistance
- Costs/expenditures reports
- Damage assessment reports
- After-Action Reports

Retention

Records will be kept in such a manner to separately identify incident-related expenditures and obligations from general programs and activities of local jurisdictions or organizations. Complete and accurate records are necessary to document requests for assistance, for reimbursement under approved applications pertaining to declared emergencies or major disasters, and for audit reports.

Preservation

Local government offices may coordinate the protection of their essential records with the state archivist as necessary to provide continuity of government under emergency conditions pursuant to RCW 40.10.010. It is the responsibility of each department to establish policies for the identification, preservation, and retention of essential records.

FINANCE

Local

Local jurisdictions requesting assistance should assume the resources requested will need to be paid out of local funding. Local jurisdictions may incur disaster-related obligations and expenditures in accordance with the provisions of RCW 38.52.070(2), applicable state statutes, and local codes, charters, and ordinances, which may include but are not limited to the following:

- Emergency expenditures for cities with populations less than 300,000 RCW 35.33.081.
- Emergency expenditures for towns and cities with an ordinance providing for a biennial budget. RCW 35.33.081.
- Emergency expenditures for code cities. RCW 35A.33.080 and RCW 35A.34.140.
- Emergency expenditures for counties. RCW 36.40.180.

Federal

The Federal Emergency Management Agency (FEMA) requires that state and local governments receiving federal financial assistance under the Stafford Act comply with FEMA's rules

prohibiting discrimination, as provided in 44 Code of Federal Regulation (CFR) § 206.11. As a result of this federal requirement, state and local governments seeking to receive federal disaster assistance will follow a program of non-discrimination and incorporates FEMA's Whole Community approach. This requirement encompasses all state and local jurisdiction actions to the Federal/State Agreement.

All personnel carrying out federal major disaster or emergency assistance functions, including the distribution of supplies, the processing of applications, and other relief and assistance activities, shall perform their work in an equitable and impartial manner, without discrimination on the grounds of race, religion, sex, color, age, economic status, physical and sensory limitations, Limited English Proficiency (LEP), or national origin.

As a condition of participation in the distribution of assistance or supplies under the Stafford Act, government bodies and other organizations shall provide a written assurance of their intent to comply with regulations relating to nondiscrimination promulgated by the President or the administrator of the Federal Emergency Management Agency (FEMA), and shall comply with such other regulations applicable to activities within an area affected by a major disaster or emergency as the administration of FEMA deems necessary for the effective coordination of relief efforts.

The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The PETS Act is operational when a federal disaster declaration is made and can provide reimbursement for allowable, documented services used in the declared emergency. Eligible costs related to pet evacuations and sheltering are in FEMA's Public Assistance Program and Policy Guide (PAPPG).

Incurred Costs

The Renton Finance Department will follow guidelines for the FEMA process for reimbursement of disaster-related expenses and with the assistance of the Emergency Management Division of the Executive Services Department, coordinate the reimbursement process with other departments as needed.

Cost Recovery

Disaster-related expenditures and obligations of state agencies, local jurisdictions, and other organizations may be reimbursed under a number of federal programs. The federal government may authorize reimbursement of approved costs for work performed in the restoration of certain public facilities after a major disaster declaration by the President of the United States under the statutory authority of certain federal agencies.

Federal Assistance Programs

Public Assistance (PA) Program

FEMA's Public Assistance (PA) grant program provides federal assistance to government organizations and certain private nonprofit (PNP) organizations following a Presidential disaster declaration. PA provides grants to state, tribal, territorial, and local

governments, and certain types of PNP organizations so that communities can quickly respond to and recover from major disasters or emergencies. Through the program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly owned facilities, and the facilities of certain PNP organizations. The PA program also encourages the protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process. The federal share of assistance is not less than 75 percent of the eligible cost. The Recipient (usually the state) determines how the non-federal share (up to 25 percent) is split with the subrecipients (eligible applicants).

Individual Assistance Program

FEMA provides assistance to individuals and households through the Individual Assistance Program, which includes all of the following:

- Mass Care and Emergency Assistance (MC/EA)
- Crisis Counseling Assistance and Training Program (CCP)
- Disaster Unemployment Assistance (DUA)
- Disaster Legal Services (DLS)
- Disaster Case Management (DCM)
- Individuals and Households Program (IHP). IHP is comprised of two categories of assistance: Housing Assistance (HA) and Other Needs Assistance (ONA)

Other Assistance Programs

Small Business Administration (SBA) Programs.

The SBA offers low-cost loans for eligible applicants to use funds to cover economic losses from business interruption, meet payroll, cover other business expenses, mitigate against future disasters, replace, or repair personal or business property, or their primary residence or business.

State Assistance Programs

Public Assistance (PA) Program

The Public Assistance (PA) State Administrative Plan (SAP) provides procedures used by the Military Department, Emergency Management Division staff (as Grantee) to administer the Public Assistance Program. Audits of state and local jurisdiction emergency expenditures will be conducted in the normal course of state and local government audits. Audits of projects approved for funding with federal disaster assistance funds are necessary to determine the eligibility of the costs claimed by the applicant.

Individual Assistance (IA) and Other Needs Assistance (ONA) Programs

The Individual Assistance (IA) State Administrative Plan (SAP) for the Other Needs Assistance (ONA) Program is used by the State Emergency Management Division staff (as Grantee) to administer the Individual Assistance Program. The IA SAP sets forth the

organization, staffing, and procedures for the administration of the Individuals and Households Program, Other Needs Assistance, in Washington State after a major disaster declaration by the President.

LOGISTICS AND RESOURCE MANAGEMENT

NIMS Resource Management

NIMS resource management guidance enables many organizational elements to collaborate and coordinate to systematically manage resources—personnel, teams, facilities, equipment, and supplies. Most jurisdictions or organizations do not own and maintain all the resources necessary to address all potential threats and hazards. Therefore, effective resource management includes leveraging each jurisdiction’s resources, engaging private sector resources, involving volunteer organizations, and encouraging further development of mutual aid agreements.

Specialized Resources

Resource typing defines and categorizes incident resources by capability. Resource typing definitions establish a common language for discussing specialized resources by defining minimum capabilities for personnel, teams, facilities, equipment, and supplies. Resource typing enables communities to plan for, request, and have confidence that the resources they receive have the capabilities they requested. FEMA leads the development and maintenance of resource typing definitions for resources shared on a local, interstate, regional, or national scale. Jurisdictions can use these definitions to categorize local assets.

Emergency Worker Program / Liability Protection

RCW 38.52 authorizes the use of emergency workers as outlined in state law. "Emergency Worker" is defined in RCW 38.52.010(7), while provisions addressing the registration, use, classification, and coverage of emergency workers are addressed by RCW 38.52.180, RCW 38.52.310, and WAC 118.04. The Emergency Management program maintains paperwork and processes for proper registration of emergency workers.

Procurement and Resource Requesting

Authorities and Overview

The Washington Intrastate Mutual Aid System (WAMAS), established in RCW 38.56, provides for in-state mutual assistance among member jurisdictions, including every county, city, and town of the state. Out-of-state mutual aid resources are requested through the Emergency Management Assistance Compact (EMAC), established in Public Law 104-321, or the Pacific Northwest Emergency Management Arrangement (PNEMA), established in Public Law 105-381, both coordinated through Washington Emergency Management Division.

Methods

Resource requests are tracked throughout their entire life cycle, from the time submitted, until filled (if consumable) or until the resource is demobilized and returned (if non-consumable). Supply chain elements, such as state and local staging areas, reception and integration centers, movement coordination centers, and movement control points, activate as appropriate to the situation. State and local staging areas serve as temporary storage areas for the movement of resources to affected areas. Reception and integration centers provide reception, integration, onward movement, and accountability for out-of-state resources. Resources should deploy only when appropriate authorities request and dispatch them through established resource management systems. Resources that authorities do not request should refrain from spontaneous deployment to avoid overburdening the recipient and compounding accountability challenges.

Demobilization

Demobilization should be a planned and coordinated effort with the Department Operations Centers (DOC), Emergency Operations Center (EOC), and all other involved departments and agencies. Demobilization planning should begin when an incident begins.

Resource Gaps

Comprehensive and integrated planning can help other levels of government plan their response to an incident within a jurisdiction. By knowing the extent of the jurisdiction's capability, supporting planners can pre-identify shortfalls and develop pre-scripted resource requests.

DEVELOPMENT AND MAINTENANCE

Core Planning and Development Team

Planning Process

Planning is a continuous process that does not stop when the plan is published. The planning team develops a rough draft of the basic plan or annexes. As the planning team works through successive drafts, they add necessary tables, charts, and other graphics. The team prepares a final draft and circulates it for comment to organizations that have responsibilities for implementing the plan. The written plan should be checked for its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice. Once validated, the planning team presents the plan to the appropriate officials for signature and promulgation. The promulgation process should be based on a specific statute, law, or ordinance. Once approved, the planner should arrange to distribute the plan to stakeholders who have roles in implementing the plan.

The Plan must be updated with new planning and policy goals and objectives in order to remain current. Updates to the Plan will occur at a minimum of every five years. The CEMP will be available to the public through the revision process in a public input process both in person and online. Additionally, the completed CEMP will be available to the public online through the City of Renton's website.

Review Process

Commonly used criteria can help decision-makers determine the effectiveness and efficiency of plans. These measures include adequacy, feasibility, and acceptability. Decision-makers directly involved in planning can employ these criteria, along with their understanding of plan requirements, not only to determine a plan's effectiveness and efficiency but also to assess risks and define costs.

Adequacy – a plan is adequate if the scope and concept of planned operations identify and address critical tasks effectively; the plan can accomplish the assigned mission while complying with the guidance; and the plan's assumptions are valid, reasonable, and comply with the guidance.

Feasibility – a plan is feasible if the organization can accomplish the assigned mission and critical tasks by using available resources within the time contemplated by the plan. The organization allocates available resources to tasks and tracks the resources by status (e.g., assigned, out of service). Available resources include internal assets and those available through mutual aid or through existing state, regional, or Federal assistance agreements.

Acceptability – a plan is acceptable if it meets the requirements driven by a threat or incident, meets decision-maker and public cost and time limitations, and is consistent with the law. The plan can be justified in terms of the cost of resources and if its scale is proportional to mission requirements. Planners use both acceptability and feasibility tests to ensure that the mission can be accomplished with available resources without incurring excessive risk regarding personnel, equipment, material, or time. They also verify that risk management procedures have identified, assessed, and applied control measures to mitigate operational risk (i.e., the risk associated with achieving operational objectives).

Compliance – the plan should comply with guidance and doctrine to the maximum extent possible because these provide a baseline that facilitates both planning and execution.

Revisions

Plans should evolve as lessons are learned, new information and insights are obtained, and priorities are updated. Evaluating the effectiveness of plans involves a combination of training events, exercises, and real-world incidents to determine whether the goals, objectives, decisions, actions, and timing outlined in the plan led to a successful response. Planning teams should establish a process for reviewing and revising the plan.

Reviews should be a recurring activity. In no case should any part of the plan go for more than two years without being reviewed and revised.

Changes to any part of the plan may be minor (small edits that do not impact the Emergency Management Program processes and/or roles and responsibilities) or major (significant modifications to processes and/or roles and responsibilities) in nature. Minor, administrative changes do not require signature and promulgation. All substantive changes will be briefed to the Executive Leadership Team, Renton Emergency Management Division, the Emergency Management Group, and any staff who may have a part in disaster response. Substantive changes will require a readoption of that section of the plan by the city council. Renton Emergency Management is ultimately responsible for updates and changes to the CEMP and will submit a revised CEMP to the Washington State Emergency Management Division and Renton city council for approval and formal adoption. The Emergency Management Director shall promulgate the revised CEMP through a signed letter to all city department administrators, and the Renton Emergency Management Division will promulgate the revised CEMP elements to all known stakeholders through communication and training efforts.

Planning Committee

The Emergency Management Director for the city shall maintain an ongoing Emergency Management Group. The Emergency Management Group shall consist of personnel from the following:

- Executive Services Department
- City Attorney Department
- Community and Economic Development Department
- Court Services
- Equity, Housing, and Human Services Department
- Finance Department
- Human Resource and Risk Management Department
- Parks and Recreation Department
- Police Department
- Public Works Department
- Renton Regional Fire Authority
- Other community partners when appropriate

Departments with divisions or sections with significant variations in responsibilities and expertise may find it necessary to send more than one representative to adequately contribute to overall emergency management planning, training, and exercising. The Emergency Management Group should also participate in the planning for, at a minimum, an annual emergency management exercise that exercises the plan and includes all appropriate city departments and partner agencies.

The Emergency Management Group is charged with contributing to overall emergency planning for the city. The Emergency Management Group is responsible for contributing to the continued development and readiness of the EOC. The Emergency

Management Group shall ensure that this plan is consistent with the King County Comprehensive Emergency Management Plan, the Regional Coordination Framework, the Puget Sound Regional Catastrophic Disaster Coordination Plan, and the Washington State Comprehensive Emergency Management Plan.

Training and Exercise Program

Through the implementation of the Homeland Security Exercise and Evaluation Program (HSEEP), organizations can use training and exercises to improve current and required Core Capability levels, identify gaps, and overcome shortfalls. A Capabilities Assessment provides a gap analysis, by Core Capability, for each desired outcome and capability target; each of the Homeland Security Regions is required to complete an assessment. The City of Renton contributes to the assessment for Homeland Security Region 6. After the Capabilities Assessment is completed, it is referenced to determine the priority capabilities for training and exercise planned activities and should be coordinated with the Training and Exercise Plan (TEP) of the state.

Training Program

The City of Renton maintains a roster of Disaster Assignments for all city employees who may be called to assist in an appropriately skilled position other than their primary role during a response. To understand this obligation, staff must take ICS 100 and ICS 700, which are available online. Some staff are also required to take ICS 200, 300, 400, and 800. Additional training may be required for certain disaster assignments and is specified in the Disaster Assignment document maintained by Renton Emergency Management.

Exercise Program

Applying the following principles to both the management of an exercise program and the execution of individual exercises is critical to the effective examination of capabilities:

- Capability-based, Objective Driven – through HSEEP, organizations can use exercises to examine current and required core capability levels and identify gaps; exercises focus on assessing performance against capability-based objectives.
- Whole Community Integration – encourage exercise planners to engage the whole community throughout exercise program management, design and development, conduct, evaluation, and improvement planning.
- Informed by Risk – identifying and assessing risks and associated impacts helps organizations identify priorities, objectives, and core capabilities to be evaluated through exercises.

To comply with Emergency Management Performance Grant requirements, the City of Renton plans to conduct an annual exercise to HSEEP standards if no disaster has impacted the jurisdiction during the Integrated Planning and Preparedness calendar year of planning, training, and exercises.

After-Action Reporting

The After-Action Report (AAR) summarizes key exercise-related evaluation information, including the exercise overview and analysis of objectives and core capabilities; however, the AAR can also be used to capture and analyze key incident-related information throughout the phases of an incident. The AAR should include an overview of performance related to each exercise objective and associated core capabilities while highlighting strengths and areas for improvement. Upon completion, the exercise evaluation team provides the draft AAR to the exercise sponsor, who distributes it to participating organizations prior to drafting a formal AAR. The Emergency Management Group will aid in the draft of the Improvement Plan and Corrective Action Items before submitting the AAR and IP to the Executive Leadership Team for review. ELT will review and confirm items for further action.

All impacted city departments will participate in an After-Action Meeting (AAM), to include lessons learned and areas for improvement (IP – Improvement Plan), and as soon as possible for review after an incident. The details and conclusions from the AAM will inform the After-Action Report to improve response to incidents.

Corrective Actions

Corrective actions are concrete, actionable steps that are intended to resolve capability gaps and shortcomings identified in exercises or real-world events. In developing corrective actions, Renton Emergency Management and involved departments should first review and revise the draft AAR, as needed, to confirm that the issues identified by evaluators are valid and require resolution. The reviewer then identifies which issues fall within their organization’s authority and assume responsibility for acting on those issues. Finally, they determine an initial list of appropriate corrective actions to resolve identified issues.

Maintenance and Availability

Emergency Management may revise the Renton CEMP including ESFs and other Annexes at a minimum of every five years from the date of last publication. The current Renton CEMP may be available to the public through the City of Renton’s public facing website.

Monitoring Changes in Law

Renton Emergency Management monitors updates from the State and King County regarding changes in legal requirements for the program. The city also retains a lobbyist who monitors and advocates for the city’s position in all matters that are addressed by the State Legislature. The Deputy Chief Administrative Officer may brief the Emergency Management Director on any city council ordinances or other legislation changes relevant to the program.

AUTHORITIES AND REFERENCES

Continuity of Government

Emergency Interim Successors for Elected Officials

RCW 42.14.070 provides that the legislative authority shall adopt rules and regulations providing for appointment of temporary interim successors to the elected and appointed offices of the city. During the emergency, for a period of less than 30 days, the council president shall automatically assume the authority and duties of the mayor when the mayor is unavailable. If both the mayor and council president are unavailable during an emergency or disaster, the city council president pro-tem will serve in the role of mayor.

City Council Meeting Location

Chapter 42.14 of the RCW provides that in the event of an emergency the city council may meet at any place within or outside the territorial limits of the city on the call of the Renton Council President or any two members of the governing body and shall lawfully conduct the city's affairs for the duration of the emergency.

In the event that the Renton City Council Chambers are uninhabitable or if the mayor deems it desirable, the city council may meet at any place within or outside the city limits.

In the event that a special meeting of the council is called, the Council Liaison, in communication with the city clerk, is primarily responsible for coordinating the notification of each council member and notifying the public as soon as practical. The Communications Director or designated Public Information Officer (PIO) shall work with the Council Liaison and city clerk to notify the media and to complete the public posting of the meeting.

Circumstances may necessitate that city government will not be able to meet normal posting requirements for emergency Council meetings.

Emergency Interim Successor for the Chief Administrative Officer

If the Chief Administrative Officer is unavailable during an emergency, the Deputy Chief Administrative Officer shall fulfill the responsibilities of that role. If both the CAO and the Deputy CAO are unavailable during an emergency, the person specified in the city's Continuity Plan shall fulfill the responsibilities of that role.

Emergency Interim Successors for Appointed Officials

If the department administrator is unavailable during an emergency, the Continuity Plan will identify the interim successor. If the interim successor of a city department is unavailable, the department administrator will have a further designee to fulfill the responsibilities of that role and direct the actions of each department. If no identified successor is available to fulfill the role of the department administrator, the Chief Administrative Officer or their delegate may appoint another person at their discretion. For all other essential roles within the city, the interim successor will be designated by the city's Continuity Plan. In the event no further successors are identified in the

Continuity Plan, the position in authority over that role will appoint an interim successor. These authorities should be clearly communicated in writing within the department and to the personnel of that department.

Governing Laws and Authorities

- The City of Renton Comprehensive Emergency Management Plan has been developed and is maintained under the following authorities: State Revised Code of Washington (RCW)
 - 35.33.081, Emergency Expenditures – Nondebatable Emergencies
 - 35..33.101, Emergency Warrants
 - 38.52, Emergency Management
 - 38.56, Intrastate Mutual Aid System
 - 39.34, Interlocal Cooperation Act
 - 39.04.280, Competitive Bidding Requirements - Exemptions
 - 49.60.400 Discrimination, Preferential Treatment Prohibited
- Washington Administrative Code (WAC)
 - 118-04, Emergency Worker Program
 - 118-30, Local Emergency Management/Services Organizations, Plans and Programs
 - 296-62, General Occupational Health Standards
- Federal Public Law
 - 93-342, Disaster Relief Act of 1974, as amended by Public Law 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act.
 - 96-342, Improved Civil Defense Act of 1980, as amended.
 - "Federal Civil Defense Act of 1950," as amended.
 - 99-499, Superfund Amendments and Reauthorization Act of 1986.

Glossary

Definitions

Term	Definition
After Action Report (AAR)	A narrative report that presents issues found during an incident or exercise along with recommendations on how those issues can be resolved.
ALERT King County, ALERT Renton	A mass notification system utilized to send emergency notifications to the public via phone, text, email, or TTY/TDD.
Amateur Radio Emergency Service (ARES)	The American Radio Relay League (ARRL) public service arm for providing support primarily to non-government agencies during an emergency.

Term	Definition
American Red Cross (ARC)	Non-profit organization that provides support of mass care, sheltering, communication, and other services in times of disaster. Relies on volunteers to carry out operations.
Annex	The purpose of an annex is to describe operations for a particular function. It defines the function and shows how activities of various participants in the functional organization are coordinated. The annex is action oriented. It is written for, and preferably by, the person responsible for controlling resources available to accomplish the objectives of the function in any large-scale emergency. It is a substantial, freestanding plan that is specific to carry out a task.
Appendix	An appendix contains details, methods, and technical information that are unique to specific hazards identified as being likely to pose a threat of disaster in the community. Appendices are supplementary, helper documents, frequently changing but without specific direction.
Area Command	An organization established to oversee the management of (1) multiple incidents that are each being handled by an ICS organization, or (2) large or multiple incidents too which several Incident Management Teams have been assigned. Area command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met, and strategies followed. May be established at an EOC or some location other than an ICP.
Command Staff	The Command Staff consists of the Safety Officer, Liaison Officer, and Public Information Officer, who report directly to the Incident Commander.
Communications Unit	In Incident Command structure, responsible for providing communication services at an incident, whether it be by phone, in person, radio, etc....
Competitive Bidding - Waived	If an emergency exists, the person or persons designated by the governing body of the municipality to act in the event of an emergency may declare an emergency situation exists, waive competitive bidding requirements, and award all necessary contracts on behalf of the municipality to address the emergency situation. If a contract is awarded without competitive bidding due to an emergency, a written finding of the existence of an emergency must be made by the governing body or its designee and duly entered of record no later than two weeks following the award of the contract. (Defined in RCW 38.04.280).
Comprehensive Emergency Management Network (CEMNET)	Dedicated 2-way Very High Frequency (VHF) low-band radio system. Provides direction and control capability for state and local jurisdictions for administrative use, and during an emergency or disaster. This is an emergency management net belonging to and

Term	Definition
	managed by the Washington State Military Department, Emergency Management Division.
Comprehensive Emergency Management Plan (CEMP)	A required plan which addressed the mitigation, preparation, response, and recovery activities associated with emergency situations.
Concept of Operations (CONOPS)	User-oriented document that describes the characteristics for a proposed asset or system from the viewpoint of any individual or organizational entity that will use it in their daily work activities or who will operate or interact directly with it.
Continuity Plan	An internal effort within individual components of a government to ensure the capability exists to continue essential functions across a wide range of potential emergencies.
Continuity of Government (COG)	Measure taken by a government to continue to perform required functions during and after a severe emergency. COG is a coordinated effort within each branch of the government to continue its minimum essential responsibilities in a catastrophic emergency.
Damage Assessment	The process of determining the magnitude of damage and the unmet needs of the community as the result of a hazardous event.
Debrief/Debriefing	A meeting held after an event or disaster to discuss what happened, lessons learned, and what may or may not be shared with the public.
Delegated Authority	An official mandate calling on the individual holding a specific position to assume responsibilities and authorities not normally associated with that position when specified conditions are met.
Direction and Control	Defines the management of emergency response and recovery.
Disaster Assessment	An event, expected or unexpected, in which a community's available, pertinent resources are expended, or the need for resources exceeds availability, and in which a community undergoes severe danger, incurring losses so that the social or economic structure of the community is disrupted and the fulfillment of some or all of the community's essential functions are prevented.
Duty Officer	Generally, refers to the person designated to intake and assess emergency events one 24/7 basis.
Emergency	A sudden, usually unexpected event that does or could do harm to people, resources, property, or the environment. Emergencies can range from localized events to human, natural, or technological events that damage or threaten to damage local operations.

Term	Definition
Emergency Alert System (EAS)	A federally mandated program established to enable the President, federal, state, and local jurisdiction authorities to disseminate emergency information to the public via the Commercial Broadcast System. Formerly known as the Emergency Broadcast System (EBS), it requires broadcaster to relay emergency information. This system is for immediate action emergencies where the public needs to be informed.
Emergency Management	The preparation for and the carrying out of all emergency functions to mitigate, prepare for, respond to, a recover from emergencies and disasters, to aid victims suffering from injury or damage resulting from disasters caused by all hazards, whether natural or technological, and to provide support for search and rescue operations for persons and property in distress.
Emergency Management Assistance Compact (EMAC)	Agreements that provide for jurisdictions in different states to provide resources or other support to one another during an incident.
Emergency Management Director	The Individual within each political subdivision that has coordination responsibility for jurisdictional emergency management.
Emergency Management Division (EMD)	Washington State Emergency Management Division, responsible for coordinating state-wide emergency management activities.
Emergency Medical Services (EMS)	Emergency Medical Services provides care to the sick and injured at the scene of any medical emergency or while transporting any patient in an ambulance to an appropriate medical control, including ambulance transportation between medical facilities. It commonly includes trained and licensed emergency care providers and specialized transportation vehicles
Emergency Operations Center (EOC)	A central location from which overall direction, control, and coordination of a single community's response to a disaster will be established. The EOC is generally equipped and staffed to perform the following functions: collect, record, analyze, display, and distribute information; coordinate public information and warning; coordinate government emergency activities; support first responders by coordinating the management and distribution of information and resources and the restoration of services; conduct appropriate liaison and coordination activities with all levels of govern
Emergency Operations Center Director	The staff person assigned to manage the EOC during an activation or exercise.
Emergency Proclamation	A statement by a top official in a jurisdiction that identifies the nature of an emergency and impacts upon the jurisdiction and authorizes the suspension of normal operations or rules in order to manage the emergency.

Term	Definition
Emergency Support Function	The grouping of government capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services, and critical infrastructure, and help victims and communities recovery from incidents.
Emergency Work	Work that must be done immediately to save lives and to protect improved property and public health and safety to avert or lessen the threat of a major disaster
Emergency Worker	Emergency worker means any person, including but not limited to, an architect registered under Chapter 18.08 RCW, a professional engineer registered under Chapter 18.43 RCW, or a volunteer registered under RCW 38.52/WAC 118.04 who is registered with a local emergency management organization for the purpose of engaging in authorized emergency management activities or is an employee of the state of Washington or any political subdivision thereof who is called upon to perform emergency management activities.
Essential Functions	Those functions, stated or implied, that jurisdictions are required to perform by statute or executive order or are otherwise necessary to provide vital services, exercise civil authority, maintain the safety and well-being of the general populace, and sustain the industrial/economic base in an emergency.
Essential Operations	Those operations, stated or implied, that state departments and local jurisdictions are required to perform by stature or executive order or are otherwise deemed necessary.
Essential Personnel	Staff of the department or jurisdiction that are needed for the performance of the organization’s mission-essential functions.
Evacuation	A protective action which involves leaving an area of risk until the hazard has passed.
Event	A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events
Facility	Any publicly or privately owned building, works, system, or equipment built or manufactured, or an improved and maintained natural feature. Land used for agricultural purposes is not a facility.
Federal Disaster Declaration	See Presidential Declaration.
Federal Emergency Management Agency (FEMA)	Agency created in 1979 to provide a single point of accountability for all federal activities related to disaster mitigation and emergency preparedness, response, and recovery. FEMA provides technical advice and funding for state and local emergency management agencies, manages the President’s Disaster Relief Fund, and coordinates the disaster assistance activities of all federal agencies in the event of a Presidential Disaster Declaration.

Term	Definition
Finance Section Chief	Responsible for all costs and financial/administrative considerations of the incident. Part of the Command and General Staff, reporting to the Incident Commander.
Finance/Administration Section	Responsible for all costs and financial/administrative considerations of the incident. Section Chief reports directly to the Incident Commander.
First Responders	Those in occupations that require they respond immediately to an emergency event. Example: firefighters, law enforcement officers, emergency medical services personnel, public works.
Government Emergency Telecommunications Service (GETS)	A service providing priority access telephone dialing during circuit overload conditions.
Governor's Proclamation of a State of Emergency	A proclamation by the Governor in accordance with RCW 43.06 and 38.52 which activates the State of Washington Comprehensive Emergency Management Plan and authorizes State resources to be used to assist affected political jurisdictions.
Hazard	Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.
Hazard Identification and Vulnerability Analysis (HIVA)	The HIVA is a comprehensive plan that is the result of a systematic evaluation of a jurisdiction's existing natural and technological hazards. It includes a vulnerability assessment to such hazards and provides guidance for mitigation efforts.
Hazard Mitigation	Any measure that will reduce or prevent the damaging effects of a hazard.
Hazmat	Hazardous Materials.
Hazmat Team	Team with specialized training to respond to hazardous materials incidents.
Incident	An occurrence or event, either human-caused or natural phenomena, that requires action by emergency services personnel to prevent or minimize loss of life or damage to property and/or the environment.
Incident Action Plan (IAP)	The strategic goals, tactical objectives, and support requirements for the incident. All incidents require an action plan.
Incident Command Post (ICP)	A centralized base of operations established near the site of an incident. That location at which primary command functions are executed; usually collated with the incident base.
Incident Command System (ICS)	The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure for the purpose of coordinating the response to any event. An all-hazard, on-scene functional management system that establishes common standards in organization, terminology, and procedures, provides a means (unified command) for the

Term	Definition
	establishment of a common set of incident objectives and strategies during multi-agency/multi-jurisdiction operations while maintaining individual agency/jurisdiction authority, responsibility, and accountability, and which is a component of the National Interagency Incident Management Systems (NIMS). An equivalent and compatible all-hazards, on-scene, functional management system.
Incident Commander (IC)	The individual responsible for the management of operations at the scene of an incident.
Incident Period	The time spend during which an incident or event occurs
Incidents of National Significance	Those high-impact events that require a coordinated and effective response by an appropriate combination of Federal, State, local, tribal, private sector, and nongovernmental entities in order to save lives, minimize damage, and provide the basis for long-term community recovery and mitigation activities. All Presidential declared disasters are considered Incidents of National Significance.
Individual Assistance (IA)) Supplementary Federal assistance available under the Stafford Act to individuals, families, and businesses; includes disaster housing assistance, unemployment assistance, grants, loans, legal services, crisis counseling, tax relief, and other services or relief programs.
Integrated Public Alert & Warning System (iPAWS)	It is a modernization and integration of the nation’s alert and warning infrastructure. Provides public safety officials with an effective way to alert and warn the public about serious emergencies using EAS, WEA, NOAA, and other public alerting systems from a single interface.
Interoperable Communications	Alternate communications that provide the capability to perform minimum essential departmental or jurisdictional functions, in conjunction with other agencies, until normal operations can be resumed.
Joint Information Center (JIC)	A facility that may be used by affected utilities, state agencies, counties, local jurisdictions, and/or federal agencies to jointly coordinate the public information function during all hazard incidents. May also be conducted virtually.
Liaison Officer	The point of contact for assisting or coordinating agencies.
Local Emergency Planning Committee (LEPC)	A local planning group appointed by the State Emergency Response Commission (SERC) to fulfill the planning requirements for a Local Planning District under the Superfund Amendments and Reauthorization Act (SARA) of 1986. As the planning body for preparing local hazardous materials plans.

Term	Definition
Local Resources	The combined resources, of the type needed to respond to a given hazardous event, of the city and of the private sector. In any request for state or federal resources, the requesting jurisdiction must certify that local resources have been, or soon will be, exhausted.
Logistics Chief	In the incident command structure, responsible for resource management and responding to resource requests. Oversees Logistics Section. Reports directly to the Incident Commander.
Logistics Section	In Incident Command structure, responsible for providing facilities, services, and materials for an incident or event.
Major Disaster	As defined in the Stafford Act, "Any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby."
Message Controller	A volunteer or staff member charged with recording and distributing paper-based messages in the EOC or public call center.
Message Distributors	In the Incident Command structure, responsible for routing information about resources reporting to the incident, resource status, and administrative and tactical traffic.
Military Department	Refers to the Emergency Management Division, the Army and Air National Guard, and Support Services.
Mitigation	Any sustained actions taken to eliminate or reduce the degree of long-term risk to human life, property, and the environment from natural and technological events. Mitigation assumes our communities are exposed to risks whether or not an emergency occurs. Mitigation measures include but are not limited to building codes, disaster insurance, hazard information systems, land use management, hazard analysis, land acquisition, monitoring and inspection, public education, research, relocation, risk mapping, safety codes, statutes and ordinances, tax incentives and disincentives, equipment or computer tie downs, and stockpiling emergency supplies.
Multi-Agency Coordination (MAC)	A system by which multiple agencies coordinate response and limited resources.

Term	Definition
Mutual Aid Agreement (MAA)	A formal or informal agreement for reciprocal assistance for emergency services and resources between jurisdictions.
National Incident Management System	A set of national principles expressly adopted by the City of Renton for use in this plan and the management of future events. NIMS provides a systematic, proactive approach guiding government agencies at all levels, non-government organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment. This system ensures that those involved in incident response/recovery understand what their roles are and have the tools they need to be effective.
National Incident Management System (NIMS)	A concept that provides for a total approach to all risk incident management; NIMS addresses the Incident Command System (ICS), training, qualifications and certification, publications management, and supporting technology. NIMS outlines a standard incident management organization called Incident Command System (ICS) that establishes five functional areas-- command, operations, planning, logistics, and finance/administration--for management of all major incidents. To ensure further coordination and during incidents involving multiple jurisdictions or agencies, the principle of unified command has been universally incorporated into NIMS. This unified command not only coordinates the efforts of many jurisdictions, but provides for and assures joint decisions on objectives, strategies, plans, priorities, and public communications.
National Response Framework (NRF)	The plan that establishes the basis for the provision of federal assistance to a state and the local jurisdiction impacted by a catastrophic or significant disaster or emergency that result in a requirement for federal response assistance.
National Warning System (NAWAS)	The federal portion of the Civil Defense Warning System, used for the dissemination of warnings and other emergency information from the National or FEMA Region Warning Centers to Warning Points in each state. Also used by the State Warning Points to disseminate information to local Primary Warning Points. Provides warning information to state and local jurisdictions concerning

Term	Definition
	severe weather, earthquake, flooding, and other activities affecting public safety.
Non-Essential Personnel	Staff of the department or jurisdiction who are not required for the performance of the organization's mission-essential functions.
Objectives	The specific operations that must be accomplished to achieve goals. Objectives must be both specific and measurable.
Officer	The Incident Command title for individuals responsible for Public Information, liaison, and Safety.
Operational Period	In Incident Command, the period of time scheduled for execution of a given set of operation actions specified in the Incident Action Plan
Operations Chief	In an incident command structure, a representative of the principal first response agency having overall incident management responsibilities in the field; responsible for coordinating support to individual incident commanders. Oversees the Operations Section. Reports to the Incident Commander
Operations Section	In an Incident command structure, responsible for all tactical operation at the incident.
Plan Maintenance	Steps taken to ensure the plans are reviewed regularly and updated whenever major changes occur.
Planning Chief	In an incident command structure, responsible for situation analysis and anticipating future response or recovery needs and activities. Oversees the Planning Section. Reports directly to the Incident Commander.
Planning Section	In incident command structure, responsible for the collection, evaluation, and dissemination of information related to the incident, and for the preparation and documentation of IAPs
Preliminary Damage Assessment (PDA)	The joint local, state, and Federal analysis of damage that has occurred during a disaster and which may result in a Presidential declaration of disaster. The PDA is documented through surveys, photographs, and other written information
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. 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.
Presidential Disaster Declaration	Formal declaration by the President that an Emergency or Major Disaster exists based upon the request for such a declaration by the Governor and with the verification of Federal Emergency Management Agency preliminary damage assessments.

Term	Definition
Public Assistance (PA)	Supplementary federal assistance provided under the Stafford Act to state and local jurisdictions, special purpose districts, tribes, or eligible private, nonprofit organizations.
Public Information Officer (PIO)	The person designated and trained to coordinate disaster related public information and media relations.
Radio Amateur Civil Emergency Service (RACES)	Volunteer ham (amateur) radio operators who provide reserve communications within government agencies in times of extraordinary need. Although the exact nature of each activation will be different, the common thread is communications.
Radio Operators	Staff or volunteers assigned to operate radios in the EOC radio room or in the field.
Radio Room Supervisor	Staff member or volunteer assigned to supervise the people and activities in the EOC radio room.
Recovery	A short-term and long-term process. Short-term operations restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal, or improved, state of affairs, including some form of economic viability. Recovery measures include, but are not limited to, crisis counseling, damage assessment, debris clearance, decontamination, disaster application centers, disaster insurance payments, disaster loans and grants, disaster unemployment assistance, public information, reassessment of emergency plans, reconstruction, temporary housing, and full-scale business resumption. Also, the extrication, packaging, and transport of the body of a person killed in a search and rescue incident.
Regional Coordination Framework (RCF)	A mutual aid agreement specific to King County, which encompasses government agencies, non-profit organizations, and private businesses.
Renton Emergency Communication Service (RECS)	A non-profit team of licensed amateur radio operators who provide emergency communications capabilities for the City of Renton, primarily through amateur radio.
Response	The actual provision of services during an event. These activities help to reduce casualties and damage and to speed recovery. Actions taken immediately before, during, or directly after an emergency occurs, to save lives, minimize damage to property and the environment, and enhance the effectiveness of recovery. Response measures include, but are not limited to, emergency plan activation, emergency alert system activation, emergency instructions to the public, emergency medical assistance, staffing the emergency operations center, public official alerting, reception and care, shelter and evacuation, search and rescue, resource mobilization, and warning systems activation.

Term	Definition
Robert T. Stafford Disaster Relief and Emergency Assistance Act	(Public Law 93-288, as amended) - The act that authorizes the greatest single source of federal disaster assistance. It authorizes coordination of the activities of federal, state, and volunteer agencies operating under their own authorities in providing disaster assistance, provision of direct federal assistance as necessary, and provision of financial grants to state and local jurisdictions as well as a separate program of financial grants to individuals and families. This act is commonly referred to as the Stafford Act.
Search and Rescue (SAR)	The act of searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured, or is killed while outdoors or as a result of a natural or human-caused event, including instances of searching for downed aircraft when ground personnel are used. Includes Disaster, Urban, and Wildland Search and Rescue.
Shelter in Place	A protective action that involves taking cover in a building that can be made relatively airtight. Generally, any building suitable for winter habitation will provide some protection with windows and doors closed and heating, ventilation, and air conditioning system turned off. Increased effectiveness can be obtained in sheltering by methods such as using an interior room or basement, taping windows and doors, and other more elaborate systems to limit natural ventilation. To be used as a protective action, sheltering requires the ability to communicate to the public when it is safe and/or necessary to emerge from the shelter.
Stafford Act	See Robert T. Stafford Disaster Relief and Emergency Assistance Act.
Staging Area	In an Incident Command structure, the location where incident personnel and equipment are assigned on an immediately available status.
Task Force	A group of any type and kind of resources with common communications and a leader temporarily assembled for a specific mission.
Technical Specialist	Personnel with special skills who are activated only when needed.
Terrorism	The unlawful use of force or violence committed by an individual or group against persons or property in order to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives.
Unified Command	An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command, to establish a common set of objectives and strategies and a single IAP.

Term	Definition
Warning and Information	Advising the public of a threatening or occurring hazard and providing information to assist them in safely preparing for and responding to the hazard.
Washington State Mutual Aid Agreement (WAMAC/WAMAS)	Mutual aid agreement covering all cities, counties, and state agencies in Washington State.
Wireless Emergency Alerting (WEA)	An alerting system which notifies all wireless phones within a specified geographic boundary regardless of enrollment in the local jurisdiction's alerting system.
Wireless Priority Service (WPS)	A priority routing system for cellular phones that gives priority to government and other critical workers during an emergency.

Acronyms

Acronym	Definition
AC	Alternating Current
ALS	Advanced Life Support
ARC	American Red Cross
ARES	Amateur Radio Emergency Services
ARRL	Amateur Radio Relay League
ASL	American Sign Language
ATC	Applied Technology Council
BLS	Basic Life Support
CAO	Chief Administrative Officer
CBO	Community Based Organization
CDC	Center for Disease Control and Prevention (HHS)
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERT	Community Emergency Response Team
COAD	Community Organizations Active in Disasters
COG	Continuity of Government

Acronym	Definition
CPG	Comprehensive Preparedness Guidance
CPOD	Community Point of Distribution
CTF	FBI Joint Cyber Task Force
DHS	Department of Homeland Security
DNRP	Department of Natural Resources and Parks
DOC	Department Operations Center
DOD	Department of Defense
DOE	Federal Department of Energy
DOH	Department of Health
DOT	Department of Transportation
EAS	Emergency Alert System
EHP	environmental and Historic Preservation
EMD	Emergency Management Division
EMG	Emergency Management Group
EMP	Emergency Management Plan
EMS	Emergency Medical Service

Acronym	Definition
EMWIN	Emergency Management Weather Information Network
EOC	Emergency Operation Center
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-To-Know Act
ESF	Emergency Support Function
FBI	Federal Bureau of Investigation
FBOD	Finance & Business Operations Division
FEMA	Federal Emergency Management Agency
GIS	Geographic Information System
GMA	Growth Management Act
HAZMAT	Hazardous Materials
HHS	Department of Health and Human Services
HIVA	Hazard Identification and Vulnerability Assessment
HMP	Hazard Mitigation Plan
HOH	Hard of Hearing
HR	Human Resources
HSEEP	Homeland Security Exercise Evaluation Program
HSPD	Homeland Security Presidential Directive
HVA	Hazard Vulnerability Analysis
IC	Incident Commander
ICS	Incident Command System
IMS	Incident Management System
IO	Information Officer
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System

Acronym	Definition
KCCEMP	King County Comprehensive Emergency Management Plan
KCEOC	King County Emergency Operations Center
LEP	Limited English Proficiency
LEPC	Local Emergency Planning Committee
MAC	Multi Agency Coordination Group
MCI	Mass Casualty Incident
MOU	Memorandum of Understanding
MS-IASAC	Multi-State Information Sharing and Analysis Center
NCH	Natural, Cultural, and Historic
NGO	Non-Governmental Organizations
NICC	National Interagency Coordinating Center
NIFC	National Interagency Fire Center
NIMS	National Incident Management System
NOAA	National Oceanic Atmospheric Association
NRF	National Response Framework
NWCG	Northwest Coordination Group
OEM	Office of Emergency Management
OSHA	Occupational Safety and Health Administration
PDA	Preliminary Damage Assessment
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
PSAP	Public Safety Answering Points

Acronym	Definition
RCW	Revised Code of Washington
RDP	Regional Disaster Plan
RFA	Regional Fire Authority
RHMP	Regional Hazard Mitigation Plan
RRFA	Renton Regional Fire Authority
RSF	Recovery Support Function
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SBA	Small Business Administration
SERC	State Emergency Response Commission
SOG	Standard Operating Guidelines
SOP	Standard Operating Procedure
TASKC	Regional Animal Services of King County
UCG	Washington State Cyber Unified Coordination Group
US	United States
UW	University of Washington
WAC	Washington Administrative Code
WAEMD	Washington State Emergency Management Division
WASART	Washington State Animal Response Team
WSDA	Washington State Department of Agriculture
WSDOT	Washington State Department of Transportation
WSDOT	Washington State Department of Transportation
WSP	Washington State Patrol

Acronym	Definition
WSP HTCUC	Washington State Patrol High Tech Crimes United

EMERGENCY SUPPORT FUNCTION 1: TRANSPORTATION

- Primary Agency:** City of Renton Public Works Department
- Support Agencies:** City of Renton Parks and Recreation Department
 City of Renton Executive Services Department
 City of Renton Police Department
 Renton Regional Fire Authority
 Renton School District Transportation
 King County Transportation Department
 King County/Metro Transit
 Washington State Department of Transportation
 Private Rail Carriers
 Puget Sound Energy
 Seattle City Light

Introduction

Purpose

Emergency Support Function (ESF) 1 is to provide in a coordinated manner, the resources (human, technical, equipment, and facility materials and supplies) of internal and external departments and agencies to support emergency transportation needs during an emergency or disaster impacting the City of Renton.

The following Core Capabilities support the roles and responsibilities of ESF 1. The primary and supporting core capabilities are defined to support the execution of critical transportation operations for this ESF as follows:

Primary Response Core Capability	
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals, and the delivery of vital response personnel, equipment, and services into the affected areas.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

Local transportation planning will be focused on the safe and efficient operation of the City of Renton’s transportation system. Local transportation planning employs the most effective means of transporting resources including commercial transportation capacity, and capacity owned or operated by neighboring jurisdictions or state agencies. As mandated by RCW 38.52.070, the City of Renton will perform emergency management functions within its jurisdictional boundaries.

Transportation planning, as directed by Renton Public Works, will lead three operational demands:

- Identify and ensure the integrity of local transportation routes for emergency response.
- Coordinate transportation resources with city departments and mutual aid partners.
- Fill the incident management role of Ground Support/Transportation Unit, ensuring a smooth operational transition towards large event management.

The Renton EOC will coordinate with county, state, and federal agencies to supplement the transportation resource needs of city departments. Priorities for these resource requests and their allocation will also be determined in coordination with the Renton EOC. These priorities will be established consistent with the mission of this plan that calls first for the protection of life, then property, the environment, and finally the economy.

Situation Overview

Local transportation systems and activities could be hampered by damaged infrastructure and disrupted communications. Specific hazards of note that would affect transportation infrastructure include earthquake (direct damage), windstorm (debris blocking roads), winter

storms (making roads impassable), and flooding (direct damage, debris deposits, or impassable roads). Local communities and neighborhoods can become “islanded populations” when transportation systems and infrastructure are disrupted and/or impacted. The City of Renton Annex to the King County Regional Hazard Mitigation Plan further identifies the natural and technological emergencies or disasters that could severely damage transportation systems within the City of Renton.

Critical transportation operations involving roadways, bridges, and overpasses will continue to increase in sprawling urban areas with population growth. Natural and technological disasters will greatly increase the damage to the transportation system causing delays in delivery of outside resources which may include personnel, equipment, and goods and services. Critical infrastructure within the City of Renton may be disrupted or impacted by a disaster causing negative affects to basic human needs and community functionality. Vulnerable critical infrastructure within the City of Renton to consider as priority includes bridges, water towers, and pipelines (petroleum and natural gas).

Concept of Operations

The City of Renton public transportation authorities are responsible for restoring transportation systems under their control. Public Works is the primary agency responsible for the assessment of damages to highway and road transportation routes within the City of Renton. Additional functions of ESF 1 may include transportation modes management and control, transportation safety, stabilization of transportation infrastructure, and movement restrictions.

Transportation Management and Control

- Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
- Clear debris from primary and secondary routes to facilitate response operations.
- Coordinate debris removal in the City of Renton using the City of Renton Debris Management Plan.
- Mobilize all available critical resources to re-establish critical infrastructure within the affected area.
- Facilitate the coordination, response, use, and recovery of the transportation system across neighboring jurisdictions.
- Establish ingress and egress routes to facilitate movement restrictions and transportation safety.
- In smaller incidents, transportation resource requests will be managed through an Incident Command Post or Departmental Operations Center (DOC).
- Requests for additional assistance from private, county, state, and federal agencies will filter through the Renton EOC when capabilities exceed local resources to support response and recovery efforts.
- Procedures for the coordination of transportation resources are located under the Logistics Section of the Renton EOC procedures.

- Incident management measures will be implemented by the following lead agencies in the event of disruption to transportation systems:
 - Aviation: Renton Public Works Airport
 - Maritime: Renton Regional Fire Authority
 - Pipeline: Renton Public Works, Renton Regional Fire Authority
 - Railroad: Renton Public Works
 - Surface Roadways: Renton Public Works

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 1 includes communicating with the Whole Community during transportation and critical infrastructure preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 1 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

Renton Public Works is responsible for the assessment of transportation systems in the City of Renton and identification of functional and non-functional components of the systems. Public transportation authorities are responsible for the restoration of transportation systems under their control.

A Ground Support/Transportation Unit from Renton Public Works will organize transportation resources and maintain liaison with transportation authorities. The Transportation Unit is located in the Logistics Section of the Incident Management System. The Renton EOC will provide support to the lead agency for this ESF.

Notification

This ESF can be activated for Renton EOC Support through the following agencies:

- Renton Public Works
- Renton Police Department
- Renton Regional Fire Authority (RFA)
- Renton EOC Duty Officer or EOC Director

Activation may occur due to the severity of the event or perceived threat; unmitigated risk to the Renton community; or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

This list is not exhaustive. As an event progresses, information, population needs, available resources and support, and situational awareness will develop and change.

EEI	Description	Collection	Dissemination
Transportation	<p>What is the status of all transportation systems (land, sea, air, rail) within the City of Renton?</p> <p>What is the status of all primary and secondary routes? Status of evacuation routes? Shelter routes? Pathways to hospitals or other critical infrastructure?</p> <p>What is the status of bridges (critical and non)?</p>	Renton Public Works	<p>Renton EOC</p> <p>Renton Police</p> <p>Renton RFA</p>
Safety and Security	What transportation systems need to be closed or detoured to protect for safety and security?	<p>Renton Public Works</p> <p>Renton Police</p> <p>Renton RFA</p>	<p>Renton EOC</p> <p>Renton Police</p> <p>Renton RFA</p>
Hazardous Materials	What is the status of any hazardous materials (ex: pipelines) that may disrupt transportation or have an impact upon transportation systems?	<p>Renton Public Works</p> <p>Renton Police</p> <p>Renton RFA</p>	<p>Renton EOC</p> <p>Renton Police</p> <p>Renton RFA</p>

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statement of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Determine mitigation strategies to increase the integrity of transportation systems and infrastructure thus reducing damage potential within the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Infrastructure Systems	Mitigate transportation systems to increase integrity and decrease damage potential.	Renton Public Works

Preparedness		
Statement of Purpose: Develop and maintain primary and alternative transportation plans, resources, and procedures that can be implemented in the event of a disaster or other disruption.		
Core Capability	Activity	Responsible Agency(s)
Planning	Develop an inventory of all primary and alternative transportation resources that can be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.	Renton Public Works Renton Executive Services
	Participate in emergency management training, drills, and exercises in support of this ESF.	Renton Public Works
	Develop and maintain departmental standard operating procedures and checklists in accordance with this plan.	Renton Public Works
	Identify and build transportation routes that would support an evacuation.	
	Coordinate with City of Renton Public Works Department to ensure operational readiness.	Renton Executive Services

Response		
Statement of Purpose: Coordinate and mobilize resources to support the assessment and stabilization of impacted infrastructure transportation systems.		
Core Capability	Activity	Responsible Agency(s)
Operational Coordination	Activate the Renton EOC as requested to support information collection and dissemination, and city priority objectives.	Renton Executive Services

	Notify the county or state of the need for activation of the Emergency Alert System (EAS) and the potential need for transportation resources.	
	Coordinate the mobilization of personnel and equipment necessary for the assessment of transportation systems.	
	Brief deployed personnel on the known hazards and designated assignments.	
	Coordinate through the Renton EOC Logistics section to ensure the delivery of requested resources and supplies.	
	As available, provide a liaison to the City of Renton EOC through the county or state EOC.	Washington State Department of Transportation
	Provide personnel and equipment, when requested, for engineering services as related to the state transportation system.	
	Coordinate response efforts with utilities as needed to provide personnel and equipment, to restore city transportation routes affected by utility damage under their control.	Seattle City Light Seattle Public Utilities Puget Sound Energy
	Provide personnel and equipment, when requested, to restore city transportation systems affected by rail damage under their control.	Private Rail Carriers
Situational Assessment	<p>Develop a process for monitoring and reporting the status of or damage to the transportation system to include:</p> <ul style="list-style-type: none"> ○ Field staff or crew conduct windshield inspections to verify the status of transportation systems and infrastructure within Renton. ○ Supplement field verifications with video cameras at traffic signals, if operational. ○ Receive and respond to calls from citizens and local agencies regarding infrastructure and road conditions. ○ Manage the Renton Response Citizen Work Order Request system. ○ Monitor and provide status updates through the city website and social media platforms of transportation systems and infrastructure delays, impacts, or damages. 	Renton Public Works
	Coordinate regular communication with Renton EOC and Transportation Director to monitor the status of and report damage of impacted transportation systems:	Renton Public Works

	<ul style="list-style-type: none"> ○ Complete situation reports and deliver on a regular or consistent schedule through the duration of the incident period. Suggested: approximately every 4 hours. ○ Conduct regular damage assessments to arterials, highways, and other road transportation routes and infrastructure. ○ Coordinate, process, and examine transportation and infrastructure damage assessment information, as outlined in the Damage Assessment Annex, with partner departments and agencies including Renton Police Department and Renton Regional Fire Authority. 	
	As outlined in the Damage Assessment Annex, identify, and communicate information of damaged transportation systems and emergency response routes to the Renton EOC, and other necessary departments/agencies as consistent with the Incident Management System.	Renton Police Renton RFA Renton Public Works Renton Community and Economic Development
	Coordinate the release of public information and warning regarding transportation safety and emergency routes.	Renton Executive Services
Critical Transportation	Conduct aerial reconnaissance and photographic missions, as requested, if resources are available.	Washington State Department of Transportation
	Provide transportation support to the City of Renton through coordinating school buses for the movement of people.	Renton School District
	Alternative transportation solutions that can be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed: <ul style="list-style-type: none"> ○ City fleet pool of vehicles for out of service and/or damaged vehicles. 	Renton Public Works

Recovery		
Statement of Purpose: Coordinate the restoration and recovery of the transportation systems and infrastructure in alignment with the Renton Recovery Framework (ESF 14).		
Core Capability	Activity	Responsible Agency(s)
Planning	Provide documentation to the City of Renton EOC or designated Applicant Agent for the city, of costs	Renton Public Works

	<p>incurred for the response and recovery efforts of city transportation systems.</p> <p>Coordinate with Renton EOC for transportation systems and infrastructure recovery priority objectives.</p> <p>Coordinate teams for the restoration and recovery of transportation systems and infrastructure.</p> <ul style="list-style-type: none"> ○ Assign project managers and inspectors for transportation restoration and recovery. ○ Deploy inspectors to the field to relay contractor information to the project managers. ○ Project managers will coordinate designs. ○ Field information and administer the restoration and recovery process. 	
Situational Assessment	Conduct damage assessments of city transportation systems and facilities, as a member of the Preliminary Damage Assessment (PDA) team.	Renton Public Works
Critical Transportation	Provide information identifying alternate transportation routes to the City of Renton EOC.	Renton Public Works
	Reconstruct, repair, and maintain the city transportation system, including the designation of alternate routes in coordination with the county and state.	
	Provide support and coordination with the State Department of Transportation for the assessment and restoration of state transportation systems through the City of Renton EOC, if activated, or the City of Renton Executive Department.	
Operational Coordination	Support the City of Renton Public Works Department by providing available resources for damage assessment, emergency traffic control, repair, etc., of transportation systems.	Renton Police

Resource Requirements

None.

References

- City of Renton Annex to the King County Hazard Mitigation Plan
- City of Renton CEMP Damage Assessment Annex
- City of Renton CEMP Evacuation Annex
- City of Renton EOC Standard Operating Procedures
- City of Renton Public Works Department Resource Manual
- City of Renton Debris Management Plan
- King County Comprehensive Emergency Management Plan

- Washington State Comprehensive Emergency Management Plan
- Washington State Department of Transportation Disaster Plan
- Puget Sound Regional Catastrophic Disaster Coordination Plan, Transportation Recovery Annex

Terms and Definitions

See Basic Plan

Appendices

None.

EMERGENCY SUPPORT FUNCTION 2: COMMUNICATIONS, INFORMATION SYSTEMS, AND WARNING

- Primary Agency:** City of Renton Executive Services Department
- Supporting Agency:** City of Renton Police Department
 City of Renton Public Works Department
 Renton Emergency Communication Services
 King County Emergency Operations Center
 Valley Communications Center
 Cellular Providers / Telecommunications Companies

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 2 is to provide guidance for coordinating, maintaining, and reestablishing the communications capabilities necessary for the operational requirements for the City of Renton in preparing for, responding to, and recovering from emergencies and disasters.

ESF 2 also identifies the guidance for rapid alerting and warning of city officials and the general public of an impending or occurring natural or technological emergency or disaster.

The following Core Capabilities support the roles and responsibilities of ESF 2. The primary and supporting core capabilities are defined to support the execution of communication, information systems, and warning for this ESF as follows:

Primary Response Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and effectively restore and revitalize systems and services to support a viable, resilient community.
Logistics and Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination and access to community staples.

Primary Response Core Capabilities	
	Synchronize logistics capabilities and enable the restoration of impacted supply chains.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

ESF 2 applies to city departments as well as private and volunteer organizations that take action to establish and maintain communication, information system, and warning support in preparation for, response to, and recovery from an emergency or disaster which affects the population and government operations in the City of Renton. Substitute Senate Bill 5573 (RCW 43.105.331 and 43.105.020) addresses implementing two-way voice via the State Communications Interoperability Plan to ensure interoperability between federal, state, and local agencies. Special considerations for communicating with significant segments of the population with Limited English Proficiency (LEP) and those with Access or Functional Needs (AFN) is addressed in this ESF with compliance to:

- Civil Rights Act of 1964
 - Unlawful discrimination against race, color, or national origin.
- RCW 38.52.070
 - Requirement for emergency management organizations to include and communications plan which identifies “significant population segments” that have LEP and AFN and how information will be disseminated to those populations during an emergency or disaster.
- WAC 118-30
 - LEP and AFN populations are components of the Whole Community which is discussed as a requirement for inclusion throughout the planning process.
- WAC 118-04
 - Registration of volunteers through the Emergency Worker Program.

Situation Overview

The Basic Plan portion of the Comprehensive Emergency Management Plan identifies the natural and technological emergencies or disasters the City of Renton may experience that require full support of their communication systems. Major hazards of concern that would

disrupt communication and information systems may include earthquakes, landslides, wind events, winter storms, and cyber-attack.

Alert and Warning

Following an emergency or disaster, people within Renton will expect to be informed of the actions the city is taking to protect life and property loss. The nature of the incident may not allow sufficient time to provide for warning. The City of Renton would likely need to use multiple systems and approaches to alert the population of an emergency or disaster. Alerting systems may include the activation of the ALERT Renton mass notification system or the Integrated Public Alert and Warning System (IPAWS). Although the city of Renton has direct access to generating alerts through ALERT Renton, the city does not control the use of IPAWS, which can issue alerts through the Emergency Alert System (EAS), Wireless Emergency Alerts (WEA), and on the National Oceanic and Atmospheric Administration (NOAA) Weather Radio. These alerting systems provide authenticated emergency and life-saving information to the public through mediums such as mobile or landline telephones, TTY/TDD devices, radio, television, or Weather Radio. Emergency information or warning relayed to the media is publicized at the discretion of the broadcasters. It is important to note that not all warning and emergency notification messages will reach the intended audiences due to disruptions in communication systems. Additionally, system databases will not include all telephone numbers of affected individuals.

Technological limitations may prevent communication with the general public, including those with LEP and those with AFN. Consult the King County Inclusive Emergency Communication Plan (IECP) and the Renton Annex to the King County IECP for alternative communication options specific to addressing LEP and AFN populations. The City of Renton recognizes that members of these communities will have additional difficulties in receiving and understanding warning and emergency notification messages if special efforts are not made to reach them.

Communication Systems

The City of Renton's primary concern will be with lifesaving responses and the restoration of vital city services necessitating the use of communication systems. The city's communication systems may be overwhelmed, damaged, or destroyed by a natural or technological disaster when they are needed the most. As backup communication is limited, it will be necessary to assess, prioritize and allocate the use of all working systems. It is important to note that communication systems may not have sufficient capacity to handle the traffic generated by emergency conditions, therefore, the city may be forced to rely on alternate communication systems when normal communication systems are overwhelmed or inadequate. Communication systems are vulnerable and depending on the nature of the disaster and the extent of the damage, repairs to these systems may take months.

Concept of Operations

It is essential for the City of Renton to have reliable communications and information system capabilities for day-to-day communications, warning capabilities, response and recovery efforts, and coordination with other organizations. Such capabilities must be available to the city for operations from the primary or alternate EOC as well as any other location selected. The City of Renton will prioritize available communications and information systems with life safety first, followed by critical government functions, the protection of property, the environment, and the economy. In the event communication support is needed beyond available capabilities, the City of Renton will request assistance through the King County Emergency Operations Center (EOC) or directly to Washington State EOC.

Procedures detailing responsibility for, and operation of emergency communications equipment are located in the City of Renton Emergency Operations Center Procedures, maintained separately. Procedures detailing the activation of warning systems are found in the City of Renton Emergency Operations Center Duty Officer Manual, maintained separately.

Coordination

- Ensure the capacity to communicate with internal city staff, external agencies including the Renton Regional Fire Authority (RFA), and both the emergency response community and the affected populations are established and interoperable between responders and coordinators at the Federal, tribal, state, and local levels.
- Reestablish sufficient communications infrastructure within the affected areas to support ongoing response activities.
- Reestablish critical information networks including cybersecurity information sharing networks to maintain situational awareness, inform incident response, and support the resiliency of key systems.
- The Incident Commander or their delegate will establish a communications plan for the field units and other organizations responsible for response and recovery efforts.
- The City of Renton EOC may assist Incident Command in communications coordination.

Provision

Communication capabilities presently available to support emergency operations and/or provide emergency alert and warning to the public include:

- **Internal to the City of Renton**
 - City of Renton Critical Emergency Information web page at rentonwa.gov
 - ALERT Renton electronic emergency notification system to notify opted-in individuals via telephone, text message, email, and TTY/TDD of emergencies that may require action.
 - Telephones including landlines, cellular, and satellite.
 - Facsimile machines (fax).
 - Radio Systems, including 800 MHz and VHF.

- City of Renton e-mail (internal notification system only).
 - Comprehensive Emergency Management Network (CEMNET) – two-way VHF radio system for contact with the state EOC at Camp Murray.
 - Renton Emergency Communication Service (RECS) – amateur radio volunteer group which is registered as both a RACES (Radio Amateur Civil Emergency Services) and ARES (Amateur Radio Emergency Services) group and provides two-way communication via voice, limited continuous wave/Morse code, limited radio teletype, and packet using amateur radio frequencies.
 - National Warning System (NAWAS) - a federal landline warning system connecting the state warning network.
 - Valley Communication Center – regional 9-1-1 public safety dispatch center.
 - Use of message runners or couriers to convey written or verbal messages between locations if all communications are disrupted.
 - Use of social media sites such as Twitter, Facebook, Instagram, and NextDoor.
 - Neighborhood Information Centers – publicized locations where written messages can be posted for the public when electronic and media communications are unavailable.
 - Use of universal pictographs or symbols to convey messages without words.
 - Leveraging community-based social networks, which may include word of mouth, email, social media, and other means of informal information sharing by the public.
 - Utilizing interpreters and/or translators to provide messaging that can be understood by significant segments of the population with LEP or AFN. Consult the King County IECF and the Renton Annex to the King County IECF for alternative communication options specific to addressing LEP and AFN populations.
- **External Requests**
 - Communication resources that may be obtained through external requests such as the King County EOC, Washington State Emergency Management Division, or Public Access include:
 - Radio and television broadcasts including City of Renton Cable Channel 21. Commercial broadcasts are at the discretion of the media broadcaster.
 - National Oceanic Atmospheric Association (NOAA) weather radio for announcement of weather forecasts.
 - National Weather Service (NWS) issuance of weather warnings, watches, and advisories, including alerts sent to NOAA Weather Radio.
 - Emergency Alert System (EAS) Relay Network. A national warning system which disseminates emergency alerts and warning messages via radio, satellite, and broadcast television.
 - Wireless Emergency Alerts (WEA), a public safety system that allows customers who own compatible mobile devices to receive geographically targeted messages alerting of emergencies that may require action.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 2 integrates with ESF 15: External Affairs/Public Information to ensure communication with the whole community during preparedness, response, recovery, and mitigation activities are appropriately disseminated. ESF 2 focuses on establishing and maintaining the necessary core communication systems that ESF 15 utilizes. The Whole Community includes populations with LEP, AFN, and individuals with disabilities.

ESF 2 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

The responsibility for development, coordination, and maintenance of communication systems for day-to-day operations rests with individual departments. Technical expertise and support for these systems may be provided by Renton’s Executive Services Department (telephone and electronic) or the Public Works Department (radio) depending on the mode of communication. During an emergency or disaster situation, communication system and infrastructure capability and support may be provided by Renton’s Executive Services and Public Works Departments.

Notification

This ESF can be activated through the following channels:

- Renton Public Works
- Renton Executive Services
- Renton EOC Duty Officer or EOC Director

Activation may occur due to the severity of the event or perceived threat, unmitigated risk to the Renton community, or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EEI	Activity	Collection	Dissemination
Extent of Incident	Gather any available information regarding the extent of the incident.	<ul style="list-style-type: none"> ▪ Renton EOC Duty Officer ▪ Renton Executive Services 	<ul style="list-style-type: none"> ▪ Renton EOC
Assessment	<ul style="list-style-type: none"> - Are communication capabilities operational? <ul style="list-style-type: none"> ○ Determine status and availability of communication resources (landlines, cellphones, internet, radios, satellite, 911 dispatch) 	<ul style="list-style-type: none"> ▪ Renton EOC Duty Officer ▪ Renton Executive Services ▪ Renton Police ▪ Renton Public Works ▪ Renton Emergency Communication Service 	<ul style="list-style-type: none"> ▪ Renton EOC ▪ Renton Executive Services
Information Analysis	Gather/receive information through reporting tools and determine the veracity of the information.	<ul style="list-style-type: none"> ▪ 911 Dispatch ▪ Renton Public Works ▪ Renton Police ▪ Renton EOC Planning Section ▪ Renton EOC Operations Section 	<ul style="list-style-type: none"> ▪ Renton EOC
Impacts	<ul style="list-style-type: none"> - What area is impacted? <ul style="list-style-type: none"> ○ Confirm geographic location/borders and boundaries. ○ Confirm boundaries of impact area to include. ○ Determine population impacted. - Is there any impact to life safety? - Confirm access to Emergency Notification Systems. - Status of broadcasting, internet, and other communication structures or facilities. 	<ul style="list-style-type: none"> ▪ Renton EOC Duty Officer ▪ Renton Executive Services ▪ Renton Police ▪ Renton Public Works ▪ Renton Parks and Recreation ▪ Renton RFA ▪ Renton Emergency Communication Service 	<ul style="list-style-type: none"> ▪ Renton EOC

This list is not exhaustive. As an event progresses, information, population needs, available resources and support, and situational awareness will develop and change.

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statement of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
<p>Statement of Purpose: Responsible agencies undertake activities to ensure the mitigation of preventable or limitable impacts to the systems and resources upon which ESF 2 capabilities rely. These are physical or technological systems in place which support the Core Response Capabilities which allow for the coordination of ensuring communication capabilities remain operable in regard to potential or actual emergencies or disasters that could affect the City of Renton.</p>		
Core Capability	Activity	Responsible Agency(s)
<p>Infrastructure Systems/Long – Term Vulnerability Reduction</p>	<p>Stabilize, restore, and revitalize systems and services to support a resilient community through:</p> <ul style="list-style-type: none"> ○ Mitigation programs for all city computer and communication systems to protect them from the effects of an emergency or disaster. <ul style="list-style-type: none"> ▪ Included in this program will be the seismic protection of all essential city computer and communication systems. ○ New technologies designed to improve the reliability of communication systems. <p>Mitigation programs for all radio and wireless communications systems to protect them from the effects of an emergency or disaster.</p>	<p>Renton Executive Services</p> <p>Renton Public Works</p> <p>Renton Emergency Communication Service</p>

Preparedness		
<p>Statement of Purpose: Responsible agencies undertake planning and redundancy activities to ensure the preparedness and readiness of systems and resources upon which ESF 2 rely. These are plans, procedures, exercises, and redundancies in place that support the Core Response Capabilities which allow for the coordination of preparing communication capabilities to remain operable in regard to potential or actual emergencies or disasters that could affect the City of Renton.</p>		
Core Capability	Activity	Responsible Agency(s)
<p>Infrastructure Systems</p>	<p>Prepare and design reliable, redundant, and robust communication systems for daily operations capable of quickly reconstituting normal operations in the event of disruptions or destruction.</p>	<p>Renton Executive Services</p> <p>Renton Public Works</p> <p>Valley Communications</p>
<p>Operational Coordination</p>	<p>Participate in communication exercises, trainings, and drills in support of this ESF that evaluate plans and capabilities.</p>	<p>All Renton Departments</p> <p>Renton RFA</p>
	<p>Develop, facilitate, and promote communication training, drills, and exercises that evaluates plans</p>	<p>All Renton Departments</p>

	and capabilities in support of this ESF with the inclusion of relevant public information officer roles and whole community partners.	
	Ensure social media accounts and passwords are up to date and accessible.	Renton Executive Services Renton Police
	Maintain and regularly test the 800 MHz radio system for local emergency responders.	Puget Sound Emergency Radio Network
	Build an amateur radio communications system that supports emergency operations	Renton Emergency Communication Service
	Maintain a deployment plan for staffing amateur radio at critical locations specified by city staff.	
Logistics and Supply Chain Management	Maintain an inventory and record of assigned communications equipment. Document damages or necessary repairs.	Renton Executive Services
Planning	Establish standard operating and reporting procedures for emergency communications, alerts, and warning both internally for City of Renton employees and externally for the public.	Renton Executive Services
	Align plans, procedures, and systems that support required communications with all Federal, State, local, and tribal governments, and agencies.	
	Pre-stage relevant emergency messages and/or maps with the automated emergency notification system.	
	Consult the King County IECF and the Renton Annex to the King County IECF for alternative communication options specific to addressing LEP and AFN populations.	

Response		
<p>Statement of Purpose: Responsible agencies undertake the coordination of response activities to ensure the systems and resources upon which ESF 2 capabilities rely are maintained and operable. These are physical or technological systems in place which support the Core Response Capabilities which allow for the coordination of ensuring communication capabilities remain operable in regard to potential or actual emergencies or disasters that could affect the City of Renton.</p>		
Core Capability	Activity	Responsible Agency(s)
Infrastructure Systems	Reestablish critical information networks, including cybersecurity and information sharing networks to inform situational awareness, enable incident response, and support the resilience of key systems.	Renton Executive Services
	Reestablish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and a transition to recovery.	Renton Public Works Renton Executive Services

Operational Communication	Manage communications throughout response organizations on-scene through coordinating the establishment of interoperable voice and data communications between City of Renton, local, and out-of-area responders.	Renton Executive Services
	Relay critical incident information from the City of Renton EOC. Renton EOC will provide support and coordinate communications throughout duration of the event.	Renton Executive Services
	Relay incident information to the King County EOC and/or the Washington State EOC	
	Activate the RECS volunteer group to overcome communication shortfalls, deploying them to staff the Renton EOC Communications Unit.	
	Assist in identifying and maintaining directories of compatible frequencies used by organizations throughout the incident.	Renton Emergency Communication Service
Logistics and Supply Chain Management	Mobilize staff and/or volunteers to assist in the communications function as needed.	All Renton Departments Renton RFA Renton Emergency Communication Service
	Anticipate and communicate resource requests to include communication equipment, maintenance, personnel, technical support, and other services or commodities.	All Renton Departments
	Provide communications resource support to include commodities, personnel, services, and moving and delivering of resources, for the City of Renton, if requested.	Renton Executive Services King County EOC
Situational Assessment	Through emergency notification or alternative call-out system, notify city officials/departments of emergency or disaster situation.	Renton Executive Services
	Establish and maintain a common operating picture to analyze and deliver critical information sufficient to inform policy and decision making and stabilize the incident.	
	Expand situational awareness and inform and notify neighboring jurisdictions when an incident has occurred as timely as possible.	
Public Information and Warning	Activate and disperse public messaging through ALERT Renton and other alerting systems.	Renton Executive Services King County EOC WA EMD
	Update and publish information to the emergency information web page if the necessary systems are accessible and operational.	
	Coordinate an external messaging strategy that meets the needs of LEP/AFN populations while	Renton Executive Services

	adhering to the procedures described in ESF 15 and the Renton Annex to the King County Integrated Emergency Communications Plan.	Renton Equity, Housing and Human Services
	Provide technical information regarding fire, hazardous materials, or other hazards to the Renton EOC to assist in crafting appropriate emergency messages.	Renton RFA Renton Police Renton Public Works Renton Parks and Recreation Renton Executive Services Renton Community and Economic Development
Planning	Implement incident communication interoperability plans and protocols and consider: <ul style="list-style-type: none"> - Information relay - Radio transmission clarity - Notification for internal staff - Notification for general public 	All Renton Departments Renton RFA Renton Emergency Communication Service

Recovery		
Statement of Purpose: Responsible agencies undertake activities to ensure the recovery effort returns the systems and resources upon which ESF 2 capabilities rely to a steady state. These are physical or technological systems in place which support the Core Response Capabilities which allow for the coordination of ensuring communication capabilities are reestablished and recovered in regard to potential or actual emergencies or disasters that have affected the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Infrastructure Systems	Repair and restore amateur radio communication systems or provide technical information or recommendations on the restoration of those systems.	Renton Emergency Communication Service
	Repair and restore or coordinate and direct the restoration of communication systems within the scope of their access and expertise.	All Renton Departments Cellular Providers / Telecommunications Companies
	Coordinate the repair and restoration of overall communication systems through the City of Renton EOC.	Renton Executive Services Renton Public Works Puget Sound Emergency Radio Network
	Coordinate the maintenance and repair of respective radio communication equipment.	Renton Public Works Renton RFA King County EOC
Operational Communication	Continue to provide communication support for emergency operations, as needed and directed by city staff.	Renton Emergency Communication Service

Public Information and Warning	Support and amplify ongoing public information messaging content; consult the King County IECP and the Renton Annex to the King County IECP for alternative communication procedures specific to addressing LEP and AFN populations.	Renton Executive Services King County EOC
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Resource Requirements

Technical and support staff will be necessary to expedite the establishment of critical communication systems. Equipment and supplies should be cached to support operations for a minimum of 3 days. Alternate power sources should be available to operate electricity dependent systems.

References

- City of Renton EOC Standard Operating Procedures
- City of Renton EOC Duty Officer Manual
- City of Renton Annex to the King County Inclusive Emergency Communications Plan (IECP)
- Memorandum of Understanding between City of Renton and Renton Emergency Communication Service.
- King County Comprehensive Emergency Management Plan
- [King County ARES/RACES Resources](#)
- King County Inclusive Emergency Communications Plan (IECP)
- Valley Communications Emergency Restoration Procedures
- Puget Sound Regional Catastrophic Disaster Coordination Plan
- Washington State Comprehensive Emergency Management Plan

Terms and Definitions

- **Access and Functional Needs (AFN):** includes those people who may have specific needs related to the emergency incident. In the context of this ESF, this includes those members of community who are blind, visually impaired, deaf/blind, and/or have experienced hearing loss.
- **Limited English Proficiency (LEP):** refers to individuals who do not speak English as their primary language and have a limited ability to read, speak, write, or understand English.
- **Significant segment of the population:** refers to 5% of the total population of the city, or 1,000 persons, whichever is smaller.

Additional terms and definitions can be found in the Basic Plan.

Appendices

None.

EMERGENCY SUPPORT FUNCTION 3: PUBLIC WORKS AND ENGINEERING

Primary Agency:	City of Renton Public Works Department
Support Agencies:	City of Renton Community and Economic Development Department City of Renton Parks and Recreation Department City of Renton Police Department City of Renton Executive Services Department Renton Regional Fire Authority King County Emergency Operations Center King County Department of Transportation King County/Metro Transit Puget Sound Energy Seattle City Light Washington State Department of Transportation

Introduction

Purpose

Emergency Support Function (ESF) 3 is developed for the coordination of engineering and public works activities. This may include:

- Emergency construction, demolition, and repairs.
- Operation and management of water, wastewater, storm water, and transportation systems (traffic systems and airport).
- Inspection of facilities for structural condition and safety.
- Maintenance and repair of city vehicles.
- Coordination of heavy equipment resources required to support emergency operations of the City of Renton.

The following Core Capabilities support the roles and responsibilities of ESF 3. The primary and supporting core capabilities are defined to support the execution of emergency construction, operations, and management for this ESF as follows:

Primary Response Core Capability	
Infrastructure Systems	Stabilize critical Public Works infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.

Supporting Response Core Capability	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure that protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Logistics and Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Mass Care Services	Provide life-sustaining and human services to the affected population to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

Renton Public Works capabilities include technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair of water, stormwater, and wastewater facilities, emergency response to transportation route systems (traffic and airport), provision of potable water, and emergency power. Activities within the scope of these capabilities include:

- Coordination of mitigation activities including seismic retrofitting.
- Assists in damage assessment information collection immediately following the event.
- Emergency clearance of debris to allow access for emergency first responders.
- Removal of debris from public streets and roads.
- Temporary repair or replacement of emergency access routes to including damaged streets, roads, bridges, and any other facilities necessary for passage of emergency first responders.

- Emergency restoration of critical utility systems including temporary restoration of water supply and distribution systems, wastewater collection systems, and drainage systems.
- Emergency contracting to support public health and safety.
- Assist in the preparation of Preliminary Damage Assessment reports as requested.
- Support other ESF's as outlined in the CEMP.

The City of Renton will provide public works response service capabilities to lands and facilities under its jurisdiction. Response to private property problems shall be performed only when a city facility, such as a utility is causing the problem or when life or public health is threatened. Renton Public Works may assist in the evaluation of unsafe conditions on private property giving recommendations for repair or restoration. Renton Community and Economic Development (CED) may provide a structural engineer to assess conditions on private property if there is an immediate threat to life. The following Revised Codes of Washington (RCW) and Washington Administrative Codes (WAC) apply to ESF 3 guidelines, authorities, and policies as follows:

Revised Code of Washington (RCW):

- **43.155.065, Emergency public works projects.**
Establishes low-interest or interest-free loans for emergency public works projects.
- **57.08.170, Emergency Water Use Restrictions**
Establishes the authority to restrict water use and fine violators.
- **77.55, Department of Fish and Wildlife, Construction Projects in State Waters**
Reviews laws and regulations pertinent to a construction project that effects state salt and fresh waterways.
- **86.16.035, Department of Ecology – Control of dams and obstructions**
Empowers Department of Ecology to supervise and control all dams and obstructions of streams, including regulation of these structures.

Washington Administrative Code (WAC):

- **173-175-610, Department of Ecology, Dam Safety Emergencies**
Provides guidance to Department of Ecology for responding to dam emergencies.

City of Renton Policies

- **400-09, Emergency Water Shut-down Notification.**
Establishes a policy/procedure for notification of emergency water shut down of water mains, fire hydrants, or other pertinent valves.

Situation Overview

The City of Renton’s Annex to the King County Regional Hazard Mitigation Plan identifies the natural and technological emergencies or disasters the City of Renton may experience that

could overwhelm Renton Public Works. An emergency or disaster could damage or destroy structures, streets, signals, or water, storm drainage and sewer utility systems.

Renton Public Works personnel may also be affected by the event and unable to work or obtain the necessary equipment to perform their standard operations. Additional resources may not be available to the city to meet emergency requirements. County, state, or federal assistance may be necessary to ensure a timely, efficient, and effective response.

Planning Assumptions

- Debris clearance and emergency road repairs will be given priority to support immediate lifesaving emergency response.
- Water supplies and infrastructure for firefighting will be evaluated, and priority may be given to areas determined most critical.
- Renton Public Works engineering personnel and construction equipment may become overwhelmed and require resource assistance from outside the jurisdiction of the city.
- Emergency supplies of potable drinking water will be coordinated system wide or at pre-designated locations such as functional water reservoirs.
- Previously inspected structures and city utility systems may require re-evaluation when after-shocks occur following an earthquake or, in other disasters, whenever conditions of the disaster substantially worsen.

Concept of Operations

General

Renton Public Works will coordinate engineering and construction activities and communicate with support agencies such as city departments, the City of Renton Emergency Operations Center (EOC), and the Washington State Department of Transportation (WA DOT) as necessary.

Damage assessment may be conducted for in conjunction with ESF 1 following the procedures outlined in the Damage Assessment Annex. Information collected will be forwarded to Renton Public Works and the City of Renton EOC, if activated. Renton Public Works will then develop Incident Action Plans with the support of ESF 5 - Emergency Management and ESF 14 - the City of Renton Disaster Recovery Plan, for response and recovery activities.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 3 includes communicating with the whole community throughout preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 3 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

The Primary Agency responsible for the coordination of this ESF is the City of Renton Public Works Department. They will provide public works and engineering assistance, as resources allow, meeting the city's needs in an emergency or disaster. In the event of an emergency, ESF 3 will function within the Operations Section of the Renton EOC.

Notification

This ESF can be activated through the following channels:

- Renton Public Works
- Renton Police
- Renton Regional Fire Authority
- Renton EOC Duty Officer or EOC Director

Activation may occur due to the severity of the event or perceived threat; unmitigated risk to the Renton community; or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EI	Description	Collection	Dissemination
Resources	What is the status and location of Public Works response teams, equipment and materials needed for response?	Renton Public Works	Renton EOC Public Works DOC
Extent of Incident	<p>Gather situational reports regarding the type and extent of the incident and impact to Public Works Infrastructure.</p> <p>Number and locations of impacted persons without access to wastewater, potable water, and transportation access/ "islanded populations".</p> <ul style="list-style-type: none"> - Status of Public Works infrastructure operational capabilities: <ul style="list-style-type: none"> ○ transportation systems ○ airport ○ bridges 	Incident Commander	Renton EOC

	<ul style="list-style-type: none"> ○ water supply ○ potable water treatment facilities ○ reservoirs and water distribution systems ○ pump stations and lift stations ○ wastewater collection systems ○ drainage collection systems ○ condition of public works maintenance and operation facilities 		
Disaster Impact Numbers	<p>Number and location of drainage systems impacted, areas flooded, number of homes flooded.</p> <p>Number of buildings/facilities/systems needing inspection.</p>	<p>Incident Commander Renton Public Works Renton RFA Renton Police</p>	<p>Renton EOC Public Works DOC</p>
Public Works Structures and Facilities	<p>Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of:</p> <ul style="list-style-type: none"> - City of Renton owned and operated facilities and structures. 	<p>Incident Commander Renton Public Works</p>	<p>Renton EOC Renton Public Works DOC</p>
Transportation Systems	<p>Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of:</p> <ul style="list-style-type: none"> - Street closures. - Non-operable traffic signals. - Transportation Systems including bridges. 	<p>Incident Commander Renton Public Works Renton RFA Renton Police</p>	<p>Renton EOC Renton Public Works DOC</p>
Renton Municipal Airport	<p>Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of:</p> <ul style="list-style-type: none"> - Renton Municipal Airport facilities, runway, and access routes. 	<p>Incident Commander Renton Public Works</p>	<p>Renton EOC Renton Public Works DOC</p>
Dams	<p>Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of:</p> <ul style="list-style-type: none"> - Flow of rivers and streams. - Weather forecast conditions. - Cedar River Dam. 	<p>Incident Commander Renton Public Works Army Corps of Engineers</p>	<p>Renton EOC Renton Public Works DOC</p>
Raw Water Supply, Storage Systems, and Facilities	<p>Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of:</p> <ul style="list-style-type: none"> - Environmental status of water source. - Quantity of potable water available. 	<p>Incident Commander Renton Public Works</p>	<p>Renton EOC Renton Public Works DOC</p>
Treated (finished) Water Storage	<p>Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of:</p> <ul style="list-style-type: none"> - Quantity of water available. 	<p>Incident Commander Renton Public Works</p>	<p>Renton EOC Renton Public Works DOC</p>

Systems and Facilities			
Treated Water Distribution Systems and Facilities	Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of: <ul style="list-style-type: none"> - Number of water distribution system breaks. - Number of water customers without potable water. 	Incident Commander Renton Public Works	Renton EOC Renton Public Works DOC
Water Treatment Facilities	Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of: <ul style="list-style-type: none"> - Renton water treatment facilities. 	Incident Commander Renton Public Works	Renton EOC Renton Public Works DOC
Wastewater Treatment Facility and Interceptors	Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of: <ul style="list-style-type: none"> - Wastewater treatment facilities and interceptors. 	Incident Commander Renton Public Works	Renton EOC Renton Public Works DOC
Wastewater Collection Systems and Facilities	Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of: <ul style="list-style-type: none"> - Number of wastewater collection system breaks. - Number of impacted wastewater collection facilities. 	Incident Commander Renton Public Works	Renton EOC Renton Public Works DOC
Drainage Collection Systems and Facilities	Status (operational, damaged, destroyed, unknown), number, location, and approximate restoration date of: <ul style="list-style-type: none"> - Number of impacted drainage collection systems and facilities. 	Incident Commander Renton Public Works	Renton EOC Renton Public Works DOC

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies listed in this ESF. These actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Determine mitigation strategies to increase the integrity of critical infrastructure and related systems thus reducing damage potential within the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Infrastructure Systems	Mitigate city utility systems to increase integrity and decrease damage potential.	Renton Public Works
	Implement hazard mitigation in the development of policy, issuing of permits, and the design and construction of city facilities, including water, sewer,	

	drainage, and street facilities and structures. This mitigation program will include the designation of methods to support emergency power sources for city wells, sewer pumping stations and fuel supplies necessary to public works operations.	
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Preparedness		
Statement of Purpose: Develop and maintain primary and alternative critical infrastructure and related systems plans, policies, procedures, and trainings that can be implemented in the event of an emergency, disaster, or disruption.		
Core Capability	Activity	Responsible Agency(s)
Planning	Provide and participate in emergency management training, drills, and exercises.	Renton Public Works
	Provide regular training to staff for home and work emergency preparedness.	
	Develop policies and procedures for emergency response and recovery for public works activities.	
	Work with neighboring jurisdictions and water districts to establish mutual aid and inter-local agreements.	
Environmental Health and Safety	Ensure that field personnel have training, proper protection, and equipment necessary for response to an emergency or disaster.	Renton Public Works
	Provide a Renton Public Works liaison to support Washington State Department of Transportation and Puget Sound Energy as requested.	Renton Public Works

Response		
Statement of Purpose: Coordinate and mobilize resources to support the assessment and stabilization of impacted public works systems and infrastructure.		
Core Capability	Activity	Responsible Agency(s)
Logistics and Supply Chain Management	Provide personnel to conduct post disaster safety evaluation of buildings in accordance with the Damage Assessment Annex.	Renton Public Works
	Organize trained personnel to perform preliminary damage assessment of city roads, bridges, and utility systems.	Renton Community and Economic Development
	Coordinate the provision of light and heavy construction equipment, supplies and personnel.	Renton Public Works
	Provide operational control of traffic signals and flashers under the city's jurisdiction.	

	Maintain, inspect, and repair essential equipment and vehicles.	
	Provide resources to maintain the flood fighting operations.	
Situational Assessment	Assess the impacted areas for conditions that deem an immediate threat to life safety and deploy necessary resources.	Renton Public Works
	Assess impacted areas for contaminated soils and deploy necessary resources.	
Critical Transportation	Coordinate and provide the placement of traffic control signs and barricades for road closures, detours, and potential road hazards. Provide operational control of traffic signals and flashers under city jurisdiction.	Renton Public Works
Infrastructure Systems	Monitor city water supply for possible contamination.	Renton Public Works
	Provide for emergency restoration of city roads, water and storm/sewer systems, construction equipment, and emergency vehicles.	
	Complete damage assessment of City of Renton infrastructure structures in accordance with the Damage Assessment Annex.	
	Provide debris clearance (except on private property), emergency protective measures, emergency, and temporary repairs and/or construction on city lands, roads, dikes, drainage, storm/sanitary sewer and water systems, and facilities.	
	Perform or contract major recovery work to restore damaged public facilities under Public Law 93-288, the Disaster Relief Act.	
	Coordinate operational permitting and engineering support for the emergency construction, demolition, repair, operation and management of essential facilities, and the inspection of those facilities during or following an emergency or disaster.	
Operational Coordination	Provide resources, personnel, and technical support for response and recovery activities to include repair and restoration of local services (gas, electric, telephone) as well as water and wastewater systems.	All Agencies
	Reconstruct, repair, and maintain state transportation systems. Notify City of Renton Public Works Department regarding the status of the state transportation systems through Renton.	Washington State Department of Transportation
	Coordinate with City of Renton Public Works Department on the designation of alternate transportation routes.	King County Department of Transportation

	Provide regulatory information, technical and resource support for the City of Renton Public Works Department response and recovery activities.	Department of Local Services
	Identify, prioritize, and coordinate repair work for local roads, local bridges, and utilities (in coordination with ESF 12).	Renton Community and Economic Development
	Provide damage assessment evaluations to Renton Public Works DOC or the City of Renton EOC if activated, to include identification of outages and main breaks, their locations, and probable restoration times on the utility systems within the City of Renton.	Renton Public Works
	Provide personnel to be part of the preliminary damage assessment team for City of Renton Public Works Department transportation systems and facilities, when requested.	All City Departments
	Request public works resources from neighboring jurisdictions or districts through pre-existing agreements.	Renton Public Works
	Activate Renton EOC and Damage Assessment Teams, as needed.	

Recovery		
Statement of Purpose: Coordinate the restoration and recovery of the public works systems and infrastructure.		
Core Capability	Activity	Responsible Agency(s)
Planning	Provides documentation of costs incurred for the response and recovery efforts of City Public Works operations to the Renton Emergency Operations Center.	City of Renton Public Works

Resource Requirements

- ATC-20: Standards for seismic evaluation of buildings developed by the Applied Technology Council.

References

- City of Renton Public Works Emergency Management Plan
- King County Comprehensive Emergency Management Plan
- Washington State Comprehensive Emergency Management Plan
- King County Regional Debris Management Plan
- ATC-20 Post Earthquake Safety Evaluation of Buildings

- Intertie Agreements for Emergency Water Supplies
Purveyors include City of Kent, Tukwila, and Seattle
- King County Regional Hazard Mitigation Plan
- City of Renton Annex to the King County Regional Hazard Mitigation Plan
- Puget Sound Regional Catastrophic Disaster Coordination Plan, Transportation Recovery Annex

Terms and Definitions

See Basic Plan.

Appendices

None.

EMERGENCY SUPPORT FUNCTION 4: FIREFIGHTING

Primary Agency:	Renton Regional Fire Authority
Support Agencies:	City of Renton Executive Department
	City of Renton Public Works Department
	City of Renton Police Department
	City of Renton Community and Economic Development Department
	King County Emergency Operations Center
	Fire Mutual Aid Agencies
	King County Office of the Fire Marshal
	Utility Companies
	Valley Communications Center
	Washington State Department of Natural Resources
	Washington State Patrol
	Washington State Office of the Fire Marshal

Introduction

Purpose

The purpose of Emergency Support Function 4 (ESF 4) Firefighting is to describe the framework for response, preparedness, mitigation, and recovery from natural, human caused or catastrophic events requiring a fire response within the City of Renton. This will provide for the coordinated use of Renton Regional Fire Authority (RFA) resources in suppressing urban, rural and wildland fires, which could be human caused, or the result of a technological or natural disaster. ESF 4 is developed to provide an organizational framework that will effectively utilize all available firefighting apparatus and personnel within the City of Renton, describe the dispatching of such equipment and manpower to locations where needed, and provide for effective operations at the scene during an emergency or disaster.

The following Core Capabilities support the roles and responsibilities of ESF 4. The primary and supporting core capabilities are defined to support the execution of Firefighting operations for the ESF as follows:

Primary Response Core Capabilities	
Fire Management and Suppression	Provide structural, wildland, and specialized firefighting capabilities to manage and suppress fires of all types, kinds, and complexities while protecting the lives, property, and the environment in the affected area.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health and Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
On-Scene Security, Protection, and Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The procedures to be used during fire and other emergencies requiring fire service resources are defined in the Washington state fire mobilization plan, [RCW 43.43.962](#): State Fire Services Resource Mobilization Plan (2019). (Formally [RCW 38.54.030](#)). Consistent with Department of Homeland Security National Incident Management System, the fire department or authority must implement the Incident Command System in accordance with [WAC 296-305-05000](#): Incident Management (2019). Fire suppression management and procedures are identified in [WAC 296-305-05002](#): Fire Suppression (2019). Accountability for wildland firefighter and firefighter safety standards are outlined in [WAC-296-305-07012](#): Wildland Fire Personnel Accountability (2019) and [WAC 296-305](#): Safety Standards for Firefighters (2019).

The guidelines established in the Renton Regional Fire Authority Operating Procedures shall be followed in responding to an emergency or disaster. This includes the activation of the fire Department Operating Center (DOC) to establish operational control and:

- All activities within ESF 4 will be conducted in accordance with the National Incident Management System (NIMS) and the National Response Framework (NRF) and will utilize the Incident Command System (ICS).
- Priority shall be given to life safety, incident stabilization, property conservation, environmental protection, and economic considerations, in that order.
- In the event the Renton RFA has exhausted all resources through automatic/mutual aid agreements, one or more of three established fire resource plans may be activated. These three plans consist of the King County Fire Resource Plan, the South Puget Sound Regional Fire Defense Plan, and the Washington State Fire Services Resource Mobilization Plan (RCW 43.43.962).
- The Renton EOC, if activated, will be informed when resources are reasonably expected to be exhausted. The Renton EOC will communicate critical resource updates to the Policy Advisory Group if policy level decisions are required in the continued management of the incident.
- Critical Incident Stress Debriefing (CISD) may be requested within one week of an incident through the Resiliency Coordinator to support fire personnel and their families.
- Fire service mutual aid will be exhausted or nearly exhausted prior to requesting regional or state fire mobilization resources.
- Valley Communications Center is the designated public safety answering point (E 9-1-1 dispatch center) for the dispatch of fire mobilization resources in Zone 3 (South King County). Other 9-1-1 dispatch centers will support Valley Communications Center upon request. These are Port of Seattle Dispatch Center, NORCOM for Zone 1 (North and East King County), Seattle Fire Department Fire Alarm Center for Zone 5 (City of Seattle), and the King County Sheriff's Office Communications Center.
- Each local, state, or federal agency will assume the full cost of protection of the lands within its respective boundaries unless other arrangements are made. Fire protection agencies should not incur costs in jurisdictions outside their area without reimbursement unless there is a local mutual aid agreement between those jurisdictions. It is essential that the issue of financial limitation be clarified through proper official channels for efficient delivery of fire services.
- Coordination with and support of state and local fire suppression organizations is accomplished through the state forester, in cooperation with the state fire marshal, Washington State Emergency Management Division (WA EMD), or other appropriate fire suppression organizations operating under NIMS/ICS.
- National support for local and state firefighting operations is coordinated through the National Interagency Coordinating Center (NICC) located at the National Interagency Fire Center (NIFC) in Boise, ID. This is coordinated between the Washington State Fire Marshal or WAEMD and the Joint Field Office (JFO).

The Renton RFA policies and procedures outline mutual aid partners and DOC guidelines to be used for large incidents. Within these policies are disaster specific standard operating procedures (SOPs) written to support Renton RFA's disaster response. Additionally, the King County Fire Chiefs Model Procedures outline countywide disaster specific policies that all fire agencies in King County follow. These specific SOPs and procedures are listed in the References section at the end of this document.

Situation Overview

Emergencies or disasters may occur in a local jurisdiction at any time causing fires of all types and complexities; significant human suffering, injury, and death; public and private property damage; environmental degradation; economic hardship to businesses, families, and individuals; and disruption of local government. Urban and rural fires may result from or occur coincidentally with, an earthquake or as the result of another significant event.

Under ideal conditions, the management of large firefighting operations is complex and involves an immense staff, several different agencies, and jurisdictions. Normal response will be hampered by such occurrences as bridge failures, landslides, traffic congestion, fallen debris, flooding or fire. Fire and life safety response times will be delayed and responses to occurrences will be prioritized. Extremely large fires and those resulting from, or coinciding with a major earthquake or other disaster, will place extraordinary demands on available resources and logistics support systems. Availability of fire service personnel may be limited due to injuries, personal concerns, needs or limited access to work location. First arriving recall personnel may be assigned to initial first response for emergencies. Agencies which commonly support large fire suppression operations (mutual aid, fire mobilization, police, public works, the Department of Ecology, the American Red Cross, etc.), will receive many fire and non-fire related requests. Many of the resources normally available for use in fighting large fires may be unavailable. Support normally given by electric, gas and water utility companies may be hampered by the magnitude of the incident. Also, utility failure such as the disruption of firefighting water supply may compound or add to the size of the incident.

A significant natural or technological event may result in many fire emergencies throughout the City of Renton. In any major fire, airborne burning materials can be distributed over a wide area, complicating the response. Ignition sources could also cause hundreds of fires throughout South King County during and after an earthquake. The damage potential from fires in urban areas during and after a major earthquake is extreme. Under the worst conditions, these fires will have the potential to spread rapidly, cause extensive damage, and pose a serious threat to life, property, and the environment. Intra-jurisdiction and mutual aid firefighting resources may be difficult to obtain and utilize due to massive disruption of communications, transportation routes, utilities, and water systems. Communication channels will likely be disrupted, and the attempted use of these systems may be overwhelmed due to heavy traffic. If communications are completely down, it will be necessary for the city to manage its own resources through the implementation of the Renton EOC and the Renton RFA DOC.

Concept of Operations

General

Firefighting involves the organization and management of fire scene activities to suppress fires of all types, kinds, and complexities while protecting the lives, property, and the environment in the affected area. This includes the resource assistance of other agencies through the countywide mutual aid agreement and the statewide mobilization plan.

For the purpose of this ESF, fire service is considered fire suppression and control. Basic emergency medical care and immediate life safety services, such as rescue and hazardous materials response, although delivered by the Renton RFA, are detailed in other ESFs (ESF 8 – Public Health and Medical Services, ESF 9 – Search and Rescue and ESF 10 – Hazardous Materials Response). Additional capabilities of the Renton RFA include Water Rescue, Technical Rescue, Wildland firefighting and Hazmat response.

The resources and logistics utilized to fight fires depend on the type or category of the fire incident. The differences are described below:

- **Urban Fires** - A fire of natural or human-caused origin that results in the destruction of property, homes, businesses, and other structures in populated, urban, or suburban areas. These fires occur primarily in cities or towns with the potential to rapidly spread to adjoining structures.
- **Rural Fires** - A fire of natural or human-caused origin that occurs in or near forest or grassland areas where isolated homes, subdivisions, and small communities are located. These uncontrolled fires can start as, or grow into, a structure or wildland fire that can extend to urban areas.
- **Wildland Fires** - A fire of natural or human-caused origin that results in the uncontrolled destruction of forests, field crops, and grasslands. Wildland fires can be identified by their severity as Type 5 being the least complex and Type 1 as the most complex. Members on Renton RFA's Wildland team will be trained and shall maintain the Wildland Technician level firefighter minimum standard of the National Wildland Coordinating Group (NWCG) Firefighter 2 (FF2) or equivalent training. These Wildland Technicians can be deployed statewide and nationally.

Renton RFA will manage and coordinate firefighting activities within the city. Other Renton RFA functions may be carried out concurrently and by the same personnel during the course of firefighting. The Renton RFA is signatory to a countywide mutual aid agreement which is defined as the King County Interlocal Agreement (KC ILA) for Mutual Aid. The fire service also cooperates in a statewide mobilization plan defined as the Washington State Fire Services Resource Mobilization Plan. This plan is activated through a detailed request by the Renton Duty Chief to the Zone 3 Coordinator, the King County Coordinator, and ultimately the South Puget Sound Regional Coordinator through the Valley Communications Dispatch Center. Renton

RFA is also a participant in the Zone 3 Fire Operations Chief Coordinators, for large-scale incidents.

The Fire Chief or designee will activate the Departmental Operations Center (DOC) to manage and support complex or significant field incidents, or high call volume events. The Duty Chief or on-duty South Battalion Chief/Safety Officer will be an overall coordinator of fire service activities during or following a disaster. The DOC will coordinate with the field command post and the City of Renton EOC as necessary. The primary location of the DOC is Renton RFA Station 13 (Headquarters). The back-up location will be Renton RFA Station 12 which is downstairs at the same location as the City of Renton EOC when activated. An alternate location will be the City of Renton Public Works Maintenance Shops building.

Communications will be through established channels. The primary mode of emergency communications would take place on the Puget Sound Emergency Radio Network (PSERN) radio communications system. Secondary communications are outlined in RRFA Communication Guide and include Site Trucking, State Ops, VHF radios, MDC, pagers and amateur radios (HAM radios).

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 4 includes communicating with the Whole Community during firefighting preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 4 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

The Renton RFA has the responsibility for the accomplishment of firefighting activities in the Renton Regional Fire Authority service area. This includes the City of Renton along with King County Fire Protection District #25 (East Renton Plateau) and #40 (Fairwood). There are currently seven Renton RFA fire stations that have pre-designated response areas and provide backup as necessary to the other stations. Renton RFA key fire stations that will be backed-up and staffed include Station 11 (downtown), Station 16 (East Renton Plateau) and Station 17 (Fairwood). The Response Operations Division is responsible for all Suppression, EMS, Technical Rescue, Water Rescue, and Hazardous Material activities. The Office of the Fire Marshal is responsible for providing International Fire and Building Code inspections, plans checking, public education and fire investigation. The Support Services Division and Administration are responsible for fleet, facilities, logistics, finance, security and other support needs. The EMS/Health and Safety Division is responsible for Emergency Medical Services (EMS) as well as occupational injury, illness and exposure of RRFA members.

The Renton EOC will support the ongoing efforts of ESF 4 through the Operations section as detailed below.

Notification

ESF 4 can be activated through the following channels:

- Incident Commander
- Battalion Chief/Safety Officer (BC/SO)
- Fire Duty Chief/Deputy Chief
- Fire Chief
- Zone 3 fire coordinator
- King County fire coordinator
- EOC Duty Officer or EOC Director

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EI	Description	Collection	Dissemination
Extent of Incident	Gather information regarding the extent of the incident: <ul style="list-style-type: none"> - Is it growing or stable? - Are lives at risk? If so, where? - What are the weather conditions? Consider wind direction. 	Incident Commander	Renton EOC Duty Officer Renton RFA Duty Chief
Logistics	Number, location, and mission assignments of ESF 4 staff deployed to incident coordination locations: <ul style="list-style-type: none"> - KC EOC - Renton EOC - Joint Field Office (JFO) - Other field sites 	Incident Commander Renton RFA Duty Chief Zone 3 Fire Coordinator KC Fire Coordinator	Renton EOC Duty Officer Renton RFA Duty Chief
Resources	Number, location, and role of pre-positioned and deployed ESF 4 resources.	Incident Commander Zone 3 Fire Coordinator KC Fire Coordinator	Renton EOC Duty Officer Renton RFA Duty Chief

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies listed in this ESF. These actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: To reduce fire hazards of all types through implementing fire prevention programs such as through building inspections, code enforcement, community outreach and public awareness/education. The Renton RFA Office of the Fire Marshall (OFM) and the City of Renton Community and Economic Development (CED) Team help support this mission for the Renton RFA which contributes to the overall safety of the public and community.		
Core Capability	Activity	Responsible Agency
Planning	Develop and implement fire prevention and fire safety programs.	Renton RFA Renton Community and Economic Development
	Review building plans, issue permits and perform inspections of general businesses, fire code permitted occupancies, multi-family housing and other licensed facilities to reduce the risk of fire.	
	Review, evaluate, inspect and issue permits for the storage and use of hazardous materials to reduce the risk of a release or spill.	
Operational Communications	Work with Renton Emergency Communication Service (RECS) as described in ESF 2 (Communications).	Renton RFA
Environmental Response/Health and Safety	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.	Renton RFA Renton Community and Economic Development
Fire Management and Suppression	Monitor conditions and when appropriate, issue burn bans and/or restrictions to reduce human-caused wildfires during extremely hot and dry weather conditions.	Renton RFA Office of the Fire Marshall
	Issue and enforce firework ban within city limits to reduce fires and associated damages to property and injuries.	Renton RFA Renton Police
	Implement fire mitigation programs to educate homeowners and businesses on fire prevention and protection measures.	Office of the Fire Marshall

Preparedness
Statement of Purpose: Develop emergency plans and resource lists for use in a major emergency or disaster while referencing updated SOPs and pre-incident plans of target hazard facilities within the City of Renton. Assess equipment and evaluate training needs based on after action reviews and

lessons learned from drills and actual incidents of a large magnitude. Preparedness activities consist of planning, organizing, equipping, training, and exercising.

Core Capability	Activity	Responsible Agency
Planning	Provide training and exercises to fire personnel responsible for suppression operations, including ICS, safety procedures, and communications.	Renton RFA
	Prepare pre-incident fire surveys of large and/or high hazard facilities in Renton to enhance response capabilities.	
	Review the Washington State Fire Services Resource Mobilization Plan annually and update the City of Renton CEMP appropriately.	
	Develop and maintain interstate/intrastate firefighting assistance agreements. Review interlocal agreements.	
Planning; Environmental Response/Health and Safety	Coordinate preparedness and planning efforts with hazardous material facilities in the City of Renton under the Superfund Amendment and Reauthorization Act (SARA) Title III Program. The SARA Title III Program is covered in ESF 10 – Hazardous Materials Response.	Renton RFA
Environmental Response/Health and Safety	Identify, assess, and mitigate worker health and safety standards, and disseminate health and safety guidance and resources to response and recovery workers.	Renton RFA
Operational Communications	Review mobilization communication needs with the South Puget Sound Regional Coordinator annually per the Washington State Fire Services Resource Mobilization Plan.	Renton RFA
	Participate in 800 MHz radio communications drills and exercises with other mutual aid partners through Valley Communications Center	

Response

Statement of Purpose: Manage and support firefighting and emergency medical activities to provide immediate life safety services regarding potential or actual emergencies/disasters that could impact the City of Renton. Conduct initial damage assessments and determine the appropriate management response to meet the demands of the incident.

Core Capability	Activity	Responsible Agency
Fire Management and Suppression	Detect and assume full responsibility for fire suppression and immediate life safety services within the City of Renton and Renton RFA service area combating urban fires and wildland fires utilizing the Incident Management System (ICS).	Renton RFA

	<p>Confine and extinguish fires, conduct technical rescue operations, and provide command structure to emergency operations within the Renton Regional Fire Authority response area in accordance with the category and type of fire.</p> <p>Conduct expanded or extended attack firefighting and support operations through coordinated response of fire management and specialized fire suppression resources.</p> <p>Perform damage assessments and relay information to the Renton Emergency Operations Center.</p>	
	<p>Support firefighting activities of the Renton RFA consistent with this ESF and the Renton Regional Fire Authority. Department Standard Operating Procedures.</p>	<p>Washington State Department of Natural Resources Washington State Patrol</p>
Planning	<p>Develop and implement strategic incident action plans.</p>	Renton RFA
	<p>Assist in the coordination and documentation necessary for the recovery of disaster expenses following a State Fire Mobilization or a Presidential Disaster Declaration.</p>	
	<p>Provide documentation of costs incurred for the response and recovery efforts to the City of Renton Executive Department.</p>	Renton RFA Utility Companies
Public Information and Warning	<p>Deliver credible and actionable messages through the Joint Information System to inform ongoing emergency services and the public about protective measures and other life-sustaining actions and facilitate the transition to recovery.</p>	Renton RFA Renton Executive Services
Operational Coordination	<p>Maintain operational command and control over field activities through the Renton RFA DOC</p>	Renton RFA
	<p>Respond to assist those mutual aid signatories when requested if, within the Renton RFA service area, staffing levels and the situational demands for service allow the rendering of aid, without reducing the level of protection in that service area.</p>	
	<p>Request the support of mutual aid agreement signatories to the Renton RFA as needed.</p>	
	<p>Deploy the Fire Duty Chief as the fire liaison and representative to the City of Renton EOC when a fire representative is requested.</p>	
	<p>Request additional personnel and resources as needed beyond mutual aid agreements, through the King County Fire Resource Plan, the South</p>	

	Puget Sound Regional Fire Defense Plan or the Washington State Fire Services Resource Mobilization Plan. These documents discuss the coordination of municipal department(s)/District(s) when mobilized.	
	Coordinate with Zone 3 Coordinator and the King County Zone Coordinator to request fire mobilization of support agencies.	
	Utilize the ICS for all emergency/disaster response activities in accordance with the NIMS and the National Response Framework.	Renton RFA Utility Companies Renton Executive Services Renton Police Renton Public Works King County EOC
	Manage debris removal and provide transportation and infrastructure support.	
	Provide equipment and personnel to support fire suppression activities when requested, as available.	
	Manage evacuations of impacted areas as necessary.	Renton RFA Renton Police
	Establish a safe and secure environment in an affected area.	
Operational Communication	Deploy the Fire Duty Chief as a liaison between the Renton RFA and the Renton EOC, as well as the King County EOC, to provide situation and damage assessment information.	Renton RFA
	Provide communications support to firefighting operations as requested.	Renton Emergency Communication Services (RECS)
	Serve as a Public Safety Answering Point (PSAP), providing call receiving and dispatch services, and procure additional firefighting resources for Renton Regional Fire Authority.	Valley Communications Center
Situational Assessment	Activate the EOC, if requested.	Renton RFA

Recovery		
Statement of Purpose: Contribute to the damage assessment process which includes maintaining disaster and recovery expense records following a major incident or emergency. Conduct a post incident analysis (PIA) to critique the event and recommend applicable changes in policies, universal plans or department SOPs.		
Core Capability	Activity	Responsible Agency
Planning	Conduct a post-incident analysis to evaluate the incident.	Renton RFA
	Compile the appropriate documentation for the incident report.	
	Continue to assist in the coordination and documentation necessary for the expense recovery process associated with a Presidential	

	Declaration or state Fire Services Resource Mobilization.	
	Provide estimates for damage and costs incurred by the incident to the designated city personnel tasked with tracking eligible expenses for reimbursement.	Renton RFA Utility Companies
	Assist the Renton Regional Fire Authority in evaluating the incident and providing information for the incident report.	Utility Companies Renton Executive Services Renton Police
Situational Assessment	Conduct windshield surveys for large-scale disasters to assess damage to the community and surrounding structures. This information is relayed to the Incident Commander (Battalion Chief/Safety Officer) and then to the Duty Chief.	Renton RFA

Resource Requirements

Prior to requesting additional resources through the Washington State Fire Services Mobilization Plan, the primary and support agencies will provide the available personnel, facilities and equipment to support firefighting activities.

- Identification of Special Teams
 - Water Rescue Team - Zone 3 resource for SCUBA dive rescue; Swiftwater (river) rescue, raft operations, boat operations
- Renton RFA Station 12: 1209 Kirkland Ave NE, Renton, 98056
 - Rescue Swimmer program - Stillwater (lakes)
- Various Renton RFA Stations
 - Technical Rescue Team - Zone 3 resource for high/low angle rope rescue, confined space rescue, trench rescue, structural collapse.
- Renton RFA Station 11: 211 Mill Ave S, Renton, 98057
 - HAZMAT Team - Zone 3 Resource for Hazardous Materials incidents
- Renton RFA Station 14: 1900 Lind Ave SW, Renton, 98057
 - Wildland Team - Zone 3 and State resource for Wildland firefighting
- Renton RFA Station 17: 14810 SE Petrovitsky Rd, 98058
 - Additional resources will come from Zone 3 to assist in Technical Rescue incidents.
- Description of the Interstate/Intrastate Firefighting Assistance Agreements
 - The Renton RFA Duty Chief will communicate with the Zone 3 and KC coordinators to organize resources. The King County Fire Resource Plan, South Puget Sound Regional Fire Defense Plan and the Washington State Fire Services Resource Mobilization Plan describe the firefighting assistance agreements in further detail.

References

- Renton Regional Fire Authority Department Standard Operating Procedures (SOPs).
 - 2006 - Inclement Weather Natural Disasters (2018)
 - 4101 - Response Guidelines (2019)
 - 4103 - [King County Fire Chiefs Model Procedures \(2020\)](#)
 - 4104 - [Zone 3 Procedures](#) (2017)
 - 4105 - [Valley Communication Procedures](#) (2017)
 - 4108 - Incident Management System (2017)
 - 4110 - Department Operations Center (2020)
 - Appendix 7.1 - [Zone 3 Fire Storm Procedures Field User Guide](#)
 - Appendix 7.2 - Secondary Fire Dispatch Procedures
 - 4111 - Initial Disaster Response Procedures (2017)
 - Appendix 7.1 - Station Assessment Procedures
 - Appendix 7.2 - [High Wind Procedures](#)
 - Appendix 7.3 - RRFA Communication Quick Reference Guide
 - 4112 - Automatic Aid/Mutual Aid Mobilization (2020)
 - 4126 - Wildland Procedures (2021)
 - 4203 - Incident Management Training and Qualification (2017)

- [King County Fire Chiefs Model Procedures \(2020\)](#):
 - [Section 4 - Associated Procedures](#)
 - [Section 6 - Local, County and State Mobilization Requests](#)
 - [Section 8 - Wildland Resources and Procedures](#)
 - [Section 10 - King County Radio Interoperability](#)
 - [Section 12 - Public Evacuations and Warnings](#)
 - [Section 14 - Strike Team/Task Force](#)
 - [Section 18 - Windstorm Operations](#)
 - [Section 20 - Air Asset Requests](#)
 - [Section 21 - Overhead Support of a Transportation System Response](#)
 - [Section 26 - Technical Rescue](#)
 - [Section 27 - Move ups of Interzonal Resources](#)
 - [King County Interlocal Agreement for Mutual/Automatic Aid \(2018\)](#)

- [Zone 3 Resources](#)
 - [Zone 3 Operational Procedure - High Call Volume Operations \(2021\)](#)
 - [Zone 3 Technical Rescue Responses](#)
 - [Zone 3 Procedures – On Duty Battalion Chief Coordinator](#)
 - [Zone 3 Key Stations](#)
 - [Zone 3 Operations Committee – Station order for move-ups](#)
 - [Zone 3 Coordinator Move-up Form](#)
 - [Zone 3 Coordination Map](#)

- [Valley Communications Center SOPs](#)
 - [717 – Firefighter Safety Procedures](#)
 - [735 - Fire Department Move-up/Cover Procedures \(2014\)](#)
 - [737 - Fire Department Mutual Aid \(2014\)](#)
 - [740 - Fire Department Special Response Procedures \(2016\)](#)
 - [745 - Fire Department High Call Volume Events \(2020\)](#)
 - [746 - Earthquake Response \(2014\)](#)
 - [755 - Fire/EMS Manual Dispatching \(2020\)](#)
 - [800 - 800 MHz Talk groups \(2019\)](#)

- [Zone 3 Command Procedures \(2021\)](#)
- [King County Fire Resource Plan \(2020\)](#)
- [South Puget Sound Regional Fire Defense Plan \(2013\)](#)
- [Washington State Fire Services Resource Mobilization Plan \(2020\)](#)
- [Puget Sound Region Structural Response Rescue Annex/Regional Catastrophic Disaster Coordination Plan \(2014\)](#)

Terms and Definitions

- See basic plan

Appendices

None.

EMERGENCY SUPPORT FUNCTION 5: INFORMATION AND PLANNING

- Primary Agency:** City of Renton Executive Services Department
- Support Agencies:** All other City of Renton Departments
Renton Regional Fire Authority
King County Emergency Operations Center
Washington State Emergency Management Division
Department of Homeland Security/CISA Region 10

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 5 is to support and facilitate multiagency planning and coordination for operations during incidents requiring city internal and external coordination. ESF 5 does this by ensuring proper execution of several Core Capabilities: Planning, Operational Coordination, and Situational Assessment. ESF 5 also supports the following Core Capabilities in conjunction with other ESFs: Public Information and Warning; Logistics and Supply Chain Management, and Operational Communications. Descriptions of each are found below.

City of Renton’s Emergency Management Division, housed within the Executive Services Department, leads the effort to collect, analyze, and share information about and coordinate planning efforts on potential or actual emergencies or disasters. Emergency management supports overall activities for incident management in Renton and liaises with county, state, and federal emergency management agencies for multi-agency coordination. Emergency Management maintains the Renton Emergency Operations Center (EOC) in a state of readiness.

Primary Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Supporting Response Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay

Supporting Response Core Capabilities	
	information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.

Authorities and Policies

This ESF applies to city departments as well as private and volunteer organizations that commonly report to the EOC during an activation.

- ESF 5 facilitates information flow in the pre-incident preparedness phase in order to place assets on alert or to pre-position assets for quick response.
- During the response phase, ESF 5 transitions and is responsible for operational coordination, situational awareness, and planning capabilities.

ESF 5 activities include those critical to support and facilitate multiagency planning and coordination of operations for large scale incidents. This includes alert and notification, staffing of the EOC, incident action planning, provide support operations, logistics and material direction and control, information management, facilitation of requests for assistance, resource acquisition and management, worker safety and health management, facilities management, financial management, and other support as required. [RCW 38.52](#): Emergency Management is a chapter that encompasses the purpose, definitions, requirements, authorities, and policies of Emergency Management functions for the state of Washington. The Local Emergency Management or Services [WAC 118-30](#) outlines local approaches to emergency plans and programs.

The following policies established by the City of Renton operate as guidelines for responding to an emergency or disaster including:

- The National Incident Management System (NIMS), including the Incident Command System (ICS), will be used in any size or type of disaster.
- Management of response personnel, facilities, finances, and equipment will be coordinated through the Planning, Operations, Finance and Administration, and Logistics Sections within the EOC using the ICS structure.
- Incident response and organization will be documented through the use of FEMA ICS Forms including but not limited to ICS 214 Activity Logs to document incident activities.
- ESF 5 is responsible for the communication and coordination of infrastructure supporting effective response to the affected area in the anticipation of requirements

for preparedness, response, and recovery and in support of additional response activities.

- ESF 5 is responsible for the request, coordination, analysis, and dissemination of necessary information from city departments to support response and recovery efforts.
- ESF 5 will provide guidance for each city department in making their reports during a response, if needed.
- Incidents should be handled at the lowest level. If the city becomes overwhelmed and in need of outside support, existing mutual aid agreements will be used. Support beyond or in addition to mutual aid will be coordinated through ESF 5 up to the county, state, federal and non-governmental organizations. Conversely, ESF 5 will facilitate requests for support from these agencies.
- In circumstances that include a component of terrorism, civil disturbance, or other law-enforcement sensitive intelligence, Renton Police will be the lead agency in information coordination to ensure proper intelligence-handling procedures are established and enforced. ESF 5 will support their direction.

Situation Overview

Emergencies or disasters may occur in a local jurisdiction at any time causing significant human suffering, injury, and death; public and private property damage; environmental degradation; economic hardship to businesses, families, and individuals; and disruption of local government. These hazards are identified in the risk assessment included in the Renton Annex to the King County Regional Hazard Mitigation Plan (henceforth as Hazard Mitigation Plan).

The hazards identified in the Hazard Mitigation Plan could disrupt public services, damage property, and cause injury or death of persons within affected areas. The urgency of the event may direct the focus toward response operations and EOC activation. As a result, initial reporting to outside agencies may be delayed.

Primary hazards include dam failure, floods, severe weather (excessive heat, winter storms, and windstorms), earthquakes, landslides, volcanic hazards, landslide, sink holes, and ground subsidence hazards, hazardous materials releases, and acts of terrorism or civil disturbance. Additionally, the city is subject to major transportation disruptions and accidents, utility and infrastructure failures or collapses, public health emergencies, and mass casualty incidents from any cause. Early in the course of the event, little information will be available, and information may be vague and inaccurate. Reporting to outside agencies will improve as the event matures. Normal communication channels may be disrupted in part or entirely.

Concept of Operations

During disasters or emergencies, the need for rapid decisions and actions may require that emergency management plans and procedures supersede normal business operations.

The departments and outside agencies operating in the EOC will work to develop situational awareness/common operating picture for the incident. This will include receiving periodic reports from field representatives and requesting information from other agencies, public and private. It will also be conducted by monitoring social media and other media platforms.

The Renton EOC Planning Section is responsible for the collection, analysis, synthesis, and distribution of information gathered. This will be delivered in the form of a Situation Report (SitRep). The SitRep may be shared with the field command, city departments, partner agencies, and the media as appropriate. The Planning Section is responsible for ongoing maintenance of situational awareness/common operating picture and distribution of this information as it changes throughout the event. Guidance for the Planning Section is contained in the Planning Section Standard Operating Procedures (SOP) document. City of Renton department representatives in the EOC will develop reporting procedures with their field representatives and/or Departmental Operations Centers (DOC) to facilitate information flow between the field and the EOC.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 5 includes communicating with the Whole Community during all phases of emergency preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and other Access and Functional Needs (AFN).

ESF 5 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

The Renton EOC is organized utilizing the basic concepts of the National Incident Management System (NIMS) and consists of the functional areas needed for coordination of the event, which could include Operations, Planning, Logistics, and Finance/Administration sections, and other core functions such as Public Information and Communications.

Procedures

- See City of Renton EOC Desk Manual procedures.
- See individual department/division's standard operating procedures for communication and coordination; Renton Police Department procedures; Renton Regional Fire Authority procedures.

Notification

The ESF can be activated through several channels:

- Incident Commander
- City mayor, city administrator, or designee
- Emergency Management Director or designee
- Emergency Management Duty Officer

Activation may occur due to the severity of the event or perceived threat; unmitigated risk to Renton community; in a planned event situation; or in support of mutual aid partners.

Activation of staff may occur through Renton’s internal notification system, using the ALERT Renton platform to contact employees. If communications are not impeded, notification may be sent by email, text, or phone call using available employee contact information.

Information Collection

ESF 5 is concerned with establishing situational awareness and a common operating picture. There are Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EEI	Description	Collection	Dissemination
Extent of Incident	Information regarding the extent of the incident. Is it growing or stable? Are lives at risk – if so, where? Evacuation order needed?	<ul style="list-style-type: none"> • Incident Commander/ delegate • EOC Duty Officer • Renton EOC 	<ul style="list-style-type: none"> • Renton EOC • Relevant partner agencies and city departments
Damage Assessment	Information regarding extent of physical damage resulting from the incident.	<ul style="list-style-type: none"> • Renton EOC • Damage assessment team 	<ul style="list-style-type: none"> • Renton EOC
Population Status	Information regarding life/safety impacts; displacement; specific community impacted; animal population impacted; immediate needs identified; etc.	<ul style="list-style-type: none"> • Renton EOC • American Red Cross 	<ul style="list-style-type: none"> • Renton EOC
Resource Requests	Immediate resource requests from the field or other responders to the event to be fulfilled through the EOC.	<ul style="list-style-type: none"> • Renton EOC • Incident Commander/delegate 	<ul style="list-style-type: none"> • Renton EOC
Community Impact and Response	Information on the state of the community gathered from social	<ul style="list-style-type: none"> • Renton Executive Services • Renton EOC 	<ul style="list-style-type: none"> • Renton EOC

	media, traditional media, and other community-based sources.		
Responding Entities	Who is responding to the incident? External partners or agencies are offering help? Other responding resources?	<ul style="list-style-type: none"> Incident Commander / Delegate Renton EOC King County EOC 	<ul style="list-style-type: none"> Renton EOC

This list is not exhaustive. As an event progresses, information regarding responder or EOC staff needs, population needs, available resources and support, and supplemental situational awareness will develop and change. This list is meant to serve as a starting place for achieving an ongoing common operating picture of an event and its current response and recovery efforts.

Note:

- Information on community groups, relevant social media sites, partner agencies across the community, and other sources of direct information are available in the relevant ESFs. Information regarding community partners is located in ESF 6 and ESF 8 as it relates to public health and human services, mass care, and sheltering. Information regarding communicating information with the public is available in ESF 2 and ESF 15 and in the King County IECF and the Renton Annex to the King County IECF.

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statement of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Responsible agencies undertake activities to ensure the mitigation of preventable or limitable impacts to the tangible systems upon which ESF 5 capabilities rely. These are physical or technological systems in place which support the Core Response Capabilities which allow us to coordinate the collection, evaluation, documentation, and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Planning	Regularly update and validate EOC access for designated EOC staff, Renton Emergency Communications Service volunteers.	Renton Executive Services
Operational Communications	Ensure ALERT Renton is functional and in compliance with licensing requirements.	Renton Executive Services

	Regularly validate EOC communication and coordination technologies are functional.	
	Ensure Emergency Management is included in coordination and communication system changes [radio frequencies; station card or code access; etc.]	Renton Police Renton RFA Renton Public Works

Preparedness		
Statement of Purpose: Responsible agencies undertake activities to ensure the Core Response Capabilities which allow us to coordinate the collection, evaluation, documentation, and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton are up to date; fully resourced; and disseminated to appropriate partners.		
Core Capability	Activity	Responsible Agency(s)
Planning	Prepare standardized reporting formats for citywide use.	Renton Executive Services
	Establish reporting procedures for all departments.	
	Support departments and agencies to maintain and review relevant emergency plans.	
	Ensure emergency plans and procedures align with regional county, and state related responsibilities and plans.	
	Identify, promote, and facilitate emergency management training, drills, and exercises in support of this ESF which include whole community partners (city departments, Renton Fire Authority, community partners, etc.).	
	Ensure EOC access to social media accounts and passwords is up to date and accessible.	
	Ensure deconfliction between city processes and county or state requirements.	
	Design and train appropriate staff on EOC-specific roles, processes, and procedures.	
	Participate in emergency management training and exercises in support of this ESF.	All Renton departments Renton RFA
	Provide and/or share regional and state training opportunities. Facilitate review of County CEMP, roles, and responsibilities. Participate in training and exercises that evaluate plans and capabilities.	King County EOC

Operational Communications	Conduct regular training and exercise on interoperable communication platforms	Renton Executive Services
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Response		
Statement of Purpose: Coordinate the collection, evaluation, documentation, and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Planning	Responsibility: <ul style="list-style-type: none"> Coordinate the collection, evaluation, documentation, and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton. Activities: <ul style="list-style-type: none"> Coordinate and prepare periodic situation reports for dissemination to inside and outside partners and stakeholders. Coordinate preparation of the mayor's Proclamation of Emergency Provide briefings on the incident periodically to city policy group or departments/divisions as appropriate. 	Renton Executive Services
	<ul style="list-style-type: none"> Provide briefings on the incident periodically to the EOC and city departments/divisions as appropriate. Request information from city departments, volunteer organizations and the private sector, as necessary. Provide emergency management staff to the City of Renton EOC and/or field operations as needed. 	Renton Police
	<ul style="list-style-type: none"> Collect, analyze, and disseminate information regarding regional impacts with internal and external partners, including Renton EOC. Engage with and solicit input stakeholders and partners, including the City of Renton, regarding regional decision-making based on the best available information. 	King County EOC Washington State EMD
Operational Coordination	Activate Renton EOC and coordinate the activation level and needed staffing.	Renton Executive Services
	Establish communication and coordinate with King County Emergency Operations Center (EOC).	
	The City of Renton Police Department may contact federal agencies to include the Department of Homeland Security/CISA Region 10, Washington State Fusion Center	Renton Police

	(WSFS), or the Federal Bureau of Investigation to solicit information related to the current incident.	
	<p>Responsibility:</p> <ul style="list-style-type: none"> Support the City of Renton Executive Department in the collection, evaluation, and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton. <p>Activities:</p> <ul style="list-style-type: none"> Collect and disseminate information from a variety of sources to assist local jurisdictions, including City of Renton EOC, with decision making and resource allocation. Provide a liaison to the City of Renton EOC, as requested and as available. EOC Liaison: make requests from field representatives, if applicable, for special information. Analyze information specific to their department/agency and make recommendations to the City of Renton EOC Director on actions to be taken. Provide personnel to the City of Renton EOC when requested and if available to serve in support functions or liaison roles. 	<p>All City of Renton Departments</p> <p>Renton RFA</p> <p>Department of Homeland Security/ CISA Region 10</p> <p>King County EOC</p> <p>Washington State EMD</p>
Public Information & Warning	Coordinate ALERT Renton public warnings if necessary. Activate ESF 2, ESF 15 as needed.	Renton Executive Services
	Coordinate external messaging and approval process in line with ESF 2, ESF 15 procedures.	Renton Executive Services
	Send emergency notifications and alerts through ALERT King County on behalf of City of Renton, if requested.	King County EOC
Logistics & Supply Chain Management	<ul style="list-style-type: none"> Anticipate and communicate needs for critical resources. Liaise with Logistics Section to track resource deployment. Establish and communicate resource coordination process from responders, EOC staff, and external agencies as required by the incident scope. Assess and determine needs for 24+ hour operations of Renton EOC. Assess and determine need of alternate EOC activation site. Proceed with activation process as necessary. 	Renton Executive Services
Situational Assessment	Request and compile information from city departments, volunteer organizations and the private sector, as necessary.	Renton Executive Services

	Compile damage assessments and other relevant field data reported through EOC liaisons into situational assessment reports, disseminated to city leadership, departments, and support agencies.	Renton EOC
	Facilitate collection of damage assessment information through a variety of partners to send to the state for PDAs and requests for declarations.	King County EOC

Recovery		
Statement of Purpose: Responsible agencies undertake activities to ensure the Core Response Capabilities of ESF 5 are continued throughout the recovery effort, working to coordinate the collection, evaluation, documentation, and dissemination of information in regard to the recovery from emergencies or disasters that have affected the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Planning	Continue compiling information, documentation, and situation reports as necessary.	Renton Executive Services
	Review and revise procedures and processes and document lessons learned through After-Action Reports.	All City Departments
	Prepare, submit, and track all documentation necessary for federal and state reimbursement of Presidential declared disasters.	
	Facilitate regional long-term recovery planning and workgroups.	King County EOC
Situational Assessment	Continue to collect and disseminate incident information to appropriate response partners.	All Agencies
	Track resource deployments. Prepare demobilization of resources and stand-down of Renton EOC.	Renton EOC
Public Information & Warning	Amplify public information produced by lead recovery agency.	Renton Executive Services
	Support efforts of public information content in meeting the needs of Limited English Proficiency populations.	
Operational Coordination	Receive, review, and request resources necessary for recovery.	Renton EOC
	Coordinate resources through processes and procedures established in ESF 7 and the Renton EOC SOP Logistics Section.	

Resource Requirements

EOC Requirements:

- Standard office machines, computers, printers, facsimile machines, charts, maps, boards, and communications equipment.
- City of Renton staff and volunteers assigned and trained to positions within the Renton EOC.
- Emergency/Disaster Liaison from the support agencies to the City of Renton EOC.
- Communication links between the City of Renton EOC and the support agencies that are not located within the EOC.
- ALERT Renton/CodeRED portal access.
- WebEOC portal access.

References

- Emergency Management and EOC Technology Information
- EOC Duty Officer Manual
- Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County, Washington (RCF)
- Washington Mutual Aid System (WAMAS)
- Puget Sound Regional Catastrophic Disaster Plan, Annexes and Toolkits
- King County Comprehensive Emergency Management Plan
- City of Renton Annex to the King County Regional Hazard Mitigation Plan
- Washington State Comprehensive Emergency Management Plan
- Emergency Management Assistance Compact
- City of Renton EOC Standard Operating Procedures

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 6: MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

- Primary Agencies:** City of Renton Parks and Recreation Department
City of Renton Equity, Housing and Human Services Department
- Support Agencies:** American Red Cross
City of Renton Executive Services Department
City of Renton Police Department
Greater Renton Community Organizations Active in Disaster
Emergency Feeding Program Seattle King County
Regional Animal Services of King County
Washington State Animal Response Team

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 6 is to coordinate and provide emergency life-sustaining services in a mass care setting. This is accomplished through the collection, operation, receipt, and information reporting for emergency disaster response assistance for:

- Sheltering (humans and pets)
- Feeding
- Emergency First Aid
- Survivor status
- Family reunification
- Bulk Distribution of Emergency Relief Supplies

The following Core Capabilities support the roles and responsibilities under ESF 6. The primary and supporting core capabilities are defined to support the execution of Mass Care, Emergency Assistance, and Health and Human Services operations for this ESF as follows:

Primary Response Core Capability	
Mass Care Services	Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community using clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Environmental Response/Health and Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage, or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
On-Scene Security, Protection, and Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Public Health, Healthcare, and Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The Federal Emergency Management Agency (FEMA) National Response Framework (NRF): [Mass Care, Emergency Assistance, Temporary Housing and Human Services Annex](#) outlines mass care standard activities as follows:

- **Mass Care**: Congregate sheltering, feeding, distribution of emergency supplies, and family reunification.
- **Emergency Assistance**: Coordination of voluntary organizations and unsolicited donations, management of unaffiliated volunteers, essential community relief services, non-congregate and transitional sheltering, support to individuals with disabilities and others with access and functional needs, mass evacuation support, and essential needs of children and household pets and service animals in a disaster.
- **Temporary Housing**: Housing rentals, repairs, and loan assistance, replacement, factory-built housing, semi-permanent construction, safe and secure physically accessible housing, and access to other sources of temporary housing assistance.
- **Human Services**: Disaster assistance programs that help survivors address unmet disaster-caused needs and/or non-housing losses through loans and grants. Also includes supplemental nutritional assistance, crisis counseling, disaster case management, disaster unemployment, disaster legal services, and other state and Federal human services programs and benefits to survivors.

Federal Public Law: Pets Evacuation and Transportation Standards Act of 2006

- Authorizes FEMA to provide rescue, care, shelter, and essential needs for individuals with household pets and service animals, and to the household pets and animals themselves following a major disaster or emergency.

City Sheltering Policies

In adhering to mass care standard activities and accordance with Washington Administrative Code (WAC) 118-30-060 and RCW 38.10.010, the City of Renton has developed internal policies and procedures as they relate to mass care, sheltering, and human services.

During a disaster and when requested to support a jurisdiction's sheltering efforts, the city will make every reasonable effort to provide facilities that are compliant with applicable laws pertaining to accessibility. The city accommodates for persons with access and functional needs as described in this ESF. Persons with access or functional needs shall receive the same standard of care and services as afforded to all others, regardless of the venue in which they are sheltered. All persons, regardless of access or functional need, shall have equal access to available state supported general population shelter if they are able to meet their own needs,

have a reliable caretaker(s), or can be housed in a general population shelter with some assistance from volunteers to assist with personal and/or medical care. Persons requiring acute or skilled medical care cannot be accommodated in general population shelters and may be sheltered under ESF 8 in a medical shelter.

The city recognizes individuals in need of response assistance may include those who have disabilities, who live in institutionalized settings, who are elderly, who are children, who are from diverse cultures, who have Limited English Proficiency (LEP) or are non-English speaking, or who are transportation disadvantaged. The special needs of children, particularly as they relate to issues of safety and welfare in the shelter setting, may call for the need to expedite reunification with families.

- In coordination with the Damage Assessment Annex, shelter facilities may receive priority consideration for structural inspections prior to occupancy to ensure the safety of occupants.
- The City of Renton will make every effort to coordinate the training of employees to staff general shelters. All persons involved in the direct provision of disaster case management services shall be subject to criminal history background checks and verification of appropriate training.
- The city may, at its option, and with consideration for occupant health and safety, choose to co-locate people with their pets vs housing pets separately in a nearby animal shelter. Shelters may accommodate service animals that accompany persons with access or functional needs.
- The City of Renton maintains a directory of shelters identified by the American Red Cross or designated by the city for shelter use. The City of Renton maintains a list of shelter supply locations within the City of Renton and will follow agreement terms in applicable Memorandums of Understanding to access and use these supplies.
- The American Red Cross and King County Parks have formed a partnership with several jurisdictions to store containers supplied with cots, bariatric cots, blankets, etc., in cities and at county facilities.
- **Federal Public Law: Pets Evacuation and Transportation Standards Act of 2006**
Authorizes FEMA to provide rescue, care, shelter, and essential needs for individuals with household pets and service animals, and to the household pets and animals themselves following a major disaster or emergency.

Situation Overview

Depending on the emergency or disaster, a significant percentage of the population of Renton could be displaced from their homes. Thousands of people could be forced from their homes, depending on such factors as the time of occurrence, area demographics, building construction, and existing weather conditions. There may be transient or tourist populations who are unfamiliar with the hazards in the area. Many impacted persons will remain with or near their damaged homes. Some will go to mass shelters, others will find shelter with friends and relatives, and some will also go to public areas such as fire stations looking for assistance. However, fire stations will not be viable locations for public shelter, as the emergency responders will have other priority missions to accomplish. Additionally, emergency facilities throughout the City of Renton could be severely damaged or inaccessible.

In an earthquake, structures may be damaged and unsafe for occupancy. In many disasters, roads may be disrupted or blocked, preventing access to individual homes. Disruption of roads may make it difficult for displaced residents to reach shelter services. Although homes may be undamaged, the absence of utilities could also drive people from their homes to seek shelter. The amount of damage to structures, essential systems and services could rapidly overwhelm the capacity of the City of Renton to assess the event and respond effectively to basic and emergency human needs. Damage to roads, airports, and communications systems could hamper emergency response efforts and their restoration time may be undetermined. The movement of supplies could be seriously impeded. Many professional emergency workers and others who normally would help during an event could be unable to reach their assigned posts.

Planning for ESF 6 is based on a worst-case scenario in which an event occurs without warning at a time of day that will produce maximum casualties. Consideration should also be given to other events that could cause numerous casualties and require the temporary relocation of impacted persons. The magnitude of the event will determine the need for large, long-term shelters.

As the population increases, the magnitude of mass care, sheltering, feeding, housing, health and human services, and other related service needs will also increase. The City of Renton has limited facilities that can support mass care and sheltering operations. In the event of an emergency, the City of Renton has numerous parks, open spaces, and ball fields that could accommodate recreational vehicles, tents, and other temporary shelter spaces. However, such use is not sanctioned under current city ordinances. Changing city ordinances would require legislative action by council or specify such allowed uses under the terms of an emergency proclamation by the mayor.

It is important to note that Renton has a large pet population, therefore the city shall plan for pets along with shelters. Additionally, planning considerations should be made for impacted persons with pets when pet-sheltering is not available.

Concept of Operations

Renton Parks and Recreation has been designated the primary agency responsible for managing the activities described within ESF 6. Resources from the private sector will also be applied to the response and recovery effort. In coordination with Renton Equity, Housing, and Human Services, agreements with private sector entities may be established to include the American Red Cross, the Salvation Army, and faith-based organizations such as Catholic Community Services. Initial response activities will focus on meeting urgent needs of impacted persons on a mass care basis with available resources. FEMA (the Federal Emergency Management Agency) and other government and private agencies may provide disaster assistance such as loans, grants, and temporary housing. Coordination of these assistance programs will be administered by a long-term recovery team as described in the City of Renton Recovery Framework.

As part of the NRF, the American Red Cross largely through the utilization of volunteers, plans and prepares to support local jurisdictions in regional mass care needs. Renton Parks and Recreation will coordinate with the American Red Cross in addition to local partners organized through the Renton Community Organizations Active in Disaster (COAD), to facilitate delivery of the following mass care services defined by the American Red Cross and supported by their volunteers. Renton Parks and Recreation will be the primary department responsible for coordinating the operation and delivery of the following efforts as they relate to ESF 6:

Sheltering

The primary mass care site will be the Renton Community Center, pending inspection to confirm it is accessible, safe for occupancy, not at imminent risk due to the primary hazard or secondary hazards (e.g., dam failure following earthquake), has basic services (water, sewer, electricity, etc.) or an identified replacement for such essentials. Renton Parks and Recreation may maintain an alternate list of shelter sites and provide an Emergency Shelter Operations Manual for those designated sites. The provision for emergency shelter includes the use of designated shelter sites in existing structures, the construction of temporary shelters, or designation of specially zoned areas to allow residents to self-shelter in recreational vehicles or portable shelter structures where permitted. It should be noted that in situations where self-sheltering is undertaken by community members, the provision of sanitation and other basic services may need to be arranged in order to prevent negative public health consequences.

Types of shelters provided by the city or community partners may include but are not limited to:

- General population shelters/dormitory
- Warming/cooling, day sheltering

- Disaster meal sites
- Special populations shelters
- Pet shelters
- Livestock shelters
- Medical needs shelters
- Mass care staff shelters
- Emergency responder shelters

The city may partner with other cities or King County to participate in regional mass sheltering efforts or to support populations with medical, functional and/or access needs. Although large congregate sheltering is less popular with residents, due to anticipated staffing shortages with each city attempting to staff their own shelters, regional sheltering offers an economy of scale which should be considered. There will likely be additional transportation needed to support access to a regional shelter.

The city will attempt to provide emergency shelter training for staff and volunteers adhering to the standards set forth by the American Red Cross. Under emergency circumstances, and in order to augment staffing, it may be necessary to provide "just-in-time" training to meet the needs of the Renton community.

The capability of the American Red Cross to provide representation to the EOC is not assumed.

Feeding

The provision for feeding the general public and emergency workers is through a combination of fixed sites, mobile feeding units, and bulk food distribution. This function is highly dependent on restoration of supply chains, as the city does not maintain a stockpile of non-perishable foods.

Emergency First Aid

Emergency first aid services may be provided to impacted persons and workers at mass care facilities and at designated sites within the affected area as described in ESF 8, Health and Medical Services.

Disaster Welfare Information

Disaster welfare information regarding individuals residing within the affected area will be collected and provided (as capabilities allow) to immediate family members outside the area, through a disaster welfare information system, coordinated through the American Red Cross. This will also help in the reunification of family members within the area who were separated at the time of the event.

Bulk Distribution of Emergency Relief Items

Sites will be established within the affected area for distribution of emergency relief items. The bulk distribution of these items may be accomplished regionally and will be determined by the requirements to meet urgent needs of impacted persons for essential items. The Emergency Feeding Program is currently established as a fixed community point of distribution.

Transportation to Shelters

Facilitate providing transportation for the general population, including individuals with functional and access needs that either do not have caretakers or cannot otherwise provide their own transportation. Transportation for people needing specialized transportation for medical needs will be coordinated through ESF 8.

Animal Shelters

Adhering to the Renton Animal Sheltering Plan, domestic animal shelters may be established at location(s) determined by the Renton Police depending on the location and scope of the event. Renton Parks and Recreation will work in concert with Equity, Housing, and Human Services for people who have pets but that cannot be housed in the shelter by arranging housing vouchers with hotels and apartments that allow pets. Livestock and non-domestic pet needs will be coordinated with King County and the Washington State Animal Response Team (WASART) to accommodate pet and animal shelters in the event of an emergency.

Emergency Worker Care

The needs of emergency workers and the general population are often the same during times of disaster. An emergency worker care program may be established by Renton Parks and Recreation to meet these needs. This program will be established with the guidance and assistance of the American Red Cross but will not be dependent upon the American Red Cross for delivery.

A. Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 6 includes communicating with the Whole Community during Mass Care and Human Service needs in preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 6 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

The City of Renton Parks and Recreation Department is the lead agency responsible for coordinating agencies and departments in preparedness, response, recovery, and mitigation actions as they relate to ESF 6. The Equity, Housing, and Human Services Department supports these efforts alongside external agencies and partners such as the American Red Cross and Community Organizations Active in Disasters (COAD). Within the Renton EOC, ESF 6 falls under the Operations Section.

Notification

The ESF can be activated through several channels:

- Incident commander
- Mayor, city administrator, or designee
- Renton EOC Duty Officer or EOC Director

Activation may occur due to the severity of the event or perceived threat, unmitigated risk to Renton community, in a planned event situation, or in support of mutual aid partners.

Information Collection

ESF 6 describes establishing providing life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies. There are Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EEI	Description	Collection	Dissemination
Extent of Incident	<ul style="list-style-type: none"> • Collect information regarding the extent of the incident. - Is it growing or stable? - Are individuals and families in need of shelters, temporary housing, hydration, feeding and emergency supplies? 	Incident Commander EOC Director Renton Community and Economic Development	Renton Parks and Recreation
Status of Facilities	Collect information regarding the operational/structural status of: <ul style="list-style-type: none"> - Human Shelter locations - Pet Shelter locations - Feeding sites and/or mobile units Critical infrastructure surrounding shelter and feeding locations (roads, bridges, etc.)	Renton Public Works Renton Police Renton Community and Economic Development	Renton Parks and Recreation
Activation	<ul style="list-style-type: none"> • Complete an activation call out and determine available resources such as: <ul style="list-style-type: none"> - Shelter Staff - Shelter supplies - Volunteers 	Renton Parks and Recreation Renton Executive Services Renton Equity, Housing, and Human Services	Shelter Management Staff American Red Cross Parks and Recreation
Shelter Operations	What is the operational status of the shelter(s) facility? What is the location of the shelter(s)? When will the shelter(s) be opened to the public? How will the public be informed of the shelter locations? How will the public get to the shelter locations? – Address transportation issues.	Renton Parks and Recreation Renton Executive Services Renton Equity, Housing, and Human Services American Red Cross Confirmed Shelter Sites	Renton Executive Services

	<p>Ensure resources are available for language and access and functional needs can be met.</p> <ul style="list-style-type: none"> Determine additional support capabilities from volunteers, American Red Cross, Renton CERT program. 		
Feeding Operations	<p>What is the operational status for feeding?</p> <ul style="list-style-type: none"> Location: fixed site or mobile unit? Meals: how many prepared and served on a daily basis? 	<p>Renton Parks and Recreation</p> <p>Renton Executive Services</p> <p>Renton Equity, Housing, and Human Services</p> <p>Emergency Feeding Program</p>	Renton Executive Services
Family Reunification	<p>Has a family reunification facility or process been identified?</p> <p>What is the operational status of the family reunification facility?</p> <p>What is the location of family reunification?</p> <p>When will the family reunification center be opened to the public?</p> <p>How will the public be informed of the family reunification center?</p> <p>What agencies can support the family reunification center? What are their capabilities?</p>	<p>Public Health Seattle King County</p> <p>Renton Executive Services</p>	Renton Executive Services

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies listed in this ESF. These actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
<p>Statement of Purpose: Responsible agencies undertake activities to ensure the mitigation of preventable or limitable impacts to the tangible systems upon which ESF 6 capabilities rely. These are physical or technological systems in place which support the Core Capabilities which allow the city to coordinate the life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.</p>		
Core Capability	Activity	Responsible Agency
Planning	Retrofit if possible and maintain designated city shelter sites prior to and during activation of ESF 6.	Renton Parks and Recreation Renton Public Works

Preparedness		
<p>Statement of Purpose: Responsible agencies undertake planning and preparedness activities to ensure the Core Response Capabilities which allow them to coordinate the life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies in regard to potential or actual emergencies or disasters that could affect the City of Renton are up to date; fully resourced; and disseminated to appropriate partners.</p>		
Core Capability	Activity	Responsible Agency
Planning	Assign shelter specific roles and responsibilities to city employees. Roles include: <ul style="list-style-type: none"> - Shelter Manager - Shelter Shift Supervisor - Shelter General Staff 	Renton Parks and Recreation
	Develop internal plans, standard operating procedures, and training programs (ex: shelter management) for disaster shelter operations.	Renton Parks and Recreation
	Develop plans and procedures for the alert and assignment of city staff during an emergency or disaster.	Renton Parks and Recreation Renton Executive Services
	Develop plans and procedures for the alert, assignment, and registration of volunteers during an emergency or disaster	Renton Parks and Recreation Renton Executive Services
	Develop and organize pet sheltering plans and standard operating procedures. Facilitate partnerships with other agencies to ensure pet sheltering needs are met.	Renton Police
	Conduct physical shelter visits. Develop and conduct shelter qualification and shelter inspection methodology. For shelter selection and	Renton Parks and Recreation

	operation, see Shelter Operations Manual. Produce shelter agreements with non-city sites.	
	Assist in shelter functions including: <ul style="list-style-type: none"> - Ensure Access and Functional Needs (AFN) are met. - Produce alternative housing agreements with non-city sites. 	Renton Equity, Housing, and Human Services
	Develop and/or participate in emergency management training, drills, and exercises in support of ESF 6. Facilitate and develop partnership plans in support of ESF 6.	Renton Parks and Recreation Renton EHHS Renton Executive Services Renton Police American Red Cross

Response		
Statement of Purpose: Coordinate life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.		
Core Capability	Activity	Responsible Agency
Mass Care Services	Activate and operate the following services to the community of Renton: <ul style="list-style-type: none"> - Human shelter - Family reunification/reception centers - Feeding services - Temporary housing - Referrals for emergency assistance and human services 	Renton Parks and Recreation Emergency Feeding Program American Red Cross
	Activate and operate the pet sheltering capability to the community of Renton.	Renton Police
	Assist in the distribution of food and potentially other emergency relief supplies to the community of Renton.	Emergency Feeding Program American Red Cross COADs/VOADs
	Coordinate referrals for emergency assistance and human services to the community of Renton.	American Red Cross
Operational Coordination	Establish and maintain a unified operational picture of mass care operations across internal and external city partnerships to successfully execute the capabilities of ESF 6.	Renton Parks and Recreation Renton Executive Services

Operational Communications	Collect and continuously disseminate situational awareness and other time sensitive information between disaster responders, Renton EOC, Renton operated shelters, and off-site organizations.	Renton Police Renton Regional Fire Authority
Public Information and Warning	Ensure a coordinated message is provided between shelters and evacuees and the shelters and media outlets relaying/addressing: <ul style="list-style-type: none"> - Hazard information - Evacuation and reunification - Transportation requirements/needs - Human Shelter location/operations - Pet Shelter location/operations - Feeding location/operations 	Renton Parks and Recreation Renton Executive Services
Situational Assessment/ Infrastructure Systems	Conduct preliminary and detailed damage assessments of the pre-determined shelter facilities. Collect additional information to aid in determining number of community members in need of family reunification, shelter, or feeding support.	Renton Public Works Renton Community and Economic Development
Environmental Health and Safety	Provide effective Personal Protective Equipment (PPE) and other appropriate disaster health, safety, and environment protection for employees.	All city departments
On-Scene Security, Protection, and Law Enforcement	Provide a safe, secure, and protected facility and working environment for responding personnel and community members.	Renton Police
Public Health, Healthcare, and Emergency Medical Services	Address disaster health and mental services through partner organizations and complete initial triage to ensure the following basic needs are met: <ul style="list-style-type: none"> - Injury/Medical Services - Mental Health - Prescription Medication Replacement 	Renton RFA American Red Cross Public Health Seattle King County
Fatality Management Services	Work with partner agencies to assist fatality management services through: <ul style="list-style-type: none"> - Victim identification - Missing persons - Family reunification - Next of Kin alerting 	Public Health Seattle King County

Recovery

Statement of Purpose: Responsible agencies undertake activities to ensure the Core Response Capabilities of ESF 6 are continued throughout the recovery effort, working to coordinate the life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies in regard to the recovery from emergencies or disasters that have affected the City of Renton.

Core Capability	Activity	Responsible Agency
Planning	Implement long-term recovery and demobilization procedures. <ul style="list-style-type: none"> - Closing Shelters - Agency referrals for additional services 	Renton Parks and Recreation American Red Cross Renton EHHS
Mass Care Services	Operate human and pet shelters as capabilities allow; make strides towards long-term recovery considerations: <ul style="list-style-type: none"> - Resources for health/medical needs - Resources for housing - Resources for pets - Resources for employment - Resources for cultural/religious practices 	Renton Parks and Recreation Renton EHHS Renton Police American Red Cross COAD
Public Information and Warning	Ensure an updated, coordinated message is provided to the public and media outlets relaying/addressing: <ul style="list-style-type: none"> - Hazard information - Evacuation and reunification - Transportation requirements/needs - Human shelter location/operations - Pet shelter location/operations - Feeding location/operations 	Renton Executive Services Renton Parks and Recreation Renton EHHS
Operational Coordination	Ensure all mass care capabilities are being met and begin a coordinated demobilization process of all responding agencies/departments.	Renton Parks and Recreation Renton Executive Services

Resource Requirements

- Resources that may have to be mobilized in support of mass care activities include the transportation of cots, blankets, air mattresses, sleeping bags, portable toilets, water containers, cooking equipment, registration forms, tables, chairs, medical supplies, animal kennels and food dishes, tents, fencing, and transport vehicles. Many of these supplies will already be in shelter locations or can be obtained through normal supply channels.
- Personnel resources will include American Red Cross staff, volunteers such as veterans' groups, labor unions, scouting organizations, professional associations, Community Emergency Response Team members, and City of Renton employees trained in shelter operations and private organizations with whom the American Red Cross has agreements. Skilled individuals will be identified from among these groups.

References

- American Red Cross Disaster Service Program Guidance
- City of Renton Shelter Operations Manual
- City of Renton Animal Sheltering Plan
- Mass Care Regional Plans
- Greater Renton Community Organizations Active in Disaster (COAD) Emergency Coordination Plan

Terms and Definitions

- Animal: animals include household pets, service, and assistance animals, working dogs, livestock, wildlife, exotic animals, zoo animals, research animals, and animals housed in shelters, rescue organizations, breeding facilities, and sanctuaries.
- Household pet: a domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers, and be housed in temporary facilities. Household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.
- Service animal: any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Except as provided in RCW 49.60.218, other species of animals, whether wild or domestic, trained, or untrained, are not service animals. The work or tasks performed by a service animal must be directly related to the individual's disability.

Appendices

American Red Cross Regional Services Model

Appendix A:

American Red Cross Regional Services Model

As resources allow, and potentially in a regionalized model, provides the following services:

- **Food, Shelter, and Emergency Supplies:** During a disaster, first priority is to ensure that people have a safe place to stay, food, and emergency supplies. Red Cross works with government and community partners to open shelters where residents will find comfort with a hot meal, recovery information, and a place to rest. For emergency workers and people returning to their homes, the Red Cross mobilizes emergency response vehicles from which disaster workers distribute food, water, and essential clean-up items that might not be immediately available in the community.
- **Welfare Information:** Disasters often disrupt regular communication channels and can separate families. Through the Red Cross' nationwide network of chapters, family members may request welfare information regarding their loved ones. The Red Cross "Safe and Well" Web site enables people within a disaster area to let their families and friends outside of the affected region know that they are all right. Clients register on Safe and Well, by going to <http://redcross.org/safeandwell>. Red Cross call agents at 1-800-RED-CROSS will register individuals without computers or connectivity.
- **Client Casework and Recovery Planning and Assistance:** To help people with disaster-caused needs, Red Cross provides individualized client services through casework. Particular attention is given to those who have experienced significant damage or loss of their homes. This casework process consists of an in-depth interview that allows the worker to assess the client's immediate needs. With this information, the caseworker can connect the client with items, financial assistance and/or referrals to local resources which can meet those immediate needs. The caseworker also engages the client in a brief planning process which can help identify action steps for the client to follow in the first few days or weeks after a disaster. Red Cross caseworkers work closely with local, state, and federal government to ensure clients have access to all available resources.
- **Disaster Health and Mental Health Services:** After an emergency, injuries can ensue, essential prescription medicines lost, and the shock and stress of sudden loss can overwhelm a person's normal coping skills. The Red Cross deploys licensed health and mental health professionals who are specifically trained and equipped for disaster responses to help. Disaster health professionals are available for emergency first aid, medical assessment, triage, and replacement of emergency medications. Our Disaster Health Services team meets these needs through item distribution, financial assistance, or referrals to community partners. Disaster mental health professionals in shelters and service locations

provide mental health assignments, crisis intervention, and a sympathetic ear to those in need.

- Coordinates, within its agreements, the provision of relief efforts by any volunteer organizations actively engaged in providing relief assistance to disaster survivors.
- Coordinates its relief activity with participating and support agencies and affected areas through liaisons to the state, county, and local jurisdiction EOCs.
- Makes recommendations to the City of Renton EOC for the establishment of mass care priorities.

EMERGENCY SUPPORT FUNCTION 7: LOGISTICS MANAGEMENT AND RESOURCE SUPPORT

- Primary Agency:** City of Renton Executive Services Department
- Support Agencies:** All other City of Renton Departments
 Renton Regional Fire Authority
 King County Emergency Operations Center
 Private Sector Organizations
 Public Health – Seattle and King County
 Voluntary Organizations
 Washington State Emergency Management Division

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 7 is to coordinate the centralized management of resources and logistics capabilities prior to, during, and after a disaster.

The following Core Capabilities support the roles and responsibilities of ESF 7. The primary and supporting core capabilities are defined to support the execution of logistical operations for this ESF as follows:

Primary Response Core Capability	
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.

Support Response Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals, and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health and Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Mass Care Services	Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Public Health, Healthcare, and Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

As defined by the National Incident Management System (NIMS), resources include personnel, teams, facilities, equipment, and supplies. All activities within ESF 7 will be conducted in accordance with NIMS using the Incident Command System (ICS) structure. State law authorizes local jurisdictions to establish local emergency management programs in accordance with the state comprehensive emergency management plan and program (RCW 38.52). In carrying out the provisions of this chapter, political subdivisions shall have the power to exercise powers vested under said section in light of an emergency situation to include entering contracts or provisions pertaining to the purchase and/or rental of equipment and materials (RCW 38.52.070). RCW 35A.33.146 outlines the creation of the contingency fund to meet any municipal expense of which could not have been foreseen or reasonably evaluated preceding the budget year.

In accordance with RCW 35A.33.080, the city council is granted the authority to approve expenditures without public notice or hearing. Under the policy direction of the mayor, the Logistics and Finance Sections within the Renton EOC are responsible for city emergency procurements. The Logistics Section of the Renton EOC has the responsibility for locating and

ordering resources. The Renton EOC Finance and Administration Section will offer support, documentation, and handle actual purchase arrangements in the process. This information will be coordinated with the Renton Finance Department in order to maintain required documentation.

The Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County, Washington (RCF) to which the City of Renton is a signatory, provides a legal and financial agreement between signatory partners when resources are requested. This financial agreement, when invoked, supersedes other financial arrangements which may govern normal response operations and resource sharing between jurisdictions. It also describes the resource management and procurement process coordinated by King County Emergency Management when local city resources are insufficient to meet the demands of the incident.

Within the City of Renton, departments and their divisions may utilize their own resources or mutual aid agreements before requesting outside resources. It is not necessary to wait to make a request for outside resources until the city is already out of resources. The request may be initiated earlier to coordinate delivery of outside resources to arrive at the point in time when exhaustion of city resources is anticipated. Lastly, identified volunteers supporting the EOC within the ESF 7 function will be registered as Emergency Workers in accordance with WAC 118.04 and RCW 38.52.

Situation Overview

A significant emergency or disaster may damage or limit the existing resources needed to maintain vital city services or to care for the general public in need of disaster assistance. The city may not have all the resources required, either in type or quantity, to respond to a disaster. These insufficiencies may be created by one or more of the following conditions:

- The extent of the damage overwhelms available resources.
- Normally available resources are damaged, lost, or unable to be moved from one place to another due to the incident.
- The nature of the event requires resources not normally used within the city.
- Personnel are injured or unable to report to work due to impacts of the emergency or disaster.
- Disruptions in the vendor supply chain and/or increased regional demand may make regularly available resources unavailable or in short supply.

Resource support involves the procurement and allocation of resources beyond normal day to day operations. These resources include equipment, materials, facilities, contracted services, supplies, and personnel required to support the city's departments during the response and recovery phases of an emergency or disaster. Resource replacement or supplementation will likely need to come from outside sources. Certain disasters may significantly impact

transportation infrastructure and/or vendor operations and may inhibit the availability and flow of resources into and within the city. Outside resources may not be immediately available. Depending upon the area affected by the disaster, resources may have to be procured from out of state. The normal process is to request resources first from King County Emergency Management, which will attempt to fill the request with local resources or elevate a request to the state. However, cities in Washington can make requests directly to the state. Resource support may continue until the demobilization or disposition of all resources is complete.

Refer to the Renton Annex within the King County Regional Hazard Mitigation Plan for details on hazards as well as risk assessments.

Concept of Operations

The management and organization of resources to include personnel, teams, facilities, equipment, and supplies is primarily coordinated through this ESF. Department and EOC resource lists and directories will be used to identify locations within the city, as well as vendors, suppliers, or other outside sources where resources may be procured to replace or supplement those needed to fulfill the responsibilities of this ESF. Whenever possible, resources should be procured from Renton businesses.

Internal Operations

City departments will first utilize normal procedures for their day to day or mutual aid resources before requesting outside assistance. Renton Finance may assist departments by providing procedural guidance for emergency resource procurement. The Policy Advisory Group, in consultation with Renton Finance, will provide policy guidance on financial limits which may be applied to resource procurement.

Department Operations Centers (DOC) may be established by any department in order to manage the dispatch and coordination of department-controlled or related resources. A DOC will maintain close communication with the Incident Commander and/or the City of Renton EOC regarding incident priorities and resources status to ensure overall incident objectives are met. Any procurement done at the DOC level needs to be coordinated with the Finance Department which maintains all procurement documentation for the incident.

Supporting agencies and departments of this ESF assist by providing department resources, procurement lists, and personnel to staff the ESF 7 function in the EOC. Personnel within non-mission critical functions in their own city departments may be reallocated to disaster assignments as needed.

Renton EOC Operations

Renton EOC procedures identify the process for the emergency procurement of resources. The Logistics Section of the Renton EOC is responsible for the locating and ordering of emergency

resources. The Finance and Administration Section may offer support to document the resource procurement process and handle the actual purchasing/payment for the transaction.

In a single incident response, emergency resource requests may be handled through the field Incident Command organization but may be delegated to the Renton EOC at the discretion of the Incident Commander. When multiple incidents occur simultaneously, as in a regional disaster, and a field Incident Command structure has not been established to embrace the scope of the entire emergency, emergency resource requests may coordinate through the Renton EOC, or if not activated, through the Renton EOC Duty Officer. Lastly, Emergency Management will work with the Greater Renton Community Organizations Active in Disaster (COAD) to identify organizations which may be able to provide additional resources for recovery efforts.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and federal governments. ESF 7 includes communicating with the Whole Community during Logistics and Resource preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 7 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

Renton Executive Services Department is responsible for the centralized management and coordination of Logistics and Resource Support within the jurisdiction. ESF 7 will be represented in the Renton EOC under the Logistics Section and coordinated by the Logistics Section Chief when the City of Renton EOC is activated. If the City of Renton EOC is not activated, the Renton EOC Duty Officer may perform this coordination. Personnel assigned to the Renton EOC will be trained to the Renton credentialing system and regionally agreed upon training requirements for supporting King County and other jurisdiction’s EOCs.

The Logistics Section is responsible for coordination of the Renton EOC emergency or disaster resource requests and procurement. The Finance and Administration Section is responsible for the contracts and documentation of resources procured through the Renton EOC as well as spending limits and payment options. Procedures to provide projected or anticipated costs, reimbursement procedures, as well as processes for recordkeeping can be referenced using the Renton EOC SOPs for Finance/Administration and Logistics sections. The Policy Advisory Group,

in concert with Renton Finance Department will establish limits and guidance on resource procurement parameters if needed.

Individual departments will determine quantities and use of equipment, personnel and supplies based on need. The Emergency Management Director may hold a briefing during the response and recovery phases of an emergency or disaster to assist in determining departments' needs as well as determine the necessity of Renton EOC activation.

The City of Renton Parks and Recreation Department will serve as a liaison to assist in the coordination and registration of civilian volunteers within the city per Chapter 118-04 WAC, Emergency Worker Program and Chapter 38.52 RCW. Renton HRRM will coordinate the overall reassignment and deployment of non-mission-critical personnel from city departments as requested by the City of Renton EOC.

Notification

This ESF can be activated through the Renton EOC Duty Officer, Renton EOC Director, Department Operation Centers, or an Incident Commander. Activation may occur due to the severity of the event or perceived threat; unmitigated risk to the Renton community; or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EEI	Description	Collection	Dissemination
Resource Request	What resources are currently available? What resources are nearby or accessible through mutual aid? What methods for resource delivery are available?	Renton EOC Renton Parks and Recreation Renton Public Works	Renton EOC
Resource Procurement	Where are the resources located? Are there supplies/vendors/other sources to procure from? Are these resources considered emergency procurement?	Renton EOC	Renton EOC
Resource Purchase	What is the cost of the resource?	Renton EOC Renton Finance	Renton EOC

	How will the resource be purchased? What funding will be used to purchase the resources?		
Resource Management	How quickly are these resources needed? What is the priority level? Where are the resources going and who is responsible?	Renton EOC	Renton EOC

Procedures

- Resource requests beyond the capability of normal day to day operations will be received and processed through the Renton EOC. Requests for resources may be initiated by the Incident Command organization in the field, by DOCs, or by other organizations or entities that have been granted access to the City of Renton EOC through standing plans or agreements, whether formal or informal.
- Resource procurement will be driven by the operational needs of the incident. Therefore, normal procurement procedures established by the City of Renton may be waived to support the urgencies of the emergency or disaster. Waiver of these procedures is supported by Renton City Code.

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statement of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Responsible agencies undertake activities to ensure the mitigation of preventable or limitable impact to the tangible systems upon which ESF 7 capabilities rely. These are physical or technological systems in place which support the Core Response Capabilities which allow us to coordinate the centralized management and logistical resource services.		
Core Capability	Activity	Responsible Agency
Planning	Establish departmental programs that preserve and safeguard resources from the effects of an emergency or disaster.	All
	Work toward the reduction of outside resource needs and the facilitation of resource procurement during an emergency or disaster through:	Renton Executive Services

	<ul style="list-style-type: none"> - Educational programs that encourage area populations including businesses to be self-sufficient for a minimum of two (2) weeks. - Training of city departments that emphasize the need to safeguard city resources from the effects of an emergency or disaster. - The collection and compilation of resource inventories, and procurement data. 	
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Preparedness		
Statement of Purpose: Responsible agencies undertake planning and preparedness activities to ensure the Core Response Capabilities which allow us to coordinate the centralized management and logistical resource services.		
Core Capability	Activity	Responsible Agency
Planning	Develops and maintains the Renton Comprehensive Emergency Management Plan identifying existing department and division resources and coordinating which city department has responsibility for each ESF/Annex capability.	Renton Executive Services
	Develops and maintains the Continuity Plan for the city.	
	Provide public education, encouraging residents to be prepared and self-sufficient to be at least two weeks ready.	
	Provide emergency management training, drills, and exercises in support of this ESF to city department/divisions.	
	Ensure all resources are typed according to the National Incident Management System (NIMS).	Renton Executive Services
	Plan to administer a personnel resource registration program as outlined in Chapter 118-04 WAC Emergency Worker Program.	Parks and Recreation
	Establish a program or plan to coordinate the overall reassignment and deployment of non-continuity personnel from city departments as requested.	Renton Human Resources and Risk Management
	Work with primary and support agencies to establish and review policies and procedures governing procurement and purchasing	City of Renton Finance
	Prepare plans and/or maintain data that facilitates the procurement of available resources, which are likely to be needed during an emergency or disaster.	Renton Regional Fire Authority
	Identify and establish procedures to relocate essential resources away from hazard potential areas (as identified in the Renton Annex to the King County Regional Hazard Mitigation Plan).	

Operational Coordination	Maintains the EOC to be ready at any time for an activation.	Renton Executive Services
Logistics and Supply Chain Management	Coordinates acquisition, development, and maintenance of shared resource lists, directories, and databases.	Renton Executive Services
	Coordinates the strategic placement of critical emergency supplies within the city.	
	Ensure resource typing and inventory records are maintained for the city.	
	Assist in identifying existing departments resource inventories of major equipment, maintaining, and updating records to provide to the City of Renton EOC.	Renton Finance
	Assist in maintaining vendor and supplier records to identify where department resources may be supplemented, replaced, or repaired during an emergency or disaster.	
	Identify resource vendors, suppliers or locations where departmentally controlled assets may be supplemented, replaced, or repaired during an emergency or disaster.	All
	Maintain inventory records to accurately represent departmentally controlled assets and resources.	
Identify existing departments/divisions resources available to assist in the response and recovery activities of an emergency or disaster.		

Response		
Statement of Purpose: Coordinate the centralized management and logistical resource capabilities in response to an emergency or crisis.		
Core Capability	Activity	Responsible Agency(s)
Operational Coordination	Provide available personnel and resources for emergency or disaster work.	All
	Adhere to Washington State Emergency Worker Registration Program and notify Renton Emergency Management for management.	
	Provide representative or subject matter expert to the EOC when requested.	
	Attend department/division briefing to coordinate disaster information and request resources needed to accomplish response and recovery activities.	
	Ensure that operational response and recovery activities are properly coordinated. Resources are to be procured within the parameters established by the Policy Advisory Group and the City of Renton	Renton Executive Services

	Finance Department, and under the emergency powers provided by city code and state statute.	
	Receive direction from the Policy Advisory Group and the Finance Department on any limits or other parameters established for procurement.	
	Conduct a department/division briefing to determine the scope of the emergency or disaster, resource needs, EOC activation, and status of city response and recovery capabilities.	
	Assist the City of Renton EOC as requested with personnel issues and coordinate the reassignment of other city personnel for disaster assignments.	Renton Human Resources and Risk Management
	Organize and register civilian volunteers to be utilized in the field when requested, providing information on deployment to the Renton EOC	Renton Parks and Recreation
	Provide coordination to perform damage assessment activities.	Renton Community and Economic Development
	Provide guidance on resource needs for long-term recovery.	
Logistics and Supply Chain Management	Maintain departmentally controlled resource inventories.	All
	Relocate essential resources away from hazard areas if vulnerable to the disaster.	
	Coordinate or delegate the procurement of resources within the organizational structure of the City of Renton EOC.	Renton Executive Services
	Make city parks facilities available for personnel registration, staging, relocation, donations management, debris removal, and emergency worker or general population shelters.	Renton Parks and Recreation
	Provides resource support as available to assist in the response and recovery phases of an emergency or disaster.	Washington State EMD
Situational Assessment	Forward situation reports and resource requests to the King County EOC or the Washington State Emergency Management Division and other partner agencies.	Renton Executive Services

Recovery		
Statement of Purpose: Responsible agencies undertake activities to ensure the Core Response Capabilities are continued throughout the recovery effort working to coordinate the centralized management and logistical resource services. This ESF coordinates with the Renton Recovery Framework for Logistics Management and Resource Support.		
Core Capability	Activity	Responsible Agency(s)

Situational Awareness	Continue communication with the county and state through situation reports.	Renton Executive Services
Planning	Revise policies and procedures to correct deficiencies learned from the emergency or disaster.	All
	Submit revised inventory lists of departmentally controlled assets and resources for inclusion in City of Renton EOC documentation.	
	Submit a revised resource list of vendors and other suppliers or locations for inclusion in City of Renton EOC documentation.	
	Follow appropriate policies and procedures in completing the required documentation to justify emergency services, contracts, purchases, and expenditures.	
	Update resource lists with information gained as a result of the disaster.	
	Update inventory lists of departmentally controlled assets and resources.	
	Forward completed documentation for departmental costs incurred and volunteers utilized to the Finance Department.	
	Assist departments/divisions with disaster insurance claims for personnel injuries/death, damaged or destroyed city resources.	Renton Human Resources and Risk Management
	Work with the City Attorney to handle documentation of liability claims filed against the city.	
	Attend a post-incident review to evaluate the City of Renton EOC procedures to include the resource procurement and allocation process.	Renton Finance King County EOC
	Compile documentation for departmental costs incurred and volunteers utilized. Revise internal policies and procedures to correct deficiencies learned from the emergency or disaster.	
	Coordinate FEMA reimbursement process if a Presidential Disaster Declaration is issued for the event.	
	Coordinate revision of City of Renton's EOC, CEMP and other emergency management policies and procedures to correct deficiencies learned from the emergency or disaster.	Renton Executive Services
	In accordance with the Renton Disaster Recovery Plan (ESF 14) assist departments/divisions in compiling documentation for costs incurred by the emergency or disaster and coordinate with Finance for Public Assistance grant administration.	

	Conduct a post-incident review to evaluate the City of Renton EOC procedures to include the resource procurement and allocation process.	
	Continue to coordinate response and recovery activities through the City of Renton EOC, if activated.	
	Submit revised inventory lists of departmentally controlled assets and resources for inclusion in City of Renton EOC documentation.	Renton Regional Fire Authority
	Revise policies and procedures to correct deficiencies learned from the emergency or disaster.	
	Complete documentation for departmental costs incurred by the emergency or disaster.	

Resource Requirements

- Greater Renton Community Organizations Active in a Disaster (COAD) contacts list
- City of Renton EOC resource lists
- City of Renton department-specific inventory records
- City of Renton vendor records

Terms and Definitions

See Basic Plan

References

- Washington State Comprehensive Emergency Management Plan
- King County Comprehensive Emergency Management Plan
- City of Renton EOC resource lists
- Greater Renton COAD Database
- Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County, Washington (RCF)
- Logistics Management and Resource Toolkit to the Puget Sound Regional Catastrophic Disaster Coordination Plan (Volunteer and Donations Management)
- King County Regional Hazard Mitigation Plan
- City of Renton Disaster Recovery Framework
- City of Renton Emergency Operations Center (EOC) Standard Operating Procedures (SOP) for Finance/Administration Section and Logistics Section.

Appendices

Form Requesting Assistance (WA 213 RR)

WA RESOURCE REQUEST FORM (ICS 213 RR)

Requestor	1. Mission Number & Incident Name:		2. Requesting Agency:		3. Date & Time: (mm/dd/yy - 00:00)		4. Requester Tracking Number:		
	5. Resource Requested						SHADED AREA TO BE FILLED BY LOGISTICS SECTION		
	a. Qty.	b. Kind (if known)	c. Type (if known)	d. Detailed item description and/or of task to be accomplished: (<i>Vital characteristics, brand, specs, experience, size, etc.</i>) and, if applicable, purpose/use, diagrams and other info.			Needed Date & Time		g. Cost
							e. Requested	f. Estimated	
	6. Additional Personnel/Support Needed: (<i>Driver/Fuel Etc.</i>)						7. Duration needed:		
	8. Requested Delivery/Reporting Location: (<i>Address/landmarks etc.</i>)				9. POC at Delivery/Reporting Location: (<i>Name & Contact info</i>)				
	10. Suitable Substitutes and/or Suggested Sources: (<i>If known</i>)				11. Priority: <input type="checkbox"/> Life Saving <input type="checkbox"/> Incident Stabilization <input type="checkbox"/> Property Preservation				
	12. a. Have all commercial resources been exhausted: <input type="checkbox"/> Yes <input type="checkbox"/> No b. Have all local resources been exhausted: <input type="checkbox"/> Yes <input type="checkbox"/> No c. Have all mutual aid resources been exhausted: <input type="checkbox"/> Yes <input type="checkbox"/> No				13. Requestor is willing to provide Funding: <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", explain:				
	14. Requested by Name/Position & phone/email:				15. Request Authorized by:				
	Logistics	16. EOC/ECC Logistics Tracking Number:		17. Name of Supplier/POC, Phone/Fax/Email:					
18. Notes:									
19. Approval Signature of Authorized Logistics Representative:						20. Date & Time: (mm/dd/yy - 00:00)			
21. Order placed by (check box): <input type="checkbox"/> ORD UNIT <input type="checkbox"/> PROC UNIT <input type="checkbox"/> OTHER									
22. Elevate to State: <input type="checkbox"/>			23. State Tracking #:			24. Mutual Aid Tracking #:			
Finance	25. Reply/Comments from Finance:								
	26. Finance Section Signature:						27. Date & Time: (mm/dd/yy - 00:00)		
Original to: Documentation Unit			Copies to: Logistics Section, originating ESF/agency, and Finance & Administration Section						

EMERGENCY SUPPORT FUNCTION 8: PUBLIC HEALTH AND MEDICAL SERVICES

- Primary Agency:** Renton Regional Fire Authority
Public Health – Seattle and King County
- Support Agencies:** American Red Cross
City of Renton Executive Services Department
City of Renton Human Resources and Risk Management
King County Emergency Medical Services
King County Medical Examiner
Private Ambulance Companies
Valley Medical Center
Northwest Healthcare Response Network

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 8 is to outline the organization and operational concepts, responsibilities, and procedures to accomplish coordinated public health, mortuary, and medical services to reduce death and injury during emergency situations and restore essential health, mortuary, and medical services within a disaster area.

ESF 8 will identify and meet the health and medical needs of individuals and communities impacted by an emergency or disaster through coordination with Public Health Seattle & King County and the City of Renton.

The following Core Capabilities support the roles and responsibilities of ESF 8. The primary and supporting core capabilities are defined to support the execution of Public Health and Medical operations for this ESF as follows:

Primary Response Core Capability	
Public Health, Healthcare, & Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations.
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and federal authorities to provide mortuary services, including temporary decedent storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family

Primary Response Core Capability	
	members and caregivers with missing persons/remains, and providing counseling to the bereaved.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health and Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities
Mass Care Services	Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.
On-Scene Security, Protection, and Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and for response personnel engaged in lifesaving and life-sustaining operations.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The Renton Regional Fire Authority (RFA) will operate under the King County Comprehensive Emergency Management Plan, ESF 8 for disaster related health and medical services and the Renton Regional Fire Authority Mass Casualty Incident (MCI) Plan. The Incident Command System (ICS) should be used in any size or type of disaster to manage response personnel, facilities, and equipment. Emergency Medical Technicians (EMT) or other responders who provide emergency medical assistance in the City of Renton shall operate under 2023 EMT King County Patient Care Guidelines. The City of Renton and Renton RFA will use mutual aid agreements when the city’s resources are depleted or committed. An MCI may be declared to

allow Emergency Medical Services (EMS) personnel to follow the established written emergency protocols as referenced in the Seattle-King County MCI Plan. Primary and supporting agencies will follow the guidelines and policies also stated in the King County EMS Protocol, the Pre-Hospital Emergency Triage and Treatment Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan, and the Victim Information and Family Assistance Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan.

Situation Overview

Emergencies or disasters may occur in a local jurisdiction at any time causing significant human suffering, injury and death, public and private property damage, environmental degradation, economic hardship to business, families, and individuals, and disruption of local government. Hazards such as an epidemic, disease outbreaks, or chemical and radiation emergencies may also cause significant impacts on the overall health of the population. The City of Renton may seek county, state, and Federal public medical care assistance in the event that a natural, man-made, or technological disaster exceeds local resources.

Hospitals, nursing homes, pharmacies and other medical or health care facilities may be structurally damaged or destroyed. Those facilities that survive with little or no structural damage may be rendered unusable or only partially usable because of interruption of utilities (power, water, sewer), or the inability of staff to report for duty. Medical and health care facilities that remain operational and have the necessary utilities and staff may be overwhelmed by the "walking wounded" and/or other seriously injured patients who are transported to these facilities in the immediate aftermath of an emergency or disaster. Medical supplies and equipment will likely be in short supply. Most health care facilities maintain only inventory stock to meet their short-term (24 to 36 hours) normal patient load needs. Disruptions in local communications and transportation systems could prevent timely resupply. Uninjured persons who require daily medications such as insulin, antihypertensive drugs, and other lifesaving and health protecting medications may have difficulty in obtaining these medications because of damage or destruction of transportation and distribution routes, normal supply locations, and general shortages within the disaster area. Patients who are dependent on critical medical services, such as kidney dialysis or chemotherapy, may also be put at risk by the interruption to medical supply chains, staffing shortages, or compromised facilities.

Public Health Agencies, healthcare facilities, and EMS will deliver medical countermeasures to exposed populations and complete triage and initial stabilization of casualties while beginning definitive care for those likely to survive injury and/or illness. In the unfortunate event of loss of life, fatality management services may include proper recovery, handling, identification, transportation, tracking, storage, and final disposition of human remains and effects. Additionally, these agencies will mobilize and/or request all critical resources to establish command, control, and coordination within the affected communities to meet basic human needs, stabilize the incident, and transition to recovery.

Concept of Operations

It is likely that public demand for health information and health and medical services will increase during disasters. Primary and secondary agencies will coordinate information and work to identify, manage, and obtain medical resources including but not limited to medications, supplies, equipment, transportation, facilities, and staffing. Collaboration with local and county Emergency Operating Centers (EOCs) to provide logistical support for medical needs shelters, alternate care facilities, medication centers, mortuary operations, family assistance centers, and other field response locations will be essential.

Public Health, Mortuary and Medical Services

- The provision of basic and advanced life support services shall be provided per existing standard operating procedures, patient care guidelines, and treatment/transfer protocols as promulgated or coordinated by the Emergency Medical Services Division of Public Health – Seattle & King County.
- Activation of the health and medical Joint Information System (JIS) may be needed to coordinate the content and timing for release of accurate and consistent health and medical information to the public, media, and community response partners.
- Resources within the affected area may be inadequate to transport casualties from the scene or treat them in local hospitals. Additional medical capabilities will urgently be needed to supplement and assist in triage and treat casualties in the affected area and to transport to the closest appropriate hospital or other health care facility. Medical resupply will be needed throughout the event area.
- The Incident Commander will establish the overall health and medical response and recovery objectives.
- The damage and destruction caused by a natural or technological event will produce urgent needs for mental health crisis counseling for victims, their families, and emergency responders.
- Health and medical services will be restored during the recovery period as soon as practical and within the limitations and capabilities allowed of affected agencies.
- Primary agencies will lead investigations into the cause and manner of death resulting from an emergency or disaster.
- Public health emergencies may require implementation of public health measures to contain and control communicable diseases or spread of environmental hazards.
- The Renton EOC may need to support the coordination of the blood distribution system through Bloodwork Northwest.
- Implement local medication distribution strategies directed by the Local Health Officer.
- Public health emergencies may require implementation of public health measures to oversee regional health and medical surge capacity measures associated with added capacity or mobilization of volunteer personnel and manage communicable disease and environmental health investigation and mitigation.

- Support of recovery activities aimed at restoring health and medical services to pre-event status.

Mass Care Services

- The American Red Cross may support the Emergency Medical Services response with additional resources within the scope of their mission and as resources are available.
- Renton Parks and Recreation may work to identify potential shelter and mass care sites within the City of Renton.
- Renton Parks and Recreation may coordinate the provision of emergency care at shelters and congregate care facilities.
- Renton community members who are seniors, children, disabled, homeless, non-English speakers, low-income or otherwise in need of ongoing support, will be more vulnerable during and after an emergency. A partnership approach will be needed between government, private industry, volunteer agencies and the media to ensure essential health-related information and services reach vulnerable residents during an emergency.
- The use of gymnasiums and community centers as temporary, alternate care facilities, and family assistance centers may be necessary. Warehouses or airport hangars may be used as temporary morgues as needed by the King County Medical Examiner.

Environmental Response

- Damage to chemical and industrial plants, sewer lines and water distribution systems, along with secondary hazards such as fires, may result in toxic environmental and public health hazards to the surviving population and response personnel.
- Disruption of sanitation services and facilities, loss of power, and mass congregating of people in shelters may increase the potential for disease and injury.
- Hazardous materials incidents will present unique problems to patient care as the patients themselves may be contaminated and considered hazardous. Damages to the transportation systems may delay medical transports and outside assistance from other agencies. Impacted drinking and wastewater systems may complicate health care and possibly add to the victim or patient totals.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 8 includes communicating with the Whole Community during public health, mortuary, and medical response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 8 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

Public Health – Seattle and King County and the Renton RFA are responsible for providing public health, healthcare, emergency medical, and mortuary operations within the city. The Renton EOC will provide support to the lead agencies for this ESF.

Notification

ESF 8 can be activated through the following channels:

- Public Health Seattle and King County
- Renton Regional Fire Authority
- Renton EOC Duty Officer or EOC Director

Activation may occur due to the severity of the event or perceived threat; unmitigated risk to Renton community; in a planned event situation; or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

Essential Elements of Information

EI	Description	Collection	Dissemination
Patients	Number and location of: <ul style="list-style-type: none"> - Impacted patients. - Patients on ventilation or other life-sustaining medical support devices 	Renton Regional Fire Authority Renton Valley Medical Center	Renton RFA Renton Valley Medical Center Renton EOC
Medical Facilities	Number, name, and location of: <ul style="list-style-type: none"> - Impacted medical facilities. - Medical facilities operating on generator power. - Evacuated medical facilities. 	Renton Regional Fire Authority Renton Valley Medical Center Northwest Healthcare Response Network	Renton RFA Renton Valley Medical Center Renton EOC

	- Closed medical facilities	Community and Economic Development	
Logistics	<ul style="list-style-type: none"> • Available medical stations • Available points of distribution • Resources pre-positioned in medical stockpiles. • Location of medical evacuation airports 	Renton Regional Fire Authority Renton Valley Medical Center Northwest Healthcare Response Network Renton Executive Services	Renton RFA Renton Valley Medical Center Renton EOC

Procedures

The Renton Regional Fire Authority operates under the King County Emergency Medical Services guidelines. For a Mass Casualty Incident, the Renton Regional Fire Authority follows the procedure written in the Seattle-King County Mass Casualty Incident (MCI) Plan. Public Health - Seattle & King County follows procedures written in the King County, Washington, Comprehensive Emergency Management Plan, ESF 8, Health, Medical, and Mortuary Services. As a region the Puget Sound area follows guidance provided in the Pre-Hospital Emergency Triage and Treatment Annex and the Victim Information and Family Assistance Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan.

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statement of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Determine and outline mitigation strategies and activities to increase the public health and emergency medical services thus reducing potential human catastrophe within the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Environmental Response Health and Safety	Promote environmental health protective actions such as vector control, environmental sampling, and food product embargoes.	

	Reduce medical worker and first responder exposures through identified and procured personal protective equipment (PPE).	Public Health - Seattle and King County
	Provide employee information, education, and resources on best practices to prevent or mitigate workplace safety and health hazards.	Human Resources and Risk Management
Planning	Maintain access to the Strategic National Stockpile (SNS).	Public Health - Seattle and King County
	Monitor communicable diseases through surveillance, investigation, and community containment.	
Public Health, Healthcare, and Emergency Medical Services	Minimize the spread of diseases through public health interventions such as vaccinations and/or booster shots.	Public Health - Seattle and King County

Preparedness		
Statement of Purpose: Develop and maintain primary and secondary potential sources for medical and general health supplies and resources including training, personnel, facilities, and medical related equipment that can be implemented in the event of a disaster or other disruption.		
Core Capability	Activity	Responsible Agency(s)
Planning	Provide first aid training classes to the public.	American Red Cross
	Provide health training and educational classes to the public.	Valley Medical Center
	Identify potential sources for medical and general health supplies that will be needed during a disaster.	
	Maintain employee health and safety policies.	Renton Human Resources and Risk Management
	Work with local health care providers to establish disaster treatment centers within the City of Renton.	Renton RFA
	Provide ongoing medical service training to RRFA personnel.	
	Provide periodic CPR training classes to the public.	
	Establish transport procedures to facilitate disaster operations.	
	Coordinate and manage health and medical training and exercise opportunities for healthcare providers throughout the region.	Public Health - Seattle and King County
	Develop operational and tactical plans for health and medical response.	
	Assess the region's vulnerability to the health impacts of emergencies and disasters.	

	Provide ongoing health protection activities such as vaccinations, provider education, and food and water safety assurance.	
	Adhere to the Americans with Disabilities Act (ADA) and ensure Access and Functional Needs (AFN) standards are met in public health and medical needs to individuals.	All Agencies

Response		
Statement of Purpose: Coordinate and mobilize resources to support the assessment and stabilization of impacted human health concerns during a disaster or emergency.		
Core Capability	Activity	Responsible Agency(s)
Operational Coordination	Establish Incident Command for on-scene emergency operations.	Renton RFA
	Provide representatives to the Renton EOC as necessary.	
	Request additional resources and other assistance via the Renton EOC.	
	Activate the ESF 8 Area Command Center, Joint Information System and MAC Group as appropriate.	Public Health - Seattle and King County
	Provide leadership and direction in responding to health and medical emergencies across King County consistent with the authority of the Local Health Officer.	
	Maintain 24/7 Duty Officer program and serve as the primary point of notification for health and medical emergencies in King County.	
	Coordinate requests for medical resources with private vendors, the King County Emergency Operations Center, and the State EOC, as needed.	
	Non-medical resources may be requested through King County Emergency Operations Center through the Renton EOC.	Renton EOC
	Coordinate internal communication related to employee health and safety in alignment with county, state, and federal guidance. Recovery: Post-incident, lead or contribute to discussions and After-Action Report/Improvement Plan items related to employee health and safety.	Renton Human Resources and Risk Management
	All supervisors, managers, and leaders at every level will promptly disseminate health and safety messages downward within their respective departments, divisions, and work groups to ensure they are received and understood by all employees.	All City of Renton departments

Public Health, Healthcare, and Emergency Medical Services	Provide basic life support (BLS) to ill or injured persons.	Renton RFA
	Coordinate the transport of ill or injured persons.	
	Request additional medical services as needed; determined by incident casualties.	
	Establish first aid stations where necessary.	
	Provide logistical support for evacuation of medical facilities and medically fragile residents during an evacuation order.	
	Request and coordinate the arrival of critical incident stress debriefing teams.	
	Provide limited emergency medical transportation capability.	King County Emergency Medical Services
	Provide advanced life support (ALS) services in response to ill or injured persons.	Renton Police
	Provide limited first aid response to injured.	
	Provide direct medical care to injured and ill persons at appropriate fixed and other facilities.	Valley Medical Center
	Provide epidemiological surveillance, case investigation, and follow-up to control infectious disease, including acts of bioterrorism and outbreaks of food borne illness.	Public Health - Seattle and King County
	Provide medical advice and treatment protocols regarding communicable diseases and other biological hazards to EMS, hospitals, and healthcare providers.	
	Coordinate assessment and response to disaster consequences affecting food safety, water quality, and sanitation.	
	Coordinate the response of regional veterinarian services and animal care groups.	
	Direct response activities to vector-borne public health emergencies.	
	Direct and manage medical surge capabilities including alternate care facilities, medication centers and temporary morgues.	
	Direct and manage regional isolation, quarantine, and other control measures necessary in response to disease outbreaks.	
	Direct and manage mass vaccination and antibiotic dispensing operations.	
	Support the King County Department of Community and Human Services and the American Red Cross in meeting demands for regional mental health services.	
	Assist in the transportation of injured.	
Implement disease control measures at the direction of the Local Health Officer.	Renton RFA	

Environmental Response/Health and Safety	Coordinate and collaborate with community response agencies in identifying environmental impact, remediation, and recovery activities.	Public Health - Seattle and King County
	Assess the health and medical impacts and potential consequences posed by emergencies and disasters and determines appropriate courses of action.	
	Coordinate regional critical incident stress management for first responders.	King County Emergency Medical Services
Mass Care Services	Coordinate through the Renton EOC to transition city owned facilities into medical sites (medication centers, family assistance centers, etc.)	Renton RFA
	Coordinate through the Renton EOC to transition medical patients as needed to a mass casualty or fatality management site including the managing and tracking of patients.	Renton RFA
	Support mass care sheltering plans throughout the county in coordination with the American Red Cross and ESF 6 Mass Care agencies. Public Health's role in mass care sheltering will focus on assisting with environmental health assessments at shelters.	Public Health - Seattle and King County
	Oversee a family assistance center to provide a private, safe, and secure place for loved ones of deceased disaster victims to gather, and to facilitate necessary communication with the KCMEO, and to facilitate the coordination of psychosocial support.	King County Medical Examiner
	Provide emergency first aid, supportive counseling, health care for minor illnesses and injuries to individuals in mass care shelters if qualified personnel are available, and coordinates support activities at other sites with Public Health- Seattle/King County.	American Red Cross
	Acquaint families with available health resources and services and make appropriate referrals.	
Planning	Conduct outreach with communities during public health emergencies to continue education of health impacts and recommended protective actions.	Renton RFA Valley Medical Center
	Coordinate the planning and response activities for medical and health assistance in the event of an emergency or disaster.	Public Health - Seattle and King County
Situational Awareness	Coordinate and manage incident information and medical resources for healthcare agencies across King County.	Public Health - Seattle and King County
	Monitor and assure Renton's drinking water supply is safe.	Renton Public Works
Public Information and Warning	Direct the development and dissemination of health messages to the public, media, response partners, and community-based organizations.	Public Health - Seattle and King County

	Activate the Public Health Information Call Center as needed.	
	Amplify Public Health messaging and communicate all official public health media alerts to the community of Renton.	Renton Executive Services
On-Scene Security, Protection, and Law Enforcement	Secure medical scenes as needed and the provision of law and order for emergency utility, medical, and response support services.	Renton Police
Fatality Management	Track incident related deaths resulting from emergencies and disasters.	King County Medical Examiner
	Authorize the release of remains of the deceased.	
	Provide notification of emergency morgue locations.	
	Coordinate transportation of the deceased.	
	Manage human remains related to the disaster.	Renton Police
	Assist the Medical Examiner with the identification of deceased persons.	American Red Cross Police/Fire Chaplains
	Provide supportive counseling for the family members of the dead and injured.	Private Ambulance Companies
	Assist in the transportation of the deceased.	

Recovery		
Statement of Purpose: Continue response and recovery efforts to begin restoration of the health and medical service systems in alignment with the Renton Recovery Framework.		
Core Capability	Activity	Responsible Agency(s)
Operational Coordination	Continue response and recovery efforts in support of ESF 8.	All
Planning	Participate and support the compilation and debriefing of an After-Action Review process.	
		Post-incident, lead or contribute to discussions and After-Action Report/Improvement Plan items related to employee health and safety.

Resource Requirements

- Personal Protective Equipment (PPE)
- Medications and Pharmaceuticals
- Other Medical Supplies as needed to support the execution of ESF 8.
- Access to the Strategic National Stockpile.

References

- Seattle-King County Mass Casualty Incident (MCI) Plan

- King County Comprehensive Emergency Management Plan, ESF 8, Public Health and Medical Services
- Pre-Hospital Emergency Triage and Treatment Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan
- Victim Information and Family Assistance Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan
- 2023 EMT King County Patient Care Guidelines under Dr. Thomas Rea Harborview Medical Center

Terms and Definitions

- Mass Casualty Incident (MCI): an incident in which emergency medical services resources, such as personnel and equipment, are overwhelmed by the number and severity of casualties.
- Pandemic: a widespread occurrence or epidemic of an infectious disease over a whole country or the world at a particular time affecting a substantial number of individuals.
- Strategic National Stockpile: The United States' national repository of antibiotics, vaccines, chemical antidotes, antitoxins, and other critical medical supplies.

Appendices

None

EMERGENCY SUPPORT FUNCTION 9: SEARCH AND RESCUE

- Primary Agency:** Renton Regional Fire Authority
City of Renton Police Department
- Support Agencies:** City of Renton Executive Services
City of Renton Community and Economic Development Department
City of Renton Public Works Department
King County Emergency Operations Center
King County Sheriff’s Office
Mutual Aid Agencies
Voluntary Organizations
Washington State Department of Transportation, Aviation Division
Washington State Emergency Management Division
Washington State Military Department, National Guard

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 9 is to coordinate the rapid deployment of search and rescue resources to provide specialized life-saving assistance and for the coordination and effective utilization of all available resources in the conduct of Search and Rescue (SAR) operations, including:

- Structural collapse (urban) search and rescue.
- Maritime/coastal/waterborne search and rescue.
- Land search and rescue.

The National Response Framework (NRF) covers Disaster SAR, specifically operations following a presidential disaster declaration, and provides information on Urban Search and Rescue (US&R), maritime/waterborne SAR and Land SAR.

The following Core Capabilities support the roles and responsibilities of ESF 9. The primary and supporting core capabilities are defined to support the execution of Search and Rescue operations for this ESF as follows:

Primary Response Core Capability	
Mass Search and Rescue Operations	Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors I need, with the goal of

Primary Response Core Capability	
	saving the greatest number of endangered lives in the shortest time possible.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health and Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage, or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Public Health, Healthcare, and Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

State law encompasses both wildland and disaster search and rescue within the definition of land search and rescue, RCW 38.52.010 Section 7. The Federal government separates the two and covers wildland search and rescue in the National Search and Rescue Plan, and disaster search and rescue, specifically urban search, and rescue, in the National Response Framework. In the event of a catastrophic incident, local authorities may be overwhelmed and in

accordance with RCW 38.52.050, it may be necessary for the State Emergency Operations Center (SEOC) to assume operational coordination of SAR operations until such time as local authorities regain control.

- Land search and rescue operations are primarily initiated, conducted, and directed by the City of Renton Police Department.
- Water search and rescue operations are primarily initiated, conducted, and directed by the Renton Regional Fire Authority.
- Air search and rescue for missing or downed civil aircraft is the responsibility of the Washington State Department of Transportation (WSDOT) as defined by Chapter 47.68 RCW and Chapter 468.200 WAC.

Situation Overview

The wide range of and easy access to outdoor recreational activities in the City of Renton and the large number of people who participate in those activities results in a significant number of lost, injured, killed, or in need of rescue every year. Incidents involving lost or missing children and the elderly in urban/suburban areas are also increasing. The City of Renton is vulnerable to airline crashes, terrorist activities, earthquakes, floods, landslides, and severe weather. Such disasters can result in large, multi-jurisdictional search and rescue operations. A major earthquake, for instance, would trigger search and rescue operations involving Renton Regional Fire Authority (RFA) personnel, City of Renton personnel, statewide search and rescue volunteers, the Washington National Guard, responders from neighboring jurisdictions, federal response agencies including the military, and the Federal Emergency Management Agency (FEMA) Urban Search and Rescue (USAR) Task Forces.

SAR missions involving searches in urban and suburban areas will increase as the population and recreational opportunities continue to grow. Natural and technological disasters will potentially cause great damage to the transportation system causing delayed outside resources, and thus will increase the scope and urgency of SAR operations. The widely differing terrain and climatic conditions in the state mandate a locally based SAR first response system.

Concept of Operations

Land search and rescue operations are primarily initiated, coordinated, and directed by the City of Renton Police Department in accordance with state and local jurisdiction plans using local resources registered in accordance with Chapter 118-04 WAC. Requests for additional resources, including special skills, expertise, or equipment are coordinated through the Renton EOC and the Renton RFA Department Operations Center (DOC) when requested. Land search and rescue services may be requested through Valley Communications Center from King County Dispatch (King County Sheriff's Office), the King County Emergency Operations Center (KC EOC), Washington State Emergency Management Division, or the City of Renton Emergency

Operations Center (EOC). The National Incident Management System will be utilized for the on-scene management of search and rescue operations within the City of Renton.

Land SAR

- Renton Police will request search and rescue resources when requested by the on-scene incident commander, via the Valley Communications Center from King County Dispatch.
- Renton Public Works is responsible for providing heavy equipment in support of search and rescue operations.
- Renton Community and Economic Development will provide technical advice concerning building safety and structural stability, as requested.
- The Washington State Emergency Operations Center (WA SEOC) Alert and Warning Center (AWC) will issue a state mission number when notified of a SAR mission by an authorized official. The issuance of this mission number authorizes the employment of local volunteers under the provisions and protection of Chapter 38.52 RCW.
- The WA SEOC, upon receiving a request for assistance from an authorized official, will coordinate the resources in support of meeting the needs of the requesting jurisdiction. The State SAR Coordinator may be deployed to the scene to provide this coordination.

Air SAR

- Air search and rescue for missing or downed civil aviation aircraft is the responsibility of Washington State Department of Transportation, Aviation Division (Chapter 47.68 RCW).
- The Washington State Emergency Management Division will issue a mission number to an authorized official in response to a downed or missing aircraft and will coordinate this with the Washington State Department of Transportation, Aviation Division. The Aviation Division Incident Commander may obtain the mission number on behalf of the City of Renton in order to facilitate response.
- Upon location of downed aircraft, the incident becomes a land search and rescue operation under the direction and control of Renton Police. The Washington State Department of Transportation Aviation Division Incident Commander provides support as available, and the National Transportation Safety Board and Federal Aviation Administration assume responsibility for the crash site for investigatory purposes.

Maritime/Coastal/Waterborne SAR

- Water search and rescue operations are primarily initiated, coordinated, and directed by the Renton Regional Fire Authority.
- Renton Regional Fire Authority requests search and rescue services through zone coordinator and/or dispatch for additional resources.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 9 involves communicating with the Whole Community during Search and Rescue preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 9 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

The City of Renton Police Department and Renton Regional Fire Authority are responsible for search and rescue operations within our jurisdiction. The Renton EOC will provide support to the lead agencies for this ESF through the Operations Section.

Notification

This ESF can be activated through several channels:

- Renton Police Department
- Renton Regional Fire Authority
- Renton EOC Duty Officer or EOC Director

Activation may occur due to the severity of the event or perceived threat unmitigated risk to the Renton community or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EEI	Description	Collection	Dissemination
SAR Mission	Status of SAR Mission to include: <ul style="list-style-type: none"> ○ Number of rescues (anticipated and actual) ○ Number of search areas ○ Number of search areas completed. ○ Number of personnel assigned. ○ Number of search dogs ○ Number of current areas of operation 	Renton Police Renton RFA	Renton EOC

	<ul style="list-style-type: none"> ○ Limiting factors or shortfalls 		
Resources	SAR Resources to include: <ul style="list-style-type: none"> ○ Type ○ Assignment ○ Status 	Renton Police Renton RFA	Renton EOC
Medical	Local casualty collection point (assessed by medical personnel) to include: <ul style="list-style-type: none"> ○ Injury status ○ Confirmed deaths 	Renton RFA	Renton Police Renton EOC
	Local hospital status to include: <ul style="list-style-type: none"> ○ Hospital capacity ○ Availability of beds 	Northwest Health Response Network	Renton Police Renton EOC

This list is not exhaustive. As an event progresses, information, population needs, available resources and support, and situational awareness will develop and change.

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies listed in this ESF. These actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Agencies undertake activities to ensure mitigation of preventable or limitable impacts to Search and Rescue operations and capabilities.		
Core Capability	Activity	Responsible Agency(s)
Planning	Develop and present preventative SAR programs through public awareness and school education programs.	Renton Police Renton RFA King County Sheriff’s Office
	Ensure all search and rescue resources are appropriately maintained in a state of readiness for rapid mobilization.	

Preparedness		
Statement of Purpose: Agencies undertake activities to ensure preparedness or readiness of Search and Rescue operations and capabilities.		
Core Capability	Activity	Responsible Agency(s)

Planning	Develop standard operating procedures to coordinate water search and rescue operations.	Renton RFA Renton Police
	Develop programs to provide education to the community and training for search and rescue personnel.	
	Participate in emergency management training, drills, and exercises in support of this ESF.	
	Appoint and maintain a liaison with the City of Renton EOC, mutual aid agencies, and area search and rescue teams.	
	Plan for the arrival and coordination of spontaneous and/or unsupervised volunteers.	Renton Executive Services

Response		
Statement of Purpose: Agencies undertake responsibilities to ensure rapid response or deployment of resources for Search and Rescue operations and capabilities.		
Core Capability	Activity	Responsible Agency(s)
Mass Search and Rescue Operations	Initiate, coordinate, and direct search and rescue operations to locate persons in distress, within the geographical area of the City of Renton.	Renton Police
	Ensure the synchronized deployment of local, regional, or national resources to reinforce ongoing search and rescue efforts.	Renton RFA
Operational Coordination	Mobilize all critical resources and establish command, control, and coordination structures within the affected community throughout the duration of the incident.	King County Sheriff's Office Renton Police Renton RFA
	Appoint a Search and Rescue (SAR) Coordinator/Liaison to field operations.	Renton Police
	Appoint liaison to Renton EOC Operations section.	Renton RFA
	Provide trained personnel for technical advice concerning damage assessment of structures through the City of Renton's Damage Assessment Annex of the Comprehensive Emergency Management Plan.	Renton Community and Economic Development
	Provide personnel, equipment, and resource support to search and rescue missions.	Washington State EMD, WA Department of Transportation,
Public Health, Healthcare, and Emergency Medical Services	Complete triage and initial stabilization of casualties.	Renton RFA
	Deliver medical countermeasures to exposed populations.	

Situational Assessment	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities and engage governmental, private, and civic sector resources within and outside the affected area to meet basic human needs and stabilize the incident.	All Responding Agencies
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Recovery		
Statement of Purpose: Agencies undertake recovery activities for Search and Rescue operations and capabilities.		
Core Capability	Activity	Responsible Agency(s)
Planning	Compile appropriate documentation and costs incurred by the incident.	All
	Participate in post incident after action review process.	
	Assist in returning all organizations and personnel to a state of readiness.	

Resource Requirements

Training

IS 100, 200, 700, 800.

Renton Regional Fire Authority Technical Rescue Team Training

References

- National Response Framework, ESF 9
- National Search and Rescue Plan
- U.S. Department of Defense Joint Publication 3-50.1: National Search and Rescue Manual
- Washington State Comprehensive Emergency Management Plan
- King County Comprehensive Emergency Management Plan
- Structural Collapse and Rescue Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 10: OIL AND HAZARDOUS MATERIALS RESPONSE

Primary Agency: Renton Regional Fire Authority

Support Agencies: City of Renton Executive Services Department
City of Renton Parks and Recreation
City of Renton Police Department
City of Renton Public Works Department
Fuel Providers and Pipeline Companies
King County Emergency Operations Center
King County Mutual Aid Agencies
National Weather Service
Public Health – Seattle and King County
Puget Sound Clean Air Agency
U.S. Department of Transportation
Washington State Department of Ecology
Washington State Department of Health
Washington State Department of Transportation
Washington State Patrol

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 10 is to identify and designate local jurisdictional roles and responsibilities for managing emergent hazardous material incidents and other unanticipated releases within the City of Renton. Activities set forth in ESF 10 endeavor to minimize exposure and damage to human health and safety caused by the actual or threatened release of hazardous materials and other releases. ESF 10 aims to protect emergency responders and the populace in affected areas, and to minimize damage to the environment from the adverse effects of a hazardous materials incident in the City of Renton.

The following Core Capabilities support the roles and responsibilities of ESF 10. The primary and supporting core capabilities are defined to support the execution of Search and Rescue operations for this ESF as follows:

Primary Response Core Capability	
Environmental Response/Health and Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
On-Scene Security, Protection, and Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

In 1986 Congress enacted the Emergency Planning and Community Right to Know Act (EPCRA) as part of the Superfund Amendments and Reauthorization Act (SARA) due to public concern regarding the environmental and safety hazards posed by the storage and handling of toxic chemicals. This act, known as SARA Title III, established requirements for Federal, state, tribal and local governments to provide guidance for off-site emergency planning and notification to minimize exposure and/or damage to human health and safety or to the environment. This mandates that every facility using, storing, or manufacturing hazardous chemicals make public its inventory and report every release of a hazardous chemical to public officials and health

personnel. Clean-up and disposal measures must be coordinated between the responsible party and city, state, or Federal regulatory agencies affiliated, or private clean-up and disposal contractors as determined by the nature and severity of the release. The King County Local Emergency Planning Committee (LEPC), to which the City of Renton belongs, plans for hazardous materials emergencies by collecting information from public and private organizations with chemical inventories. This is required under the SARA Title III/EPCRA Program.

The Revised Code of Washington Title 70.136.010 outlines the intent of the legislature to promote and encourage advance planning, cooperation, and mutual assistance between applicable political subdivision of the state and persons with equipment, personnel, and expertise in the handling of hazardous materials incidents, by establishing limitations on liability for those persons responding in accordance with the provision of RCW 70.136.020 through 70.136.070. Washington Administrative Code (WAC) 118-40 covers hazardous chemical emergency response planning and community Right-To-Know reporting. Occupational Safety and Health Administration (OSHA) regulation 29CFR 1910.120 (q), WAC 296-305-03002, and WAC 296-824 identifies the training levels for hazardous materials response teams. This is the minimum level of training provided to the Renton Regional Fire Authority Hazardous Materials Response Team. This specialized team is trained to the technician level and there are a minimum of 2 Hazmat technicians staffed with the Renton RFA each day.

The guidelines established in the Renton Regional Fire Authority (RFA) and Zone 3 Hazardous Materials Providers Standard Operating Procedures (SOPs) may be followed in responding to a hazardous material incident. This may include activation of the Renton RFA Department Operating Center (DOC) to establish operational control depending on the size and complexity of the incident. All activities within ESF 10 will be conducted in accordance with the National Incident Management System (NIMS) and will utilize the Incident Command System (ICS). Priority shall be given to life safety, incident stabilization, property conservation, and then environmental and economic considerations, in that order. In the event the Renton RFA has exhausted all resources through mutual aid agreements, the Zone 3 HazMat Providers Emergency Response Plan and King County Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations may be activated.

The City of Renton Emergency Operations Center (EOC), if activated, will be informed when resources are reasonably expected to be exhausted and logistical support is requested. The Renton EOC will communicate critical resource updates to the Policy Advisory Group if policy level decisions are required in the continued management of the incident.

Valley Communications Center is the designated public safety answering point (E 9-1-1 dispatch center) for the dispatch of fire mobilization resources in Zone 3 (South King County). Other E 9-1-1 dispatch centers will support Valley Communications Center upon request. These are NORCOM for Zone 1 (North and East King County), Seattle Fire Department Fire Alarm Center for Zone 5 (City of Seattle), and the Regional Communications and Emergency Coordination Center (RCECC) for King County.

The following authorities and policies by the state of Washington support the execution of ESF 10.

Revised Code of Washington (RCW)

- [RCW 4.24.314](#): Person causing hazardous materials incident - Responsibility for incident clean-up – Liability (2019)
- [RCW 69.50.511](#): Cleanup of hazardous substances at illegal drug manufacturing facility (2022)
- [RCW 70.136](#): Hazardous Materials Incidents (2019)
 - [70.136.010](#): Legislative Intent
 - [70.136.020](#): Definitions
 - [70.136.030](#): Incident command agencies – Designation by political subdivisions
 - [70.136.035](#): Incident command agencies – Assistance from state patrol
 - [70.136.040](#): Incident command agencies – Emergency assistance agreements
 - [70.136.050](#): Persons and agencies rendering emergency aid in hazardous materials incidents – Immunity from liability – Limitations
 - [70.136.060](#): Written emergency assistance agreements – Terms and conditions – Records
 - [70.136.070](#): Verbal emergency assistance agreements – Good Samaritan law – Notification – Form
- [RCW 90.56](#): Oil and Hazardous Substance Spill Prevention and Response (2019)

Washington Advisory Code (WAC)

- [WAC 296-305-03002](#): Hazardous Materials (2019)
- [WAC 296-305-05000](#): Incident Management (2019)
- [WAC 296-305-05101](#): Technical Rescue General Requirements (2019)
- [WAC 296-305-05103](#): Technical Rescue Training (2019)
- [WAC 296-305-05107](#): Technical Rescue Incident Response Planning (2019)
- [WAC 296-305-05111](#): Technical Rescue Safety (2019)
- [WAC 296-824](#): Emergency Response (2019)
 - [WAC 296-824-3005](#): Train your employees (2019)
- [WAC 118-40](#): Hazardous Chemical Emergency Response Planning and Community Right-to-Know Reporting (2019)
- [WAC 173-360A](#): Underground Storage Tank Regulations (2019)

Occupational Safety and Health Administration (OSHA)

- [29CFR 1910.120](#) (q): *Hazardous waste operations and emergency response* (2019)
- [40CFR 355](#): *Emergency planning and notification* (2022)

Situation Overview

Renton has a mix of land uses throughout the city. Industrial and commercial uses are located primarily in the Green River valley and downtown areas of Renton. The city center area includes mixed-use residential and commercial land, with both single and multi-family homes. Single family residences dominate the eastern and southeastern portions of the city, where most residential growth is still occurring. In addition, there are pockets of mixed-use commercial centers aimed at providing services for residents along the eastern edges of the city.

The geographic and economic characteristics of Renton make it likely that hazardous materials releases will occur and may develop slowly or occur without warning. Incidents may occur as a result of human error, natural hazards such as earthquakes, deliberate deed such as terrorism or illegal activity, or a breakdown in equipment or monitoring systems. Potentially harmful chemicals are used for a wide variety of operations and are stored, used in, and travel through Renton on a regular basis via highways, rail lines, and/or pipelines. The likelihood of a hazardous materials release may increase through events or threats such as flooding, a pipeline rupture, or illegal lab dumping.

These chemicals can be hazardous to humans or the environment if used or released improperly. Hazardous materials in various forms can cause death, serious injury, long-lasting health effects, and damage to buildings and the environment. The number and severity of major incidents can be minimized by prevention programs. The impact depends upon the quantity and physical properties of the hazardous material, environmental and weather factors at the point of release, the type of release and its proximity to human and wildlife populations and valuable ecosystems. Hazardous materials may be explosive, flammable, combustible, corrosive, reactive, poisonous, or radioactive, as well as in solid, liquid, or gaseous form.

Business types that commonly use hazardous materials locally include hospitals, schools, metal plating and finishing, aircraft manufacturing, public utilities, cold storage companies, fuel industry, communication industry, research facilities, and high technology firms. SARA Title III/EPCRA facilities are required to maintain plans for warning, notification, evacuation, and site security under numerous regulations. Copies are filed with the Renton RFA.

Actual or threatened releases of hazardous materials often require immediate response. The coordination of emergency response operations to hazardous material incidents may require multi-agency and multi-disciplinary responses. Disciplines involved may include hazardous materials technicians, firefighters, emergency medical service providers, law enforcement, environmental containment and clean-up specialists, fish and wildlife experts, and environmental/public health. Most hazardous material incidents are minor in scope and can be handled by trained facility personnel and/or the Renton RFA Hazardous Materials Response Team. However, the potential exists for a large-scale incident, which would require multiple resources and the need for mass evacuation of downwind populations or sheltering in place. Incident commanders are required to utilize their local mutual aid resources and request activation of their county plan before requesting regional assistance. Requesting and coordinating regional fire resources is ultimately accomplished by the Renton RFA Duty Chief.

Concept of Operations

The Renton RFA has the primary responsibility for protecting life, the environment, and property threatened by hazardous materials incidents, except where this has been specifically preempted by state or federal laws or regulations. For a large-scale incident, the Renton RFA is signatory to a countywide mutual aid agreement which is defined as the King County Interlocal Agreement (KC ILA) for Mutual Aid.

The agency with primary authority is dependent on the location of the event. The Renton RFA is the Incident Command Agency for the City of Renton under Chapter 70.136.030 RCW. When an incident occurs on a state highway, the Washington State Patrol will establish a Unified Command System with surrounding fire departments, emergency medical services, and other state and federal agencies.

To manage and support complex or significant field incidents including but not limited to Hazardous Materials emergencies, the Fire Chief or designee will activate the RFA Department Operations Center (DOC). The RFA Duty Chief or on-duty South Battalion Chief/Safety Officer will be an overall coordinator of fire service activities and organize resources with the Fire Zone 3 Coordinator, the King County Fire Coordinator, and ultimately the South Puget Sound Regional Fire Coordinator through the Valley Communications Dispatch Center. RRFA is also a participant in the Zone 3 Fire Operations Chief Coordinators, for larger-scale incidents.

The Renton RFA DOC will coordinate with the field command post and the City of Renton EOC as necessary. The primary location of the RFA DOC is Renton RFA Station 13 (Headquarters). The back-up location will be Renton RFA Station 12 which is the same location as the City of Renton EOC when activated. An alternate location will be the City of Renton Public Works building.

Communications will be through established channels. The primary mode of emergency communications would take place on the Puget Sound Emergency Radio Network (PSERN) radio communications system. Secondary communications are outlined in RRFA Communication Guide and include site trunking, State Ops frequency on the PSERN system, VHF radios, Mobile Data Computer (MDC), pagers and amateur radios (ham radios).

Hazardous materials emergencies involve the organization and management of fire department resources to mitigate hazardous materials of all types, kinds, and complexities while protecting the lives, environment, and property in the affected area. Renton RFA has a Hazardous Materials Response Team (HMRT) trained to the technician level to mitigate these incidents. Larger incidents may require the resource assistance of other agencies through the countywide mutual aid agreement and the Zone 3 Hazardous Materials Response Plan.

The resources and logistics utilized to mitigate hazardous materials incidents depend on the severity of the emergency and the level of training of fire department personnel. Renton RFA

follows a three-tiered approach that directly correlates to the three levels of training of responding units that are described below:

- Awareness level: Awareness level responders are those personnel who, in the course of their normal duties, could encounter an emergency involving hazardous materials/ weapons of mass destruction (WMD) and be expected to recognize the presence of the hazardous materials/WMD, protect themselves, understand risks and potential outcomes, call for assistance, and secure the scene. This is a defensive action.
- Operations level: Operations level responders are personnel who respond to hazardous materials/WMD incidents for the purpose of implementing or supporting actions to protect people, property, and the environment from the effects of a release. They are trained to respond in a defensive fashion, which may include attempts to confine, contain or otherwise control the release without coming into contact with the material/product. All members of Renton RFA are trained to this level which includes gross decontamination procedures in the warm zone.
- Technician level: Technician level responders are personnel who respond to a hazardous materials/WMD incident using a risk-based response process to analyze the situation involving hazardous materials/WMD, identify the unknown material, select applicable decontamination procedures, and contain/control the release using specialized protective clothing and control equipment. They will approach the point of release in order to plug, patch or otherwise stop the release of a hazardous substance. This is considered an offensive action in the hot zone and only performed by HazMat technicians. All members of Renton RFAs Hazardous Materials Response Team are trained to this level.

Procedures

Based on the Hazardous Materials Response Plan and Procedures, the response will vary dependent upon the location and magnitude of the hazardous materials release and the population impact. Response and recovery efforts include containing and controlling the release, warning the public, request for assistance, notification of state and federal agencies, restoration of businesses and requests for cleanup resources. Additionally, requests for recovery of response and cleanup costs and monitoring the site may be necessary.

The Renton RFA policies and procedures outline mutual aid partners and DOC guidelines to be used for large-scale incidents. Within these policies are hazardous materials specific standard operating procedures (SOPs) written to support Renton RFA's hazardous materials response, including releases because of disasters. Additionally, the King County Fire Chiefs Model Procedures outline countywide hazardous material specific policies that all fire agencies in King County follow. These specific SOPs and procedures are listed in the References section at the end of this document.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 10 includes communicating with the Whole Community during Hazardous Materials preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 10 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

Hazardous materials response is organized under the National Incident Management System (NIMS). Renton RFA has the responsibility for managing hazardous materials incidents in their service area. This includes the City of Renton along with King County Fire Protection Districts #25 (East Renton Plateau) and #40 (Fairwood). There are currently seven Renton RFA fire stations that have pre-designated response areas and provide backup as necessary to the other stations. Renton RFA key fire stations that will be backed-up and staffed during a large-scale hazardous materials incident include Station 11 (downtown), Station 16 (East Renton Plateau) and Station 17 (Fairwood).

RRFA Divisions

- The Response Operations Division is responsible for all Suppression, EMS, Technical Rescue, Water Rescue, and Hazardous Material activities.
- The Office of the Fire Marshal is responsible for providing International Fire and Building Code inspections, plans checking, public education, and hazardous materials inspections on target hazard facilities in the city.
- The Support Services Division and Administration are responsible for fleet, facilities, logistics, finance, security, and other support needs.
- The EMS/Health and Safety Division is responsible for Emergency Medical Services (EMS) as well as occupational injury, illness, and exposure of RRFA members.

Notification

ESF 10 can be activated through the following channels:

- Incident Commander
- Battalion Chief/Safety Officer (BC/SO)

- Duty Chief/Deputy Chief
- Fire Chief
- Zone 3 fire coordinator
- King County fire coordinator
- Renton EOC Duty Officer

Activation may occur due to the severity of the event or perceived threat, unmitigated risk to the Renton community, or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EI	Description	Collection	Dissemination
Nature of Incident	<ul style="list-style-type: none"> What is the substance identity? How is it being spread? How dangerous is it? What is the protective action to be taken? (Evacuation, shelter in place) 	<ul style="list-style-type: none"> • Department of Ecology • Incident Commander 	<ul style="list-style-type: none"> • Renton EOC • Renton RFA Duty Chief
Extent of Incident	<ul style="list-style-type: none"> Gathering information regarding the extent of the incident. Is it growing or stable? Are lives at risk – if so, where? How many persons are potentially contaminated? Are any vulnerable congregate facilities (hospitals, nursing homes, schools) impacted? 	<ul style="list-style-type: none"> ▪ Incident Commander 	<ul style="list-style-type: none"> ▪ Renton EOC ▪ Renton RFA Duty Chief
Environmental Conditions	<ul style="list-style-type: none"> What are the weather conditions relevant to the release? 	<ul style="list-style-type: none"> ▪ Renton EOC ▪ Renton RFA ▪ National Weather Service 	<ul style="list-style-type: none"> ▪ Renton EOC ▪ Renton RFA

	Is there environmental contamination possible?		
Logistics	<p>Number, location, and mission assignment of ESF 10 staff deployed to incident coordination locations (i.e., RRCC, EOC, JFO, and field sites)</p> <p>Location of staging area, warm zone, hot zone, decontamination facilities, and other key locations</p>	<ul style="list-style-type: none"> ▪ Incident Commander ▪ Renton RFA Duty Chief ▪ Zone 3 fire coordinator ▪ King County fire coordinator 	<ul style="list-style-type: none"> ▪ Renton EOC ▪ Renton RFA DOC
Resources	<p>Number, location, and role of pre-positioned ESF 10 resources.</p> <p>Number, location, and role of deployed ESF 10 resources.</p>	<ul style="list-style-type: none"> ▪ Incident Commander ▪ Zone 3 fire coordinator ▪ King County fire coordinator 	<ul style="list-style-type: none"> ▪ Renton EOC ▪ Renton RFA Duty Chief

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statements of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Profile hazards, identify risks and vulnerabilities, and propose strategies and actions to reduce risks to life, property, the environment, the economy, infrastructure, and first responders. The type and amount of hazardous material and the specific situation will determine offensive or defensive actions for confinement, containment, and hazard reduction to stop the release.		
Core Capability	Activity	Responsible Agency(s)
Environmental Response/Health and Safety	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.	Renton RFA
	Enforces the international Fire code requiring facilities to have hazardous materials management plans, which provide local responders with vital information for hazardous materials response to specific facilities.	Renton RFA
	Establish regional and statewide regulations and codes relating to the safe storage, use, handling, and disposal methods of hazardous materials.	WA Department of Ecology Puget Sound Clean Air Agency

Planning	Review, evaluate, inspect, and issue permits for the storage and use of hazardous materials to reduce the risk of a release or spill.	Renton RFA Renton Community and Economic Development
	Manage, recommend, and/or enforce city codes relating to the storage, use and handling of hazardous materials to lessen the impact of a hazardous material incident.	

Preparedness		
Statement of Purpose: Identify, evaluate, and implement measures to prevent and minimize impacts to the community, environment, and properties from hazardous materials emergencies and response operations for these incidents.		
Core Capability	Activity	Responsible Agency(s)
Environmental Response/Health and Safety	Regularly conduct building inspections and review pre-incident plans of Hazmat facilities in advance of an incident.	Renton RFA
	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.	Renton RFA Renton Human Resources and Risk Management
Planning	Develop hazardous materials emergency response plans and procedures.	Renton RFA
	Plan for response to public and private entities that manufacture, use, store, and transport hazardous materials in King County.	
	Participate in training required by 29CFR 1910.120.	
	Provide and/or participate in emergency management training, drills, and exercises in support of this ESF.	
	Coordinate, participate and evaluate hazardous material drills and exercises for SARA Title III/EPCRA facilities with the King County LEPC.	
	Maintain emergency response plans and Tier II files for hazardous materials facilities, which fall under the SARA Title III/EPCRA law.	
	Participate in the King County LEPC.	
	Work directly with the City of Renton Community and Economic Development Department (CED) to plan for hazardous materials incidents.	
	Maintain Tier II records and plans from facilities required under SARA Title III and the Clean Air Act.	King County EOC
Participate in the King County LEPC.		
Operational Communications	Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and	Renton RFA Renton Executive Services

	data communications between Federal, tribal, state, and local first responders.	
Public Information and Warning	Develop and distribute public education information related to hazardous material issues per the Community Right to Know Act.	Department of Ecology

Response		
Statement of Purpose: Respond to public and private entities that manufacture, use, store, and transport hazardous materials that could impact the City of Renton. Conduct initial hazard assessments and determine the appropriate resources to meet the demands of the incident. Protect the community and responders from exposure to hazardous materials released, as well as the protection of property and the environment.		
Core Capability	Activity	Responsible Agency(s)
Planning	Develop and implement strategic incident action plans after identifying the critical factors.	Renton RFA
	Review emergency response plans and spill prevention plans for facilities within the City of Renton.	
Operational Coordination	Assist in containing and controlling the hazardous material.	Renton RFA
	Provide initial response to, and size-up of hazardous material incidents. Incident priorities include life-safety, evacuation, shelter-in-place, and primary defensive measures.	
	Assume the role of on-scene Incident Commander (IC) and utilize the Incident Command System (ICS).	
	Activate Renton EOC as needed to provide support to ESF 10 incidents.	
	The IC may establish a Hazardous Materials Group Supervisor (HGS) at a working incident as long as they are a Hazmat technician.	
	The IC may designate a Safety Officer and Assistant Safety Officer for Hazmat.	
	Coordinate the response and recovery efforts to hazardous material incidents.	
	Contact the appropriate outside agencies for assistance, if necessary, and coordinate efforts using the KC ILA.	
	When required and in accordance with department Standard Operating Procedures, notify the Renton RFA Duty Chief, the City of Renton EOC Duty Officer, King County EOC Duty Officer, and Washington State	

	Emergency Management Division of the size and impact to the area.	
	The RFA Duty Chief will coordinate with the Zone 3 Fire Coordinator and the King County Zone Fire Coordinator to request fire resource mobilization of support agencies during a large-scale incident.	
	The RFA Duty Chief will be the fire liaison and representative to the City of Renton EOC, as well as the King County EOC, to provide situation and damage assessment information when requesting Regional Fire Representation.	
	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.	
	Utilize the King County Zone 3 HazMat Incident Response position checklists.	
	The IC may work in conjunction with the HGS leader in developing tactics to mitigate the incident.	
	Operations level and/or technician level personnel may be assigned offensive or defensive strategies to stop hazardous materials releases.	
	Assist in containing and isolating the hazardous material within the limits of staff training and available personal protective equipment.	Renton Public Works
	Provide necessary resources as required by the Incident Commander.	
	Activate the King County EOC if required.	
	Coordinate additional resources at the request of the Incident Command agency or the Renton EOC.	King County EOC
	Assist in the response and recovery from hazardous material releases.	
	Provide response resources as requested by the Incident Commander per mutual aid agreements (KC ILA).	King County Mutual Aid Agencies
	Provide resources, technical support, guidance, and possible enforcement, as necessary.	Washington State Military Department
Environmental Response / Health and Safety	Hot, warm, and cold control zones may be established. Decontamination procedures in the warm zone must be established prior to Hazmat technicians entering the hot zone.	Renton RFA
	The IC may appoint a site access control leader to control the decontamination corridor (warm zone). Entry and exit are through this corridor.	

	<p>Promptly report leaks, spills, illicit discharges, and other types of releases deemed harmful to the environment to the appropriate entities.</p> <p>Report all spills to the Washington State Department of Ecology (DOE) via the National Response Center (NRC) at 1-800-424-8802. NRC will notify all state and local agencies. All DOE reportable spills will also be reported to the RFA Duty Chief.</p> <p>Report all spills to the Regional Department of Ecology office at 425-649-7000. DOE may provide on-scene response.</p> <p>All spills shall be reported immediately to the City of Renton EOC Duty Officer.</p>	
Operational Communications	<p>Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.</p> <p>Provide technical advice to the Incident Commander in the enforcement of all city codes relating to the storage, use and handling of hazardous materials.</p>	Renton RFA
	<p>Serve as a Public Safety Answering Point (PSAP), providing call receiving and dispatch services, and procure additional firefighting resources for Renton RFA.</p>	Valley Communications Center
	<p>Supply information on City of Renton infrastructure and regulate critical utilities.</p>	Renton Public Works
Infrastructure Systems	<p>Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in heavily impacted zones, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.</p>	Renton RFA
	<p>Provide traffic control, area security, and communication support to establish a safe and secure environment in an affected area.</p> <p>Isolate and deny entry to all unauthorized personnel.</p> <p>Assist in response and population protection measures such as sheltering in place.</p> <p>Assist in evacuation of potentially affected populations to safe environments as directed.</p> <p>Provide traffic control assistance as requested.</p>	<p>Renton RFA</p> <p>Renton Police</p> <p>Renton Public Works</p>
Public Information and Warning	<p>Deliver credible and actionable messages to inform ongoing emergency services and the public about</p>	Renton RFA

	protective measures and other life-sustaining actions and facilitate the transition to recovery.	Renton Executive Services
	Inform all affected segments of society of critical lifesaving and life-sustaining information by all means necessary, including accessible tools, to expedite the delivery of emergency services and aid the public to take protective actions.	
	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.	Renton RFA Renton Executive Services King County EOC

Recovery		
Statement of Purpose: The systematic process of managing the end stages of the incident after life safety, mitigation and stabilization is reached. Recovery is to include, but is not limited, to assigning a third-party authority to provide collaboration with environmental clean-up, re-occupancy of fixed-facility or transportation corridor, and financial/logistical obligations for the responding agencies.		
Core Capability	Activity	Responsible Agency(s)
Operational Coordination	Begin the coordination of recovery efforts to hazardous materials incidents.	Renton RFA
	Assist in the city’s recovery from hazardous material releases.	King County Mutual Aid Agencies
	Lead agency in King County for overseeing the clean-up and disposal of hazardous materials waste.	Washington State Department of Ecology
	Lead agency in Washington State for recovery from radiological incidents.	Washington State Department of Health
	Coordinates recovery efforts for hazardous materials and radiological incidents between the WA Department of Ecology and WA Department of Health.	Renton EOC
Environmental Response/Health and Safety	Ultimately responsible for the cost of clean-up and recovery (RCW 4.24.314).	Owner or transporter of the Hazardous Material release
Operational Communications	Compile the appropriate documentation for the incident report.	Renton RFA
	Conduct a post-incident analysis to evaluate the incident.	
	Assist the Renton Regional Fire Authority in evaluating the incident and providing information for the incident report.	Renton Executive Services Renton Police

		Other involved city departments WA Department of Ecology
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Resource Requirements

Hazardous material releases require substantial amounts of specialized equipment, supplies and training. Many specialized monitoring devices may be needed as well as training, decontamination equipment and technical information resources. King County Zone 3 has four Hazardous Materials Teams:

- Renton RFA located at Station 14: 1900 Lind Ave SW, Renton, 98057
- Puget Sound RFA located at Station 75 and Station 76
 - Station 75: 15635 SE 272nd, Kent, 98042
 - Station 76: 20676 72nd Ave S, Kent, 98032
- Port of Seattle FD: 2400 S 170th St, SeaTac, WA 98158
- South King Fire and Rescue located at Station 61: 3203 S. 360th St., Auburn, 98001

References

- [International Fire Code](#)
- International Building Code
- Department of Transportation Emergency Response Guidebook (2020)
- Renton Regional Fire Authority Standard Operating Procedures (SOPs)
 - 3101 - Stop Work Orders, Fire Watch, and Special Inspections (2020)
 - 3104 - Fire and Life Safety Inspection Program (2018)
 - 3106 - Hazardous Materials Inspections (2016)
 - 4101 - Response Guidelines (2019)
 - 4102 - Rules of Engagement (2017)
 - 4103 - King County Fire Chiefs Model Procedures (2020)
 - 4104 - Zone 3 Procedures (2017)
 - 4105 - Valley Communication Procedures (2017)
 - 4108 - Incident Management System (2017)
 - 4110 - Department Operations Center (2020)
 - Appendix 7.1 - Zone 3 Fire Storm Procedures Field User Guide
 - Appendix 7.2 - Secondary Fire Dispatch Procedures
 - 4111 - Initial Disaster Response Procedures (2017)

- Appendix 7.1 - Station Assessment Procedures
 - Appendix 7.2 - High Wind Procedures
 - Appendix 7.3 - RRFA Communication Quick Reference Guide
 - 4112 - Automatic Aid/Mutual Aid Mobilization (2020)
 - 4117 - Hazardous Materials Operations (2018)
 - 4118 - Explosive Guidelines (2017)
 - 4122 - Pre-Incident Plans (2018)
 - 4123 - Risk Management (2018)
 - 4202 - Training Standards and References (2017)
 - 4203 - Incident Management Training and Qualification (2017)
 - 6203 - Incident Safety Officer (2017)
 - HazMat Incident Safety Report (pdf)
 - 6204 - Respiratory Protection (2017)
- [King County Fire Chiefs Model Procedures \(2020\)](#)
 - Section 5 - Hazardous Materials
 - Section 6 - Local, County and State Mobilization Requests
 - Section 10 - King County Radio Interoperability
 - Section 12 - Public Evacuations and Warnings
 - Section 14 - Strike Team/Task Force
 - Section 24 - Natural Gas Emergency
 - Section 26 - Technical Rescue
 - Section 27 - Move ups of Interzonal Resources
 - King County Interlocal Agreement for Mutual/Automatic Aid (2018)
- Zone 3 Resources (from [Vector Solutions website](#))
 - Zone 3 Operational Policy - Highly Infectious Disease Patients (2020)
 - Zone 3 Operational Procedure - High Call Volume Operations (2021)
 - Zone 3 Technical Rescue Responses (2018)
 - Zone 3 Procedures – On Duty Battalion Chief Coordinator (2018)
 - Zone 3 Fire Station locations and phone numbers
 - Zone 3 Key Station List (2018)
 - Zone 3 Operations Committee – Station order for move-ups (2019)
 - Zone 3 Coordinator Move-up Spreadsheet Form [\(2020\)](#)
 - Zone 3 Coordination Map (2018)
 - Zone 3 Hazardous Materials Resources/Documents (2012)
 - HazMat Entry Team Leader Guide
 - HazMat Incident Command Guide
 - HazMat Incident Safety Officer Guide
 - HazMat MCI Patient Decon Guide
 - HazMat Medical Group Supervisor Guide
 - HazMat Operations Guide
 - HazMat Planning/Research Guide
 - HazMat Safety Briefing

- [Valley Communications Center SOPs](#)
 - 717 – Firefighter Safety Procedures (2016)
 - [735 - Fire Department Move-up/Cover Procedures \(2014\)](#)
 - [737 - Fire Department Mutual Aid \(2014\)](#)
 - [740 - Fire Department Special Response Procedures \(2016\)](#)
 - [745 - Fire Department High Call Volume Events \(2020\)](#)
 - 766 - EOC Activations (2012)
 - 800 - 800 MHz Talk groups (2019)
- National Fire Protection Association (NFPA)
 - 472 - Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents (2018)
 - 1991 - Standard on Vapor-Protective Ensembles for Hazardous Materials Emergencies and CBRN Terrorism Incidents (2016)
 - 1992 - Standard on Liquid Splash-Protective Ensembles and Clothing for Hazardous Materials Emergencies (2018)

Related Plans

- SARA Title III Emergency Response Plan
- PL 99-499: Public Law Emergency Planning and Community Right-To-Know
- Zone 3 Command Procedures (2021)
- Zone 3 Haz-Mat Providers Emergency Response Plan (2013)
- [King County Regional Hazard Mitigation Plan](#) (2020-2025)
- [Washington State Enhanced Hazard Mitigation Plan](#) (2018-2023)
- [Washington State Enhanced Hazard Mitigation Plan Risk and Vulnerability Assessment](#) (2018-2023)

Terms and Definitions

- CFR: Code of Federal Regulations
- Cold Zone: Safe area outside the warm zone where incident command and management teams operate.
- Gross decontamination: High flow gallons per minute hose line as needed to remove large particulate hazard from responder or victim.
- Hazardous Materials Decontamination Unit: Unit stocked with equipment specific to mass decontamination capabilities, shelter, and casualty collection. This unit does not have mass casualty (MCI) mitigation capabilities. Located in the warm zone.

- Hazardous Materials Team: technician-level team that is capable of Level A entry into the hot zone.
- Hazardous Material (HazMat): Any explosive, gas, flammable/combustible liquid, oxidizer, poison, etiologic agent, radioactive, corrosive, or other substance or material in quantity or form that may pose an unreasonable risk to public health, safety, or the environment.
- HGS: Hazardous Materials Group Supervisor.
- HM314: Hazardous Material emergency response apparatus for Zone 3 from RRFA Station 14
- Hot Zone: An area where hazardous vapors and liquids are present. This area is considered to be dangerous due to biological, chemical, or nuclear contamination. Individuals must be trained to Hazmat technician level and prepared to enter and leave the area through specific corridors. This is also known as the exclusion zone or area of contamination.
- LEPC: Local Emergency Planning Committee
- Level A Protection: The highest available level of respiratory, skin, splash, and eye protection for HazMat technicians which requires fully encapsulating vapor protective clothing with supplied breathing air. Level A HazMat releases have a high vapor pressure and is toxic through skin absorption or is carcinogenic.
- Level B Protection: The level of protective equipment utilized by HazMat technicians where the environment is not considered acutely vapor toxic to skin but may cause respiratory effects. In such situations a chemical splash suit or full coverage, non-airtight chemical suit with self-contained breathing apparatus (SCBA) or supplied air breathing apparatus (SABA) is required.
- Level C Protection: The level of protective equipment required to prevent respiratory exposure but does not include protection of skin contact (i.e., full-face air purifying respirator, inner and outer chemical-resistant gloves, hard hat, escape mask, and disposable chemical-resistant out boots).
- MCI: Mass Casualty Incident
- MDC: Mobile Data Computers
- PSERN: a voter-approved emergency radio system used for dispatching and communications between fire, law enforcement, and other agencies in King County, Washington. It is simulcast 800MHz trunked radio system, utilizing P25 Phase II digital technology to broadcast via 61 radio sites between over 18,000 portable (hand-held), mobile (vehicle), and control stations (desktop) radios, as well as dispatch center consoles, within the service area. PSERN is maintained and operated by the PSERN Operator.
- Warm Zone: The decontamination area located outside the hot zone.
- Zone 3: King County Fire Departments consisting of Burien/North Highline (KC Fire District #2), Enumclaw FD, Mountain View FD, Port of Seattle FD, Puget Sound RFA, Renton RFA, Skyway (KC Fire District #20), South King Fire and Rescue, Tukwila FD, Valley RFA, and Vashon Island FD.

Appendices

Appendix A: Olympic Pipeline

Appendix A: Olympic Pipeline

Historical Information

- On December 28, 2002, a spill of 1,465 gallons of trans-mix occurred at the Renton Control Center (2319 Line Ave SW). This spill was caused by equipment failure and went into a containment vault. No oil was released into the environment.
- On May 23, 2004, a breach in a 3/8-inch sampler line caused a release of 1,890 gallons of gasoline, also at the Renton Control Center. The gasoline subsequently caught fire and burned the sampling shed. Some of the gasoline was released to the environment.

Pipeline incidents are the results of a rupture or break in a pipeline that causes a spill and sometimes a fire or explosion. The hazardous liquids spilled from the pipeline can damage streams, rivers, and other sensitive areas. Ignition of the hazardous liquids from the pipeline can damage sensitive areas, habitat, and residential and commercial property.

EMERGENCY SUPPORT FUNCTION 11: AGRICULTURE AND NATURAL RESOURCES

- Primary Agency:** City of Renton Parks and Recreation Department
- Support Agencies:** City of Renton Executive Services Department
 City of Renton Police Department
 Renton Regional Fire Authority
 King County Emergency Operations Center
 Public Health – Seattle and King County
 Washington State Department of Agriculture
 Washington State Department of Health
 Washington State Department of Archaeology and Historic Preservation

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 11 is to support and facilitate multiagency planning and coordination for operations during incidents requiring City internal and external coordination for:

- Nutrition and food assistance.
- Animal and agricultural health.
- Animal and agricultural emergency management.
- Protection of natural, cultural, and historical properties resources.

The following Core Capabilities support the roles and responsibilities of ESF 9. The primary and supporting core capabilities are defined to support the execution of Search and Rescue operations for this ESF as follows:

Primary Response Core Capability	
Environmental Response / Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, as well as coordinating access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Mass Care Services	Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.
On-Scene Security, Protection, and Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.
Public Health, Healthcare, & Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The City of Renton may provide emergency organization and resources to minimize the effects of incidents, prepare to respond to disaster situations; maximize population survival, preserve property, and recovery that will ensure the orderly and fast return to normal community life in the event of a natural or technological disaster. City of Renton will make every effort to educate its staff, communities, and businesses in their individual responsibility to provide for and/or secure their own safe food and water for at least two weeks following a disaster.

This Plan may be supplemented by the King County Comprehensive Emergency Management Plan, the Puget Sound Regional Coordination Plan and Annexes, the Washington State Comprehensive Emergency Management Plan, and other applicable plans. All operations will function in concert with the National Incident Management System (NIMS) to assure a comprehensive approach to emergency management is achieved.

The following policies and authorities from the state of Washington apply to the execution of ESF 11:

Revised Code of Washington (RCW)

- **RCW 27.44:** Indian Graves and Records
Procedures for responding to discoveries of human skeletal remains; penalties for known disturbance of Native Indian cairns, graves, and rock markings.
- **RCW 27.53:** Archaeological Sites and Resources
Penalties for disturbing known archaeological sites on either public or private land

Washington Advisory Code (WAC)

- **WAC 16-25:** Disposal of Dead Livestock.
State Veterinarian has the authority to specify the method of disposal and place additional requirements for the disposal of carcasses of livestock animals that die of disease or are euthanized to prevent the spread of disease.
- **WAC 246-291-125:** Groundwater Source Approval.
Drinking water shall be obtained from the highest quality source feasible.
- **Federal Public Law: Pets Evacuation and Transportation Standards Act of 2006**
- Authorizes FEMA to provide rescue, care, shelter, and essential needs for individuals with household pets and service animals, and to the household pets and animals themselves following a major disaster or emergency.

Situation Overview

Emergencies or disasters may occur in a local jurisdiction at any time causing significant human suffering, injury, and death; public and private property damage; environmental degradation; economic hardship to businesses, families, and individuals; and disruption of local government.

The King County Regional Hazard Mitigation Plan identifies the natural and technological emergencies or disasters the City of Renton may experience. Specific hazards that may severely impact the City of Renton's agriculture and natural resources includes landslides, flooding, earthquakes, wildfires, and hazardous materials spills, to name a few.

The City of Renton has numerous developments including a downtown core, sprawling suburban housing, parks and trails, rivers, lake front, open space, and forested areas. Natural, cultural, or historic preservation and restoration issues may arise during an emergency or as a result of a disaster. Areas covered include terrestrial and aquatic ecosystems; biological resources, including fish and wildlife; threatened and endangered species, migratory birds; historic and prehistoric resources; mapping and geospatial data; geology; hydrology, including real-time water flow data; data on earthquakes and other natural hazards; on- and offshore minerals; energy; and coal mining.

During the first 72 hours of an emergency, shelters and individuals are expected to rely on their own resources, and those available in their immediate area, for food and water. The city has limited experience in coordinating the distribution of foods, water, and donated goods in large quantities and will rely upon the expertise of outside agencies and organizations to accomplish these tasks whenever possible.

Early in the course of the event, little information will be available, and information may be vague and inaccurate. No guarantee is implied by this plan. Because assets and personnel may be overwhelmed, the city and county can only endeavor to make every reasonable effort to respond to a hazardous event based on the situation, information, and resources available at that time.

Concept of Operations

ESF 11 describes the management, safe handling and distribution of food and water for the needs of large groups of people within the City of Renton during and immediately after a major emergency or disaster. It also addresses the safety and well-being of household pets and livestock, and the protection of natural, cultural, and historic properties within this jurisdiction.

- ESF 11 facilitates multiagency planning and coordination in the pre-incident phase in order to pre-position assets or to place assets on alert for quick turnaround.
- During the response phase, ESF 11 transitions and is responsible for operational coordination, logistics and supply chain management for mass care services, and situational awareness.

Nutrition and Food Assistance

A significant emergency or disaster may deprive substantial numbers of residents of the ability to prepare or gain access to safe and reliable supplies of food and water. Congregate care feeding areas will be the primary locations for the distribution of food and water supplies.

Food warehouses located in the city are not available for the sole use of the city and must be considered a regional resource. If not handled properly, food and water can become vehicles for illness and disease transmission, which must be avoided. Public Health – Seattle & King County may provide guidance to the city and to individuals to ensure the safety of food and water made available to the public. The City of Renton will work closely with local volunteer and non-profit agencies to determine the emergency food and water needs of the affected population. The City of Renton will coordinate with local agencies, commercial facilities, volunteer organizations and appropriate purveyors for the supply and distribution of food and water to the affected population. The city will not accept unprocessed donated goods during a time of disaster. Only those goods that can quickly be placed into the community, or specifically requested, will be accepted.

Animals and Agriculture

Any displacement or evacuation of people from their homes may cause household pets and livestock to be placed at risk due to lack of food, shelter, and care. Animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering efforts. Animals should be sheltered near their owners to the extent possible. In order to provide for the safety and security of Renton residents, animals, and property, the city will work to ensure the care and shelter of pets in the event of an emergency. Owners will be expected to provide food, water, husbandry, and exercise for their pets during the times they are in emergency shelters. Renton Police will guide the City's response to domestic animal care following a major emergency or disaster. While Incident Command will assist with animal issues, the priority will remain the health and safety of residents.

Some animal diseases are very contagious (e.g. – foot and mouth disease) and would be very difficult to identify, isolate, control, and eradicate in an emergency shelter environment. Some plant diseases are very infectious to other plants and can be very difficult to identify, isolate, control, and eradicate. The Washington State Department of Agriculture, in collaboration with identified stakeholders and legal authorities (local, state, federal and tribal), may lead the management of animal and/or plant health emergencies.

Renton Police has jurisdictional authority and will direct and control all activities related to animal sheltering, protection, and control during an emergency. If a possible foreign animal, insect, crop, or disease is confirmed on a premise, the state veterinarian, Washington Department of Agriculture (WA DOA) and the Federal Area Veterinarian in Charge become the Unified Command. As a Unified Command, they would coordinate the response with local, other state and federal agencies.

Natural, Cultural and Historical Resources

Cultural heritage institutions (such as museums, libraries, archives, records repositories, and historical societies) may have sensitive collections that require specific actions in the event of a disaster or emergency. Actions initiated under ESF 11 to protect, preserve, conserve, rehabilitate, recover, and restore natural, cultural, and historical resources will be guided by the

existing internal policies and procedures of the agencies providing support for the incident. Structures registered in national historical registries, or those structures eligible for inclusion in those registries, may be subject to special considerations. The City of Renton may coordinate with local, state, tribal and federal partners to assess, protect, preserve, conserve, inform long-term recovery and restore identified natural resources and/or cultural sites.

Individuals/Households

Individuals are responsible for knowing the risks they face and developing emergency plans for their families that include emergency preparedness for the animals in their household, whether those animals are owned for pleasure or commercial purposes. To the extent possible, during an incident, individuals should carry out their emergency plans in accordance with responder instructions.

During an incident, to the extent practical, animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering efforts, and animals should be sheltered near their owners. Service animals are trained to perform a specific service for a person with a disability or access and functional need. They are not pets and may not be separated from the individual with a disability or other access and functional need. They should be permitted anywhere the public goes. Owners should provide food, water, husbandry, and exercise for their animals while they are in emergency shelters. Recognized service animal species are dogs and miniature horses under Washington state law and must be accommodated. Emotional support animals do not receive the same accommodation and may be treated as a pet under emergency circumstances.

Local, State, and Tribal Governments

Local, state, and tribal governments are primarily responsible for the welfare of individuals and animals within their jurisdictions.

Typically, at the local level, the animal control agency is the authority that has jurisdiction for non-disease animal emergency management issues within a given community. When requested and mission assigned, ESF 11 can assist in coordinating or providing technical assistance to address animal/agriculture emergency management issues.

Actions taken during an emergency threatening the environment or cultural and historic resources are guided by and coordinated with the appropriate local, state, and tribal agencies, including the state historic preservation office, state archives, and local emergency management agencies.

Private Sector/Nongovernmental Organizations

Most animal and agriculture emergency response resources and assets are owned or controlled by the private sector and NGOs.

Animal emergency management is and has always been a whole community effort—a blending of emergency management and animal handling expertise. At the local level, veterinarians, farmers, animal control agencies and humane organizations, breeders, wildlife rehabilitators, and others make up the animal infrastructure within a community. These entities should be encouraged to collaborate with government to meet emergency animal needs in their communities. Many states have integrated animal response capabilities, such as county and/or state animal response teams, veterinary medical reserve corps, or similarly named entities.

Cultural heritage institutions (such as museums, libraries, archives, records repositories, and historical societies) should be encouraged to develop emergency plans, including having contingency plans in place for their collections in the event of a disaster or emergency. Nonprofit networks, such as the Heritage Emergency National Task Force, can provide information on cultural and historic resources at risk.

Whole Community

The “Whole Community” includes individuals, families, and households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 11 includes communicating with the Whole Community during Agriculture and Natural Resource related activities through preparedness, response, recovery, and mitigation. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 11 has been reviewed by the Whole Community through a public input process that included an online (virtual) and in-person access.

Organization

The City of Renton Parks and Recreation Department is responsible for leading the coordination of Agriculture and Natural Resources activities within our jurisdiction. The Renton EOC will provide support to the lead agency for this ESF.

Notification

The ESF can be activated through several channels:

- Incident Commander
- City mayor, city administrator, or designee
- EOC Duty Officer or EOC Director

ESF 11 may be activated independently or in conjunction with other ESFs, depending on the situation.

Activation may occur due to the severity of the event or perceived threat, unmitigated risk to Renton community, in a planned event situation, or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered for information collection. They may not include all relevant EEIs as the impact of a given disaster may require unique information collection needs.

EEI	Description	Collection	Dissemination
Extent of Incident	Information regarding the extent of the incident. Is it growing or stable? Are lives at risk – if so, where? Evacuation order needed?	<ul style="list-style-type: none"> Incident Commander/ delegate Renton EOC 	<ul style="list-style-type: none"> Renton EOC Renton Police Renton RFA Renton Executive Services
Damage Assessment	Information regarding extent of physical damage resulting from the incident.	<ul style="list-style-type: none"> Renton EOC Renton Community and Economic Development 	<ul style="list-style-type: none"> Renton EOC
Population Status	Information regarding life/safety impacts; displacement; specific community impacted; animal population impacted; immediate needs identified; etc.	<ul style="list-style-type: none"> Renton EOC Renton Parks and Recreation Renton Police Renton Regional Fire Authority Renton Equity, Housing and Human Services 	<ul style="list-style-type: none"> Renton EOC
Resource Requests	Immediate resource requests from the field or other responders to the event to be fulfilled through the EOC.	<ul style="list-style-type: none"> Incident Commander/delegate Renton EOC 	<ul style="list-style-type: none"> Renton EOC
Community Impact and Response	Information on the state of the community gathered from social media, traditional media, and other community-based sources. Cultural sites impacted?	<ul style="list-style-type: none"> Renton EOC Social Media Renton Executive Services 	<ul style="list-style-type: none"> Renton Executive Services

Responding Entities	Who is responding to the incident? External partners or agencies are offering help? Other responding resources?	<ul style="list-style-type: none"> • Renton EOC • Incident Commander / Delegate 	<ul style="list-style-type: none"> • Renton Executive Services • Renton EOC
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This list is not exhaustive. As an event progresses, information regarding responder or EOC staff needs, population needs, available resources and support, and supplemental situational awareness will develop and change. This list is meant to serve as a starting place for achieving an ongoing common operating picture of an event and its current response and recovery efforts.

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statement of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
<p>Statement of Purpose: Responsible agencies undertake activities to ensure the mitigation of preventable or limitable impacts to the tangible systems upon which ESF 5 capabilities rely. These are physical or technological systems in place which support the Core Response Capabilities which allows the City of Renton to coordinate the collection, evaluation, documentation, and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton.</p>		
Core Capability	Activity	Responsible Agency(s)
Environmental Response / Health & Safety	Identify potential impacts to and develop mitigation activities for local natural resources and vulnerable agricultural areas.	Renton Parks and Recreation

Preparedness		
<p>Statement of Purpose: Responsible agencies undertake activities to ensure the Core Response Capabilities which allow us to coordinate the collection, evaluation, documentation, and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton are up to date; fully resourced; and disseminated to appropriate partners.</p>		
Core Capability	Activity	Responsible Agency(s)

Environmental Response / Health & Safety	Secure Food Worker Cards for people assigned to food distribution: https://www.foodworkercard.wa.gov/	Renton Parks and Recreation
	Coordinate with appropriate agencies to ensure procedures/guidelines are in place to inspect the food supply and ensure food safety.	
	Coordinate with State Veterinarian services for protocols around animal care and mortuary services.	
Planning	Maintain an accurate roster and activation procedures of personnel assigned to perform ESF-11 duties during a disaster.	Renton Parks and Recreation
	Maintain current food resource directories to include maintaining points of contact.	
	Identify likely transportation needs and coordinate with ESF-1.	
	Determine areas/regions of Renton in greater need of agriculture and natural resources.	
	Update the Renton Animal Shelter Procedures and Emergency Operations Plan.	
	Determine pre-designated food delivery/dispersal locations.	
	Primary action officers for all ESF-11 agencies should complete ICS 100, 200, 700 training courses.	
	Determine resources available for natural, historic, and cultural resources protection.	
	Develop mutual aid agreements with government agencies, professional associates and private agencies and organizations with personnel and equipment to support ESF-11 activities.	
	Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.	
Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.		
Public Information and Warning	Aid in the development of pre-canned emergency messages related to the safety and security of agriculture and natural resources.	Renton Parks and Recreation
Operational Coordination	When requested, deploy a representative to the EOC to assist with agriculture and natural resources activities.	Renton Parks and Recreation
Mass Care Services	Assist in determining pre-designated shelter locations.	Renton Parks and Recreation
	Determine pre-designated shelter locations for large animals, livestock.	

Public Health, Healthcare & Emergency Medical Services	Coordinate with State Veterinarian to determine procedures for care and dead animal services.	Renton Parks and Recreation
	Determine hygiene protocols for shelter locations that include household pets and service animals.	

Response

Statement of Purpose: Coordinate the collection, evaluation, documentation, and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton.

Core Capability	Activity	Responsible Agency(s)
Environmental Response / Health & Safety	Coordinate needs assessment for animals, including household pets and service animals; animal response needs and activities including technical support for evacuation and emergency animal sheltering.	Renton Parks and Recreation
	Facilitate whole community multi-agency coordination with NGO agencies for animal response activities.	
	Determine and deliver the needs and coordination of nutrition assistance.	
	Determine and deliver the coordination for natural resource protection and preservation.	
	Ensure the safety and protection of all responding agencies while monitoring for health impacts.	
Planning	Requests for food and water should be made to local sources before requesting outside help from mutual aid partners.	Renton Parks and Recreation
Public Information and Warning	Coordinate with regional public messaging to provide emergency information and instructions to the public, through the media, of locations and hours of operation of any facility feeding victims and/or emergency workers. Advise the public when any feeding facility ceases operation.	Renton Executive Services
	Ensure communication lines are established and the public and responders are clear on what actions need to be taken if a highly contagious disease or insect is suspected or confirmed.	
Operational Coordination	Activate volunteers to assist in Animal Sheltering in conjunction with ESF 6 Mass Care.	Renton Parks and Recreation
	Activate workers to assist with long-term care and return of large animals or livestock.	
	Manage and assist in the procurement of food and water for disaster survivors and emergency workers.	Renton Parks and Recreation

		Renton Executive Services
	Potable water procurement and distribution assistance	King County EOC
	Coordinate information on regional food supplies, monitor the situation and identify any potential shortfalls that exist or might occur.	
	Assist in requesting and procuring additional local, state, tribal and federal resources.	
	In regional events that extend beyond the Renton city limits, assist the public in recovering treasured heirlooms damaged by disasters by directing the public to online information and organizations that can provide advice and assistance.	
	Provide inspections, testing, public education, and other actions necessary to ensure the safety and sanitation of food and water supplies, for as long as those services continue to provide food and water to the general public.	Public Health - Seattle and King County
Logistics & Supply Chain Management	Coordinate the delivery of goods and services related to ESF 11.	Renton Parks and Recreation
Mass Care Services	Supports ESF #6 to coordinate an integrated response to meet mass care and emergency assistance needs of animals, including household pets and service animals, and their owners.	Renton Parks and Recreation
Public Health, Healthcare & Emergency Medical Services	Facilitate development and application of measures and strategies to protect, preserve, conserve, rehabilitate, stabilize, and guide the recovery of natural, cultural, and historic resources.	Public Health - Seattle and King County
Situational Assessment	Maintain status assessments of agricultural and natural resource areas in addition to animal and food awareness.	Renton Parks and Recreation

Recovery		
Statement of Purpose: Responsible agencies undertake activities to ensure the Core Response Capabilities are continued through the recovery effort working to coordinate the collection, evaluation, and documentation and dissemination of information in regard to the recovery from an emergency or disaster that has impacted the City of Renton.		
Core Capability	Activity	Responsible Agency
Environmental Response / Health & Safety	Secure national, cultural, and historic resources to ensure long-term protection.	Renton Parks and Recreation
	Coordinate with State Veterinarian Services for care and mortuary services.	

Planning	Participate in after-action reports and meetings.	Renton Parks and Recreation
	Make changes to plans and procedures/guidelines based on lessons learned.	
Public Information and Warning	Continue to provide updates to the public regarding agriculture and natural resources.	Renton Parks and Recreation
Operational Coordination	Continue to render support when and where required as long as emergency conditions exist.	All Responding Agencies
On-Scene Security, Protection and Law Enforcement	Help maintain movement restrictions as required by local, state, and federal authority.	Renton Police

Resource Requirements

None.

References

- Heritage Emergency National Task Force
- Washington State Comprehensive Emergency Management Plan, ESF-11
- Regional Coordination Framework for Public and Private Agencies in King County, Washington
- Puget Sound Regional Catastrophic Disaster Coordination Plan and Annexes
- King County Comprehensive Emergency Management Plan
- King County Regional Hazard Mitigation Plan and the City of Renton Annex

Terms and Definitions

- Animal: animals include household pets, service, and assistance animals, working dogs, livestock, wildlife, exotic animals, zoo animals, research animals, and animals housed in shelters, rescue organizations, breeding facilities, and sanctuaries.
- Household pet: a domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers, and be housed in temporary facilities. Household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.
- Service animal: any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Except as provided in RCW 49.60.218, other species of animals, whether wild or domestic, trained or untrained, are not service animals. The work or tasks performed by a service animal must be directly related to the individual’s disability.

Appendices

None.

EMERGENCY SUPPORT FUNCTION 12: ENERGY

Primary Agency: City of Renton Public Works Department

Support Agencies: City of Renton Executive Services Department

Christensen Fuel

Don Small & Son's Oil Distribution

Puget Sound Energy

Seattle City Light

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 12 is to facilitate the restoration of damaged energy systems and components including but not limited to electric power, water resources, telecommunications, natural gas, and petroleum products. The City of Renton's Public Works Department is responsible for maintaining continuous and reliable energy supplies for the city through preventative measures and restoration and recovery actions. Commercial and public utilities may be included in the coordination of damage assessments, operational capabilities, and restoration actions.

The following Core Capabilities support the roles and responsibilities of ESF 12. The primary and supporting core capabilities are defined to support the execution of Energy operations for the ESF as follows:

Primary Response Core Capability	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.

Support Response Core Capability	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.

Support Response Core Capability	
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

ESF 12 facilitates the restoration of energy systems through legal authorities, policies, and waivers. National policies Presidential Policy Directive – 21 (PPD-21) and 7 (PPD-7) establish national policy on critical infrastructure security and resilience. PPD-21 directs greater cooperation between public and private entities, reduction of vulnerabilities, identification and disruption of threats, minimization of consequences, and rapid response and recovery efforts related to critical infrastructure. PPD-7 directs agencies to identify and prioritize critical infrastructure and to protect them from terrorist attacks.

Within the state of Washington, the Revised Code of Washington (RCW) and the Washington Advisory Code (WAC) provide the following policy directives related to ESF 12 as follows:

43.21.F State Energy Office

Defines the roles and responsibilities for the State Energy Office, including their role in implementing policy during energy emergencies.

43.21G Energy Supply Emergencies, Alerts

Relevant to energy, establishes necessary emergency powers for the governor and defines the situations under which such powers are to be exercised.

43.155.065 Emergency Public Works Projects

Establishes low-interest or interest-free loans for emergency public works projects.

WAC 194 Department of Energy Commerce

Provides guidance from Commerce on Energy issues including Emergency Petroleum Allocation Act rules and WA state curtailment plan for electric energy.

The City of Renton Executive Services Department will liaise with public and/or private utility providers to coordinate disaster and emergency energy needs and services. Where an agency representative for a fuel provider or power utility company is not available to sit directly within the City of Renton Emergency Operations Center (EOC), a liaison may be represented within the King County Emergency Operations Center (KC EOC). Alternatively, a relationship may be established directly with the on-call person for that agency.

Situation Overview

ESF 12 addresses significant disruptions in electrical, natural gas, and petroleum supplies caused for any reason. The term 'energy utility' includes producing, refining, transporting, generating, transmitting, conserving, building, distributing, and maintaining energy utility systems and system components. All energy utility systems are considered critical infrastructure. Power outages or petroleum supply interruptions may be triggered by a variety of hazards including windstorms, winter storms, earthquakes, cybersecurity-attack, and severe flooding. Refer to the Renton Annex within the King County Regional Hazard Mitigation Plan for details on hazards as well as risk assessments.

The occurrence of a major disaster could destroy or damage portions of the city's energy and utility systems and disrupt petroleum supplies. Widespread and possibly prolonged electric power failures could occur in a major disaster. Transportation, media, and telecommunications infrastructures may be affected. Delays in the production, refining, and delivery of petroleum-based products may occur as a result of transportation infrastructure problems and loss of commercial electrical power.

Concept of Operations

ESF 12 facilitates the repair, restoration, and reestablishment of damaged energy and utility systems for the City of Renton. Activities within the scope of ESF 12 include collection, evaluation, and dissemination of information on energy and utility system damages, reports on the impacts, outages, and estimations for repair and restoration. ESF 12 also provides technical expertise to the utilities, conducts field assessments of energy and utility capabilities, capacities, and reserves, and assists government and private-sector stakeholders to overcome challenges in restoring the energy system.

Responding to energy or petroleum shortages or disruptions and their effects is necessary for preservation of public health, safety and general welfare of the City of Renton's residents. Individual critical infrastructure operators are responsible for the following operational functions during an emergency:

- Establishing situational awareness for the status of energy/utility systems for the City of Renton.
- Assessing fuel and electric power damage.
- Assessing energy supply and demand.
- Coordinate the identification of requirements to repair energy systems.
- Coordinate with county, state, and federal officials as well as private agencies, to establish priorities for repair of damaged energy systems.
- Coordinate temporary, alternate, or interim sources of emergency fuel and power, obtaining current information regarding damage to energy supply and distribution systems.
- Assessing the requirements for restoration.

As the primary agency, Renton Public Works may assess city facilities and provide recommendations for actionable measures to be taken to provide emergency power. They may also develop procedures and recommend locations for fueling. Utility providers may send a liaison to the City of Renton EOC to facilitate coordination and may provide communications equipment to be in contact with field units. The City of Renton EOC will provide support for ESF 12 and may assist in the execution of the following capabilities:

- Advise public utilities operating in Renton of federal or state restrictions, or any emergency restrictions or operating policies established by the city.
- Support requests for assistance, mutual aid agreements, and resources, as needed.
- Support contact with utility providers to establish priorities, coordinate resources, assess and document damages, and provide information to the public.
- Inform the public of utility status, restrictions, and safety messaging.

Whole Community

The “Whole Community” includes individuals, families, and households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 12 includes communicating with the Whole Community during Energy and Utility Infrastructure preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 12 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

The City of Renton Public Works department responsible for energy and utility operations within our jurisdiction. The Renton EOC will provide support to the lead agencies for this ESF.

Notification

This ESF can be activated through several channels:

- Renton Police
- Renton Regional Fire Authority
- Renton Public Works
- Renton Executive Services
- Renton EOC Duty Officer / Renton EOC Director

Activation may occur due to the severity of the event or perceived threat; unmitigated risk to the Renton community; or in support of mutual aid partners.

Information Collection

The following categories are a baseline list of facilities and systems which should be considered to create a common operating picture for Essential Elements of Information (EEl) which help guide the collection and dissemination of information.

EEI	Description	Collection	Dissemination
Disaster Impact Numbers	<ul style="list-style-type: none"> • Number of customers without electricity. • Number of customers without natural gas. • Number of customers without access to petroleum. 	Puget Sound Energy Seattle City Light Renton EOC	Renton EOC
Energy and Utility Systems	<ul style="list-style-type: none"> • Status (operational, damaged, destroyed, unknown). • Number of energy/utility facilities or systems needing inspection. • Status of repair crews - their number, type, location. • Limitations or obstacles to response or restoration. 	Puget Sound Energy Seattle City Light Renton Public Works Renton Police Renton Regional Fire Authority Renton EOC	Renton EOC

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statement of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Proactive and comprehensive approach to the pre-disaster planning to reduce loss of life and property by lessening the impact of disasters and emergencies.		
Core Capability	Activity	Responsible Agency(s)
Critical Infrastructure	Take appropriate steps to make power and fuel infrastructure disaster resilient.	Puget Sound Energy Seattle City Light Renton Public Works

Preparedness		
Statement of Purpose: Responsible agencies undertake activities to ensure the Core Response Capabilities which allow us to coordinate the collection, evaluation, documentation and dissemination of information		

in regard to potential or actual emergencies or disasters that could affect the City of Renton are up to date; fully resourced; and disseminated to appropriate partners.

Core Capability	Activity	Responsible Agency(s)
Situational Assessment	Maintain a list of city facilities including identification of critical infrastructure, critical capabilities, operations, and vulnerabilities.	Renton Public Works
	Identify petroleum fuel storage and needs for city emergency response activities.	Renton EOC Renton Public Works
Logistics & supply Chain Management	Establish alternate fueling strategies to ensure fleet vehicles can be refueled.	Renton Public Works
Operational Coordination	Maintain an operational EOC and standard operating procedures for that EOC for the City of Renton.	Renton EOC
	Maintain the city of Renton Comprehensive Emergency Management Plan.	

Response

Statement of Purpose: Responsible agencies undertake activities to ensure the mitigation of preventable or limitable impacts to the tangible systems upon which ESF 12 capabilities rely. These are physical or technological systems in place which support the Core Response Capabilities which allow us to coordinate the collection, evaluation, documentation and dissemination of information in regard to potential or actual emergencies or disasters that could affect the City of Renton. Evaluate City assets prioritizing damaged locations and assist as required.

Core Capability	Activity	Responsible Agency(s)
Infrastructure Systems	Assist in debris clearance.	Renton Public Works
	Provide available resources to supplement temporary energy systems for the city.	
	Activate the City of Renton EOC, if requested.	Renton EOC Renton Public Works
Operational Coordination	Provide a liaison to the City of Renton EOC, if requested and as available.	Renton Public Works
	Gather, assess, and conduct damage assessment reports of information from the field regarding energy and utility system damages and community impacts to the Renton EOC.	Renton Public Works Renton Police Renton Regional Fire Authority
	Facilitate the restoration of energy and utility systems in coordination with ESF 3: Public Works within the City of Renton following internal policies and procedures.	Renton Public Works Puget Sound Energy Seattle City Light
	Collect and provide information during response to an energy emergency based on the nature, severity, and extent of the emergency or disaster.	Renton Public Works
Logistics & Supply Chain Management	Coordinate with volunteer, private, state, and Federal agencies to provide emergency supplemental energy and utility resources.	Renton Public Works
	Coordinate activities with the King County EOC.	City of Renton EOC

Recovery		
Statement of Purpose: Responsible agencies undertake activities to ensure the Core Response Capabilities of ESF 12 are continued throughout the recovery effort, working to coordinate the collection, evaluation, documentation and dissemination of information in regard to the recovery from emergencies or disasters that have affected the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Infrastructure System	Continue to assess status of energy and fuel systems and share information to aid in recovery efforts.	Renton Public Works
	Continue debris removal operations.	Renton Public Works
Operational Coordination	Coordinate with appropriate agencies to facilitate repair and restoration of energy/utility systems and infrastructure.	Renton Public Works

Resource Requirements

Resources that may be necessary in an energy emergency may include supplemental electrical energy such as generators, reserve petroleum sources, utility contingency plans, maps and office supplies.

References

- City of Renton Annex to the King County Regional Hazard Mitigation Plan
- City of Renton Comprehensive Emergency Management Plan

Terms and Definitions

None

Appendices

None

EMERGENCY SUPPORT FUNCTION 13: PUBLIC SAFETY AND SECURITY

- Primary Agency:** City of Renton Police Department
- Support Agencies:** Renton Regional Fire Authority
 City of Renton Executive Department
 City of Renton Public Works Department
 Mutual Aid Agencies

Introduction

Purpose

The purpose of Emergency Support Function (ESF) 13 is to effectively coordinate and integrate law enforcement activities including public safety, and security resources within the City of Renton in incident management activities that require State-level assistance.

The following Core Capabilities support the roles and responsibilities of ESF 13. The primary and supporting core capabilities are defined to support the execution of Public Safety, Law Enforcement, and Security operations for this ESF as follows:

Primary Core Capabilities	
On – Scene Security, Protection, and Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.

Supporting Core Capabilities	
Physical Protective Measures	Implement and maintain risk-informed countermeasures, and policies protecting people, borders, structures, materials, products, and systems associated with key operational activities and critical infrastructure sectors.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.
Screening, Search and Detection	Identify, discover, or locate threats and/or hazards through active and passive surveillance and search procedures. This may include the use of systematic examinations and assessments, bio surveillance, sensor technologies, or physical investigation and intelligence.
Interdiction and Disruption	Delay, divert, intercept, halt, apprehend, or secure threats and/or hazards.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay

	information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable, strategic, operational, and/or tactical-level approaches to meet defined objectives.

Authorities and Policies

Public safety and law enforcement in Washington is generally and routinely the responsibility of local government. Renton Police, within the limits of its resources and authority, may coordinate and support essential law enforcement operations. The function of outside sourced security is generally the responsibility of private-sector authorities. Consistent with the National Incident Management System (NIMS) and the National Response Framework (NRF), ESF 13 resources serve to augment local resources at the request of local government. It is important to note that ESF 13 resources do not supplant or replace local authority or responsibility.

Officers of local police departments are general authority Washington peace officers and the coordination between Renton Police and other law enforcement agencies are facilitated by and defined within the Washington Mutual Aid Peace Officers Powers Act, RCW 10.93.020. The Interlocal Cooperation Act, RCW 39.34, and the Washington Mutual Aid Peace Officers Act, RCW 10.93, authorize general authority law enforcement agencies to enter into mutual aid agreements to provide law enforcement assistance under the following enumerated circumstances:

- (1) Upon the prior written consent of the sheriff or chief police whose primary territorial jurisdiction the exercise of the power occurs.
- (2) In response to an emergency involving the immediate threat to human life or property.
- (3) In response to a request pursuant to a mutual law enforcement assistance agreement with the agency of primary territorial jurisdiction or in response to the request of a peace officer with enforcement authority.
- (4) When the officer is transporting a prisoner.
- (5) When the officer is executing an arrest warrant or search warrant. or
- (6) When the officer is in fresh pursuit, as defined in RCW 10.93.120.

Renton Police personnel sent to assist other jurisdictions will maintain their own supervision and chain of command. All personnel exercising authority under ESF 13 and representing the Renton Police Department are subject to the policies, procedures, regulations, and limitations set within the Renton Police Department Policy Manual. Law enforcement units provided by other levels of government will remain under the command of their parent agency.

Situation Overview

Any disaster may generate a need for law enforcement activity. The primary hazards are detailed in the City of Renton Annex to the King County Regional Hazard Mitigation Plan and include floods, winter storms, earthquakes, landslides and debris flows, volcanic hazards, coal mine hazards, hazardous materials releases, and acts of terrorism or civil disturbance. Additionally, the city is subject to major transportation disruptions and accidents, utility and infrastructure failures or collapses, public health emergencies, and mass casualty incidents from any cause.

Renton Police will lead the coordination of citywide emergency or disaster law enforcement activities. Normal response will be hampered by such occurrences as bridge failures, landslides, fallen debris, flooding or fire. Police response times will be delayed and response to incidents may need to be prioritized. Landline communications may be interrupted. Cellular, satellite telephone, and conventional and amateur radio communication will be relied upon heavily, if available. Congested frequencies should be expected. Valley Communications Center, if operable, will be inundated with calls, possibly requiring Renton Police to dispatch their own calls. Assistance between law enforcement agencies within the state is facilitated by the signatory agencies to the Mutual Law Enforcement Assistance Agreement. Mutual Aid agencies and other resources normally available to support police operations may be unavailable as a result of the incident. The City of Renton Police Department will exhaust its resources before requesting assistance from other agencies. City of Renton personnel will provide assistance and resources as available during an emergency or disaster. When Renton Police resources are exhausted, supplemental assistance may be requested through the Renton Emergency Operations Center (EOC).

Concept of Operations

In times of an emergency or disaster, law enforcement agencies are called upon to provide a wide range of functions. When activated, ESF 13 facilitates the integration of State-level public safety, law enforcement, and security resources into the incident management response. Resources, capabilities, and support that may be coordinated through ESF 13 may include but are not limited to:

- Traffic control and evacuation
- Critical infrastructure protection
- Civil disturbance control
- Local law enforcement augmentation
- Investigative assistance
- Access and perimeter control
- Transportation of high-priority emergency supplies
- Watercraft, dive teams
- Surveillance tools and situational assessment
- Aviation resources

- SWAT teams
- Explosive detection canines
- Explosive Ordnance Disposal teams
- Prison inmate transport
- Intelligence and information sharing

Whole Community

The “Whole Community” includes individuals, families, and households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. ESF 13 includes communicating with the Whole Community during public safety, law enforcement, and security preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 13 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

Renton Police, Renton Public Works, and Renton Regional Fire Authority are responsible for law enforcement, security, and public safety within our jurisdiction. A Division Commander or designee of the City of Renton Police Department will report to the Renton Emergency Management Duty Officer or Renton EOC, if activated, to coordinate law enforcement notifications and activities with other response functions. The Renton EOC will provide information sharing and resource support to the lead agencies for this ESF.

Law enforcement operations are conducted by Renton Police within the limits of its resources and authority. In the event additional state law enforcement resources are required, they may be requested through the Renton EOC if activated. In preferred order, the City of Renton Duty Officer or, if activated, the Renton EOC, the King County Emergency Operations Center (KC EOC), and the Washington State Emergency Management Division.

Notifications

This ESF can be activated through the Renton Police Department, Renton Regional Fire Authority and Public Works.

Activation of this ESF may occur due to the severity of the event or perceived threat; unmitigated risk to the Renton community; or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

EEI	Description	Collection	Dissemination
On-Scene	<ul style="list-style-type: none"> • Are conditions safe? • Current threats to include type and numbers. • Casualties 	<ul style="list-style-type: none"> • Dispatch • On scene officers • Civilians 	Renton Police Renton EOC
Resources	Law Enforcement Resources to include: <ul style="list-style-type: none"> • Personnel/Staffing • Vehicles • Weapons • Protective Equipment 	<ul style="list-style-type: none"> • Renton Police 	Renton EOC
Public Safety	Identify the immediate threat or hazard and determine need for: <ul style="list-style-type: none"> • Shelter in place • Evacuation/alternate routes • Road closures 	<ul style="list-style-type: none"> • Renton Police • Renton Public Works • Dispatch centers (Valley Communications) • Civilians 	Renton EOC

Responsibilities

The table below outlines the responsibilities of both the primary and supporting agencies listed in this ESF. These actions of preparedness, mitigation, response, and recovery are tied to executing the Core Capabilities listed in the “Purpose” section.

Mitigation		
Statement of Purpose: Determine mitigation strategies to increase the integrity and uphold the laws surrounding public safety and law enforcement to reduce damage potential within the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Public information Warning	Produce and disseminate public safety information and tips.	Renton Police Renton RFA Renton Executive Services
Physical Protective Measures	Uphold Washington state and local laws, policies, and ordinances to protect people, resources, and systems.	Renton Police Renton RFA

Preparedness		
Statement of Purpose: Develop and maintain plans and procedures that coordinate the effective use of law enforcement and public safety resources that can be implemented in the event of a disaster or other disruption to the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Planning	Develops emergency standard operating procedures for the effective use of the department's resources.	Renton Police
	Assists the City of Renton Office of Emergency Management in the coordination of emergency management plans.	
	Provide assistance with and participate in emergency management training, drills and exercises in support of this ESF with other cities and jurisdictions as well as locally.	Renton Police

Response		
Statement of Purpose: Coordinate and mobilize resources to support the safety and security of the community in Renton through stabilization and institution of public safety and law enforcement.		
Core Capability	Activity	Responsible Agency(s)
On-Scene Security, Protection, and Law Enforcement	Responsible for law enforcement activities within the City of Renton as outlined under Concept of Operations in this ESF.	Renton Police
	Provides security to city facilities, as requested.	
	Coordinates law enforcement and emergency traffic control throughout the City of Renton.	
	In the event of an evacuation, as the lead agency Renton Police Department will execute the guidelines produced in the Evacuation Annex.	
Operational Coordination	Provide command representatives to the City of Renton EOC and coordinates requests for additional law enforcement assistance through the Incident Management System.	Renton Police
	Provides communication resources in support of emergency operational needs.	
	Assist in the coordination and documentation necessary for the disaster recovery process.	
	Activate the Renton EOC, as requested.	Renton Executive Services
Public Information and Warning	Assists the Renton RFA in the receipt and dissemination of warning information.	Renton Police
	Relative to Amber Alerts, follows Washington State Patrol procedures for Missing and Unidentified Person.	

	Provides Public Information Officer support to the EOC upon request.	
	Issue warnings and request activation of the Emergency Alert System or ALERT Renton system as necessary.	
	Relay public safety messages provided by Police	Renton Executive Services
	Activate the ALERT Renton system as requested by Police, and other systems as necessary	

Recovery		
Statement of Purpose: Stabilize and restore public safety and law enforcement resources and support in alignment with the Renton Recovery Framework (ESF 14).		
Core Capability	Activity	Responsible Agency(s)
On-Scene Security, Protection, and Law Enforcement	Mental Health support for officers and family members (Stress Debriefs).	Renton Police
Operational Coordination	Conduct Operational Debriefs	All
Planning	Collect and inventory resources and equipment	Renton Police

Resource Requirements

- Completion of Incident Command Courses: ICS 100 and 700.

References

- City of Renton Recovery Framework
- City of Renton Evacuation Annex

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 15: EXTERNAL AFFAIRS/EMERGENCY PUBLIC INFORMATION

- Primary Agency:** City of Renton Executive Services Department
- Support Agencies:** City of Renton Parks and Recreation Department
 City of Renton Police Department
 City of Renton Public Works Department
 Renton Regional Fire Authority
 King County Emergency Operations Center
 Washington State Emergency Management Division

Introduction

Purpose

Emergency Support Function (ESF) 15 provides direction to keep the public informed throughout a threatened or actual emergency and to provide the public with protective action guidance as appropriate to save lives and protect property.

This plan supports the Incident Command System (ICS) Public Information Officer (PIO) function and the Joint Information Center and Joint Information System (JIC/JIS). The joint information system is established to coordinate information before it is released to the public and the news media.

The purpose of ESF 15 is to establish uniform policies for the effective development, coordination, and dissemination of information to the public in the event of a disaster. The following Core Capabilities support the roles and responsibilities of ESF 15. The primary and supporting core capabilities are defined to support the execution of communication, information and warning for this ESF as follows:

Primary Response Core Capability	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community using clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.

Support Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.

Support Response Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Mass Care Services	Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The City of Renton’s public information requirements will be determined by the severity of the disaster or emergency as determined by the Executive Services Department. Public information activities will provide vital information citywide in a timely, consistent, and unified method to state, county, tribal, local, and private sector agencies, media, and non-profit organizations. The City of Renton may train employees as Public Information Officers (PIOs) to communicate incident related information with the public and/or media. Renton’s Executive Services Department has lead responsibility as the official spokesperson for the city’s public information activities.

ESF 15 provides for public information, education, and media relations functions that together comprise the Joint Information System (JIS). The JIS may be coordinated internally or with other agencies. Emergency public information actions before, during, and following an emergency will be determined by the severity of the emergency as declared by involved jurisdictions, state agencies, or as perceived by the public. A significant emergency public information response will involve many states, county, local, private sector, media, and non-profit organizations. Public Information identifies those agencies and defines their responsibilities within the JIS.

Regional events involving multiple agencies may be coordinated through the King County Joint Information Center or Joint Information System. When external agencies are key stakeholders in the incident, particularly when they have been incorporated into a Unified Command structure to manage the incident, they will have a vested interest in the public information message. The Incident Commander in concert with the City of Renton Policy Advisory Group will direct key public information messages.

Communication Requirements

The City of Renton aims to communicate messages in a manner that can be understood by its diverse population. Special considerations for communicating with significant segments of the population with Limited English Proficiency (LEP) and those with Access or Functional Needs (AFN) is addressed in this ESF with compliance to:

- Civil Rights Act of 1964
 - Unlawful discrimination against race, color, or national origin.
- RCW 38.52.070
 - Requirement for emergency management organizations to include and communications plan which identifies “significant population segments” that have Limited English Proficiency and how information will be disseminated to those populations during an emergency or disaster.
- WAC 118-30
 - Limited English Proficiency (LEP) populations are components of the Whole Community which is discussed as a requirement for inclusion throughout the planning process.

Consult the King County Inclusive Emergency Communication Plan (IECP) and the Renton Annex to the King County IECP for alternative communication options specific to addressing Limited English Proficiency (LEP) and Access and Functional Needs (AFN) populations. Members of the community with LEP and AFN will have additional difficulties in receiving and understanding warning and emergency notification messages if special efforts are not made to reach them.

Situation Overview

The City of Renton and the surrounding region will periodically experience emergency situations that require the coordinated dissemination of critical information to the public. The public needs timely and accurate information for protection of life and property during response to, and recovery from a disaster or emergency. Potential emergency situations include natural, technological, and human-caused events. The City of Renton Annex to the King County Regional Hazard Mitigation Plan further identifies the natural and technological emergencies or disasters that could impact the city and therefore require emergency messaging.

Depending on the nature and magnitude of the emergency, different levels of public information will be required. Public information may in fact be a primary objective during an emergency. During an emergency, timely and accurate public information will help protect people’s health and safety and will help manage expectations about response capabilities. Conversely, it also could work to dispel public views that an incident is a bigger emergency than it is because of the way the media covers the story, making it critical for agencies to coordinate key messages.

Situations which may prompt rapid public information includes alerting residents to an impending emergency, directing residents for an evacuation or shelter in place, informing residents of protective health-related actions, and updating residents through response and recovery phases of the event.

Information Systems

In case of an emergency, every effort will be made to communicate in a timely, effective manner; however, normal means of communication may not be available. In those situations, non-traditional means of communicating with the public, such as radio, billboards, flyers, newsprint, and community networks, will be established and utilized. The City of Renton does not have a single warning system to communicate with the population but would use multiple systems depending on the need and available resources. The means of dissemination include:

- News media (radio, television, including Channel 21 in Renton, cable, print).
- Reverse dial telephone system mass notifications (e.g., ALERT Renton).
- City of Renton’s website.
- Social media applications (e.g., Facebook or Twitter).
- Neighborhood Information Centers.
- If warranted by the situation, hand distribution.

Technological limitations may prevent communication with the general public, including those with Limited English Proficiency and those with Access or Functional Needs. Technological challenges may include inaccessibility due to downed infrastructure, privacy and security, and limited alternative communication technologies. The City of Renton recommends prioritizing the restoration of communication infrastructure, adhering to privacy and security guidelines, and training to and purchasing alternative communication technologies. In this effort, the City of Renton continues to build relationships with supporting agencies, develops technology security, and has invested in alternative communication technologies and training.

Concept of Operation

Regardless of the hazard or threat type, the City of Renton may provide timely and vital information to the public regarding emergency response and recovery activities. To reduce inaccuracies and misinformation, the City of Renton will coordinate information and public messaging with participating local, county, tribal, state, and federal agencies, and other organizations as required. The City of Renton may start an emergency public information operation to augment or enhance the normal communications capabilities of the city.

Joint Information System

The JIC, if established internally or regionally, becomes the focal point for dissemination of all emergency public information about emergency and disaster response and recovery

operations. The purpose of the JIC is to coordinate information and provide a forum for the sharing of information within the region, and a central point for the media to get information. Under the JIS/JIC concept, each agency representative has the commitment to share and coordinate information with all other participating agencies prior to release to the media and public. During any activation of the City of Renton EOC, City of Renton staff from individual departments will be available to staff the EOC, field locations, or a Joint Information Center (JIC). The disaster procedures for each department should anticipate this fact and build in appropriate staffing.

A JIC may be established by the City of Renton EOC or at the direction of the City of Renton Executive Services Department to augment the public information function of the EOC, and to incorporate external stakeholders in the development and delivery of the public information message. A JIC is established when non-City agencies are key stakeholders in an incident and may bring together diverse parties in order to coordinate information prior to public release. Involvement of other agency/organization PIOs will be determined by the scope and nature of the disaster. If the event is large enough, the JIC may be established by King County. In a minor emergency incident, an on-scene PIO may be the only portion of the JIS utilized. A virtual JIC may be initiated through technological means when geographical restrictions, incident management requirements, and other limitations preclude physical attendance by public information officers/liaisons at a central location.

Public Information Officers

PIOs within the City of Renton work closely with Renton Executive Services Department, response agencies, and the City of Renton EOC Director (or the City of Renton EOC Duty Officer if the EOC is not activated) to disseminate and coordinate public information communications and messages. Based on the urgency of the situation and the need for inter-agency cooperation, the city's assigned PIO will attempt to coordinate with other agencies to gather emergency public information relevant to the City of Renton and share it with the Renton EOC and the Policy Advisory Group. PIOs may serve as part of the JIS to coordinate information from their respective agencies regarding their involvement in the response and recovery operation of an emergency event.

PIOs, whether within a JIC or the City of Renton EOC, have a range of responsibilities including:

- Setting up news briefings for key disaster officials.
- Writing and disseminating news releases to appropriate media outlets.
- Monitoring and analyzing TV, radio, newspaper, and Internet disaster news coverage.
- Distributing this information throughout the JIS.
- Preparing background information and fact sheets.

Rumors or misinformation can cause unnecessary distress among residents, provoke counter-productive public actions, and impede response and recovery efforts. PIOs must focus on providing accurate and timely information using all dissemination methods, including rumor control as a primary goal. Communication resources may be utilized by the City of Renton to retrieve and broadcast a public alert to specific jurisdictions and locations throughout the city, county, and state. For more information regarding communication resources see ESF 2 – Communications, Information Systems, and Warning.

The City of Renton’s Public Information Officers (PIOs) may be located at the City of Renton EOC, at City Hall, a Joint Information Center, or another location from which they may effectively coordinate the public information function of the city. In a disaster, the public information function within the City of Renton EOC becomes the focal point for the receipt of information and therefore is a logical location for the preparation and distribution of emergency public information if so, delegated by the City of Renton Executive Services Department. The public information function for an emergency may co-locate near the disaster area to support local public information efforts or may relocate to a JIC as needed. A media room may be designated at a location separate from the City of Renton EOC to be used for news briefings, interviews, and press conferences.

Members of the community with Limited English Proficiency and those with Access and Functional Needs will have additional difficulties in receiving and understanding warning and emergency notification messages if special efforts are not made to reach them. PIOs may consult the King County Inclusive Emergency Communication Plan (IECP) and the Renton Annex to the King County IECP for alternative communication options and pre-scripted standard emergency messages specific to addressing Limited English Proficiency (LEP) and Access and Functional Needs (AFN) populations.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and federal, and tribal governments. ESF 15 includes communicating with the Whole Community during public information sharing and communication preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

ESF 15 has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

In a disaster or major emergency, the City of Renton Mayor or their delegate will appoint or designate a trained Information Officer (IO) to coordinate the key messages and overall public information strategy for the JIS. The Communications Director serves within the Policy Advisory Group, and generally serves in the role of Information Officer, unless otherwise designated by the mayor. The City of Renton operates under the National Incident Management System. ESF 15 describes the operation of the public information function within the Incident Management System. The City of Renton EOC Director will appoint a PIO to serve as the Lead PIO within the City of Renton EOC. The Lead PIO will coordinate with the Information Officer (IO) in the Policy Advisory Group.

Notification

This ESF can be activated for Renton EOC Support through the following agencies:

- City of Renton Mayor
- Renton Executive Services

Activation may occur due to the severity of the event or perceived threat; unmitigated risk to the Renton community; or in support of mutual aid partners.

Procedures

- Upon notification, a designated city PIO will report to the City of Renton EOC to coordinate and disseminate accurate and timely disaster-related information. This person will normally serve as the Lead PIO in the City of Renton EOC.
- In the event the City of Renton EOC is not activated, a designated city PIO will work in concert with the Communications Director and the EOC Duty Officer to issue appropriate press releases, situation reports, and conduct media interviews.
- A designated City PIO will coordinate working with the Incident Commander to ensure there is appropriate PIO staffing. Depending on the severity of the situation, if the City of Renton EOC is activated on a 24-hour schedule additional PIO staffing may be required.

Information Collection

The following categories are a baseline list of facilities and systems which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

This list is not exhaustive. As an event progresses, information, population needs, available resources and support, and situational awareness will develop and change.

EEI	Description	Collection	Dissemination
Resources	<ul style="list-style-type: none"> - Translation and interpretation services? - Media room 	All City Personnel	Renton Executive Services
Public Information Officers	<ul style="list-style-type: none"> - Number of information officers or agents - Monitor, collect, and verify all information regarding incident. - Coordinated disseminated information approach with officials, other participating agencies, etc. 	City of Renton Executive Services Renton EOC Responding Agencies	Renton Executive Services
Incident Status	<ul style="list-style-type: none"> - What is the current status of the incident? - What agencies are actively engaged in the incident? 	Incident Commander Renton EOC Renton Police Watch Desk	Renton Executive Services Renton EOC

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statements of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “Purpose” section.

City of Renton Executive Services Department Duties specific to the Information Officer

- Assess the communications/public affairs implications of the incident.
- Assess the need for translator/interpreter services.
- Support the chief elected official with disseminating emergency public information.
- Designate appropriate communications/engagement staff person to serve as the City of Renton PIO to coordinate all city public information.
- Coordinate City of Renton EOC public information and assist JIC as needed.
- Coordinate public information activities with other participating agencies.
- Assist local officials with disseminating information.

- Collect and coordinate information from all sources (e.g., city departments, county, state, rumor control) to monitor overall response.
- Obtain approval for release of information from the City of Renton.
- Conduct and/or coordinate regular news conferences including arranging for interpreter services if appropriate.
- Enlist department staff to respond to media questions on technical or department issues if necessary.
- Provide maps, charts, status boards, schematics or other displays that clarify the disaster situation in support of news conferences and/or briefings.
- Monitor media broadcasts and articles to check for accuracy. Monitor and log incoming calls for information and rumors.
- Coordinate public information through the chief elected official and with the designated Lead PIO.

Mitigation		
Statement of Purpose: Primary and support agencies conduct mitigation activities in support of public information education and outreach programs.		
Core Capability	Activity	Responsible Agency(s)
Planning	Conduct public education and outreach programs to further emergency and disaster communications with the public and personal preparedness. (Public Information of actionable messages to reduce the impacts of a hazard or threat).	Renton Executive Services Renton Community and Economic Development Renton Public Works

Preparedness		
Statement of Purpose: Primary and support agencies prepare public information and warning capabilities to coordinate with all ESFs in advance of an emergency or disaster.		
Core Capability	Activity	Responsible Agency(s)
Planning	Identify areas where public education programs (e.g., personal preparedness) are needed, inclusive of plans for first responders and families.	Renton Executive Services Renton Parks and Recreation Renton RFA
	Public education programs on flood preparedness and prevention. Educating the applicants on building within flood plains.	Renton Public Works Renton Community and Economic Development
	Maintain active social media accounts and promulgate them during pre-disaster times.	Renton Police Renton RFA

	Develop a list of volunteer groups to aid in the Renton EOC call center, or other public communication channel needs.	Renton Executive Services
	Develop 24-hour shift change and staffing procedures and checklists for supporting agencies.	Renton Executive Services
	Develop equipment lists.	Renton Executive Services
	Encourage city department's spokespersons to attend public information courses.	
	Identify emergency support function-specific training requirements.	
	Develop operational plans that adequately identify critical objectives based on the planning requirement, provide a complete and integrated picture of the sequence and scope of the tasks to achieve the objectives, and are implementable within the timeframe contemplated in the plan using available resources.	
	Outline the communication process for Access and Functional Needs populations to include those with Limited English Proficiency (LEP) and their encounter with emergency notifications as outlined in the City of Renton Annex to the King County Inclusive Emergency Communication Plan.	
	Maintain Messaging Strategies and Methods to identify language assistance services as outlined in the City of Renton Annex to the King County Inclusive Emergency Communication Plan (IECP). Individuals and organizations that can provide language assistance including translation and interpretation services are identified in the IECP.	
	Through emergency outreach and education programs, educate the public on the importance of emergency notification services/programs to increase community resiliency.	
Public Information and Warning	Maintain generic pre-translated materials that can be easily customized to the specific emergency.	Renton Executive Services
	Maintain interpreter/translator service resources.	
	Develop and maintain an accurate media contact list including print and broadcast media languages other than English that serve the Renton community.	
	List and maintain available media resources (station call letters, names, addresses, and telephone numbers) that will be used to disseminate emergency information to the public.	
	Develop procedures for rumor control inquiries.	

Mass Care	Prepare a list and map of neighborhood information centers.	Renton Parks and Recreation
Planning	Ensure the support departments/agencies can access their respective networks from the City of Renton EOC.	Renton Executive Services
	Develop and maintain a roster of Public Information personnel, including shift change and staffing procedures and contact information (home address; telephone, cellular, and facsimile numbers; and email addresses).	Renton Public Works
Operational Communication	Identify locations for media briefing.	Renton Executive Services
	Prepare media advisory and release templates.	

Response		
Statement of Purpose: Primary and support agencies undergo critical tasks and activities to support the continuous flow of public information throughout an emergency response in support of a Public Information Officer (PIO) and the Joint Information System (JIS).		
Core Capability	Activity	Responsible Agency(s)
Public Information and Warning	Arrange interpreter/translator services as needed.	Renton Executive Services
	Provide continuous and accessible information throughout all phases to inform all affected segments of society of critical lifesaving and life-sustaining information by all means necessary, including accessible tools, to expedite the delivery of emergency services and aid the public to take protective actions.	
	Leverage community-based social networks, which may include word of mouth, email, social media, and other means of informal information sharing by the public.	
	Following processes outlined in the City of Renton Annex to the King County Inclusive Emergency Communications Plan to provide warning and notification of the whole community, the City of Renton will provide notices on evacuation, shelter, and/or sheltering in place (See Evacuation Annex), notices for general survivor assistance, notices for food and water, and details for public health protection.	
	Provide life safety, life-sustaining, or health-related messaging utilizing the tools available to the City of Renton (see Situation section) in a manner which can be understood by significant segments of the population with limited English proficiency and	Renton Executive Services Renton RFA Renton Police

	those with access and functional needs. This may include the use of universal symbols to convey messages without words, or utilization of interpreters/translators.	Other responding agencies
	Inform the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center Duty Officer, the Washington State Emergency Management Division PIO or others as needed of response activities when appropriate.	Renton Executive Services
	Provide PIO(s) to assist (if necessary) at the scene, in a local or regional JIC, or the City of Renton EOC as requested by the chief elected official or City Emergency Manager. Coordinate information with other PIO(s).	
	Assist the Lead PIO by providing pertinent public information for dissemination to media sources and, as appropriate, fact sheets for distribution to the public. Participate in news conferences and briefings upon request.	
Operational Communication	Monitor and log incoming calls for information and rumors. Monitor media broadcasts and articles for accuracy.	Renton Executive Services
	Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between Federal, tribal, state, and local first responders.	Renton JIC
	Conduct media briefings on a regular basis.	
	Provide subject matter experts for media interviews and press conferences, as requested and appropriate. Assess and respond to the need to provide additional communications to those with Access and Functional Needs and significant segments of the population with Limited English Proficiency.	Washington State EMD
	Coordinate with the City of Renton EOC, ESF agencies and state, county, federal, private, and tribal organizations to develop a flow of information, including situation reports, health advisories, and other public information releases concerning response and recovery efforts.	King County EOC
	Document and maintain a record of incoming and outgoing communications.	Renton Executive Services Renton JIC
Situational Assessment	Attend briefings and gather information for situation updates.	All responding agencies

	Obtain a status report on all local and county activities as needed.	
Operational Coordination	Collect information concerning ESF field operations and activities.	Renton Executive Services Renton JIC
	Request ESF 15 support PIOs based on incident assessment.	Renton Executive Services
	If a JIC is activated, send one or more PIOs to that location, if appropriate.	Renton Executive Services Renton JIC
	Coordinate with Incident Commanders to determine the scope, magnitude, extent, and the potential duration of the incident.	
Mass Care Services	Move and deliver resources and capabilities to meet the needs of disaster survivors, including individuals with access and functional needs.	Renton Parks and Recreation Renton Executive Services

Recovery		
Statement of Purpose: Primary and supporting agencies undergo response activities in support of public information continuation throughout the recovery process.		
Core Capability	Activity	Responsible Agency(s)
Operational Coordination	The City of Renton EOC will coordinate with the Information Officer before deactivating the public information function.	Renton Executive Services
	Coordinate with appropriate agencies to deactivate the JIC, if activated.	
Operational Communication	Provide information and support to the State Coordinating Officer during federally declared disasters.	
Planning	Develop event After Action Reports to evaluate the effectiveness of communications of life safety information used throughout the disaster or emergency in accordance with Renton communication procedures.	
Situational Assessment	Keep elected officials informed of recovery activities.	
Public Information and Warning	Disseminate information on recovery programs or available disaster assistance programs available, including targeted outreach to significant segments of the population with limited English proficiency or access and functional needs by communicating with them in a manner that can be understood.	

Resource Requirements

Resource requirements, including staffing, office equipment, including computers, tablets, and phones, office supplies, portable drives, chargers, batteries, and functioning office facilities. These will be tailored to the type, location, and magnitude of each specific disaster and full, or partial activation of this ESF will be addressed on a case-by-case basis.

References and Resources

- City of Renton EOC procedures
- City of Renton Annex to the King County Inclusive Emergency Communication Plan
- City of Renton Evacuation Annex
- King County Comprehensive Emergency Management Plan
- Washington State Comprehensive Emergency Management Plan
- Puget Sound Regional Catastrophic Disaster Coordination Plan
- City of Renton Communications Manual
- Available media resources (names, addresses, email telephone numbers, both office and mobile)

Terms and Definitions

- Significant segment of the population means 5% of the total population of the City of Renton, or 1000 persons, whichever is smaller.
- Limited English Proficiency populations refers to language groups who self-identify as speaking English “less than very well”.
- Access and Functional Needs includes those people who may have specific needs related to the emergency incident. In the context of this ESF, this includes those members of community who are blind, visually impaired, deaf, and/or have experienced hearing loss, or deaf/blind.
- Neighborhood Information Centers are publicized locations where written emergency messages can be posted for the public when electronic and media communications are unavailable, explained further in ESF 2.

Additional Terms and Definitions can be found in the Basic Plan.

Appendices

None

CYBER INCIDENT ANNEX

- Primary Agency:** City of Renton Executive Services Department
- Support Agencies:** City of Renton Police Department
City of Renton Public Works
City of Renton Human Resources/Risk Management
All other City of Renton Departments

Introduction

Background

The city uses a variety of systems, services, and devices that rely upon both internal and external computer networks in order to function properly. These networks as a whole are commonly referred to “cyberspace” and failures in them, regardless of cause, are commonly referred to as “cyber incidents”. Cyber incidents have the potential to disable city services, release non-disclosable information to unknown parties, and create public safety issues, among other things.

Purpose

This incident annex outlines fundamental steps in the city’s response to a major cyber incident, including assignment of responsibility and critical actions that must be taken to prepare for, respond to, and recover from a cyber incident. City of Renton’s Information Technology Division, housed within the Executive Services Department, leads the effort to protect and prevent against cyber and other technology related threats including ransomware, malware, phishing, unauthorized access, physical damage, and equipment failure.

The Cyber Incident Annex will achieve this by ensuring the proper execution of the primary response core capability, cyber security. This annex will also ensure the execution of the following supporting core capabilities: planning, situational awareness, operational communication, logistics and supply chain management, and access control and identity verification. Descriptions of all core capabilities this plan supports are listed below.

Primary Response Core Capabilities	
Cyber Security	Protect (and if needed, restore) electronic communications systems, information, and services from damage, unauthorized use, and exploitation.

Supporting Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives. (Preparedness)
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.
Operational Communication	Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces.
Logistics and Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Access Control and Identity Verification	Apply and support necessary physical, technological, and cyber measures to control admittance to critical locations and systems.

Authorities and Policies

Renton Executive Services Department is responsible for securing and maintaining city information technology assets in accordance with industry standard best practices. They are further responsible for developing and implementing policies and procedures that ensure the city’s ability to prevent, detect, and respond to cyber incidents.

The city has a robust cyber security and computer/internet use policy that is regularly updated to reflect best practices. All employees, volunteers, and others with access to city computer systems are required to be familiar with and comply with all policies and procedures related to information technology use and security. The city may provide training to all system users on acceptable use policies, social engineering awareness, and incident identification/notification procedures.

All city departments are expected to actively participate in continuity planning as it relates to loss of information technology services. Continuity planning must include identification of critical services and procedures for continuing those services during the loss of all or some of the city’s technology infrastructure.

Situation Overview

Department of Homeland Security defines a major cyber incident as an event that could jeopardize the confidentiality, integrity, or availability of digital information or information systems. The city’s vulnerability to a major cyber incident is directly related to the amount of planning and prevention activity that has been undertaken and the degree to which system

users are able to rapidly detect, isolate, and report potential incidents. Emergency conditions related to a major cyber incident have the potential to originate from both internal and external sources and could cause critical life safety and other essential services to fail.

Major cyber incidents can occur with or without warning, and their intent may be malicious, accidental, or inadvertent. Initial response, however, must not be dependent on determining whether they are intentional or accidental. Regardless of cause, major cyber incidents have the potential to shutdown critical infrastructure, negatively affect life safety, reveal protected information, and to cause harm to people, data, and physical assets.

Cyber threats can be both technological and human in nature and will continue to exist regardless of the number of safeguards put in place or amount of training conducted. Close coordination with county, state, and federal government partners, as well as private sector entities and NGOs will likely be required in a major cyber incident. Incidents may start and end on systems that are outside of the city's direct control.

Concept of Operations

The City of Renton's Executive Services Department Information Technology (IT) Division may routinely work with other government organizations to exchange information and develop best practices including maintaining detailed, confidential procedures for cyber incident response. IT maintains non-disclosable lists of available cyber incident detection and response resources, including tools and outside vendors to detect adverse events on their networks and other systems. They may issue contracts for works and services including:

- Software/hardware maintenance
- Print/copier maintenance
- Software/database hosting
- Infrastructure and endpoint security
- Internet services
- Phone services

Information Technology bases its own continuity plan upon the needs of other city departments and may work in conjunction with the Emergency Management Division to assist departments in developing appropriate expectations and continuity plans. IT may provide training to all system users to know when and how to report possible cyber incidents, how to avoid common network intrusion and recognize social engineering techniques. Additionally, IT provides the following services to support all city departments:

- Voice and data communication systems.
- File storage and print systems.
- Wired and wireless networks.
- Servers and endpoint devices.
- Routers, switches, gateways, and firewalls.
- Business systems support, application software development, databases.
- GIS systems and services.

- Access to the internet and inter-governmental networks.

IT shall serve as the lead department for a response to a cyber incident. They may provide subject matter expertise, assign personnel and technology to detect, isolate, and eliminate the threat, restore information technology systems, and inform key decision makers. Renton Police shall serve as a supporting agency for any criminal investigation that results from the incident within their jurisdiction and provide any necessary law enforcement subject matter expertise as requested.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. The Cyber Incident Annex includes communicating with the whole community throughout preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

The Cyber Incident Annex has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

The primary agency responsible for the coordination of a cyber incident is the Information Technology (IT) Division within the Executive Services Department. Renton Police, Human Resources and Risk Management, Executive Services, and Public Works provide essential support and coordination of response and recovery from a cyber incident. In the event of an emergency, the Renton Emergency Operations Center (EOC) may activate to provide information coordination and resource support throughout the response of a cyber incident.

Notification

The Cyber Incident Annex can be activated through the following departments:

- Renton Executive Services
- Renton Police
- Renton Human Resources and Risk Management

Activation may occur due to the severity of the event or perceived threat or unmitigated risk to the Renton community.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

This list is not exhaustive. As an event progresses, information, city needs, available resources and support, and situational awareness will develop and change.

EEI	Description	Collection	Dissemination
Cyber Incident	<p>Scale of incident: Systems and users affected.</p> <p>When did it first occur.</p> <p>What are the impacts.</p>	<p>Managed Detection Response</p> <p>Monitoring system, IT Ticket tracking,</p>	<p>Information Technology Director</p> <p>Deputy Chief Administrative Officer</p> <p>Executive Leadership Team</p> <p>Renton Police</p> <p>Renton Public Works</p> <p>EOC Duty Officer</p> <p>Renton Human Resources and Risk Management</p>
Cyber Incident Typing	<p>Determine type of incident to begin allocation of appropriate resources:</p> <ul style="list-style-type: none"> • Phishing • Ransomware • Malware • Computer virus • Data breach 	<p>Information Technology</p> <p>Renton Police</p>	<p>Information Technology Director</p> <p>Deputy Chief Administrative Officer</p> <p>Executive Leadership Team</p> <p>Renton Police</p> <p>Renton Public Works</p> <p>EOC Duty Officer</p> <p>Renton Human Resources and Risk Management</p>

Responsibilities

The table below outlines the responsibilities of the primary and supporting agencies in support of this ESF. These statements of mitigation, preparedness, response, and recovery actions are tied to executing the Core Capabilities listed in the “purpose” section.

Response		
Statement of Purpose: Conduct analysis and investigations as necessary to determine cause of Cyber Incident to begin strategies of response and recovery actions to restore information technology infrastructure and systems.		
Core Capability	Activity	Responsible Agency(s)
Planning	Implement incident communications interoperability plans and protocols and consider: <ul style="list-style-type: none"> - Information relay - Notification for leadership/staff/public 	Renton Executive Services
Situational Assessment	Collect, Analyze and deliver critical information sufficient to inform policy and decision making and stabilize the incident.	Renton Executive Services
	As situation permits, provide representation to the EOC as needed.	All City of Renton Departments
	Implement continuity plans as required	
	Serve as lead for managing consequences that extend beyond the direct effects on computers and server systems. <ul style="list-style-type: none"> ○ Manage the EOC. ○ Coordinate briefings for key decision-makers, in coordination with Information Technology. ○ Ensure that life safety needs internally and externally are being addressed by appropriate departments or agencies. 	Renton Executive Services
	Serve as liaison to other emergency management or cyber response organizations, which may include but is not limited to: <ul style="list-style-type: none"> ○ Washington State Fusion Center ○ Multi-State Information Sharing and Analysis Center (MS-IASAC) ○ Washington State Cyber Unified Coordination Group (UCG) ○ Hardware and software vendors ○ Cybersecurity vendors ○ Cybersecurity response teams (government, private, or combined) ○ Other city EOCs ○ King County EOC ○ Washington State EOC 	Renton Executive Services

	○ Private sector EOCs	
Logistics and Supply Chain Management	Anticipate and communicate resource requests to include hardware, maintenance, personnel, technical support, and other services or commodities.	Renton Executive Services
Cyber security	Assess computers – find the threat! Confirm Managed Detection Response sensors are running on all endpoints. Monitor for additional activity.	Renton Executive Services
	Conduct technical and investigative-based countermeasures, mitigations, and operations against malicious actors to counter existing and emerging cyber-based threats.	Renton Executive Services Renton Police
	Support criminal investigations that result from cyber-based incidents that fall within the city’s jurisdictions.	Renton Executive Services Renton Police
	Coordinate with the insurance providers.	Renton Human Resources and Risk Management
Operational communications	Coordinate the dissemination of information.	Renton Executive Services
	Coordinate between Risk Management Division, Information Technology Division, and Communications Division for release to public of appropriate information and/or notification to individuals of protected information release.	Renton Executive Services
	Serve as liaison to other law enforcement entities with a role in cyber incident response, which may include but is not limited to: <ul style="list-style-type: none"> • Washington State Fusion Center • FBI Joint Cyber Task Force (CTF) • Washington State Patrol High Tech Crimes United (WSP HTCUC) • Other local or county law enforcement agencies 	Renton Police
Access Control and Identity Verification	Review, verify, or deny physical and cyber access to specific locations, information, and networks.	Renton Police Renton Executive Services

Recovery		
Statement of Purpose: Support the recovery efforts through restoration of impacted systems and services following a major cyber incident.		
Core Capability	Activity	Responsible Agency(s)
Cyber security	Return and/or restore systems and services.	Renton Executive Services
Operational Communications	Continue to provide communication to impacted areas and inform staff, leadership, and the public as necessary	Renton Executive Services
	Participate in After Action Reporting.	
	Regularly communicate status updates until "All Clear".	
Logistics and Supply Chain Management	Review inventory and return unused equipment. Keep spares or anticipated future equipment needs.	Renton Executive Services
Situational Assessment	Review all systems to verify full function and threat removed. Provide regular updates with reviews.	Renton Executive Services
Planning	Reference Information Technology's Disaster Recovery Plan.	Renton Executive Services

Mitigation		
Statement of Purpose: Lessen the potential impact or disruption of systems and services through targeted efforts in security and information technology equipment.		
Core Capability	Activity	Responsible Agency(s)
Cyber security	Ensure security stack is current and applied to all devices. Maintain list of vendors used for equipment and support.	Renton Executive Services
	Maintain reliable backups with proper retention schedules, ensure test restores are done.	
Planning	Provide random and no-notice cyber security and awareness training for IT and city staff.	Renton Executive Services
	Stabilize the following systems and services through hazard mitigation programs for protection against the effects of an emergency or disaster: <ul style="list-style-type: none"> - Disaster recovery site - Generator - Fire suppression - Earthquake stabilization 	
Logistics and Supply Chain Management	Maintain relationship and communications with vendors supplying IT equipment.	Renton Executive Services

Preparedness		
Statement of Purpose: Prepare a resilient information technology infrastructure and system through training, education, and cyber incident awareness to promote prepared cyber systems.		
Core Capability	Activity	Responsible Agency(s)
Planning	Update, prepare, or review cyber incident plans, policies, and checklists.	Renton Executive Services
	Ensure IT staff stay current on cybersecurity risks through training.	
	Conduct system checks - frequency varies depending on the system.	
	Participate in cyber incident related training and exercises.	
	Offer and/or facilitate cyber related trainings to city employees.	
Cyber Security	Protect city cyber systems against criminal and terrorist activities and other evolving cyber threats, including risk management and loss mitigation measures.	Renton Executive Services Renton Human Resources and Risk Management
Logistics and supply chain	Purchase and/or acquire backup products, facilities, and/or resources.	Renton Executive Services
	Maintain an information technology and/or systems resource list.	
Access control and identity verification	Review, screen, or examine system access and control admittance to physical and virtual locations and systems.	Renton Executive Services Renton Public Works
Operational communications	Clarify, assign, and inform appropriate authorities, staff, or leadership of the communications plan insuring messages are delivered to meet LEP/AFN standards as described in ESF 15.	Renton Executive Services

References

- National Cyber Incident Response Plan, Department of Homeland Security, 2016
- Computer Security Incident Handling Guide (Revision 2) National Institute of Standards and Technology, 2012
- Washington State Significant Cyber Incident Annex, Washington Military Department – Emergency Management Division, 2015
- ISO 27032 – Information Technology – Security techniques – Guidelines for cybersecurity, International Standards Organization, 2012

- City of Renton (Information Technology) Disaster Recovery Plan

Terms and Definitions

See Basic Plan.

Appendices

Appendix A: Cyber Incident Checklist

Appendix A: Cyber Incident Checklist

Action Items	Supplemental Information
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PRE-INCIDENT PHASE

Continue to enhance, maintain, and revise, as needed, the appropriate emergency response plans related to cyber response and cyber security, including the CEMP and annexes.

Arrange for personnel to participate in necessary training and develop exercises relevant to cyber-attacks.

Ensure the contact lists are current and establish a pre-event duty roster allowing for 24/7 operational support to the EOC.

Participate in city, county, regional, state, and federal cyber security preparedness activities, seeking understanding of interactions with participating agencies in a cyber-security scenario.

Analyze cyber vulnerabilities, exploits, and attack methodologies.

Identify new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

Inform Emergency Management Director of any major developments that could adversely affect response operations.

RESPONSE PHASE

Activate the EOC and appropriate DOCs and establish Incident Command. For larger events that cross multiple jurisdictions, participate in Unified Command.

Conduct situational and periodic readiness assessments

Execute contracts and procure goods and services to support cyber security.

Ensure financial and property accountability for cyber security activities.

Estimate emergency staffing levels and request personnel support.

Develop work assignments for ICS positions (recurring).

ICS Form 203: Organization Assignment List

Notify supporting agencies (dependent on the type of incident) and the mayor/s city council.

Determine the type, scope, and extent of the cyber security incident (recurring). Verify reports and obtain estimates of the area that may be affected.

ICS Form 209: Incident Status Summary

Ensure that all required notifications have been completed. Consider other local, regional, state, and federal agencies that may be affected by the incident. Notify them of the status.

Determine the need for additional resources and request them as necessary through appropriate channels (recurring).

Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers of both potential and current needs.

Major Cyber Incident Checklist

Action Items	Supplemental Information
<p>Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts (recurring).</p> <p>Key messages are developed by the Information Officer (IO) working with the Policy Advisory Group. Any public information release from the EOC utilize those key messages, and the release will be reviewed and approved by the EOC Director before dissemination to the public and/or media partners.</p>	
<p>Record all EOC activity and completion of individual personnel tasks (recurring). All assignments, person(s) responsible, and significant actions taken should be document in an ICS 214 Unit Log.</p>	<p>EOC Planning Section Position Checklist, ICS Form 214: Unit Log</p>
<p>Record all incoming and outgoing messages (recurring). All messages, and the person sending or receiving them, should be documented as part of the EOC position log.</p>	
<p>Develop and deliver situation reports (recurring). At regular intervals, the EOC Director and staff will assemble a situation report.</p>	<p>ICS Form 209: Incident Status Summary</p>
<p>Develop an Incident Action Plan (recurring). This document is developed by the Planning Section and approved by the EOC Director.</p>	<p>ICS Form 202: Incident Objectives, ICS Form 203: Organization Assignment List, ICS Form 204:</p>
<p>The Incident Action Plan should be discussed at regular intervals and modified as the situation changes.</p>	<p>Assignment List, ICS Form 205: Incident Radio Communications Plan, ICS Form 206: Medical Plan, Safety Message, Incident Map</p>

Implement objectives and tasks outlined in the IAP (recurring).

Coordinate with private-sector partners as needed.

RECOVERY/DEMOBILIZATION PHASE

Ensure an orderly demobilization of emergency operations in accordance with current demobilization and community recovery plans.

ICS Form 221:
Demobilization Plan

Activate, if necessary, the appropriate recovery strategies, continuity plans, and/or continuity of government plans.

Continuity
Plans /Continuity of
Government Plan

Release mutual aid resources as soon as possible.

Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After-Action Report/Improvement Plan.

Deactivate/demobilize the EOC.

Correct any response deficiencies reflected in the Improvement Plan.

Revise any applicable emergency response plans based on the success stories and/or lessons learned during the response.

DAMAGE ASSESSMENT ANNEX

- Primary Agency:** City of Renton Community and Economic Development Department
- Support Agencies:** City of Renton Human Resources and Risk Management Department
City of Renton Public Works Department
City of Renton Police Department
City of Renton Parks and Recreation Department
City of Renton Equity, Housing, and Human Services Department
All other City of Renton Departments
Renton Regional Fire Authority
King County Emergency Coordination Center
Public Health – Seattle and King County
Puget Sound Energy
Seattle City Light
Washington State Emergency Management Division

Introduction

Purpose

The purpose of the Damage Assessment Annex is to establish guidelines for damage and response capability assessment following an emergency or disaster within the City of Renton’s service area.

Disasters can cause injury to individuals, damage to public and private property, and damage to the environment. Damage assessment information will determine a priority of response activities and allocation of resources immediately following an event. Damage assessment information will also be used to determine eligibility and provide documentation for regional, state, or federal disaster aid. Eligibility for various forms of disaster aid will also be determined from the damage assessment efforts of this Annex.

The following Core Capabilities support the roles and responsibilities of this annex. The primary and supporting core capabilities are defined to support the execution of damage assessment operations for this annex as follows:

Primary Response Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.

Primary Response Core Capabilities	
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

Authorities & Policies

Non-catastrophic Events

Response Capability Assessment

Completed within one hour.

Following an event, all city departments will assess the condition of their personnel, structures, and equipment. From this assessment, determination will be made as to the capability of that department to operationally respond to the needs of the event and provide vital city services. This information will be forwarded to the Renton Emergency Operation Center (EOC) if activated and directly to Community and Economic Development Department if the Renton EOC is not activated to evaluate the need for outside assistance to replace those resources lost to the event.

Performed by:

- Renton Regional Fire Authority
- Police
- Public Works
- Parks and Recreation
- Community and Economic Development
- Other available City of Renton personnel

Initial Damage Assessment

Completion time of three to six hours.

The Initial Damage Assessment is conducted immediately following the Response Capability Assessment. It is used to further determine response capabilities by assessing response routes such as roadways and bridges. In addition to roadway assessment, the Initial Damage Assessment is used to do “drive-by triage” of high-hazard, high population areas and to provide a quick overview and assessment of the Renton area that will be used to correctly dispatch response units to the areas in the greatest need. Results of the Initial

Damage Assessment may identify the need for appropriately trained outside personnel to assist in the Preliminary Damage Assessment, Detailed Damage Assessment, or General Building Damage Assessment

This information will be forwarded to the Renton EOC if activated, to determine the need for mobilization of additional city resources and/or request outside resources. Additionally, this information will be used to provide the same quick overview of Renton's condition to the King County EOC.

Performed by:

- Renton Regional Fire Authority
- Police Department
- Public Works Department
- Parks and Recreation Department
- Community and Economic Development Department
- Human Resources and Risk Management Department
- Other available City of Renton personnel

Preliminary Damage Assessment (PDA)

Target completion *as requested by the county or state, often 5 days once notified.*

In the event an incident goes beyond the normal response capabilities of the City of Renton, and it becomes apparent that the city may be eligible for federal disaster assistance, a Preliminary Damage Assessment (PDA) may be requested by the county or the state. If requested, it must be completed and forwarded to the King County EOC.

The PDA serves to further identify the impacts on Renton by providing more in-depth assessment of the population, structures, utilities, and other infrastructure. This assessment begins to determine monetary loss values and identifies hazardous areas and structures unable to be documented by the Initial Damage Assessment.

The data collected from this assessment is an important element of the resource request process. Resources allocated by the county or state will be on a need and availability basis with those jurisdictions having the greatest damage or greatest need receiving the highest priority. Monetary loss values will also trigger federal assistance, making the timely assessment of the Renton area even more important.

Targeted completion time for the PDA depends upon the time frame requested by the county or state. Information gathered during this time will be forwarded to the Renton EOC if activated and directly to Community and Economic Development Department if the Renton EOC is not activated.

The Renton EOC will provide the compiled data to the King County EOC.

Detailed City Damage Assessment

Longer-term, "***incident period***" established by FEMA, potentially concurrent with PDA.

If the PDA results in a Presidential Disaster Declaration authorizing "Public Assistance (PA)," then detailed damage assessments of City of Renton facilities, buildings, equipment, infrastructure, and systems must be completed by all city departments and submitted to the Renton EOC if activated or the Community and Economic Development (CED) Department otherwise. Teams of personnel from FEMA and the state will require an escort to view and verify damages as part of the PA process.

Eligible costs include but are not limited to those activities specific to the event. Tracking and documentation of expenses, overtime and certain other eligible emergency work activities carried out by City of Renton personnel, the contracted cost of outside agencies, and the repair or restoration of damaged facilities and infrastructure to their pre-disaster condition may be among the reimbursable costs.

There will be an "incident period" established by the Federal Emergency Management Agency (FEMA) which generally begins at the start of the event and will last as long as FEMA determines is necessary to include all normal damages from the event. Damage assessment reports will be completed jointly by the City of Renton, state, and federal personnel for these costs. Early and complete documentation of all staff time, contractor costs, equipment rentals, equipment use, and other expenses is vital to maximize the reimbursement following the event.

General Building Damage Assessment

Buildings or structures may be assessed for damage in the event that damage constitutes a probable hazard to life safety, or "Individual Assistance" is authorized by the Presidential Disaster Declaration.

The Community and Economic Development (CED) Department will assemble teams comprised of:

- CED Building Inspectors
- CED Engineers
- Fire Inspectors,
- Public Works Engineers
- Public Works Inspectors
- And/or other personnel trained under ATC procedures to inspect and placard damaged structures.

All structure assessments will utilize procedures as established under the Applied Technologies Council (ATC) structure assessment program known as ATC - 20. Inspection records will be kept in accordance with the ATC procedures. The inspection and placarding records created by these Inspectors will be compiled and submitted to the King County EOC through the Renton EOC, with duplicate copies being kept by the City of Renton for reference in recovery and reconstruction.

Catastrophic Events

The Response Capability Assessment and Initial Damage Assessment will be performed to the best of the city's ability, dependent on local conditions.

If the disaster is overwhelming and beyond the City of Renton's resource capability to obtain a Preliminary Damage Assessment as requested by King County, the Washington State CEMP states "that the need for a Preliminary Damage Assessment is eliminated for those jurisdictions that are especially hit hard." In those cases, the City of Renton will request resources through the King County EOC to assess damage for Public and Individual Assistance in the city.

Procedures

Response Capability Assessment and Initial Damage Assessment Survey

These procedures are to be performed as outlined in the Policies section of this Annex. In addition, city personnel should report areas of damage observed during response efforts to their supervisor or to their department representative in the Renton EOC. The Renton EOC will then coordinate with CED to determine which level of damage assessment is appropriate to perform and will request assignment of the appropriate personnel.

Damage assessment needs to restart following every aftershock from a major earthquake or after any significant changes in the scope of another disaster.

Damage Assessment

If damages cannot be adequately assessed through the Initial Damage Assessment, the Renton EOC, if activated, or CED if not activated, will request detailed city damage assessments from all city departments/divisions.

If determined to be necessary, appropriately trained personnel will conduct building damage assessments utilizing ATC-trained building inspectors and /or ATC-trained teams of fire inspectors, building inspectors, engineers, trained volunteers, and others.

Individual inspectors or teams will:

1. Perform rapid surveys.
2. Place appropriate placards on the buildings.
3. Prepare building damage assessment reports.

The damage assessment reports will be forwarded to the Renton EOC, if activated, or CED if not activated. These reports will be shared with neighboring jurisdictions and the King County EOC according to Renton EOC procedures.

Damage Verification (Post Emergency, Collection of Information throughout)

When the possibility of a Presidential Disaster Declaration is anticipated, the Renton EOC, if activated, or CED if the EOC is not activated will coordinate the collection of information within Renton for the PDA (Preliminary Damage Assessment), including repair estimates for damages incurred to public facilities, systems and infrastructure and all other costs incurred by city departments as a result of the incident. Teams of federal and state inspectors will determine the eligibility of the costs submitted. This follows the federal guidelines of the Public Assistance Program.

Situation Overview

Renton city officials have identified the primary hazards that could potentially impact the city. The potential effects of these hazards could disrupt public services, damage property, and cause injury or death of persons within affected areas, any of which could require the conduct of a damage assessment.

The primary hazards are detailed in the King County Regional Hazard Mitigation Plan, and the Renton Annex to the plan, and include floods, winter storms, earthquakes, landslides and debris flows, volcanic hazards, coal mine hazards, hazardous materials releases, and acts of terrorism or civil disturbance. Additionally, the city is subject to major transportation disruptions and accidents, utility and infrastructure failures or collapses, public health emergencies, and mass casualty incidents from any cause.

The emergency or disaster may cause enough damage to require assessment. However, not all damage will be immediately apparent. Roads and other infrastructure may be seriously damaged and hamper the ability of personnel to conduct timely and complete damage assessments. It is assumed that the Renton EOC will activate and provide a resource and information sharing coordination.

Concept of Operations

Response Capability Assessments, Initial Damage Assessment and Preliminary Damage Assessments (PDAs) are tools used to determine the safety and recovery needs of the residents, workers, and visitors in Renton as well as to determine the eligibility for disaster assistance.

The City of Renton Community and Economic Development (CED) Department is the lead agency for coordinating damage assessment throughout the City of Renton and will provide assistance and information to state or federal damage assessment teams, if requested.

The compiled damage assessments for the City of Renton will be forwarded by the City of Renton EOC (if activated) or by CED to King County Emergency Operations Center (KC EOC) and on to Washington State Emergency Management Division to seek federal disaster assistance.

Whole Community

The “Whole Community” includes individuals, families, households, communities, the private and nonprofit sectors, faith-based organizations, and local, tribal, state, and Federal governments. The Damage Assessment Annex includes communicating with the Whole Community during transportation and critical infrastructure preparedness, response, recovery, and mitigation activities. The Whole Community includes populations with Limited English Proficiency (LEP), individuals with disabilities, and Access and Functional Needs (AFN).

This annex has been reviewed by the Whole Community through a public input process that included online (virtual) and in-person access.

Organization

Damage assessment is coordinated by the Community and Economic Development (CED) Department in conjunction with the City of Renton EOC. The CED Services Division will provide building damage assessment data to EOC to separate the private and public damage and forward the results to the King County EOC.

The results (or anticipated results) of the damage assessment may determine if the city seeks a local emergency proclamation by the Mayor of the City of Renton.

Notification

This Annex can be activated for Renton EOC Support through the following agencies:

- Renton Community and Economic Development
- Renton Public Works
- Renton Police Department
- Renton Regional Fire Authority (RFA)
- Renton EOC Duty Officer or EOC Director

Activation may occur due to the severity of the event or perceived threat; unmitigated risk to the Renton community; or in support of mutual aid partners.

Information Collection

The following categories are a baseline list which should be considered to create a common operating picture for Essential Elements of Information (EIs) which help guide the collection and dissemination of information.

This list is not exhaustive. As an event progresses, information, population needs, available resources and support, and situational awareness will develop and change.

EEI	Description	Collection	Dissemination
Response Capability	Status of city department's staffing. Status of city department's capabilities and resources.	All City of Renton Departments	Renton EOC
Condition of City Infrastructure	How is city hall doing? Are city buildings usable? How is that information being collected? Shared?	Renton Public Works Renton Police Renton CED	Renton EOC
Condition of City Buildings	Consider private property as well. Number of residential structures Minor damage? Major damage? Destroyed? Impact to employees? Impact to major employers?	Renton CED Renton Police Renton Regional Fire Authority	Renton EOC

Responsibilities

Preparedness		
Statement of Purpose: Develop and maintain primary and alternative damage assessment procedures and resources that can be implemented in the event of a disaster or other disruption.		
Core Capability	Activity	Responsible Agency(s)
Planning	<ul style="list-style-type: none"> Prepare detailed administrative procedures to implement damage assessment programs for all city departments. Supply damage assessment forms and placards for field use. Provide training, drills, and exercises in support of this Annex to city departments/divisions and support agencies. Follow established procedures to coordinate damage assessment of city facilities following an emergency or disaster. 	Renton Community and Economic Development Department
Planning	<ul style="list-style-type: none"> Develop procedures to evaluate damage to public and private property, infrastructure utilities, etc. Identify and train staff to conduct Response Capability Assessments, Initial Damage Assessment Surveys and Preliminary Damage Assessments. 	Renton Public Works Department

	<ul style="list-style-type: none"> • Participate in emergency management training, drills, and exercises in support of this Annex. • Identify and train staff to conduct Building Damage Assessments in accordance with ATC. 	
Planning	<ul style="list-style-type: none"> • Develop detailed administrative procedures to perform a Response Capability Assessment within the Department/Division. • Identify and train appropriate staff to conduct Response Capability Assessments, • Participate in emergency management training, drills, and exercises in support of this Annex. 	All departments
	<ul style="list-style-type: none"> • Develop detailed administrative procedures to conduct damage assessment of department facilities and assets following an emergency or disaster. • Initial Damage Assessment Surveys and Preliminary Damage Assessments. 	CED

Response		
Statement of Purpose: Coordinate and mobilize the resources including personnel and technology needed to support the assessment of damages to infrastructure within the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Planning	<ul style="list-style-type: none"> • Carry out a coordinated Damage Assessment process utilizing department personnel and other city staff and volunteers. • Coordinate the collection of damage information. • Assemble damage assessment information and provides it to the EOC. 	Renton Community and Economic Development
	<ul style="list-style-type: none"> • Follow procedures in accordance with the Applied Technologies Council (ATC) Standards to conduct building damage assessments. • Follow established procedures to conduct damage assessment of city facilities following an emergency or disaster. 	Renton Public Works
Situational Assessment	<ul style="list-style-type: none"> • Request detailed city damage assessments from all city departments/divisions. • Determine the ability to provide service to the community. 	Renton Community and Economic Development
	<ul style="list-style-type: none"> • Determine the ability to provide service to the community. • Analyze and disseminate damage information in situation reports through the Renton EOC. 	Renton Executive Services

	<ul style="list-style-type: none"> • Provide damage or impact assessment information to the City of Renton EOC according to established communication procedures. 	
	<ul style="list-style-type: none"> • Report completed damage assessment results to the Community and Economic Development Department or the EOC, if activated. • Determine the ability to provide service to the community. 	<p>Renton Public Works Renton Regional Fire Authority Renton Police Renton Human Resources and Risk Management</p>
	<ul style="list-style-type: none"> • Provide damage or impact assessment information to the City of Renton EOC according to established communication procedures. 	<p>Puget Sound Energy Seattle City Light</p>
Operational Coordination	<ul style="list-style-type: none"> • Request Response Capability Assessments, Initial Damage Assessment Surveys and Preliminary Damage Assessment to determine initial damage reports. • Coordinate the process of conducting building damage assessments. • Provide available ATC trained staff to conduct building damage assessments of public and private buildings and structures as needed. 	<p>Renton Community and Economic Development</p>
	<ul style="list-style-type: none"> • Provide completed damage assessments to the Community and Economic Development Department or the EOC, if activated. • Conduct damage assessments for city facilities through completion of the Response Capability Assessment. • Coordinate information and resource sharing through the Renton EOC. 	<p>Renton Executive Services</p>
	<ul style="list-style-type: none"> • Conduct damage assessments for city facility infrastructure and utilities through completion of the Response Capability Assessment and Initial Damage Assessment Survey. • Provide available ATC trained staff to conduct building damage assessments of public and private buildings and structures as needed. 	<p>Renton Public Works</p>
	<ul style="list-style-type: none"> • Conduct an evaluation of damage to city facilities infrastructure and utilities through completion of the Response Capability Assessment and the Initial Damage Assessment Survey. 	<p>Renton Regional Fire Authority Renton Police Renton Human Resources and Risk Management</p>

Recovery		
Statement of Purpose: In a coordinated manner, continue to share damage reports and other collected information to prioritize the restoration of city infrastructure systems, in alignment with the Renton Recovery Framework.		
Core Capability	Activity	Responsible Agency(s)
Situational Awareness	<ul style="list-style-type: none"> Continue to conduct impact assessments and share damage information with the Renton EOC. 	Puget Sound Energy Seattle City Light Renton Regional Fire Authority
	<ul style="list-style-type: none"> Prepare damage assessment reports and share with the Renton EOC, if activated. Forward to King County EOC as necessary. 	Renton Regional Fire Authority Renton Community and Economic Development
	<ul style="list-style-type: none"> Notify the mayor of impacts to the city from the emergency or disaster. Arrange for an escort, if requested, to accompany State or FEMA inspectors on a tour of damaged areas within the city. 	Renton Community and Economic Development
Operational Coordination	<ul style="list-style-type: none"> Continue to provide coordination of damage assessment resources and reporting processes. 	Renton Community and Economic Development
Planning	<ul style="list-style-type: none"> Maintain city copies of building damage assessment reports. 	Renton Community and Economic Development

Mitigation		
Statement of Purpose: Determine mitigation strategies to increase the integrity of transportation and other critical infrastructure systems thus reducing damage potential within the City of Renton.		
Core Capability	Activity	Responsible Agency(s)
Planning	<ul style="list-style-type: none"> Identify opportunities to increase building infrastructure resiliency. 	Renton Community and Economic Development

Resource Requirements

- Damage assessment resources are provided to CED, or EOC if activated.
 - Damage assessment forms and placards located in Fire and Building Inspection vehicles with additional resources in the EOC.

- Electronic Platform through which Damage Assessment Forms are submitted, reviewed, accessed, and stored. (Platform TBD- CED platform Energov, LaserFiche, Origami, etc.)
- Personnel tasked with performing damage assessments will need ATC training.
- Building, construction, and fire inspector vehicles will be utilized first, and additional vehicles will be requested from Engineering, Equipment Rental or Facilities Division Motor Pool.
- Office space for the damage assessment personnel during the recovery process.
- Other resource requirements are to be requested through the City of Renton EOC.

References

- Washington State Public Assistance Manual, December 2010 and April 2017
- Washington State Comprehensive Emergency Management Plan, 2011 and 2016
- FEMA Publication P262, Guide to Federal Aid in Disasters, July 2008 and 2013
- ATC-20 Post Earthquake Safety Evaluation of Buildings
- ATC-45 Field Manual: Safety Evaluation of Buildings after Windstorms and Floods
- City of Renton Emergency Operations Center Procedures Manual

Terms and Definitions

See Basic Plan.

Appendices

None

EVACUATION ANNEX

- Primary Agency:** City of Renton Police Department
- Support Agencies:** City of Renton Public Works Department
City of Renton Parks and Recreation Department
City of Renton Executive Services Department
Renton Regional Fire Authority

Introduction

Purpose of Plan

The purpose of the Evacuation Annex is to establish strategies for the City of Renton to ensure the safe and orderly evacuation of residents who are threatened by an emergency or disaster. These strategies are developed using an all-hazards approach to be applied to an incident regardless of the threat or hazard to move people, animals, and resources to safety.

This document does not recommend a specific evacuation plan but identifies evacuation tools and resources that could be utilized during an evacuation incident. It is understood that the Incident Commander and/or designee will direct the development of an incident-specific evacuation plan and route at the time of incident.

Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health and Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.

Core Capabilities	
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The Evacuation Annex is part of the City of Renton’s Comprehensive Emergency Management Plan (CEMP) and was developed pursuant to relevant local, county, state and federal statutes and regulations. Every effort has been made to ensure that the Annex is compatible with the Federal Emergency Management Agency (FEMA) guidelines and the Revised Code of Washington, Chapter 38.52, as well as other local plans. The authority to issue an evacuation order is held at the county and city levels of government.

Local

In the City of Renton an evacuation may be initiated by any of the following city officials or their designated alternates:

- Mayor or delegate.
- Chief Administrative Officer or delegate.
- Department administrator of the primary incident command department, typically Police, Public Works, Parks and Recreation or their delegate.
- Regional Fire Authority Fire Chief or their delegate, if in the incident commander role.
- Emergency Management Director or delegate.

County

If an evacuation is necessary in or through unincorporated areas outside city limits, the King County Sheriff’s Office has the authority to recommend an evacuation of residents. In this case, extra coordination may be needed from the Renton Regional Fire Authority which provides fire and emergency services to some unincorporated areas under contract and may assist with evacuation efforts.

State

During a state of emergency, the Governor can issue such orders as they deem necessary for the security of persons or property (Chapter 38.08, RCW, Powers and Duties of Governor).

The Evacuation Annex is intended to be applicable and adaptable across all types and scopes of hazards that would necessitate an evacuation. It has also been vetted with evacuation plans from neighboring jurisdictions in the event an evacuation affects more than the City of Renton. Hazards which pose specific risk to the City of Renton have been identified in the city’s annex to the King County Regional Hazard Mitigation Plan and the CEMP.

This annex will be used in conjunction with the City of Renton’s Emergency Support Functions (ESFs) found within the CEMP. Evacuation(s) will be conducted in accordance with the National Incident Management System (NIMS) and the National Response Framework (NRF) and will utilize the Incident Command System (ICS) to manage the control and coordination of an emergency response.

Incident Command System (ICS)

The Incident Commander (IC) will determine the necessary sections, branches, and groups required for an emergency evacuation specific to the circumstances and incident hazards known at the time of the event. Depending on the scale and complexity of the event the following command structures may be used:

- Local, discrete site incident with an evacuation managed by the Incident Command Post (Single Command, IC).
- Local evacuation within City of Renton boundaries involving multiple departments (Single Command/IC or Unified Command).
- Local to small regional evacuation requiring coordination with other affected jurisdictions and King County (Single Command/IC or Unified Command).
- Large regional evacuation requiring coordination at the local, state or federal level (Single Command/IC, Unified, Command, or Incident Management Team).

References

The City of Renton recognizes the following plans, policies, and authorities as they apply to evacuations set forth by the Federal, state, and local governments:

Federal

- Code of Federal Regulations Title 44, Part 205 and 205.16.
- Public Law 920, Federal Civil Defense Act of 1950, as amended.
- Public Law 100-707, Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- Public Law 93-288, Disaster Relief Act of 1974, as amended.
- Public Law 96-342, Improved Civil Defense 1980.
- Public Law 99-499, Superfund Amendments and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA).
- Public Law 105-19, Volunteer Protection Act of 1997.
- Homeland Security Act of 2002.
- Homeland Security Presidential Directive/HSPD-5.
- Homeland Security Presidential Directive/HSPD-8.
- National Response Framework of 2019, as amended.
- Pets Evacuation and Transportation Standards Act of 2006.

State of Washington

- Chapter 38.52, Revised Code of Washington (RCW), Emergency Management.
- Chapter 38.08, RCW, Powers and Duties of Governor.

- Chapter 38.12, RCW, Militia Officers.
- Chapter 38.54, RCW, Fire Mobilization.
- Chapter 35.33.081 and 35.33.101, RCW, as amended.
- Chapter 34.05, RCW, Administrative Procedures Act.
- Chapter 43.06, RCW, Governor's Emergency Powers.
- Chapter 43.105, RCW, Washington State Information Services Board (ISB).
- Chapter 118-04, Washington Administrative Code (WAC), Emergency Worker Program.
- Title 118, WAC, Military Department, Emergency Management.
- Washington State CEMP.

Local

- King County Comprehensive Emergency Management Plan.
- Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County, Washington
- City of Renton Comprehensive Emergency Management Plan.

Situation Overview

Geographic Scope

All areas covered in this annex are located in King County. However, while the City of Renton is not primarily responsible for evacuation of unincorporated areas, evacuations in these areas may occur related to a widespread hazard, such as a wildfire. The King County Sheriff’s Office provides law enforcement and safety services to these unincorporated areas therefore, coordination of evacuations for the unincorporated areas would be in coordination with the King County Sheriff’s Office. In addition to unincorporated areas, Renton shares boundaries with the cities of Kent, Tukwila, and Newcastle. An evacuation that requires moving people out of city limits may require the involvement of King County and one or more of these cities. Additionally, moving people through other cities during the course of a large evacuation may require coordination with other cities as well. A map of the city and service areas is attached as Appendix A.

There are Police, Fire/EMS and Public Works facilities located in the area covered by this annex. In addition to personnel, many of these facilities contain equipment and other resources that are needed to execute an evacuation. These resources may need to be moved to a different location if the facility is deemed to be within the hazard area. These areas or facilities could be appropriate for staging areas or equipment relocations sites during an evacuation.

Natural Hazards

Renton has the following known natural hazards that must be considered in evacuation planning:

Flooding and/or Dam Failure

- The Cedar River with inundation impact to mostly residential neighborhoods, and in the case of dam failure of the Cedar Falls dam complex, the entire downtown and Landing business districts.
- The Green River with inundation impact to mostly commercial neighborhoods of the business district in the valley.
- The Howard A. Hanson Dam located on the Green River East of Auburn could cause catastrophic flooding and inundation impacts in the event of a dam failure to mostly the commercial neighborhoods of the business district in the valley.
- Inundation maps of the seasonal flood hazard areas for the Cedar and Green Rivers are attached as Appendix B.

Hazardous Materials

- Numerous natural gas pipelines, as well as a petroleum pipeline, traverse the city which may become a factor if destabilized by an earthquake, landslide, construction activity, or other disruptive events.
- The City of Renton has several hazardous materials-using facilities that should be considered when planning an evacuation route.
- A map of natural gas and petroleum pipelines is attached as Appendix C.

Landslides

- Renton has areas that have been identified for their potential landslide risks. If evacuation is necessary because of inclement weather this may become a factor.
- A map of slide risk areas is attached as Appendix D.

Wildfires

- The City of Renton may be involved in an evacuation due to the increased risk of wildfires and wildfire smoke from within the King County area.
- A map of wildfire risk areas is attached as Appendix E.

Terrorism

- The City of Renton may be involved in an act of terrorism that may require the rapid and safe evacuation of communities to guard against casualties.

Refer to the Renton annex within the King County Regional Hazard Mitigation Plan for further details on hazards as well as risk assessments.

Population Assessment

According to the Washington Office of Financial Management the population for Renton is 107,900 as of April 2023.

Renton is comprised of residential, business, commercial, industrial, and mixed-use areas. Land use is an important consideration in evacuation planning as the population numbers and density vary according to location and time of day and day of the week. The business, commercial, and industrial areas have large populations that come to Renton during business hours using both public and private transportation. Renton also has several businesses and a community college that employ large numbers of workers and/or experience a large influx of customers during their business hours. If evacuation is necessary while these businesses are open, extra coordination will be needed to avoid gridlock from private vehicles as well as to evacuate people who use public transportation.

A map showing land use designations is attached as Appendix E. Maps showing City of Renton Arterial Streets (Principal, Minor and Collector) are attached as Appendix F.

Special Populations

The City of Renton's Evacuation Annex assumes that special or vulnerable populations, and the people or facilities that care for them, prepare on their own for evacuations in order to assure that their needs are adequately met. These populations may include but are not limited to Limited English Proficiency (LEP), deaf/hard of hearing, blind and deaf-blind, incarcerated, low-income, refugees, those with cognitive and/or mobility impairments, those in hospice care, the homeless, children, those with (severe) medical dependencies/conditions, medically fragile, the addicted, the elderly, and those with other Access and Functional Needs (AFN). See the King County Inclusive Emergency Communication Plan and the Renton annex to the plan for additional guidance on communication.

Communicating with Low/Limited English Proficiency (LEP) Populations

Communicating with LEP populations can sometimes be challenging, therefore, responders should be advised to speak slowly and clearly, try re-wording messages if or when individuals do not understand, and use hand gestures or pictures to augment understanding. Short words (and phrases) such as "fire" or "flood" are much more useful than involved explanations. Often, one person in a larger family will be bi-lingual or able to translate even if the other family members don't speak or understand enough English. Ask if there is a family member who does speak English. The use of young children as interpreters should be avoided, as this can be traumatizing. Even if individuals do not understand verbal instructions, handing them a map (if they are available) with a route or destination marked on it can be a solution. Ensuring good communication is one of the easiest ways to ensure safety.

Communicating with the Deaf and Hard of Hearing (HOH)

Responders communicating with the deaf and HOH should speak loudly and clearly, use a pen and paper and/or American Sign Language (ASL). It is tempting to tell them where to go and not explain the situation or assume they cannot be self-sufficient, but this leads to misunderstanding and fear. Additional effective modes of communication are enunciating so that an individual can read your lips and using calm and relevant (not

panicky) hand gestures. Individuals who know ASL should be placed in roles where they can interact with evacuating populations to best serve the deaf and HOH. Deaf or HOH individuals may communicate their lack of hearing by moving their hand from their mouth to ear. Individuals who are deaf-blind may have communication devices called deaf-blind communicators which they may use to communicate. Deaf-blind individuals also communicate via tactile sign language.

Boarding Homes/Assisted Living Facilities

There are independent retirement communities as well as living facilities that combine independent living with assisted living in Renton. Facilities that provide assisted living are required to have disaster plans in place and trained staff on what to do in the event of an emergency (WAC 388-78A-2700). However, many of these facilities do not have the transportation resources to carry out a full-scale evacuation and while many residents have their own vehicles, coordinating routes and destinations could be difficult. Other issues that may arise include special needs of residents who require assisted living services (and would require transportation to an appropriate shelter) and a possible lack of medical supplies. Renton's facilities in this category may be added at any time, as new businesses similar in nature are added to the city. Independent living facilities are **not** required to have evacuation, emergency plan, or emergency supplies. In Renton, these facilities include SHAG Cedar River Court, Houser Terrace, Golden Pines, Hillcrest Terrace, Evergreen Terrace (all maintained by Renton Housing Authority) Cedar River Terrace, and Divine Suites.

Adult Family Homes

Adult family homes are required by Washington State Law (388-76-10830) to have emergency plans to meet the needs of their residents and provisions for evacuating their residents and charges. These are individuals who, if there is a possible need for them to evacuate, should evacuate as soon as possible due to their special needs, frailty, and medical conditions. Washington State Law limits the number of residents in adult family homes to six (6), however there is often only one care giver on duty at a time taking care of these six (6) residents. Issues could arise with regard to lack of staff and lack of adequate transportation since the majority of residents have mobility issues (wheelchairs, walkers) or are bedridden. Adult family home providers and staff will need information about medical needs shelters if shelters are set up. Many adult family home providers and caregivers have Limited English Proficiency which could make understanding the need for evacuations, evacuation routes and procedures challenging. Adult family homes frequently come and go as businesses, but at any given time there may be up to 75-100 such facilities within the greater Renton area. A complete, current list of active adult family homes can be obtained from Public Health - Seattle King County.

Nursing Homes & Hospitals

Nursing homes and hospitals are required by law to have emergency plans, have their staff prepared, and be ready to aid in an emergency. Issues that may arise in the

evacuation of nursing homes include a lack of beds, facilities to transport patients, or transportation resources appropriate for nursing home or hospital populations. Many of these individuals are mobility impaired, bedridden, or require the supervision of a medical professional. Most nursing homes do not have adequate transportation resources to independently perform a complete evacuation. In general, there are not enough beds in nearby hospitals to accommodate the number of patients from one evacuated facility. In certain types of disasters when even more people are in need of medical assistance it will be impossible to provide beds to all individuals who may require them in a hospital evacuation. Renton's two nursing homes are: Talbot Center for Rehabilitation and Healthcare and Regency at Renton. Renton's one hospital is Valley Medical Center.

Rehabilitation Centers

Renton has one residential rehabilitation facility Griffin Home, Friends of Youth for Youth (substance abuse, sexual behavior, conduct disorder and mental health) is located at 2500 Lake Washington Blvd N, 98056. Griffin Home, whose residents are solely male, has an emergency plan which includes the appropriate information per Washington State Law. There are four residential buildings on the campus and the staff have the flexibility to move residents from one building to another if necessary. The Griffin Home is prepared to be self-sufficient for a minimum of seven (7) days. If residents needed to be transferred, there are contracts with the State of Washington and the Federal Government to take on the responsibility of transferring residents to temporary or long-term housing.

Concept of Operations

Planning

The Evacuation Annex was developed by Renton Emergency Management and Renton Police Department with planning input from other departments and agencies including Renton Regional Fire Authority, City of Renton Public Works, Community & Economic Development, and Parks and Recreation departments.

Depending on the scale of an evacuation, involvement of the city's regional public and private partners may be needed. The following is a list of participants who may be called upon for planning and resource support to an evacuation:

- King County Office of Emergency Management (KCOEM)
- The cities of Kent, Tukwila, Newcastle
- Renton, Kent, and Issaquah School Districts
- Washington Emergency Management Division (WA EMD)
- American Red Cross (ARC)
- Washington State Animal Response Team (WASART)

Local Limitations

The information and procedures included in this annex have been prepared utilizing the best information and planning assumptions available at the time of preparation. There is no guarantee implied by this annex that in major emergencies and disaster situations a perfect response to all incidents will be practical or possible. As Renton's response resources may be overwhelmed and essential systems may be nonfunctioning, the city can only endeavor to make every reasonable effort to respond based on the situation, information, and resources available at the time of the event. The following are some local limitations that were identified:

- Evacuation will cause higher than normal traffic flows creating the need for traffic direction and control.
- Available resources may be utilized to support evacuation and sheltering-in-place before being used in other capacities.
- Obstructions and damage to transportation systems such as bridge failures, landslides, fallen debris, flooding or fire may limit evacuation routes.
- The availability of resources such as buses and emergency workers may be compromised or non-existent, prompting the need to utilize mutual aid, private, zone, county, and state agencies for support. Agencies that commonly support these efforts may be unavailable as a result of the emergency.
- Some people will be unwilling to evacuate.
- People will evacuate with their pets.
- Refueling of private and public vehicles will be an issue.
- Multiple means of communication will be needed to inform the public of evacuation messaging.
- It is assumed that city resources will be quickly overwhelmed. It is likely that the city's Emergency Operations Center (EOC) will be requesting assistance from surrounding jurisdictions and various levels of government.
- Schools, hospitals, and adult care facilities will need to have their own facility evacuation and relocation plans in place.
- Sheltering for special needs or medically fragile people will need to be handled regionally. The lead agency for this is Public Health – Seattle & King County.
- The ARC does not staff special needs shelters, but they may staff local shelters. Pets are not allowed in ARC shelters.

Evacuation Operation Development

The City of Renton is responsible for the development of a plan to evacuate and provide mass care services for residents in the event of an emergency and should be prepared, if necessary, to receive and care for people evacuated from an adjacent area directly impacted by a disaster. Mass care services are coordinated according to the CEMP's Emergency Support Function (ESF) 6.

Evacuation operations have four basic components: 1) Evacuation of the population; 2) Support of evacuees passing through the City of Renton; 3) Reception of evacuees; and 4) Support of agencies performing components 1-3. In the event an evacuation overwhelms the city's resources, assistance may be requested from Emergency Management Zone 3 partners, King County and/or the State of Washington.

The following sections are four types of evacuations that may occur in the City of Renton: Site Evacuation, Intermediate Level Evacuation, Large Scale Evacuation, and Mass Evacuation.

Site Evacuation

Site evacuation involves a small number of residents. This typically includes residents and/or workers at the site and people from adjacent occupancies or areas. The residents are evacuated and collected at a specified, generally upwind, perimeter location. Evacuation holding times are typically short, generally less than two hours and residents are permitted to return to their businesses or homes.

Intermediate Level Evacuation

Intermediate level evacuation involves a larger number of residents (generally greater than 100) and/or a larger geographic area. Evacuees may be displaced for two to four hours or more. Evacuation completion times will be somewhat longer than a site evacuation. Collecting, documenting, and controlling the evacuees may require more resources. Off-site collection sites and/or shelter areas may need to be established. Some evacuees may leave the area on their own or be sent home by employers. Site perimeters may become larger and perimeter security may require more resources. Close coordination between involved departments and agencies will be required. The EOC may be activated to support incident activities as the situation warrants.

Large Scale Evacuation

During a large-scale evacuation, thousands of residents may need to be evacuated. Rapid initiation of the evacuation process may be required, and evacuation completion time frames may be extended. Evacuees may be out of their homes and businesses for many hours or days. Off-site collection sites and/or shelter areas may need to be established and maintained for an extended time. Documentation and tracking of evacuees may become very resource intensive. Close coordination with all responding agencies may become more critical. Evacuation perimeters and security of the evacuated area may be expanded and require more resources to maintain. The Renton EOC will be activated to support the incident activities.

Mass Evacuation

A mass evacuation could be required due to a real or anticipated major disaster which may impact multiple jurisdictions, a large geographic area, and hundreds of thousands of people. The situation may require the implementation of regional evacuation and sheltering operations. Local resources will be exhausted, and significant state and federal assistance will be required to support the evacuation and sheltering operation.

Communications

Maintaining communications and redundant systems throughout an evacuation will allow all responding agencies to continue mission critical operations. Interagency communications systems and procedures as outlined in the City of Renton CEMP Emergency Support Function (ESF) 2: Communications, Information Systems, and Warning will be administered during evacuations. The Executive Services Department Communications Division is the primary agency responsible for external communications as identified in the City of Renton CEMP ESF 15: External Affairs.

Evacuation Operations

The sequence of an evacuation can be divided into six phases in the following order:

1. Incident Analysis
2. Warning
3. Preparation to Move
4. Movement and En Route Support
5. Reception and Support
6. Return

This portion of the annex identifies tools and resources that could be utilized in an emergency evacuation situation. The IC will direct the development of specific evacuation plans and routes at the time of the emergency, specific to the incident hazards known at the time of the event.

Incident Analysis

Evacuation management involves the collection and processing of significant amounts of information from many sources. The Emergency Operations Center (EOC) will play a critical role in the information flow to and from incident command and/or unified command posts.

Command and Control

The decision to evacuate prior to, during or following an incident will be made on a case-by-case basis. The decision will depend upon the nature, scope and severity of the emergency. Factors to consider are the number of people affected, actions necessary to protect the public, and length of time available in which to effect evacuation. Activation of the Renton EOC will likely be necessary. Though it is preferable to have an evacuation order signed by the mayor (or designee) for any evacuation larger than a “Site Evacuation”, the safety of the residents of Renton is the foremost concern. Evacuations that are necessary to immediately protect lives will not be delayed due to the lack of such an order.

There are three types of evacuations:

- **Alert** - Affected areas are warned of current or projected threats. Businesses and residents with special needs, mobile property, business stock, and pets or livestock should begin precautionary movement. The decision to evacuate remains with the individual resident.
- **Warning** – An evacuation warning is appropriate when a hazard is likely to affect residents and the certainty and severity of the hazard is moderate to high. Evacuation is highly recommended but the decision to evacuate remains with the individual. Residents are advised that there may be little to no advance notice before an evacuation Order is issued. This evacuation will require more resources to implement.
- **Order** - Current conditions present specific and immediate threat(s) to the life and safety of persons within the identified area. Everyone must evacuate immediately. When an evacuation Order is issued the amount of time available to evacuate will be limited and depending on the events preceding and after the Order may not be sufficient. This type of evacuation is very resource intensive.

Planning

The Planning Section will gather needed situational awareness information which may include the following:

- The nature of the incident.
- Approximate number injured, if any.
- Location.
- Scale of evacuation area in terms of area and population.
- Best approach routes.
- Where responding units should report (staging area).
- If hazardous materials are involved.
- If evacuation and sheltering is necessary.
- Additional resources that may be needed.
- Weather and other conditions as events unfold.

Based on the information gathered by the planning section recommendations will be made to the IC.

Operations

The Field IC will be responsible for assessing the situation and performing the following tasks as necessary:

- Conduct rapid size-up and determine need to evacuate.
- Determine initial evacuation boundaries.
- Staff the command post and field ICS organization appropriately.
- Order the alert of outside agencies and departments and request activation of the EOC.
- Provide the EOC with current status and request support if needed.

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies and establish administrative controls to manage the expenditure of funds, provide reasonable accountability, and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Warning / Notification

The decision whether to evacuate must be carefully considered in terms of timing and nature of the incident. An evacuation effort involves an organized and supervised effort to relocate people from an area of danger to a safe location. Although evacuation is an effective means of moving people out of a dangerous area, due to its complexity, length of time for implementation, and the stress it puts upon the population, it is considered a last resort option.

Command and Control

The authority to initiate an evacuation, or warn, or notify the public rests with the executive head of the jurisdiction, which may be delegated to a limited number of other officials, but most commonly the Incident Commander (IC) in order to act swiftly to save lives. The IC will immediately advise their administrator, who will advise the mayor and the EOC Duty Officer. Whenever possible these decisions will be made in conjunction with the mayor or designee. A Public Information Officer (PIO) will be added to the Command Staff if not already assigned in order to facilitate communications, warning and public information requirements.

Planning

The Planning Section will be responsible for assembling the Incident Action Plan (IAP) which includes operational tactics for evacuation.

Operations

All planning associated with the evacuation, including identification of alternate routes, en route support and planning for re-entry. Communication efforts will follow the protocols outlined in ESF 2 and ESF 15. Decisions regarding methods of notification and warning will be made depending on the scale and immediacy of the evacuation and the resources available.

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies, establish administrative controls to manage the expenditure of funds, provide reasonable accountability, and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Preparation to Move

The third phase in the evacuation function is to prepare to move those in the affected area. To successfully implement a large-scale evacuation, it is essential that all affected communities, regions and the state work together prior to and during the evacuation process. An effective evacuation is closely dependent upon the provision and coordination of evacuation information and instructions.

Command and Control

Once the decision has been made to evacuate, the IC shall direct personnel to carry out the necessary activities and determine whether Unified Command (UC) with other organizations is necessary. The IC will also have the responsibility for approving the evacuation plan created by the Operations Section.

Planning

- The Planning Section will provide technical resources (e.g., GIS) to assist in evacuation planning for which pre-plans do not exist, in cooperation with all involved departments and agencies.

Operations – Preparation to Move

Any evacuation plan will be approved by the IC prior to implementation. Evacuation planning considerations include, but are not limited to:

- Command structure: single jurisdiction, multiple jurisdiction or large area.
- Communication needs and availability. Whenever possible, evacuation operations will be conducted on separate channels from response operations and routine traffic. ESF 2 addresses communications, information systems and warning.
- Implementation of a building marking or recording system that incorporates three designations: 1) occupants have been informed and will evacuate; 2) occupants notified but refused to evacuate; and 3) notification attempted but no occupant available to receive (information should be posted on doors in that event).
- Need for a mobile command post.
- Procedures for security and admission to restricted areas.
- Procedures to identify and credential those with authority to travel in restricted areas (emergency vehicles, essential personnel, etc.).

- Number of buildings to be notified and number of personnel needed to conduct notification in a given time period.
- Availability and issuance of personal protective equipment and devices when needed.
- Ability to shelter-in-place versus evacuation as appropriate and ability to convey such information to building occupants.
- Ability to brief all incident personnel on evacuation or shelter-in-place procedures, building marking or recording system and critical life safety information.
- Criteria that must be met before re-entry will be allowed and identification that must be provided by occupants before they will be allowed to re-enter the impacted area.
- Availability of neighboring jurisdiction, regional disaster plan, county, state and federal assets to assist in evacuation.

The actual evacuation process would normally be managed in the Operations Section as an Evacuation Branch. Additional branches or divisions may be needed including but not limited to:

- Medical Branch
- Haz Mat Branch
- Fire/Rescue Branch
- Geographic Divisions within the Evacuation Branch

Evacuation Branch

Branch directors receive the plan and objectives from Command and direct groups in completing them. The Evacuation Branch must be provided with sufficient resources to effectively complete the task. Groups will also need to be established and report to the Evacuation Branch officer. Group assignments within the Evacuation Branch will be assigned as necessary. Groups to be considered include:

- Transportation Group
- Public Information Group
- Geographic Divisions (Multiple Groups)
- Police Liaison Group
- Staging Group
- Geographic Division
- Reception Division
- Shelter Division
- Other Agency Liaison Groups
- Other Divisions and Groups as necessary

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies and establish administrative controls to manage the expenditure of funds, provide reasonable accountability and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Movement and En Route Support

Many modes of transportation may be used to facilitate movement of evacuees. Ideally evacuees will be responsible for providing their own transportation, but the city will assist with transportation to the extent resources are available. Priority will be given to evacuees who are physically unable to self-evacuate.

Command and Control

Command during the movement phase remains with the IC as described in the previous section.

Planning

The primary mode of transportation that will be used during evacuation efforts will be privately owned automobiles. However, it is critical that evacuation plans identify and provide other safe modes of transportation for those people who have special needs and/or cannot evacuate by private vehicle. The City of Renton owns limited transportation assets that could be used for evacuation. The Regional Coordination Framework allows for other local and regional transportation resources such as school districts, Sound Transit, King County Metro, and others to be made available. If transportation resources are needed, they may be requested through the King County EOC. However, if the evacuation is regional these assets may not be available or sufficient.

Additional planning efforts will be needed to address the needs of a population in motion. It should be anticipated that evacuees en route may require fuel, towing, car repair, medical services, water, food, and other items. Plans will also be needed for staffing and security of evacuation pick-up and drop-off points.

Evacuation Route Determination

Primary evacuation routes consist of the major interstates, highways, and prime arterials within and adjoining the City of Renton. The city will work with neighboring jurisdictions, the county and state EOCs and other applicable agencies and departments to identify evacuation points, shelter locations, and transportation routes.

It will be necessary to identify evacuation points before evacuation routes are announced to the public. Evacuation routes will be determined based on the location and extent of the incident and will include as many pre-designated transportation routes as possible. Important roadway characteristics and factors that should be considered when selecting an evacuation route include:

- Shortest route to the designated destination areas.
- Maximum capacity.
- Ability to increase capacity and traffic flow using traffic control strategies.
- Maximum number of lanes that provide continuous flow through the evacuation area.
- Availability of infrastructure to disseminate real-time conditions and messages to evacuees in-route, such as variable message boards.
- Minimal number of potentially hazardous points and bottlenecks, such as bridges, lane reductions, etc.
- Access to needed in-route support such as fuel, medical care, food, and water.

A map of the City of Renton arterial streets showing principal, minor and collector arterials is attached as Attachment F. Traffic conditions must be monitored along evacuation routes and operational adjustments should be made as necessary to maximize efficiency. These adjustments may include the identification of secondary evacuation routes.

A multi-jurisdictional evacuation will require close coordination with all affected agencies to ensure that evacuation routes do not conflict.

Operations

If transportation resources are available, one or more staging areas may need to be established as well as support operations to keep transportation resources running the duration of the evacuation.

Individuals who do not have their own transportation to leave the evacuation area will need to gather at identified pick-up points and be transported using alternate transportation resources. These pick-up points should be sufficiently large enough to safely accommodate the anticipated number of evacuees, out of imminent danger, must be easy to find, and must have sufficient access for the types of transportation resource that will be using it. Well-known locations such as schools, libraries, churches or shopping centers should be considered as pick-up points as they are places that are easily identifiable and where people tend to gather.

Drop-off points to deliver evacuees will also need to be established outside the danger zone. These drop-off points may be shelters ready to receive evacuees or may serve as staging areas for evacuees to await future transportation to shelters. Pick-up and drop-off areas may need to be staffed and supplied to meet the short-term needs of evacuees including food, water, and medical services.

Law enforcement resources may be needed at pick-up and drop-off points to facilitate the movement of in-route populations. Law enforcement may also be needed to secure the transportation resources staging area.

It will be critical to maintain communication between the pick-up and drop-off points, transportation resource staging area, en route support, and Incident Command.

Logistics and Finance/Administration

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies, and establish administrative controls to manage the expenditure of funds, provide reasonable accountability and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Reception and Support

The requirements for mass care support will vary depending upon the scope of the evacuation. Shelter will initially be provided to evacuees through the establishment of evacuation pick-up and drop-off points. These evacuation points will serve as temporary safe zones for evacuees and will provide basic needs such as food, water and restrooms. The City of Renton may open shelters within the city if it is a localized event or participate in regional shelter operations during a larger scale event. ESF six (6) addresses mass care, emergency assistance, housing and human services.

Command and Control

The City of Renton Parks and Recreation Department is the primary agency responsible for ESF 6: Mass Care, Emergency Assistance, Housing, and Human Services but would likely seek support from regional resources such as the ARC and other non-profit or private organizations.

Planning

The ARC maintains a list of pre-approved shelters in the Renton area including capacity. During an emergency, it is probable that unofficial or private shelters will be activated and may request support or coordination from the city.

Operations

The city will partner with the ARC, when possible, to provide general population shelter facilities. The city may utilize city employees as shelter workers pursuant to ESF 6 or may utilize staffing with ARC staff and volunteers. Mass care supplies have been procured and pre-staged at several locations in partnership with the ARC and King County Parks.

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies, establish administrative controls to manage the expenditure of funds, provide reasonable accountability, and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Return

Command and Control

The decision to return evacuees to their homes will be the responsibility of the on-site IC. The IC will retain control of the incident as residents are allowed to return to their homes or workplaces.

Planning - Return

The Planning Section continues to gather information related to resource allocation and incident needs, working with the Safety Officer, Operations Section Chief, and Incident Commander to determine if and when to begin demobilization.

Operations

If re-entry is to be restricted or partial, the Operations Section must have procedures in place to properly identify residents, support personnel, first responders, contractors, insurance adjusters, media and others who have legitimate reasons to be in the previously closed area. Staffing for re-entry points must be obtained, including additional law enforcement personnel, if necessary. Transportation may need to be provided for those who were transported out of the area initially. The IC will be responsible for determining when re-entry has been completed and making appropriate notifications. At this point, Operations may become a primarily human services-oriented section and appropriate staff must be added to provide those services and related information.

The planning section will jointly develop a return plan for evacuees coordinating with all involved agencies and ensuring effective communication. Priorities for re-entry include:

- Safety
- Security
- Damage assessment
- Restoration of services
- Communication of information

The impacted areas must be thoroughly investigated to ensure it is safe for residents to return. This assessment will include verification that:

- Structures and trees are deemed safe.
- Damage and safety assessments have been completed.
- There are no leaking or ruptured gas lines or downed power lines.
- Water and sewer lines have been repaired.
- Search and rescue operations have been completed.
- There are no hazardous materials that can threaten public safety or appropriate warnings have been issued.
- Water has been deemed safe or appropriate warnings have been issued.
- Major transportation routes are passable, and debris have been removed from public right-of-way.
- There is no threat to public safety and other significant hazards have been eliminated.

The public will be notified of the re-entry status using communication methods outlined in ESF 2 and ESF 15.

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies, establish administrative controls to manage the expenditure of funds, provide reasonable accountability, and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Administration

This Plan is an annex to the City of Renton's CEMP and should be considered part of the CEMP and updated accordingly. Many of the ESFs contained in the CEMP will be utilized during an evacuation and should be referenced in any evacuation.

Resource Management

Evacuations can be resource intensive. The resources needed to conduct an evacuation will depend on many factors. The city will use its available resources to conduct an evacuation until such time as the scope of the evacuation overwhelms existing resources. Resource requests will then be handled regionally through supportive agreements.

Supportive Agreements

It is likely that an evacuation will overwhelm existing city capabilities. For additional resources the city will look for support from mutual aid partners, neighboring jurisdictions and others as outlined in the King County Regional Disaster Plan.

Emergency Funding Mechanisms

All agreements and understandings entered in to for the purchase, lease or use of equipment and services will be in accordance with the provisions of Renton’s Municipal Code and Procedures. If The Agreement, a financial memorandum of understanding which accompanies the Regional Coordination Framework (RCF), is invoked to obtain resources from fellow signatories to the RCF, the city agrees to pay the providing agency for the resources without entering into normal contracting processes. An emergency proclamation issued by the mayor may also suspend select rules and regulations affecting purchasing. All costs incurred in conducting an evacuation must be stringently documented to seek reimbursement if eligible.

Post-Evacuation After-Action Reports

The city recognizes the value of conducting a debrief and creating an after-action report following an evacuation This allows for the review of how the evacuation was executed and helps to illustrate what can be done by involved parties to better prepare for the next event.

Plan Review and Maintenance

Planning is an ongoing process. The Evacuation Annex will need to be adapted to reflect growth and change of the city and its surrounding jurisdictions. This annex should be evaluated and updated along with the entire CEMP at least every five years. It may also be necessary to update this annex following an event in accordance with the after-action report or as new policies or programs are implemented that would impact an evacuation.

Training and Exercise

The Evacuation Annex will be incorporated in trainings and exercises in accordance with the city’s multi-year training and exercise schedule and the Homeland Security Exercise and Evaluation Program (HSEEP) guidelines.

References

The city maintains memorandums of understanding (MOUs) with a variety of other entities including businesses and non-governmental organizations for services during emergencies or disasters. A list is available at Q:\Emergency Management\Memorandums of Understanding. Additional department-specific MOUs may also be of use during an evacuation and can be obtained from department administrators.

Many plans, reports and technical data were referenced and incorporated into the Evacuation Annex. The following is a comprehensive list of sources:

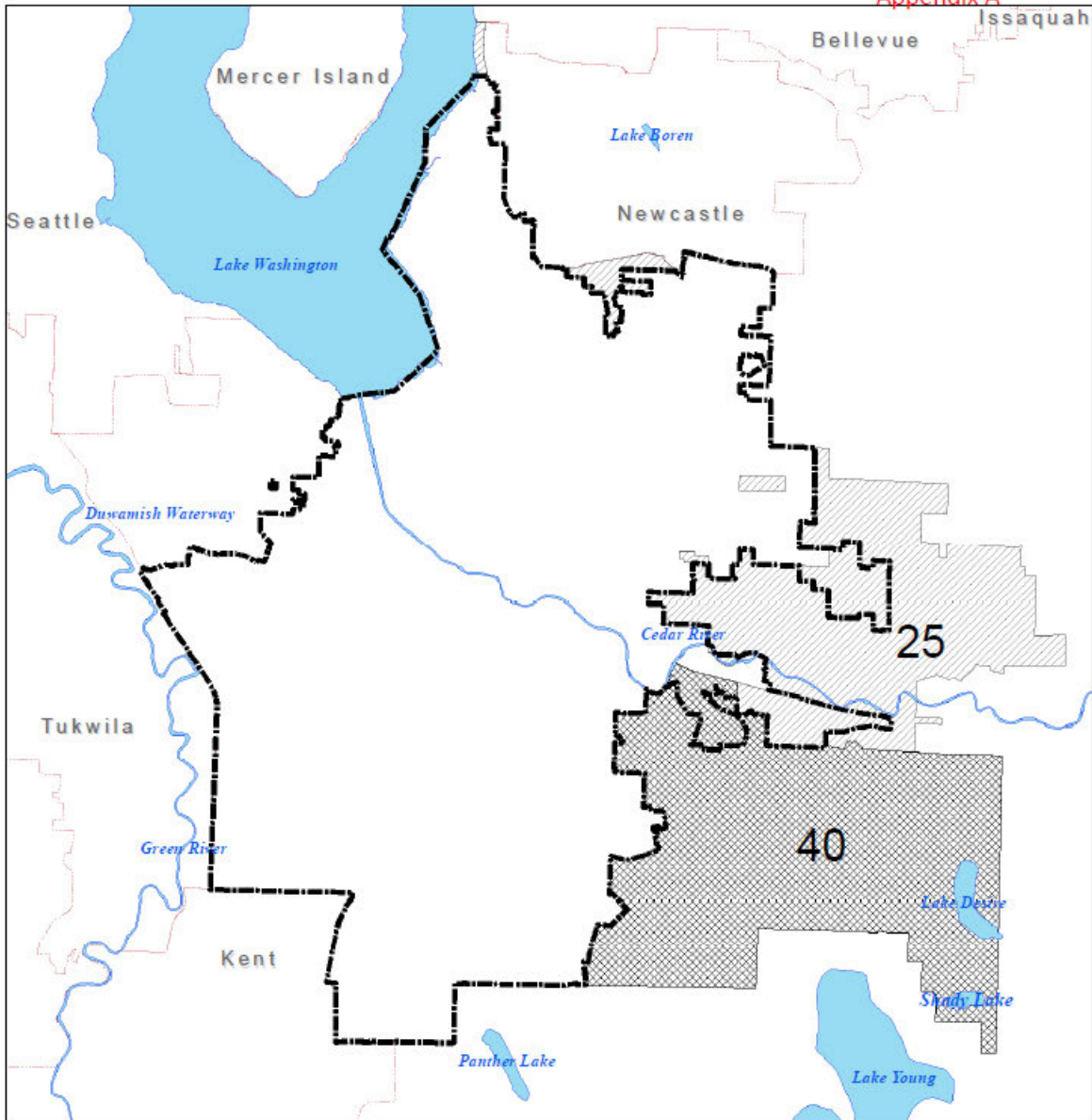
- Cedar Falls Dam Failure Response Plan (draft)
- Cedar Falls Project Emergency Action Plan
- City of Renton Comprehensive Emergency Management Plan (CEMP)
- City of Renton Annex to the King County Regional Hazard Mitigation Plan
- City of Renton Land Use Code
- Flood Studies for Cedar and Green Rivers
- Howard A. Hanson Dam Emergency Action Plan
- Mud Mountain Dam Master Plan
- Olympic Pipeline Plan
- King County Comprehensive Emergency Management Plan (KCCEMP)
- King County UASI Evacuation Template
- Washington State Enhanced Hazard Mitigation Plan
- Washington State Comprehensive Emergency Management Plan
- Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County, Washington
- Revised Code of Washington
- National Incident Management System
- National Response Framework

Appendices

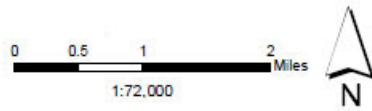
- Appendix A: City Boundaries and Services Areas
- Appendix B: Flood Hazards - Green and Cedar Rivers
- Appendix C: Gas Pipelines
- Appendix D: Landslide Map
- Appendix E: Comprehensive Land Use
- Appendix F: Arterial Streets
- Appendix G: Evacuation Routes

Appendix A: City Boundaries and Services Areas

Appendix A



City Limits and Service Areas



File Name: CED\Planning\GIS\GIS_projects\fire_dept_mds\renton_fire_station_response_areas_5x11_nov09.mxd

 CITY LIMITS

Service Areas:
 KING COUNTY FIRE DISTRICT 25
 KING COUNTY FIRE DISTRICT 40

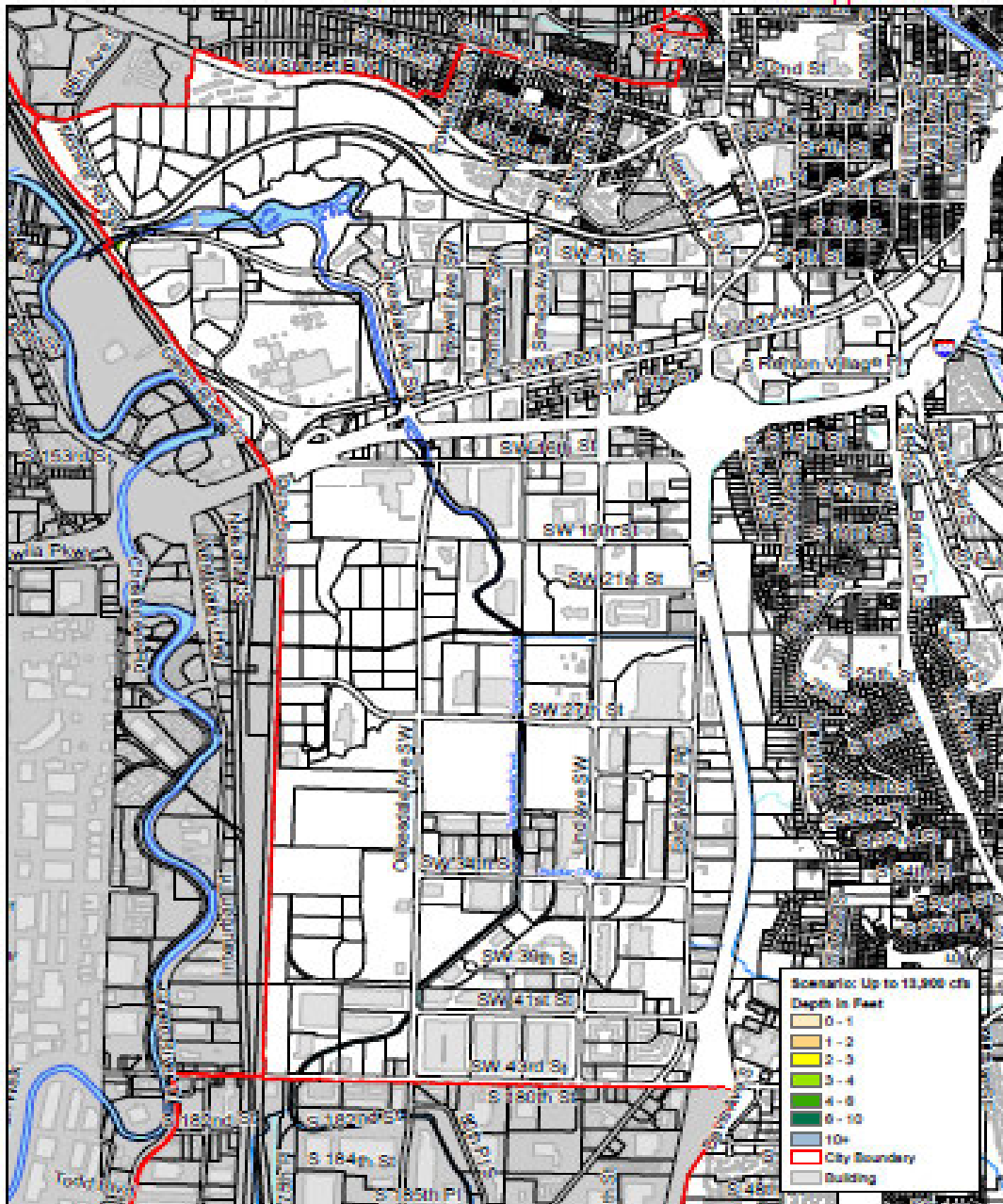
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 No warranties of any sort, including but not limited to accuracy,
 fitness or merchantability, accompany this product.

City of
Renton



Appendix B: Flood Hazards - Green and Cedar Rivers

Appendix B:



Green River Flooding Risk Scenario

For River Flows up to 13,900 cfs (cubic feet per second)

This map is an estimate of flood levels that could result in Renton in the event flood water flows reach up to 13,900 cfs (cubic feet per second) at the Auburn gauge, assuming no levee failures.

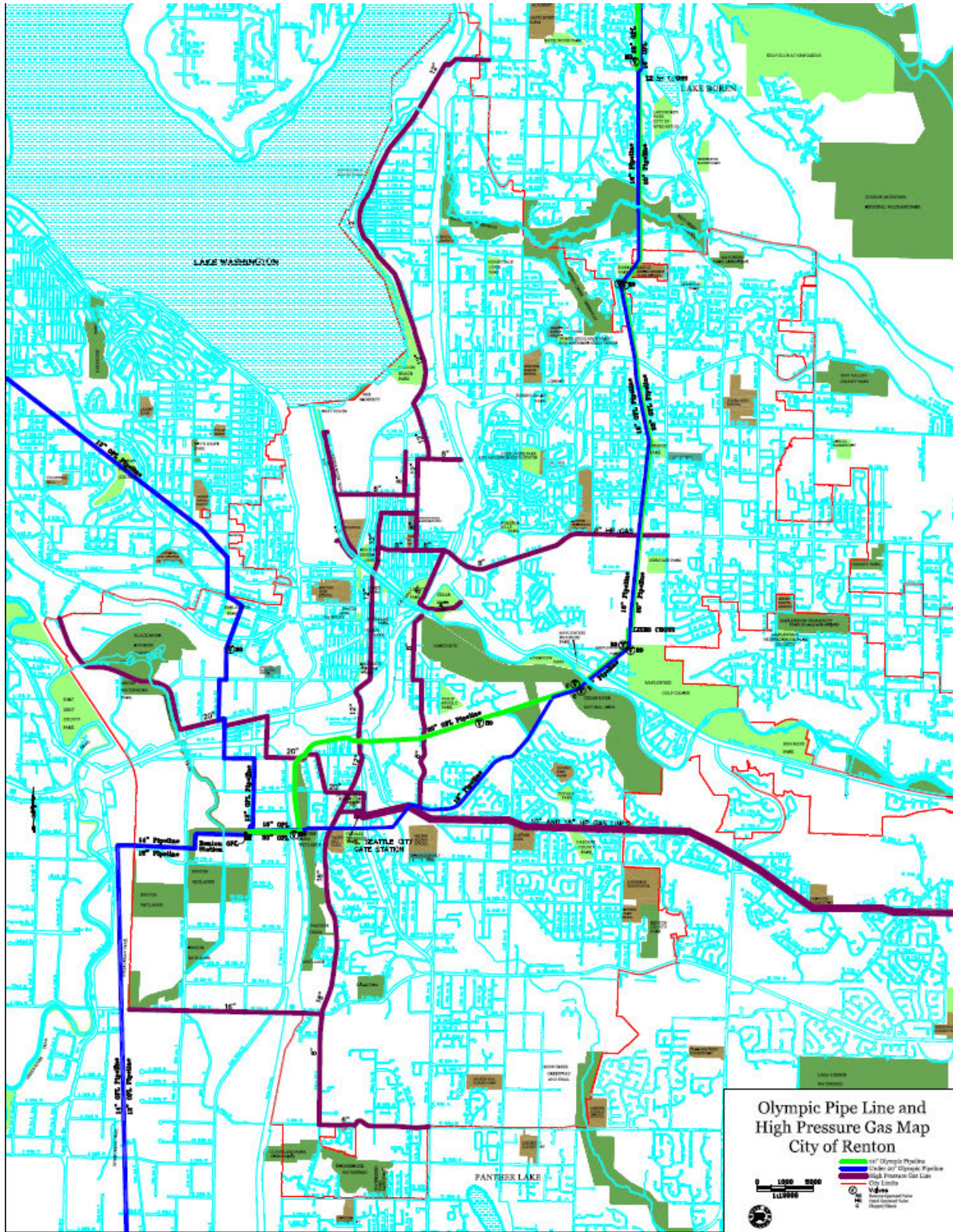
Public Works Department
 Auburn Water Utility, Engineering Section



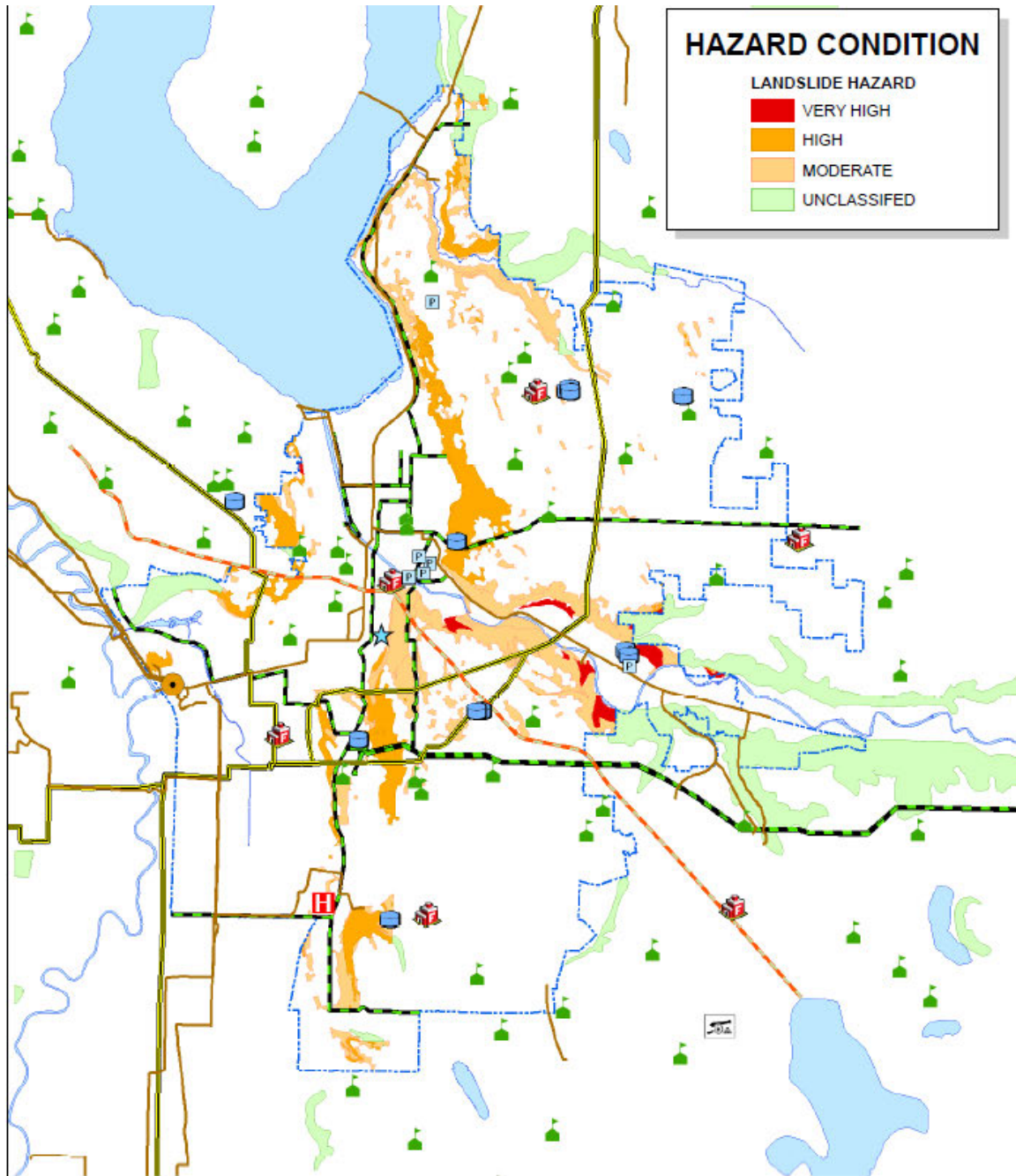
This map represents the areas that could be flooded due to the reduced flood storage capacity of the US Army Corps of Engineer's Hazard Harbor Dam. The map shows areas that could be flooded based upon hydraulic modeling of Green River flood flows above the normal maximum flow of 13,000 cfs (cubic feet per second). The hydraulic modeling is based upon assumptions about levels of flood storage at the Hazard Harbor Dam, levee conditions along the Green River, weather conditions, and other assumptions. The depth and extent of reduced flooding will vary based upon the actual magnitude of the flood event, flood storage provided at the dam, and levee conditions.



Appendix C: Gas Pipelines



Appendix D: Landslide Map



HAZARD CONDITION

LANDSLIDE HAZARD

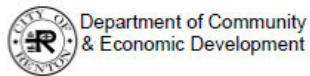
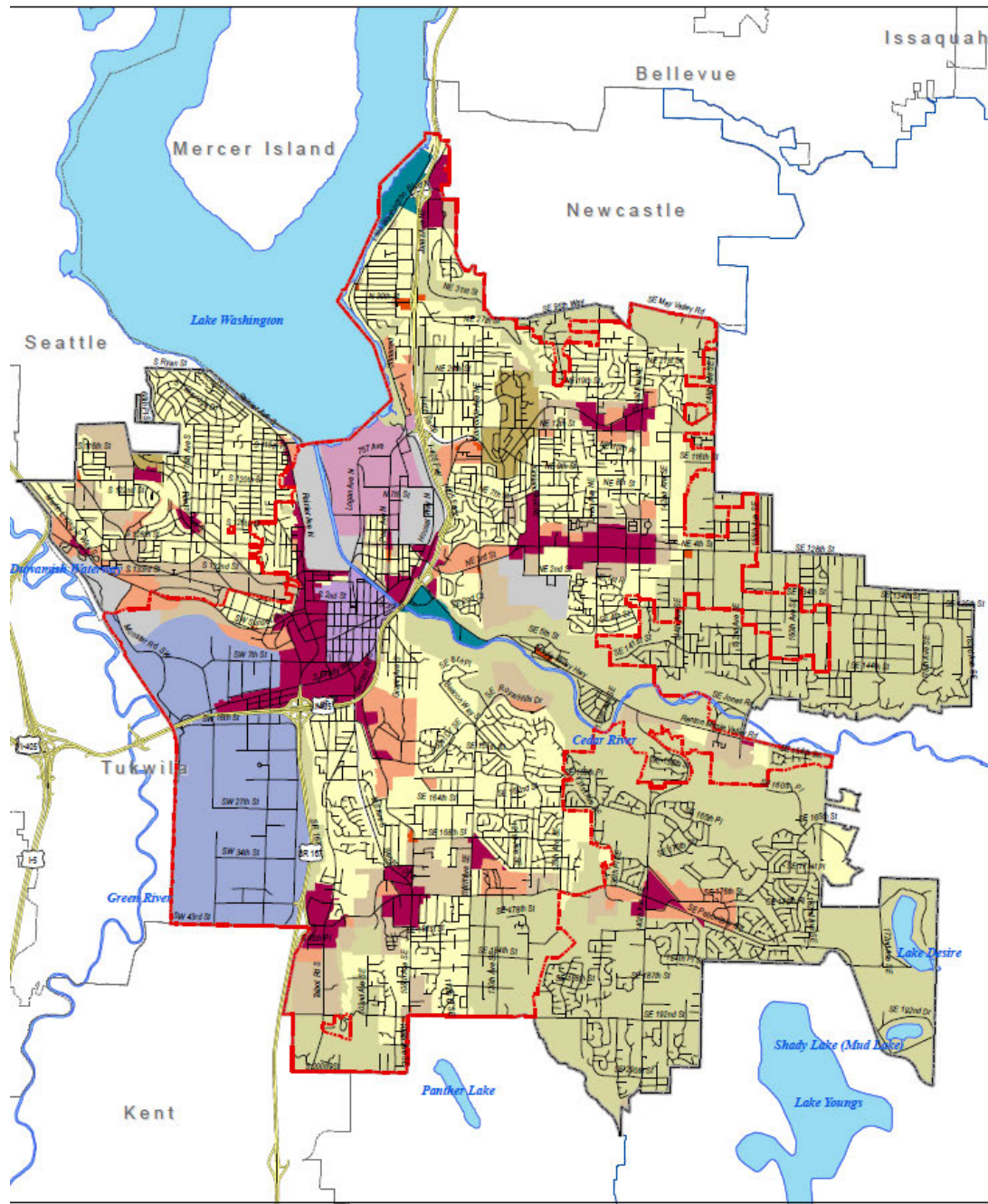
- VERY HIGH
- HIGH
- MODERATE
- UNCLASSIFIED

- City of Renton
- ▲ Police Department
- 1 Schools
- 🚒 Fire Stations
- ! Sewer Treatment Plan
- A Army Reserve Center
- Seattle Water Line
- M Production Wells
- Sewer
- 🏠 Water Utility Reservoir
- Olympic Pipelines
- V Valley Medical Center
- High Pressure Gas Line

Data Sources: City of Renton, King County
 This document is a graphic representation, not guaranteed to survey accuracy, and is based on the best information available as of the date shown. This map is intended for City display purposes only.



Appendix E: Comprehensive Land Use



City of Renton - Comprehensive Plan Land Use Map



- | | | |
|---|--|---|
| Land Use Designations
Residential Designations
<ul style="list-style-type: none"> RLD-Residential Low Density RMD-Residential Medium Density RMF-Residential Multi Family RSF-Residential Single Family | Employment Designations
<ul style="list-style-type: none"> EAI-Employment Area Industrial EAV-Employment Area Valley Center Designations
<ul style="list-style-type: none"> CV-Center Village UC-D-Urban Center Downtown UC-N-Urban Center North | Commercial Designations
<ul style="list-style-type: none"> CN-Commercial Neighborhood CC-Commercial Corridor COR-Commercial-Office-Residential Boundaries
<ul style="list-style-type: none"> City Limits PAA Boundary Urban Growth Boundary |
|---|--|---|

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Appendix G: Evacuation Routes

