

# **Bonner County Emergency Operations Plan**

*June 2021*



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## A Resolution Adopting the Bonner County Emergency Operations Plan

WHEREAS, the Bonner County Emergency Operations Plan has been developed in the interest of providing protection to the local population; and

WHEREAS, it is written to address primarily the natural and person-made hazards and related disasters in Bonner County; and

WHEREAS, in support of this Plan, all County and private agencies are requested to develop directives, Standard Operating Procedures, checklists, or other supplemental guidance to ensure its maximum effectiveness; and

WHEREAS, periodic exercises will be scheduled to provide familiarity with emergency procedures; and

WHEREAS, this Plan supersedes the Bonner County Emergency Operations Plan dated May 2009; and

NOW THEREFORE, BE IT RESOLVED the Bonner County Board of Commissioners adopts the Bonner County Emergency Operations Plan dated [Month] 2021 and it is hereby authorized to be the official plan for Bonner County intergovernmental emergency operations pursuant to Chapter 10, Title 46 Idaho Code.

DATED this 29 day of June, 2021.

### BOARD OF COUNTY COMMISSIONERS



Dan McDonald

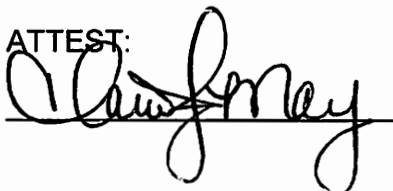


Steven Bradshaw



Jeff Connolly

ATTEST:



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## Letter of Promulgation

We are pleased to present the Bonner County Emergency Operations Plan. This Plan addresses the five phases of emergency management: prevention, protection, mitigation, response, and recovery. It conforms to the National Incident Management System (NIMS). This Plan supersedes the Bonner County Emergency Operations Plan dated May 2009.

The purpose of this Plan is to provide the framework for coordination and full mobilization of internal and external resources. This plan framework:

- Identifies authorities and assigns responsibilities for planning, response, and recovery activities,
- Identifies the scope of potential hazards that form the basis for planning,
- Establishes the emergency management organizational structure that will manage the response,
- Identifies those agencies and departments tasked with specific responsibility for carrying out the plans and operations defined with the Annexes of this plan,
- Identifies other jurisdictions and organizations with whom planning, and emergency response activities should be coordinated, and
- Outlines the process of disseminating emergency information and instructions to the population.

It is our expectation that agencies, divisions and departments identified as being tasked with the development and maintenance of standard operating procedures and checklists in the plan operations, actively participate in the planning process with the Emergency Manager to ensure that their assigned responsibilities actively support implementation of this Plan.

This Plan is a dynamic document. An annual assessment process, accompanied by rigorous testing and review will ensure that this Plan does not become another "manual on the shelf."

Daniel McDonald  
Approved by:  
6/29/21  
Date:  
[Signature]  
Signature:  
Chairman - BOCC  
Title:

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## Approval and Implementation

The Bonner County Emergency Operations Plan (EOP) describes the mechanism and structure by which the County government mobilizes resources and conducts activities to address the consequences of any major disaster or emergency within the boundaries of Bonner County.

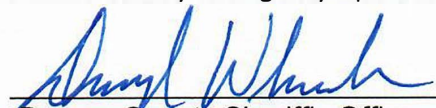
Local and state assistance is available through Mutual Aid Agreements, Memoranda of Understanding, and the Emergency Management Assistance Compact. Federal assistance is available under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, as well as individual agency authorities, to save lives; protect public health, safety, property, and the environment; alleviate damage and hardship; and reduce future vulnerability.

By participating in this planning process, agencies and organizations in Bonner County agree to:

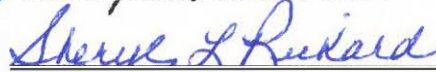
- Support the EOP concept of operations and carry out their assigned functional responsibilities to ensure the orderly, timely delivery of assistance.
- Cooperate with the County Commissioners, Emergency Manager, Incident Commander, and others to provide effective oversight of disaster operations.
- Make maximum use of existing authorities, organizations, resources, systems, and programs to reduce disaster-relief costs.
- Form partnerships with counterpart local and state agencies, voluntary disaster relief organizations, and the private sector to take advantage of all existing resources.
- Continue to develop and refine County and regional planning, exercise, and training activities to maintain necessary operational capabilities.

See following page for signatories.

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Bonner County Sheriff's Office

6/30/21  
Date

  
Bonner General Health

7/13/2021  
Date

City of Sandpoint

Date

Russell W. Schenck, Mayor  
City of Clark Fork

07/15/2021  
Date

City of Hope

Date

City of East Hope

Date

Nancy Lewis, Mayor  
City of Kootenai

7/19/2021  
Date

City of Ponderay

Date

  
City of Priest River

07/19/21  
Date

Diane Brockway  
City of Dover

10/14/21  
Date

City of Oldtown

Date

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## Record of Changes

The Bonner County Emergency Operations Plan is a controlled and numbered document. Distribution of revised versions will be the responsibility of Bonner County Emergency Management. Outdated versions of this plan should be destroyed when a new version is published so that only the most recent version is in circulation. In future revisions, this page will provide a record of major changes made since the date of publishing the first draft, to keep the plan consistent with current policies.

When posting changes:

1. Make pen and ink changes and file instructions in the back of this Plan.
2. Replace pages and destroy superseded pages.
3. Annotate and sign Record of Change Sheet.

Change #	Date Posted	By (Print)	Signature

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## Ongoing Plan Management and Maintenance

The Plan will be reviewed annually by the Bonner County Emergency Manager and members of the Local Emergency Planning Committee (LEPC). Based upon the review, as well as the results of any after action reports developed from real world events or exercises, changes necessitated will be made and distributed to Plan holders.

Review Date	Reviewed by	Signature

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## Distribution List

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# Base Plan

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# I. Purpose, Scope, Situation Overview, and Assumptions

## **Purpose**

The Bonner County Emergency Operations Plan (7BEOP) describes emergency management functions and responsibilities of Bonner County Emergency Management and other public and private organizations in the county that aid in the response and recovery from any hazard that could impact Bonner County.

The plan is also intended to do the following:

- Establish who is in command during a disaster.
- Clearly designate disaster related functions assigned to government agencies based upon capabilities and mandated responsibilities.
- Identify available sources of equipment and staffing in government agencies to utilize during disaster events.
- Identify resources, staffing and equipment available from the private sector and the public to provide assistance during disasters.
- Identify and clarify funding sources of staffing and other resources during disasters.
- Provide coordination between agencies to achieve assigned function.
- Organize volunteers when it is determined that there is a need.

## **Scope and Applicability**

- This 7BEOP is a county emergency management plan designed to describe the emergency/disaster response of Bonner County, Idaho.
- This 7BEOP is intended to be both "generic" and "hazard specific," covering the entire range of emergency and disaster situations from natural disasters to technological hazards created as a byproduct of our modern society.
- This 7BEOP considers that emergencies and disasters are likely to occur as described in the Bonner County Hazard Identification and Vulnerability Assessment, and describes:

- Functions and activities necessary to implement the five phases of emergency management: prevention, protection, mitigation, response, and recovery.
- Responsibilities identified in County ordinances and other applicable laws, as deemed appropriate.

### **Situation Overview**

Bonner County is located in the Panhandle of Northern Idaho and bounded by the states of Montana and Washington, with Boundary County to the north and Kootenai County to the south. The county covers approximately 1.1 million acres, most of which is forested. Sixty percent of this area is designated as public land.

Dominant geographic features include the Selkirk and Cabinet Mountain Ranges, Priest Lake, and Lake Pend Oreille. The Selkirk Mountain Range separates the Priest Lake Basin on the west side of the county from the Purcell Trench. The Purcell Trench lies between the Selkirks and Cabinets and is dominated by Lake Pend Oreille, which is 46 miles in length and reaches depths of 1,100 feet. The Cabinet Mountain Range lies along the eastern boundary of Bonner County at the Montana state line. Selle Lowland, an extension of the Purcell Trench north of Sandpoint, is the most prominent valley in the county. Other valleys include the Clark Fork Valley in the eastern part of the county and the Blanchard, Hoodoo, and Cocolalla Valleys in the southern part.

The principal drainages in the area are the Clark Fork River and the Pend Oreille Rivers, both flowing east to west across the county. The Priest River flows from north to south from Priest Lake into the Pend Oreille River.

Elevations in the county range from about 2,000 to 7,200 feet above sea level. The lowest elevation is found along the Pend Oreille River at the Washington-Idaho state line at 2,030 feet. The City of Sandpoint, located on a delta at the northern end of Lake Pend Oreille, is slightly higher in elevation at approximately 2,100 feet. The highest elevations are in the northern part of the county where mountain peaks of the Selkirk and Cabinet mountain ranges reach heights greater than 7,000 feet.

Sandpoint is the county seat of Bonner County. Incorporated towns include Clark Fork, Dover, East Hope, Hope, Kootenai, Oldtown, Ponderay, Priest River, and Sandpoint.

### **Capability Assessment**

Capability assessment is conducted at the agency and organization level.

## **Planning Assumptions**

- Bonner County and its cities and towns will continue to be exposed to the hazards identified above as well as others which may develop in the future.
- Bonner County response agencies will continue to recognize their responsibilities to manage incidents that occur within their jurisdictions.
- Bonner County government officials will recognize their responsibilities regarding the public safety and exercise their authority to implement this emergency operations plan in a timely manner when confronted with real or threatened disasters.
- If properly implemented, this plan will reduce or prevent disaster related losses.

## **Mitigation Overview**

Mitigation strategies are outlined in the most current Bonner County Multi-Jurisdictional Hazard Mitigation Plan (HMP), in the section on Mitigation Strategy.

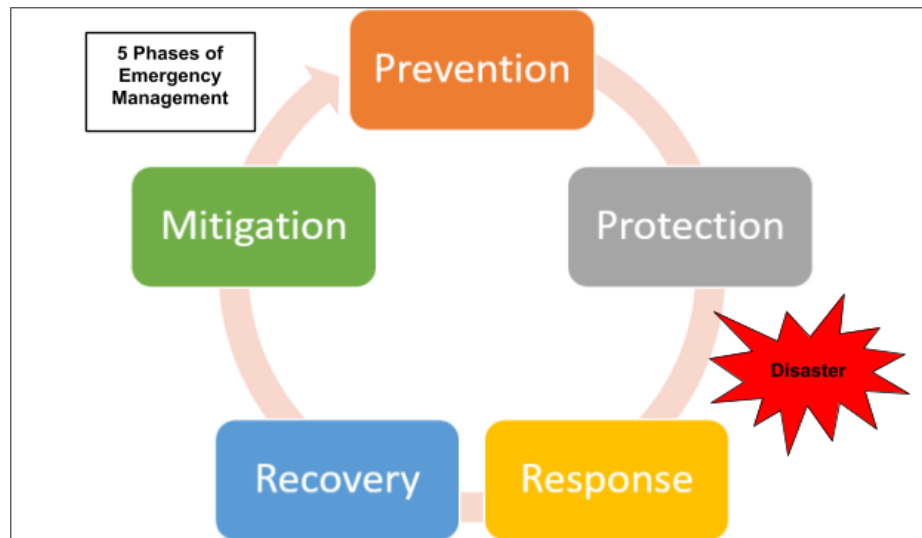
# **II. Concept of Operations**

## **General**

It is the responsibility of the Bonner County government to undertake comprehensive management of emergencies to protect life and property from the effects of hazardous events. This plan is based upon the concept that the emergency functions performed by various groups responding to an emergency, will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases.

Day-to-day functions which do not contribute directly to response actions to an emergency may be suspended for the duration of the emergency. The resources and effort that would normally be required for those functions may be diverted to the accomplishment of emergency tasks by the agency managing the use of those resources.

A comprehensive emergency management plan is concerned with all types of hazards which may develop in the community. It is more than an operations plan because it accounts for activities before, during, and after the disaster, and addresses all phases of emergency management, as shown on the next graphic.



- **Prevention.** Prevent, avoid, or stop an imminent, threatened, or actual act of terrorism.
- **Protection.** Protect citizens, residents, visitors and assets against the greatest threats and hazards in a manner that allows interests, aspirations, and way of life to thrive.
- **Response.** Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- **Recovery.** Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by a catastrophic incident.
- **Mitigation.** Reduce the loss of life and property by lessening the impact of future disasters.

### Interjurisdictional Relations

The Bonner County Commissioners are responsible for the protection of the lives and property of the citizens. They exercise primary supervision and control over the five phases (prevention, protection, response, recovery, and mitigation) of emergency management activities within the county.

The Bonner County Emergency Manager shall act on behalf of the Chief Elected Officials. The Bonner County Emergency Operations Center (7BEOC) has been designated by the county and may be activated by the Emergency Manager or the Chief Elected Officials during an emergency. A Deputy Emergency Manager



and Alternate 7BEOC may also be designated to function in case the primary Emergency Manager and/or 7BEOC are not available.

This plan embraces an “all-hazards” principle: that most emergency response functions are similar, regardless of the hazard. The Emergency Manager will support the mobilization of resources and personnel as required by the situation.

The Emergency Manager and Chief Elected Officials will develop mutual aid agreements with other response entities for reciprocal emergency assistance as needed. When the emergency exceeds the County government’s capability, requests for mutual aid and State assistance may be made.

All entities utilizing this plan will embrace and utilize the National Incident Management System (NIMS) and the Incident Command System (ICS).

### III. Organization and Assignment of Responsibilities

#### **Organization**

The 7BEOP is formatted as an Agency Focused Emergency Operations Plan (EOP) with Agency Annexes for each lead agency in the county. This format was selected to allow EOP users to review only those procedures specific to their agency without having to review other agencies’ response tasks. Each Agency Annex will still reference the relationships that exist between agencies and the collaboration necessary to respond to and recover from disasters.

Lead agency is defined as an agency that provides significant authorities, roles, resources or capabilities for a particular response or recovery function. The Agency Annexes also contain lists of Support Agencies for each Annex. Support agency is defined as those agencies that provide specific capabilities or resources that may support lead agencies in response and recovery efforts.

The 7BEOP includes Support Annexes, which are designed to provide more detail about specific operations. They include the following:

- Support Annex A: Damage Assessment
- Support Annex B: Elected Officials
- Support Annex C: EOC Activation, Operations and Deactivation
- Support Annex D: Evacuation
- Support Annex E: Financial Management
- Support Annex F: Mutual Aid

- Support Annex G: Private Sector Coordination
- Support Annex H: Strategic Crisis Communications
- Support Annex I: Volunteer and Donations Management
- Support Annex J: Worker Safety and Health

The 7BEOP also includes Hazard Specific Incident Annexes which are designed to provide additional detail regarding several specific hazards that the county may encounter. They include the following:

- Incident Annex A: Cybersecurity Incident
- Incident Annex B: Earthquake Incident
- Incident Annex C: Flooding Incident
- Incident Annex D: Highly Contagious Disease Incident
- Incident Annex E: Severe Weather Incident
- Incident Annex F: Terrorist Incident
- Incident Annex G: Wildland Fire

Hazard Specific Quick Reference Guides (QRGs) were developed to serve as quick look checklists. These QRGs address emergency and disaster response activities for some of the more common hazards the county faces. The QRGs, as well as other specific policies and procedures, are maintained by the Bonner County Emergency Manager.

### **Assignment of Responsibilities**

This list of responsibilities is not comprehensive. For additional information about specific responsibilities please review the specific Agency Annex, 7BEOC position manual, or agency standard operating procedures.

- The Bonner County Senior Elected Officials are responsible for:
  - Activating the 7BEOC as needed.
  - Issuing a disaster declaration, if appropriate.
  - Approving emergency information/instructions/media releases.
- The Bonner County Emergency Manager is responsible for:

- Managing day to day emergency management preparedness activities.
  - Activating the 7BEOC as requested.
  - Providing coordination and support for response efforts within Bonner County.
  - Coordinate with neighboring jurisdictions and the State of Idaho Office of Emergency Management as necessary or requested.
  - Activating 7BEOC Staff.
- 7BEOP identified lead agencies are responsible for:
  - Serve as the liaison to assist with coordination efforts and/or serving in the Bonner County 7BEOC.
  - Notifying and requesting support from support agencies.
  - Working with appropriate private-sector organizations to maximize use of all available resources.
  - Conducting situational and periodic readiness assessments
- 7BEOP identified support agencies are responsible for:
  - Supporting the lead agency, when requested, by conducting operations using its authorities, expertise, capabilities, or resources.
  - Assisting with input for situational and periodic readiness assessments.

### **Lead Agencies**

The following Lead Agency Annexes have been developed in coordination with the listed lead agency.

- Emergency Management: Bonner County Emergency Management
- Emergency Medical Services: Bonner County Emergency Medical Services
- Fire Service: Fire Agency with Jurisdiction
- Law Enforcement: Bonner County Sheriff's Office
- Public Health: Panhandle Health District

- Public Safety Communications: Bonner County Sheriff's Office Dispatch Division
- Public Works: Bonner County Road and Bridge

### **Support Agencies**

A number of agencies and organizations provide support to each of the Lead Agencies. Support Agencies may also include private sector organizations and nongovernmental organizations (NGOs). (For additional information, see Support Annex G: Private Sector Coordination). A complete list of support agencies for each Lead Agency is included in the Agency Annexes. In addition, volunteers and donors play a large role in supporting response efforts (For additional information, Support Annex I: Volunteer and Donations Management).

## **IV. Direction, Control and Coordination**

### **General**

To ensure maximum utilization of local resources as well as save lives, protect the environment, and minimize property damage in a disaster, Bonner County has adopted the guiding principles of the NIMS. The Command and Coordination component of NIMS describes the systems, principles, and structures that provide a standard, national framework for incident management.

### **Disaster Declaration Process**

Disaster emergency activities and requests for disaster emergency assistance will be made as outlined below.

- Disaster emergency declarations shall:
  - Indicate the nature of the emergency.
  - Identify the area or areas threatened.
  - Identify the area subject to the proclamation.
  - Explain the condition(s) that are causing the disaster emergency.
  - Define the incident period as it applies to each area affected.
- City Government
  1. Disaster emergency response agencies from city government will respond to a disaster emergency within their corporate limits

and coordinate activities in accordance with their standard operating procedures and mutual aid agreements.

2. In accordance with Idaho Code §46-1011, when a disaster emergency situation is likely to overwhelm their resources or be beyond the scope of control of the city, a local disaster emergency may be declared only by the mayor within their respective political subdivisions.

\*Note: No intergovernmental agency or official thereof may declare a local disaster emergency, unless expressly authorized by the agreement pursuant to which the agency functions.

3. Their proclamation of disaster emergency and any requests for assistance should be forwarded to the Bonner County Emergency Manager in an expedient manner (i.e., by voice followed by a hard copy).
4. When a local disaster emergency has been proclaimed, the mayor will govern by proclamation, and has the authority to impose all necessary regulations to preserve the peace and order of the city.

- Bonner County Government

1. Upon receipt of the proclamation of a local disaster emergency from an incorporated city of the county, the chairman of the board of county commissioners will ensure that:
  - a. Available assistance requested to contain the incident (i.e., sheriff, public works, health, etc.) is provided.
  - b. The Idaho Office of Emergency Management (IOEM) is notified that a situation exists which may require the proclamation of a county local disaster emergency.
2. In the event a situation exists in the unincorporated portions of the county that may affect lives and property, Bonner county will take necessary measures to bring the situation under control, utilizing all county government resources.
3. If the situation overwhelms the capability and resources of Bonner County to control, the chairman of the board of county commissioners may proclaim a local disaster emergency in accordance with Idaho Code §46-1011.
4. The Bonner County Emergency Manager will notify the IOEM

that the County has declared a disaster emergency, and that the County has implemented the 7BEOP. The notification should also state that the County has committed or will soon commit all available county resources to the response. If state supplemental assistance is needed, the type of assistance should be clearly stated. The declaration and request for state assistance may be provided orally, and then submitted in writing to IOEM.

- State Government

1. The IOEM Director will process the county's request for assistance and forward the request to the Governor's Office.
2. Upon notification that the county is seeking state assistance, the Governor may proclaim a State of Disaster Emergency and implement all or portions of the Idaho Emergency Operations Plan (IDEOP).

\*Note: In a serious, rapidly changing situation, the Governor may declare a Disaster Emergency in the absence of a county/local request.

3. The IOEM Director will initiate the State response by notifying the appropriate Primary Agencies for the activation of required Idaho Emergency Support Functions. These agencies will take appropriate actions in accordance with the IDEOP, and their agency's Emergency Operations Plans and/or Standard Operating Procedures.
4. If federal assistance is required, the IOEM Director will coordinate with the appropriate state and local officials to prepare the state's request. IOEM will coordinate support provided by the federal government. Only the Governor can originate the request for a Presidential Declaration.

## **Emergency Management**

The Bonner County Emergency Manager has responsibility for coordinating the entire Emergency Management program within the County and can make routine decisions within the limits of disaster authority. The Bonner County Emergency Manager works directly under the authority of the County Board of Commissioners. During emergency operations, the Manager should ensure that all parties are working in a concerted, integrated, and supportive effort to overcome the disaster. Specific organizations or departments are responsible for fulfilling their obligations as presented in the Base Plan.

## Incident Command

Incident command is responsible for the overall management of the incident and all operations on scene. The responsibility for incident command resides with the agency having jurisdiction. When an incident becomes large or involves multiple jurisdictions, command may be transferred, or Unified Command may be established. Ultimately the final responsibility for on-scene operations rests with the incident commander and the jurisdiction's Chief Elected Officials.

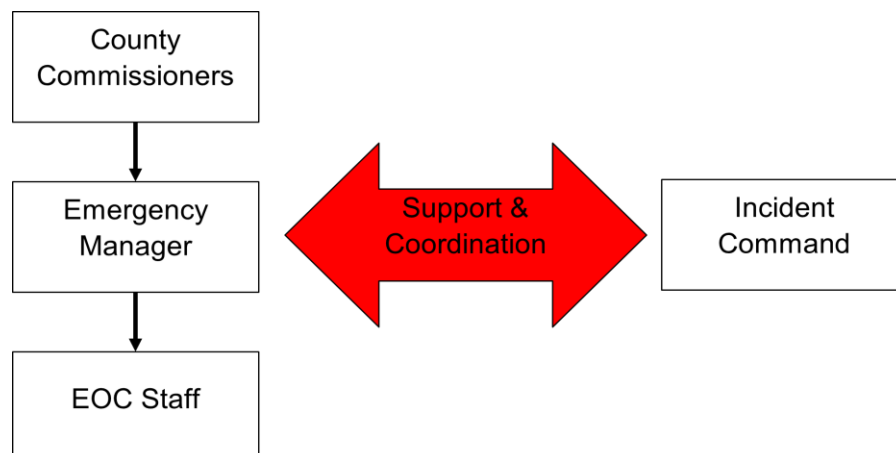
## Emergency Operations Center

The purpose of an EOC is to establish a central location where the government can provide coordinated support to Incident Command. The 7BEOC provides multiagency coordination of information and resources to support incident management (on-scene operations). The 7BEOC does not command the on-scene response, however it may assist Incident Command by managing operations such as emergency shelters. The 7BEOC may also perform incident command functions when on-scene incident command is not established, such as in a snow emergency. The 7BEOC is designed to be adaptable to the requirements of the incident and the jurisdiction. Additional information regarding the 7BEOC is available in Agency Annex B: Emergency Management.

The 7BEOC carries out the coordination function by:

- Collecting, analyzing, and sharing information.
- Supporting resource needs and requests, including allocation and tracking.
- Coordinating plans and determining current and future needs.
- In some cases, providing coordination and policy direction.

*The following illustrates the relationship between the 7BEOC and the Incident Command Structure.*



## **7BEOC Activation**

Bonner County Emergency Management is the county's 24-hour "crisis monitor." As emergency situations threaten to occur, the Emergency Manager may activate the 7BEOC to facilitate evaluation and incident planning and possible activation and implementation of emergency functions and resources. Certain events may trigger immediate, full EOC activation.

The 7BEOC may be activated at the request of the Bonner County Commissioners, the Bonner County Emergency Manager, or an agency within Bonner County. While the Incident Command System is employed at almost every response event in the County, the 7BEOC is activated only in those events which exceed the normal capabilities of responding agencies and require coordination assistance. A major power failure or severe winter storm could be an example of the need for EOC support to an incident or multiple incident scenes. The 7BEOC may be activated to different levels based upon the needs of the incident and may be activated virtually.

Detailed information regarding the activation of the 7BEOC is available in Support Annex C: EOC Activation, Operations and Deactivation.

## **7BEOC Organization**

The 7BEOC is staffed by personnel with varied skills and functions from the County, City, other governmental, and Private Organizations and Groups. The 7BEOC is managed by the County Emergency Manager, who is appointed by the County Commission. The organizational structure of the 7BEOC is designed to be scalable in order to meet the needs of the incident and the county. It aligns with the structure of this Emergency Operations Plan.

Detailed information regarding the organization of the 7BEOC is available in Support Annex C: EOC Activation, Operations and Deactivation.

# **V. Information Collection, Analysis and Dissemination**

## **General**

During an emergency, a well-defined, operational information collection capability is essential. Information collection provides situational awareness to leadership and promotes informed decision making. Accordingly, Bonner County has designated a process to collect, analyze, and disseminate information during an emergency to both internal and external response partners as well as the public. Detailed procedures that identify the type of information needed, where it is expected to come from, who uses the information, how the information is shared, the format for providing the information, and specific times the information is



needed are maintained by Bonner County Emergency Management and at the 7BEOC.

### **Information Collection**

Information will be collected from a variety of sources. Per ICS, the Planning Section at each operational location will be charged with collecting information. The following lists a few examples of potential sources of operational information:

- On-scene responders
- ICS 214- Activity Logs
- Other agencies and departments
- Public agencies and non-governmental organization partners
- Television, radio, and print media
- Social media
- Victims of the emergency or the public
- Subject matter experts

### **Analysis**

After information has been collected, it must be analyzed to determine its operational relevance. Emergency management personnel (or EOC staff if the 7BEOC is activated) will analyze information that is received and prepare situation updates for leadership.

### **Dissemination**

Message dissemination is categorized into internal messaging and public messaging. Internal messaging refers to messages crafted for responders and partners, while public messaging refers to messages crafted for public dissemination. For additional information about public information, refer to Support Annex H: Strategic Crisis Communications.

## **VI. Public Safety Communications**

Effective communication and coordination are essential for adequate response to, and recovery from, emergency situations. Response agencies and organizations will utilize established communication and coordination protocols during emergencies and disasters, typically coordinated through Bonner County Dispatch. As an incident or emergency increases in size or complexity, or

communications are disrupted by the disaster itself, existing communications will integrate with other regional and state communication networks.

For detailed information on communications and coordination, refer to Agency Annex E: Public Safety Communications.

## VII. Administration, Finance and Logistics

### **General**

During and after emergency/disaster events normal fiscal and administrative functions and regulations may need to be temporarily modified or suspended in order to support emergency operations in a timely manner.

The County emergency response and recovery costs must be properly documented so that eligible reimbursements from state and federal sources may be possible.

### **Administration**

During emergency operations, non–essential administrative activities may be suspended, and personnel not assigned to essential duties may be assigned to other departments to provide emergency support.

Each department will keep an updated inventory of its personnel, facilities, and equipment resources as part of their emergency plans and procedures.

Departments will designate personnel to be responsible for documentation of disaster operations and expenditures. Emergency expenditures will be incurred in accordance with existing County emergency purchasing procedures.

### **Finance**

All departments will make every effort possible to assure the safety of cash, checks, and accounts receivable, and assist in the protection of other valuable documents/records.

Departments are responsible for keeping records of the name, arrival time, duration of utilization, departure time and other information relative to equipment, supplies, materials, and the service of emergency workers, as well as documentation of any employee or authorized volunteer injuries, lost or damaged equipment, and any associated or extraordinary costs.

For detailed information on communications and coordination, refer to Support Annex E: Financial Management.

## **Logistics**

Departments responding to emergencies and disasters will first use their available resources.

Following initial lifesaving activities, the Chair of the County Board of Commissioners and the Chief Executives of the cities will help to ensure that all necessary supplies and resources are procured for the various operating departments.

After an Emergency Proclamation has been issued, the Chief Executive may, without prior approval of the governing body, rent, lease, procure or contract for such resources or services as are essential for maintaining the safety and wellbeing of the population and effecting immediate restoration of vital services.

When this plan is implemented, the 7BEOC may become the focal point for procurement, distribution, and replacement of personnel, equipment, and supplies. Scarce resources will be allocated according to established priorities and objectives of the Incident Commander(s) and senior elected officials of involved jurisdictions.

## **VIII. Plan Development and Maintenance**

### **Plan Development**

The Bonner County Emergency Operations Plan (7BEOP) was developed in conjunction with a county-wide planning team. The Bonner County Emergency Manager is responsible for ensuring that the plan is distributed, and that county officials and staff members are provided briefings concerning their role in emergency management and the contents of this plan.

The 7BEOP will be tested at least once a year, through either a planned exercise event or a real-world emergency. When exercising the 7BEOP, specific objectives will be developed to ensure users are familiar with the format of the 7BEOP, and that agency assignments remain appropriate.

### **Plan Maintenance**

Department and agency officials are responsible for development and maintenance of their respective segments of this plan. Officials are also responsible for the development of appropriate policies and procedures to support the responsibilities identified in the plan.

The 7BEOP will be reviewed annually by the Bonner County Emergency Manager and members of the Local Emergency Planning Committee (LEPC). Based upon the review, as well as the results of any after action reports

developed from real world events or exercises, changes necessitated will be made and distributed to Plan holders.

## IX. Authorities and References

### **Legal Authorities**

The following Idaho statutes specifically address aspects of emergency management and acts of terrorism:

- The Idaho Disaster Preparedness Act of 1975, amended by the Idaho Homeland Security Act of 2004, Idaho Code §46-1001.
- The Post-Attack Resource Management Act, Idaho Code §67-5506.
- The Terrorist Control Act, Idaho Code §18-8101.
- The Emergency Relocation Act, Idaho Code §67-102.

The following Federal laws specifically address aspects of emergency management and acts of terrorism:

- The Homeland Security Act of 2002.
- The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended, Public Law 93-288 as amended, and related authorities.
- Code of Federal Regulations (CFR) 44, Emergency Management and Assistance.
- The Post Katrina Emergency Management Reform Act (PKEMRA).

# **Agency Annexes**

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# Agency Annex A: Emergency Medical Services

## I. Introduction

The Emergency Medical Services (EMS) Annex contains all duties assigned to Bonner County Emergency Medical Services during disaster response and recovery operations.

## II. Purpose, Scope, Situations, and Assumptions

### **Purpose**

The purpose of the EMS Annex is to provide a comprehensive mechanism for coordinating, mobilizing, and managing medical services in Bonner County under emergency or disaster conditions. These resources include [insert type of resource (e.g.: county, city, Tribal, Federal, and State Law Enforcement agencies and private security firms)].

### **Scope**

The EMS Annex applies primarily to large-scale emergency or disaster events that would cause sufficient casualties or illnesses, enough to overwhelm local medical health services, thus requiring maximum coordination and effective use of resources.

### **Situation**

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require EMS support including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, utility outages, transportation accidents and incidents, volcanic eruptions and wildfires. Many of these hazards have the potential to cause disasters that require centralized coordination.

### **Assumptions**

- All emergency medical services in Bonner County operate under State of Idaho EMS guidelines.
- All licensed EMS providers provide patient care as directed by one Medical Director and the County Wide Medical Supervision Plan.
- All EMS providers will operate under the policies and procedures of their agencies.

### III. Concept of Operations

Emergency medical services operations rest with the EMS transport agency having jurisdiction, while the management of emergency medical services within Bonner County rests with Bonner County Emergency Medical Services.

If an incident requires support and coordination efforts resulting in the activation of this Annex, Bonner County EMS will identify and provide a Bonner County EMS representative to serve as the Emergency Medical Services Lead Agency representative. The Emergency Medical Services representative will coordinate requests for assistance.

### IV. Organization and Assignment of Responsibilities

#### **Organization**

Day to day emergency medical service operations are undertaken by the departments and agencies responsible for those functions. During times of disaster, the Bonner County Emergency Manager may activate the EMS Annex and request that Bonner County EMS provide a point of contact to serve in the Bonner County Emergency Operations Center (7BEOC) and assist with emergency or disaster coordination activities. During recovery efforts, Bonner County EMS will coordinate with the Emergency Manager and the recovery team as needed.

#### **Assignment of Responsibilities**

##### **Preparedness**

1. Train, equip and exercise personnel to respond to potential incidents.
2. Maintain equipment to help ensure a timely response to emergencies.
3. Establish new and update existing Mutual Aid Agreements (MAA) and Memorandums of Understanding (MOU).
4. Maintain a list of key individuals and phone numbers within each agency vehicle to enable communications during an emergency situation.
5. Develop resource lists of equipment that could be made available to other responding agencies and provide to Bonner County Emergency Management.



## Disaster Response

1. Respond to a disaster with emergency medical personnel and equipment.
2. Assume appropriate role in the Incident Command System.
3. Triage, stabilize, treat and transport the injured.
4. Coordinate with local and regional hospitals to ensure casualties are transported to the appropriate facilities.
5. Establish and maintain field communications and coordination with responding emergency teams and hospitals.
6. Direct the activities of private, volunteer, and other emergency medical units and bystander volunteers as needed.

## 7BEOC/ Emergency Management Coordination

1. Make a representative available to coordinate with Bonner County Emergency Management /7BEOC when requested.
2. Receive status reports from Incident Command and provide situation briefings to Emergency Management and 7BEOC staff.
3. Establish communications with fire departments and fire districts, as well as any other emergency medical services agencies in the field.
4. Contact cooperating outside agencies if their services are required.
5. Maintain events record.
6. Provide situation briefings to the 7BEOC staff.

## Recovery

1. Demobilize emergency medical services resources and related incident support.
2. Support recovery efforts as requested by the 7BEOC or other support agencies.
3. Ensure all costs associated with disaster response operations are tracked and reported to Bonner County Emergency Management/7BEOC.
4. Identify lessons learned and areas for improvement for preparation and response activities to the emergency or disaster.

5. Participate in an after-action review and address any assigned corrective actions for mitigation and preparedness activities.

## V. Direction and Control

- Bonner County Emergency Medical Services, as well as contract EMS agencies operate within their agency specific guidelines, organizational command structure, and from strategically located stations within their legal jurisdictions.
- Existing mutual aid agreements will be utilized if additional resources are needed.
- All requests for State and or Federal assistance will be coordinated through the Bonner County Emergency Manager or 7BEOC and directed to the Idaho Office of Emergency Management North Idaho Area Field Officer.

## VI. Communications

- Standard communications methods will be utilized for Emergency Medical Services Operations. Should those methods be unavailable or additional methods be required, those requests should be referred to the Emergency Manager or 7BEOC.

## VII. Administration and Logistics

- All receipts, letters of authorization, or other documents related to the purchase of emergency equipment or resources will be retained and recorded.
- Normal practices and procedures will be continued under emergency conditions to the extent possible.
- Administrative support and office supplies for the 7BEOC will be provided by Bonner County Emergency Management while the 7BEOC is in operation.
- If the 7BEOC is established, communication support within the 7BEOC will be provided by Bonner County Emergency Management.
- Every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified after the emergency period has passed.

## VIII. Plan Development and Maintenance

- Bonner County Emergency Medical Services will review the Emergency Medical Services Agency Annex annually, updating and modifying, as necessary.
- Supporting documents, such as Standard Operating Procedures (SOPs), notification and resource lists, checklists, inventories and maps, will be maintained by the Emergency Manager and in the EOC. These documents will be reviewed annually.

## IX. Support Agencies and Resources

Support Agencies	Support available
Bonner General Health	Provide a wide range of medical services including emergency department, radiology, surgery, obstetrics and other medical resources.
Bonner County Physician Offices and Clinics	Provide physicians, nurses and other medical resources as needed.
Bonner County Volunteer Ambulance Services	Provide emergency medical services and ambulances throughout the county.
Bonner County Area Fire Agencies	Provide emergency medical services and ambulances throughout the county.
Bonner County Area Law Enforcement	Provide security and safety services and assistance throughout the county.
Search and Rescue Groups	Provide search and rescue services throughout the county.
Amateur Radio	Provide additional communication capabilities if needed.

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# Agency Annex B: Emergency Management

## I. Introduction

The Emergency Management Agency Annex contains all duties assigned to Bonner County Emergency Management during emergency management operations.

## II. Purpose, Scope, Situations, and Assumptions

### **Purpose**

The Emergency Management Annex provides a comprehensive description of the roles of Bonner County Emergency Management. These roles include interfacing with local and state partners, provision of sheltering and feeding services as needed, ensuring logistical and resource support is provided to response and recovery efforts, assisting energy and utility providers in providing essential services, public information management, and recovery effort support and coordination. This annex provides the core management and administrative functions to support the Bonner County Emergency Operations Center (7BEOC) and liaisons with State, other local jurisdictions, private industry, non-governmental agencies, and the Federal government.

### **Scope**

The Emergency Management Agency Annex outlines a broad scope of responsibilities that include:

- Overall coordination for all incidents requiring County assistance, regardless of hazard, degree of complexity, or duration.
- Activation of the 7BEOC with liaison activities in the field (as required) in anticipation of, or in response to, the occurrence of an emergency or disaster in Bonner County that requires County assistance.
- Facilitation of strategic crisis communication and the timely release of public alerts and notifications as needed.
- Coordination of resource support to first responders and other support agencies during response and recovery operations.
- Coordination of assistance to the public during and following a major emergency or disaster.

- Protection of croplands, livestock, and natural resources during a declared disaster in Bonner County.
- Coordination of the transition from response to recovery activities ensuring that the long-term impacts in the affected area are addressed.

### **Situation**

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require Emergency Management support including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, utility outages, transportation accidents and incidents, volcanic eruptions and structure and wildland fires. Many of these hazards have the potential to cause disasters that require centralized coordination.

### **Assumptions**

- Local government and State agencies are a vital source for the immediate information regarding damage and initial response needs.
- All appropriate personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command System (ICS) and integrate those principles into all planning and response operations.
- Bonner County Emergency Management will coordinate with the American Red Cross (ARC) whenever there is an immediate need to provide food, water, and shelter for victims of a disaster.
- Bonner County will not have all of the resources, either in type or quantity that may be required to combat the effects of all potential hazards.
- Responders may require resources beyond their capacity; requests will be coordinated through Bonner County Emergency Management/7BEOC in support of the Incident Commander (IC).
- Responding agencies will perform tasks and expend resources under their own authorities, including implementation of mutual aid agreements, as applicable, in addition to receiving tasking under the authority of the Bonner County Emergency Operations Plan (7BEOP).

- Weather conditions, damage to transportation routes, or other factors may restrict access to a disaster site or to a storage area and hence affect the availability and distribution of resources.
- Priorities will need to be established and coordinated between the energy providers, Bonner County Emergency Management, local governments and other appropriate authorities outside the local area to provide the most efficient utilization of available services and supplies.
- A Bonner County Joint Information Center or System (JIS/JIC) may be activated.
- Telephone and/or power service may be interrupted, requiring alternate methods of communications, such as communications provided by the Bonner County Radio Amateur Civil Emergency Service (RACES) organization.
- Special needs populations (non-English speaking, hearing/vision impaired, elderly, or ill) will require extraordinary measures for alerts/notifications.

### III. Concept of Operations

Emergency Management functions rest with Bonner County Emergency Management as delegated by the Bonner County Commissioners. Day to day duties include planning, training and exercise development and facilitation, mitigation activities, and Local Emergency Planning Committee (LEPC) relationship building and facilitation. During times of disaster, it is the responsibility of the Emergency Manager to activate the 7BEOC to the appropriate level, ensure adequate staffing is assigned, and to monitor the situation to ensure appropriate response coordination activities are conducted. The 7BEOC should make every effort to use local resources and mutual aid.

The 7BEOC is prepared to provide for the coordination of disaster prevention, preparedness, response, and recovery activities on behalf of all Bonner County agencies and political subdivisions. Throughout the notification, response, and recovery stage, the 7BEOC manages documentation, resource tracking, and response for the incident or concurrent incidents.

Should the disaster overwhelm the response and/or recovery capabilities of Bonner County, it is the responsibility of the Emergency Manager, in coordination with the Bonner County Commissioners, to contact the Idaho Office of Emergency Management (IOEM) to request state assistance.

## IV. Organization and Assignment of Responsibilities

### Organization

Day to day emergency management activities are undertaken by Bonner County Emergency Management, all response agencies, and the LEPC. During times of disaster, the County Commissioners, in conjunction with Bonner County Emergency Management, may activate the 7BEOP for disaster coordination activities. Bonner County Emergency Management is the lead agency for this Annex and may provide a representative to serve as the 7BEOC Manager if it is activated. During recovery efforts, Bonner County Emergency Management, Chief Elected Officials, and the appropriate response agencies will coordinate as needed.

### Assignment of Responsibilities

#### Preparedness

1. Complete annual training and exercise plans in coordination with representatives from response agencies and the LEPC.
2. Coordinate tabletop exercises and region-wide simulations.
3. Update plans and procedures based on critiques and lessons learned during real world or exercise events.

#### Emergency/Disaster Response Coordination

1. Coordinate activation of the 7BEOP if necessary.
2. Coordinate overall county effort to provide response and recovery assistance; brief the County Commissioners and make a recommendation on the need to issue a County emergency declaration (see Support Annex: Elected Officials).
3. Serve as the central point for receiving information and producing Situation Reports (SITREP), summary reports, and briefings for the Board of County Commissioners, other County agencies, the IOEM, other public officials, and local, state, and/or federal offices as requested.
4. Coordinate the use of county and state emergency communications and warning systems.
5. Coordinate collaborative efforts with other county agencies and state government.



6. Coordinate all requests for disaster emergency assistance.
7. Coordinate emergency response, recovery, and mitigation operations during emergencies and disasters. Provide technical support.
8. Coordinate overall County effort to collect, analyze, process, report, and display essential information, and facilitate support for planning efforts in disaster emergency operations.
9. Coordinate with county, municipal, and private agencies for the procurement and maintenance of resource inventory lists.
10. Coordinate damage assessment activities.
11. Conduct an after-action review following a response to a disaster or emergency to document the lessons learned and recommendations for improvement.

#### 7BEOC Coordination

1. Activate the 7BEOC to the appropriate level, as necessary.
2. Coordinate information and planning activities within the 7BEOC. Prepare to staff the 7BEOC for 24-hour operations if necessary.
3. Serve as liaison between local jurisdictions, response agencies, and the State for requesting resources & state supplemental assistance when the capabilities of local response agencies are exceeded.
4. Coordinate, procure, and manage material, personnel, equipment, medical, shelter, and fiscal support of tactical operations and food service for field and 7BEOC personnel during 7BEOC activation.
5. Establish coordination between Incident Command, 7BEOC, staging areas, and incident sites to facilitate communications with the Logistics Section of the IC or 7BEOC.
6. In coordination with IC, request elected officials invoke temporary controls on local resources. Establish priorities to protect lives and property when a local State of Emergency is proclaimed.
7. Activate Damage Assessment Teams as required.
8. Provide situation reports for elected officials.
9. Coordinate with emergency medical facilities for the procurement of emergency supplies.

10. Support public health operations and related functions as required.
11. Demobilize staff and close the 7BEOC as deemed necessary by continuing response and recovery actions.

#### Sheltering and Feeding

1. Coordinate with support agencies regarding mass shelter, food and water distribution for victims and emergency responders of the disaster.
2. Advise ARC of safe locations and coordinate with the ARC for mass shelter and staging areas.

#### Livestock and Agriculture

1. Coordinate with the University of Idaho Bonner County Extension Office to:
  - a. Establish a livestock relocation center(s) and communicate the location to the public.
  - b. Establish contact with the State of Idaho Department of Agriculture and request cropland assistance.
  - c. Communicate information regarding the relocation of domestic pets, livestock, and the protection of croplands to the public.

#### Utilities

1. Communicate with utility providers concerning desired damage assessment data for public essential services.
2. Compile damage assessment data from the energy, utilities, and petroleum providers.
3. Compile damage assessment data regarding county essential services.
4. Provide liaison between energy and petroleum providers, essential public services, and the local department of transportation.
5. Identify emergency assistance needs that could be met through local or State agencies once available resources have been exhausted.
6. Maintain a 24-hour emergency telephone access between energy providers and the 7BEOC.

7. Coordinate information regarding assessment and restoration of utilities for public dissemination with the Public Information Officer (PIO).
8. Coordinate with Bonner County Sheriff's Office on disseminating safety advisories and activating the NIXLE Emergency Notification System.

#### Hazardous Materials

1. Provide a representative to act as Local Emergency Response Authority (LERA) on scene.
2. Ensure that all applicable notifications to local, state, and federal agencies are made, including Idaho State Communications, IOEM, Idaho Department of Environmental Quality, LERA, and the LEPC.
3. Recommend activation of the Regional Response Team (RRT) if deemed necessary.
4. Activate 7BEOC to support tactical operations as needed.
5. Coordinate with the Bonner County Sheriff's Office to protect responders and the public.
6. Coordinate with Bonner County Sheriff's Office to implement the Emergency Alert System (EAS) if necessary.
7. When a hazardous material incident is outside the jurisdiction of the county, monitor for potential impact to the county.
8. Provide Situation Reports to IC, EOC and elected officials.
9. Ensure that an Incident Action Plan (IAP) is developed.
10. Report damage assessment information to IC/7BEOC.
11. Review matters concerning hazardous materials incidents with the Bonner County LEPC.

#### Public Safety Communications

1. In coordination with the Sheriff's Office, develop and maintain procedures to provide communications and warning support when requested.
2. When appropriate, coordinate with the Sheriff's Office to implement the EAS.

3. When appropriate, activate Amateur Radio Emergency Service (ARES) and RACES to facilitate and coordinate communications.
4. Verify communications between field operations, the IC, and Bonner County Emergency Management/7BEOC are functional.
5. Request and coordinate external resources and assistance when communication systems become overwhelmed.
6. Maintain communication with the IOEM, as required.
7. In coordination with Bonner County 9-1-1 Communications Center, conduct tests and exercises of the communication and warning systems.

#### Strategic Crisis Communications

1. Approve all 7BEOC press releases prior to release to the media.
2. Ensure that procedures are in place so that timely and accurate information is provided to the public regarding:
  - a. Status of emergency conditions within the affected areas.
  - b. The availability of emergency services.
  - c. Additional measures necessary to protect public health and safety.
  - d. Availability of relief of relief supplies and donated goods.
  - e. Status of power and telecommunications services being restored; and
  - f. Availability and safety of water.
3. In coordination with the PIO and IC, recommend release of pertinent emergency information on a regular timetable.
4. Establish the Joint Information Center and ensure it is staffed appropriately.
5. Coordinate and conduct tours for the media and VIPs in the affected areas.

#### Recovery

1. Implement plans that address key issues such as temporary and permanent housing, debris removal, decontamination and

environmental restoration, restoration of public facilities and infrastructure, restoration of the agricultural sector and short and long-term economic recovery.

2. Notify all necessary supporting agencies of recovery efforts, as needed.
3. Support development of damage assessment teams and develop plans to obtain and analyze damage assessment data.
4. Coordinate the identification of federal and state programs to support the implementation of long-term recovery plans.
5. Develop action plans identifying appropriate agency participation and resources available taking into account the differing technical needs for risk assessment and statutory responsibilities by hazards.
6. Ensure participation from primary and support agencies.
7. Lead post-incident assistance efforts.
8. Identify areas of collaboration with support agencies and facilitate interagency integration.

#### Mitigation

1. Review mitigation plans for the early identification of mitigation projects to reduce socio-economic consequences.
2. Coordinate the review and update of the Bonner County Multi Jurisdictional Hazard Plan.

## V. Direction and Control

- The 7BEOC serves as the central point for emergency management operations. In a disaster emergency, the 7BEOC will compile, analyze, and prepare situation information for the Board of County Commissioners and other decision makers.
- The Bonner County Commissioners are responsible for all Emergency Management policy decisions in the County outside of incorporated cities. The Bonner County Emergency Manager is appointed by the County Commissioners and coordinates the Emergency Management organization.
- Mayors are responsible for disaster policy and decisions within their cities. The Bonner County Emergency Manager will support cities

within the County during emergency situations if requested by the mayor(s).

- All incidents in Bonner County will be managed utilizing the NIMS.
- The PIO will be appointed by the Emergency Management Director and will serve as the primary spokesman to the media. The Chief Elected Officials will approve all information prior to its release.
- The LEPC membership is comprised of representatives from different agencies and organizations throughout Bonner County, including both public and private organizations.
- The 7BEOC is structured as shown below:



## VI. Communications

Standard communications methods will be utilized for Emergency Management Operations. Should those methods be unavailable or additional methods be required, those requests should be referred to the Emergency Manager or 7BEOC.

## VII. Administration and Logistics

- It will be the policy of the primary and support agencies to locate, lend, operate or rent the use of equipment and personnel whenever possible in support of the IC.
- All receipts, letters of authorization, or other documents related to the purchase of emergency equipment or resources will be retained and recorded.
- Normal practices and procedures will be continued under emergency conditions to the extent possible.
- Administrative support and office supplies for the 7BEOC will be provided by Bonner County Emergency Management while the 7BEOC is in operation.
- Every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified after the emergency period has passed.

## VIII. Plan Development and Maintenance

- Bonner County Emergency Management will review the Emergency Management Agency Annex annually, updating and modifying, as necessary.
- Supporting emergency management documents, such as Standard Operating Procedures (SOPs), notification and resource lists, checklists, inventories and maps, will be maintained by the Emergency Manager and in the 7BEOC. These documents will be reviewed annually.

## IX. Support Agencies and Resources

Support Agencies	Support Available
Bonner County Parks and Recreation	<p>Provide county park facilities, equipment and staffing to support shelter operations.</p> <p>Provide Bonner County Emergency Management with a resource list of equipment that could be made available to other responding agencies.</p> <p>Develop procedures to utilize agency staff for emergency assignments and identify personnel that could be released to assist other departments.</p>
Bonner County School Districts	<p>Provide gymnasium facilities to assist mass shelter operations.</p> <p>Utilize school district bus system to provide mass transportation operations.</p>
Bonner County Fair Grounds	Provide facilities for emergency mass shelter and staging.
Emergency Management Volunteers	<p>Provide amateur radio resources as needed.</p> <p>Assist with damage assessment as needed.</p> <p>Provide staffing for the 7BEOC.</p> <p>Assist with traffic control as needed.</p> <p>Assist with evacuation efforts as requested.</p> <p>Assist with emergency shelters.</p> <p>Provide other assistance as requested by emergency management.</p>
American Red Cross (ARC)	<p>Provide and/or coordinate emergency service functions of feeding, sheltering, distribution of bulk supplies, disaster welfare inquiry, and emergency assistance to families.</p> <p>Provide food, water and other resource distribution to victims and emergency services workers.</p>



	<p>If possible, provide personnel to the 7BEOC when requested.</p> <p>Provide crisis counseling.</p> <p>Support damage assessment and share information gathered.</p> <p>Provide trained personnel to participate in long-term recovery programs as needed.</p>
Salvation Army	<p>Coordinate with Bonner County Emergency Management/7BEOC and ARC to assist with mass care operations.</p> <p>If requested, provide mobile canteen service to victims and emergency services workers.</p>
Local Food Banks	Collect and gather food resources to assist ARC as needed.
St. Vincent De Paul	Coordinate with Bonner County Emergency Management/7BEOC and ARC to assist with mass care operations.
Inland Northwest VOAD	Seek assistance for those victims affected by the emergency incident who suffer from unmet essential needs that cannot be met by other responding agencies.
7B-CAREs	<p>Provide faith-based services to assist during emergency and disasters, including:</p> <ul style="list-style-type: none"> <li>• Prayer Services.</li> <li>• Counseling Services.</li> <li>• Shelter Services.</li> <li>• Food preparation and serving.</li> <li>• Animal and livestock transportation and temporary boarding.</li> <li>• Referrals for clothing, housing, food and financial assistance.</li> <li>• Disaster preparation information.</li> </ul>
Community Resource EnVision Center (CREC)	Provide a process to connect people in distress with resources to meet their needs.
Fire Districts or Municipal Fire Departments	See Fire Service Agency Annex
Bonner County Road and Bridge or Independent Highway District	See Public Works Agency Annex

Bonner County Sheriff's Office or Municipal Police Departments	See Law Enforcement Agency Annex
University of Idaho Bonner County Extension Office	<p>Establish a livestock relocation center(s) and communicate the location to the public in coordination with Bonner County Emergency Management/7BEOC</p> <p>Establish contact with the State of Idaho Department of Agriculture and request cropland assistance.</p> <p>Communicate information regarding the relocation of domestic pets, livestock, and the protection of croplands to the public in coordination with Bonner County Emergency Management/7BEOC.</p> <p>Provide status briefings to the Bonner County Emergency Management Director.</p>
Bonner County Sheriff's Dispatch Center	See Public Safety Communications Agency Annex
Bonner County Emergency Medical Services	See EMS Agency Annex
Energy and Utility Providers	<p>Establish and maintain emergency procedures.</p> <p>Coordinate emergency actions and activities with Bonner County Emergency Management/7BEOC.</p> <p>Assist with development, coordination and support of energy and utility conservation policies and programs; and establishing priority systems for the curtailment or reduction of services, restoration of services, and provisions for emergency services.</p> <p>Cooperate with voluntary requests for conservation and control measures.</p> <p>Coordinate with Bonner County Emergency Management/7BEOC to establish priorities and control measures.</p>
Bonner County GIS	Assist with development of maps.

## Agency Annex C: Fire Service

### I. Introduction

The Fire Service Annex contains all duties assigned to the Fire District Lead Agency with jurisdiction during disaster response and recovery operations.

### II. Purpose, Scope, Situations, and Assumptions

#### **Purpose**

The purpose of the Fire Service Annex is to provide a comprehensive mechanism to ensure appropriate utilization of local fire resources during a disaster. Operations include the prevention, detection, and suppression of urban, rural, and wildland fires resulting from, or occurring with, a disaster or emergency.

#### **Scope**

The Fire Service Agency Annex includes a broad scope of responsibilities that include:

- Firefighting activities for fires occurring separately or in the context of a significant natural or manmade emergency or disaster.
- Availability as a resource pool to support and assist rescue efforts, hazardous materials incidents, warning and alerting, communications, evacuation, and other operations as required during an emergency.
- Coordinated response to actual or potential discharges and/or releases of hazardous materials within the County.

#### **Situation**

Bonner County has 1738 square miles of land, most of which is state, federal and private forestlands. In rural areas fire districts and residents are likely to respond first when a fire emergency occurs. Successful fire suppression depends on mutual aid agreements between the Idaho Department of Lands, local fire districts, municipal fire departments, and other government agencies. Bonner County's fire services are composed of municipal and fire protection districts. Some of the departments have paid staff, while the majority consist of volunteers. There are isolated sections of land within the County that are outside of fire service protection. These lands rely on state or federal assistance to mitigate a fire incident.

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require Fire Service support to the 7BEOC including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, transportation accidents and incidents, utility outages, volcanic eruptions, structure and wildfires. Many of these hazards have the potential to cause disasters that require centralized coordination.

### **Assumptions**

- Urban, rural, and wildland fires will occur within Bonner County. In the event of a drought or other significant event, large fires could be common.
- Vehicular access may be hampered by floods, bridge failures, landslides, etc., making conventional travel to fire locations extremely difficult or impossible.
- Poor ingress and egress in areas of the county may hinder response efforts.
- Air attack by tankers, helicopters, and/or smoke jumpers may be essential in many situations. Helicopters will be scarce resources. Usable airports may be congested.
- Communications systems may become overwhelmed.
- Emergency response may be hindered due to a shortage of personnel.
- Idaho Department of Lands and US Forest Service will respond to fires in urban and urban interface areas when requested.
- Volunteer firefighters may not be available due to workplace or personal commitments.
- A natural, technological, or terrorist caused disaster could result in single or multiple incidents in which hazardous materials are released into the environment. The release may not be immediately known or apparent.
- First responders could be targets of anti-government terrorists to hinder them from responding to other terrorist incidents.
- Local targets of terrorists might include transportation companies or facilities that store, generate, utilize or manufacture hazardous

materials. For example, nitrate fertilizers are used throughout North Idaho. Because nitrate fertilizer can be a powerful explosive component and may attract criminal attention, there are risks to individuals and companies that transport or store this agent.

- Fixed facilities (e.g., chemical plants, tank farms, re-fueling depots, laboratories, and industries operating hazardous waste sites which produce, generate, use, store, or dispose of hazardous materials) could be damaged so that existing spill control apparatus and containment measures are not effective.
- Hazardous spills or incidents that occur on land outside the jurisdiction of a fire protection district or department are the responsibility of Bonner County Emergency Management as primary agency.

### III. Concept of Operations

Fire service operations in Bonner County rest with the fire district or agency having jurisdiction. Response areas are clearly defined and identified by fire district. Tracts of land within Bonner County that lie outside the jurisdiction of a municipal fire department or fire protection district fall under the jurisdiction of the Bonner County Sheriff's Office. If wildland is threatened, the Idaho Department of Lands will respond to a fire regardless of property ownership.

As specified in the National Incident Management System (NIMS), the most qualified firefighter on scene assumes the role of Incident Commander (IC) until command is transferred. In most situations, District Fire Chiefs will direct the fire service operations within their respective jurisdictions.

If an incident requires support and coordination efforts from the Bonner County Emergency Operations Center (7BEOC), the fire district with jurisdiction will identify and provide a fire representative to serve as the Fire Service Lead Agency representative in the 7BEOC. The Fire Service Lead Agency representative will coordinate requests for assistance.

### IV. Organization and Assignment of Responsibilities

#### **Organization**

Day to day fire service activities are undertaken by the Fire District having jurisdiction. During times of disaster, the Bonner County Emergency Manager may activate the Fire Service Annex and request the Fire District having jurisdiction to provide a point of contact to serve in the 7BEOC and assist with disaster coordination activities. During recovery efforts the involved Fire

District(s) will coordinate with the Emergency Manager and the recovery team as needed.

### **Assignment of Responsibilities**

#### **Preparedness**

1. Support programs such as the Wildland/Urban Interface (WUI) program, to reduce fire hazards.
2. Seek private and government grants to upgrade response resources and finance training sessions.
3. Maintain emergency response resources and continue to seek funding to replace and update equipment when necessary.
4. Participate in tabletop exercises and region-wide simulations coordinated by Bonner County Emergency Management.
5. Develop lists of appropriate resources by type that may assist other agencies during an emergency operation.
6. Supply sandbags when needed.
7. Develop procedures to utilize all agency staff for emergency assignments and identify staff that could be released to assist other departments.
8. Train personnel to the appropriate level relative to their response expectations.

#### **Disaster Response**

1. Provide/conduct fire suppression, light rescue, emergency medical, and other tasks that would protect lives and property. Support other fire protection agencies responding under mutual aid agreements.
2. Provide initial and continuing situation assessments and analysis to Bonner County Emergency Management /7BEOC
3. Provide initial damage assessment information to Bonner County Emergency Management /7BEOC.
4. Provide temporary power and emergency lighting at emergency scenes when needed.
5. Coordinate with law enforcement to warn the public of evacuation routing, and/or traffic control.

6. Provide non-transport first response emergency medical services (only those districts that offer medical response).
7. Support warning and evacuation efforts.
8. Develop and maintain protocol to provide tactical frequencies for warning support and communication services.
9. Maintain and repair fire services repeaters and provide pertinent frequency and status information to Bonner County Emergency Management.
10. When requested, assist local law enforcement with evacuation by using public address systems to warn the public.

#### 7BEOC/ Emergency Management Coordination

1. Make a representative available to coordinate with Bonner County Emergency Management /7BEOC when requested.
2. Receive status reports from Incident Command and provide situation briefings to Emergency Management and 7BEOC staff.
3. Establish communications with fire departments and fire districts.
4. Contact cooperating outside agencies if their services are required.
5. Maintain events record.
6. Provide situation briefings to the 7BEOC staff.
7. Brief the Public Information Officer (PIO) so that they may act as the official and only spokesperson during the disaster or emergency.

#### Hazardous Materials

1. Respond to HAZMAT situations and secure sites as appropriate.
2. Ensure that all applicable notifications to local, state, and federal agencies are made, including Idaho State Communications, Idaho Office of Emergency Management (IOEM), Idaho Department of Environmental Quality (DEQ), Local Emergency Response Authority (LERA), Local Emergency Planning Committee (LEPC).
3. Recommend activation of the Regional Response Team if necessary.
4. Decontaminate victims and rescue workers as needed.
5. Assist or conduct clean-up of incident sites.

## Recovery

1. Demobilize fire resources and related incident support.
2. Support recovery efforts as requested by the 7BEOC or other support agencies.
3. Ensure all costs associated with disaster response operations are tracked and reported to Bonner County Emergency Management/7BEOC.
4. Identify lessons learned and areas for improvement for preparation and response activities to the emergency or disaster.
5. Participate in an after-action review and address any assigned corrective actions for mitigation and preparedness activities.

## V. Direction and Control

- All Fire Service agencies operate under their day-to-day command structure from local stations within their legal jurisdictions.
- Existing mutual aid agreements will be utilized if additional resources are needed.
- All requests for State and or Federal assistance will be coordinated through the Emergency Manager or 7BEOC and directed to the Idaho Office of Emergency Management North Idaho Area Field Officer.
- All incidents in Bonner County will be managed using the NIMS Incident Command System (ICS)/Unified Command System (UCS).
- In a fire emergency the fire services will mobilize all available apparatus and personnel required to manage the situation. Mutual Aid Agreements/Memorandums of Understanding (MAA/MOUs) are activated if initial resources are inadequate, or a particular district would make a quicker response to an adjoining district. When mutual aid and local resources are exhausted, the provisions for regional and/or state/federal fire mobilization apply.
- Any hazardous materials accident must be reported to the LEPC, the Idaho Office of Emergency Management (IOEM), the Idaho DEQ, and the LERA.
-



## VI. Communications

Standard communications methods will be utilized for Fire Service Operations. Should those methods be unavailable or additional methods be required, those requests should be referred to the Emergency Manager or 7BEOC.

## VII. Administration and Logistics

- All receipts, letters of authorization, or other documents related to the purchase of emergency equipment or resources will be retained and recorded.
- Normal practices and procedures will be continued under emergency conditions to the extent possible.
- Administrative support and office supplies for the 7BEOC will be provided by Bonner County Emergency Management while the 7BEOC is in operation.
- If the 7BEOC is established, communication support within the 7BEOC will be provided by Bonner County Emergency Management.
- Every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified after the emergency period has passed.

## VIII. Plan Development and Maintenance

- The Fire District Having Jurisdiction will review the Fire Service Agency Annex annually, updating and modifying, as necessary.
- Supporting documents, such as Standard Operating Procedures (SOPs), notification and resource lists, checklists, inventories and maps, will be maintained by the Emergency Manager and in the 7BEOC. These documents will be reviewed annually.

## IX. Support Agencies and Resources

Support Agencies	Support available
Mutual Aid Fire Districts	Report as requested to the IC.  Respond according to IC plan and assist with fire suppression, light rescue, emergency medical, and other tasks that would protect

	lives and property.
Bonner County Sheriff's Office	<p>Coordinate with Incident Command and secure incident site for the protection of responders and the public.</p> <p>Protect and secure incident site.</p> <p>Coordinate criminal investigations with other law enforcement agencies.</p> <p>Coordinate with HAZMAT Team and secure evidence.</p> <p>Coordinate with Bonner County Emergency Management. and implement the Emergency Alert System (EAS).</p> <p>Initiate Situation Report and provide to IC or Bonner County Emergency Management/EOC.</p>
Law Enforcement Agency of Jurisdiction	<p>Assist in the identification of crime scenes and provide appropriate security.</p> <p>Assist with traffic control.</p> <p>Assist with evacuation efforts.</p>
Bonner County Emergency Management	<p>In coordination with the IC and the County Commissioners, activate the 7BEOC to appropriate level.</p> <p>Coordinate with the Sheriff's Office to implement the EAS if necessary.</p> <p>Assist with the coordination of primary and support agencies.</p> <p>Collect damage assessment data.</p> <p>Submit damage assessments to IOEM.</p> <p>Assist with planning, mission request, communication, or other appropriate tasks in the support of the IC.</p> <p>Provide situation reports for elected officials.</p> <p>Keep the 7BEOC open at an appropriate level</p>

	as long as necessary.
Municipal Fire Departments	<p>Provide services and resources in accordance with current MAA/MOUs that may include:</p> <ol style="list-style-type: none"> <li>1. Assisting primary agency with fire suppression.</li> <li>2. Provision of emergency medical services.</li> <li>3. Conducting light rescue efforts.</li> </ol> <p>Respond to the situation with trained personnel to support Incident Command.</p> <p>Provide clean-up resources.</p>
Municipal Police Departments	<p>When requested, coordinate with the IC and provide law enforcement assistance as needed to support fire suppression efforts.</p> <p>Protect and secure crime scene.</p> <p>Coordinate with other law enforcement agencies.</p> <p>Coordinate or assist with traffic control.</p>
Amateur Radio	<p>Provide emergency communications to 7BEOC, County 9-1-1 Communications Center, mass shelters, field personnel, damage assessment teams, business and industry, or other requesting agencies during an emergency.</p> <p>Manage the Mobile Command Center (MCC) as requested by the 7BEOC.</p>
Bonner County Road and Bridge	<p>Assist with traffic control.</p> <p>Assist with clean-up, removal, and disposal of hazardous materials along county roadways.</p> <p>Provide materials (sand, water, etc.) as needed.</p>
Bonner County Solid Waste	<p>Provide equipment and personnel to assist with clean-up.</p>

	Provide HAZMAT expertise as appropriate.
Panhandle Health District	<p>Coordinate with response agencies to identify health and community risks associated with the hazardous material incident.</p> <p>Provide treatment and prevention information.</p> <p>Coordinate with the State Department of Health and Welfare regarding quarantines.</p> <p>Coordinate with local medical centers concerning the hazardous incident and its implications for the health and safety of responding medical personnel.</p>
Municipal Street Departments	<p>Provide traffic control within jurisdiction.</p> <p>Provide damage assessment to IC or Bonner County Emergency Management/7BEOC.</p>
Municipal Public Works Department	<p>Clear roadways, provide barricades, and identify alternate routes within jurisdiction.</p> <p>Monitor city water supplies and report damage assessment information to Bonner County Emergency Management/7BEOC.</p>
Independent Highway District	Assist by providing barricades, alternate routes and other related services.
Chemtrec	<p>Provide information and assistance on the nature of the product once identified and steps to handle the problem.</p> <p>Contact shipper of the product for more detailed information and provide information to IC or Bonner County Emergency Management/7BEOC.</p> <p>Provide 24-hour notification capabilities for hazardous materials emergencies.</p> <p>Access mutual aid programs that notify teams to respond to incidents involving certain chemicals and pesticides.</p>
Local Emergency Response Authority (LERA)	Submit cost recovery forms to IOEM for incident clean-up.

	Report progress to Bonner County Emergency Management.
Local Emergency Planning Committee (LEPC)	<p>Maintain inventory of reportable hazardous materials in the County.</p> <p>Maintain communications with appropriate agencies.</p> <p>Coordinate with local government and private entities (bulk chemical users, chemical transporters, etc.) to develop appropriate emergency response plans and capabilities.</p> <p>Coordinate and participate in emergency response exercises, drills and training.</p> <p>Coordinate with Bonner County Emergency Management. regarding all matters concerning hazardous materials incidents.</p>

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## Agency Annex D: Law Enforcement

### I. Introduction

The Law Enforcement Annex contains all duties assigned to the Bonner County Sheriff's Office during disaster response and recovery operations.

### II. Purpose, Scope, Situations, and Assumptions

#### **Purpose**

The purpose of the Law Enforcement Annex is to provide a comprehensive mechanism to ensure appropriate utilization of local law enforcement resources during a disaster. This annex coordinates the maintenance of law and order, security of critical facilities and supplies, evacuation of threatened areas, and traffic and access control to evacuated areas or critical facilities. This annex also describes responsibilities for the deployment, coordination, and utilization of available resources to aid in search and/or rescue operations.

#### **Scope**

The Law Enforcement Annex includes a broad scope of responsibilities that include:

- Managing and coordinating law enforcement resources.
- Mobilizing and coordinating personnel, equipment, and supplies.
- Interfacing with emergency management and other agencies of varying disciplines during a disaster or emergency.

#### **Situation**

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require law enforcement support including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, transportation accidents and incidents, utility outages, volcanic eruptions and wildfires. Many of these hazards have the potential to cause disasters that require centralized coordination.

A significant natural disaster or emergency that overwhelms the County will require coordination between local law enforcement agencies and other emergency responders. People may become lost, trapped or otherwise isolated, and inclement weather may be a factor.

## **Assumptions**

- If terrorism is suspected, the Federal Bureau of Investigation (FBI) will assume the role of primary agency and set up a Unified Command System, coordinating with the Sheriff's Office and other county and municipal agencies, as necessary.
- Resources within the affected area may be inadequate to control traffic, assist with notifications and evacuations, and provide security.
- Additional law enforcement resources may be needed.
- Restrictions to public access may be required in and around the disaster area.
- Disasters or emergencies within populated areas may require evacuation assistance and/or enforcement of isolation or quarantine.
- If local resources are depleted, the Bonner County Emergency Operations Center (7BEOC) can request additional resources through Idaho Office of Emergency Management (IOEM).

## **III. Concept of Operations**

Law enforcement operations in Bonner County rest with the law enforcement agency having jurisdiction. Response areas are clearly defined and identified by agencies. As specified in the National Incident Management System (NIMS), the most qualified law enforcement officer on scene assumes the role of Incident Commander until command is transferred. In most situations, police chiefs or the Sheriff will direct the law enforcement operations within their respective jurisdiction.

If an incident requires support and coordination efforts from the 7BEOC, the Bonner County Sheriff's Office will identify and provide a law enforcement representative to serve as the Law Enforcement Lead Agency representative in the 7BEOC. The Law Enforcement Lead Agency representative will coordinate countywide law enforcement activities and requests for assistance.

## **IV. Organization and Assignment of Responsibilities**

### **Organization**

Day to day law enforcement, search and rescue, and hazardous materials response activities are undertaken by the Bonner County Sheriff's Office and other law enforcement agencies within their own jurisdictions. During times of disaster, the Bonner County Emergency Manager may activate the Law



Enforcement Annex and request the Bonner County Sheriff's Office provide a point of contact. This point of contact will assist the Emergency Manager with disaster coordination activities and serve in the 7BEOC if activated. During recovery efforts, the involved Law Enforcement agency will coordinate with the Emergency Manager and the recovery team as needed.

### **Assignment of Responsibilities**

#### **Preparedness**

1. Establish policies and provide implementation instructions for law enforcement activities during an emergency.
2. Develop and conduct training programs to support emergency activities.
3. Establish and maintain the communications capability to support emergency operations.
4. Keep an updated inventory of available equipment and personnel.
5. Develop internal disaster plans and procedures for the Bonner County Jail.

#### **Disaster Response**

1. Maintain order and safeguard property in and around the emergency/disaster scene.
2. Coordinate with Bonner County Emergency Management to implement Emergency Alert System (EAS).
3. Assist with road closures, establishing detour/evacuation routes, and traffic control.
4. Coordinate evacuation of endangered persons.
5. Provide security of evacuated property.
6. Provide security at public shelters if needed.
7. Assist the County Coroner in investigation, identification, recovery, and disposition of deceased persons.
8. Provide watercraft and Marine Division with operators for reconnaissance of disaster-impacted areas and other emergency missions.

9. Survey essential facilities (e.g., food, water, fuel, utilities) requiring security.
10. In coordination with the Public Information Officer (PIO) and Emergency Management, inform the public of evacuation orders including, but not limited to door-to-door notification of persons and warning the public using mobile public address systems. Fire Services will assist with warning the public and evacuation efforts.
11. Enforce curfews as imposed.
12. Establish traffic control around areas where homes, businesses, and critical infrastructure has been damaged.
13. Establish traffic control points as necessary to establish security around disaster areas.
14. Verify that personnel attempting to enter restricted, or disaster areas are residents or response personnel who can display approved access passes prior to entry.
15. When all available resources have been exhausted, submit requests for law enforcement assistance through the 7BEOC.
16. Establish assembly areas for law enforcement assistance arriving from other counties across the state.

#### 7BEOC/ Emergency Management Coordination

1. Provide representation for law enforcement operations to the 7BEOC.
2. Provide security for the 7BEOC, if necessary.
3. Assign additional staff to the 7BEOC to support communications, security, and other operations.
4. Coordinate with Incident Commander (IC), 7BEOC and PIO regarding emergency news releases advising the public of the emergency.
5. Assist in damage assessment.

#### Search and Rescue

1. Provide direction and control for wilderness and urban search and rescue, coordination of heavy rescue operations, and coordination of organized volunteer units during disaster operations.

2. Request activation of 7BEOC to provide assistance and support to Search and Rescue (SAR) operations, as necessary.
3. Document volunteer hours, SAR assets used, and expenses incurred.

#### Hazardous Materials

1. Coordinate with the IC and secure incident site for the protection of responders and the public.
2. When an incident is outside the jurisdiction of a fire district, respond to the site and initiate Incident Command.
3. Protect and secure incident site.
4. Coordinate criminal investigations with other law enforcement agencies.
5. Coordinate with the HAZMAT Team and secure evidence.

#### Recovery

1. Support recovery efforts as requested by the 7BEOC or other support agencies.
2. Assist with traffic control for the movement of dislocated citizens back to their homes.
3. Reopen closed traffic routes.
4. Assess capabilities and limitations for law enforcement operations.
5. Restore normal law enforcement services suspended during the emergency.
6. In cooperation with other agency personnel, submit final damage assessment to Bonner County Emergency Management.
7. Ensure all costs associated with disaster response operations are tracked and reported to Bonner County Emergency Management/7BEOC.
8. Identify lessons learned and areas for improvement for preparation and response activities to the emergency or disaster.
9. Participate in an after-action review and address any assigned corrective actions for mitigation and preparedness activities.

## V. Direction and Control

- All Law Enforcement agencies operate under their day-to-day command structure within their legal jurisdictions.
- Under emergency or disaster conditions, law enforcement activities are the responsibility of the local law enforcement agency within each jurisdiction.
- In unincorporated Bonner County, the Sheriff exercises law enforcement authority. Law enforcement units supplied by other agencies remain under the command of their parent agency but operate under the Unified Command System.
- Under Idaho Statutes Title 31, Chapter 22, § 31-2229, Search and Rescue, the Bonner County Sheriff has the responsibility for command of all search and rescue operations within the county.
- Existing mutual aid agreements will be utilized if additional resources are needed.
- All requests for State and or Federal assistance will be coordinated through the Emergency Manager or 7BEOC and directed to the Idaho Office of Emergency Management North Idaho Area Field Officer.

## VI. Communications

Standard communications methods will be utilized for Law Enforcement Operations. Should those methods be unavailable or additional methods be required, those requests should be referred to the Emergency Manager or 7BEOC.

## VII. Administration and Logistics

- All receipts, letters of authorization, or other documents related to the purchase of emergency equipment or resources will be retained and recorded.
- Normal practices and procedures will be continued under emergency conditions to the extent possible.
- Administrative support and office supplies for the 7BEOC will be provided by Bonner County Emergency Management while the 7BEOC is in operation.
- If the 7BEOC is established, communication support within the 7BEOC will be provided by the Bonner County Emergency Manager.

- Every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified after the emergency period has passed.

## VIII. Plan Development and Maintenance

- The Bonner County Sheriff's Office will review the Law Enforcement Agency Annex annually, updating and modifying, as necessary.
- Supporting documents, such as Standard Operating Procedures (SOPs), notification and resource lists, checklists, inventories and maps, will be maintained by the Emergency Manager and in the 7BEOC. These documents will be reviewed annually.

## IX. Support Agencies and Resources

Support Agencies	Support available
Law Enforcement of Jurisdiction	<p>Assist with traffic control around the staging area.</p> <p>Coordinate with Incident or Unified Command and assist SAR efforts.</p>
Fire Protection Districts/Departments	<p>Provide EMS functions, as necessary.</p> <p>Assist with communications and logistics support as requested.</p> <p>Assist with search and technical rescue requirements, as necessary.</p> <p>Provide rescue and recovery teams.</p> <p>Provide Fire and EMS protection and standby.</p> <p>Provide EMS Triage</p>
Bonner County Emergency Management	<p>If coordination and support is requested, activate 7BEOC to an appropriate level.</p> <p>Provide emergency communications (satellite phones and/or Amateur Radio Operators) as requested. Provide additional volunteers as requested.</p> <p>Coordinate resources and agencies as</p>

	<p>required.</p> <p>Issue emergency warnings, as necessary.</p> <p>Assist law enforcement agencies to coordinate with other County and municipal agencies/departments.</p> <p>Gather and assess damage reports.</p>
Search and Rescue Volunteers	<p>Report to Incident or Unified Command upon call-out.</p> <p>Provide trained volunteers for SAR efforts.</p> <p>Mobilize SAR resources as appropriate.</p>
SAR Teams from other Jurisdictions	<p>When requested, report to the staging area to receive SAR instructions and coordinate with IC in accordance with Mutual Aid Agreements/Memorandums of Understanding (MAA/MOUs) with the Bonner County Sheriff's Office.</p> <p>Provide trained volunteers for SAR efforts.</p> <p>Mobilize SAR resources as appropriate.</p>
Amateur Radio	<p>Establish and maintain communication between 7BEOC and Incident or Unified Command when deployed.</p> <p>Provide radio operators as needed for the operation.</p>
Civil Air Patrol	<p>Assist with and support SAR efforts as needed.</p>
CDA Interagency Fire Cache	<p>When requested, supply radio kits and satellite phones as requested.</p>
Coeur d'Alene Interagency Dispatch Center	<p>Provide communications assistance, as necessary.</p>
Idaho Department of Lands (IDL)	<p>Assist with communication needs as requested.</p> <p>Provide maps.</p> <p>Advise Incident or Unified Command on road and terrain conditions when requested.</p>

Idaho Department of Fish and Game (IDFG)	<p>Assist with communication needs as requested.</p> <p>Provide maps.</p> <p>Advise Incident Command on road and terrain conditions when requested.</p>
Idaho Office of Emergency Management	Assist with the coordination of state (ICSAR) and federal (USAR) support.
U.S. Forest Service (USFS)	<p>Assist with communication needs as requested.</p> <p>Provide maps.</p> <p>Advise Incident or Unified Command on road and terrain conditions when requested.</p>
U.S. Coast Guard Auxiliary Flotilla 84	Provide SAR assistance, day or night, on the water or water's edge, as needed.
Bureau of Land Management (BLM)	<p>Assist with communication needs as requested.</p> <p>Provide maps.</p> <p>Advise Incident or Unified Command on road and terrain conditions when requested.</p>
Bonner County Road and Bridge Department	<p>Assist with traffic control as required.</p> <p>Provide signs, barricades and cones as needed.</p> <p>Provide flaggers, as necessary.</p>
Fire District of Jurisdiction	<p>When requested, assist local law enforcement with evacuation by using public address systems to warn the public.</p> <p>Assist law enforcement as requested in accordance with mutual aid agreements and training qualifications.</p>
Bonner County Coroner	<p>Recover, identify, and manage disposition of deceased persons.</p> <p>Report the deceased names and causes of death to Bonner County Emergency Management/7BEOC and other appropriate</p>

	agencies.
Municipal Police Departments	<p>Exercise overall law enforcement authority for police within city limits.</p> <p>Secure crime scene and conduct investigation of criminal activities within the police department's jurisdiction.</p> <p>Report damage assessment information to IC or Bonner County Emergency Management/7BEOC.</p>
Independent Highway District	<p>Assist law enforcement with traffic control as requested.</p> <p>Provide barricades and signs as needed.</p>
Municipal Public Works	<p>Assist law enforcement with traffic control as requested.</p> <p>Provide barricades and signs as needed.</p>



## Agency Annex E: Public Health

### I. Introduction

The Public Health Annex contains all duties assigned to Panhandle Health District during disaster response and recovery operations.

### II. Purpose, Scope, Situations, and Assumptions

#### **Purpose**

The purpose of the Public Health Annex is to facilitate communication, cooperation, and coordination among local, state, and federal agencies concerning the County's health, mental hygiene and medical services issues and activities before, during or after an emergency/disaster.

#### **Scope**

The Public Health Annex includes a broad scope of responsibilities for identifying and meeting the health, medical, and mortuary needs of victims of a major emergency or disaster. Responsibilities include actions to support overwhelmed local medical health and mortuary services with coordination and effective use of resources.

#### **Situation**

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require public health support including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, transportation accidents and incidents, utility outages, volcanic eruptions and wildfires. Many of these hazards have the potential to cause disasters that require centralized coordination. Emergencies could pose public health threats, including problems related to food, disease vectors, potable water, wastewater, solid waste, mental health and require state and federal public health and medical care assistance.

#### **Assumptions**

- Medical/health care facilities may be structurally damaged or destroyed. Normal staff may be unavailable or unable to report to the facility. The walking wounded and seriously injured victims who are transported there will probably overwhelm available medical and health

care facilities. Medical supplies (including pharmaceuticals) and equipment will likely be in short supply.

- Uninjured persons who require daily medications may have difficulty obtaining these medications because of damage or destruction of normal supply locations and general shortages within the disaster area.
- An emergency resulting from an explosion, toxic gas or radiation release could occur that may not damage the local medical infrastructure. Such an event could produce a large concentration of specialized injuries that may overwhelm the local jurisdiction's medical system.
- An incident that involves chemical, biological, radiological, and nuclear or explosives (CBRNE) could cause significant harm to the population.
- Bioterrorist incidents or other attacks involving weapons of mass destruction have a criminal element and require cooperation and coordination with local law enforcement. When possible, evidence should be preserved and available for both criminal and epidemiological investigations.
- Transportation and communication may be negatively affected by an emergency incident and could severely hamper the availability of medical supplies and personnel.
- During an incident, a number of health care providers may themselves be affected and therefore unable to provide care for others.
- Disruption of sanitation services and facilities, loss of power, and massing of people in shelters may increase the potential for injury and the spread of disease.
- A biological event may not at first be recognized and only become apparent over time, possibly affecting a greater number of people.

### III. Concept of Operations

Public health operations in Bonner County rest with the Panhandle Health District. If an incident requires support and coordination efforts resulting in the activation of this Annex, the Panhandle Health District will identify and provide a Public Health representative to serve as the Public Health Lead Agency representative. The Public Health representative will coordinate requests for assistance.

## IV. Organization and Assignment of Responsibilities

### Organization

Day to day public health activities are undertaken by the Panhandle Health District. During times of disaster, the Bonner County Emergency Manager may activate the Public Health Annex and request the Panhandle Health District provide a point of contact. This point of contact will assist the Emergency Manager with disaster coordination activities and serve in the Bonner County Emergency Operations Center (7BEOC) if activated. During recovery efforts, the Panhandle Health District will coordinate with the Emergency Manager and the recovery team as needed.

### Assignment of Responsibilities

#### Preparedness

1. Assess health and medical needs throughout the County.
2. Organize preparedness training and exercises including continuing education, seminars, tabletops, functional, and full-scale exercises.
3. Maintain a corps of trained volunteers to assist in mass vaccination or other emergency needs.
4. Complete Memorandum of Understanding/Mutual Aid Agreement (MOU/MAAs) with public and private agencies that specify cooperative action and mutual support to be provided during an emergency.
5. Develop resource lists of vendors of medical care equipment and supplies, volunteer physicians, nurses, and aides, available inventories of potable water, food, and essentials that could preserve and protect lives.
6. Update lists of trained and available volunteers for use during an emergency incident.

#### Disaster Response

1. Coordinate the provision of mobile clinic services that would facilitate field emergency care.
2. Coordinate emergency health support and control of communicable diseases.
3. Contact medical care personnel and qualified volunteers to assist where needed.

4. Coordinate, manage and monitor vector control.
5. Coordinate services for access and functional needs groups during an emergency. Establish special interest working groups to develop solutions to specific emergency response needs.
6. Establish and monitor emergency environmental health standards for public shelters and/or congregate care facilities.
7. Conduct an immediate assessment of the availability and capability of area hospitals and medical facilities to provide patient care.
8. Assist in the coordination of the potential movement of large numbers of personnel and patients in the event of a large incident or disaster.
9. Provide support to the Bonner County Coroner for the provision of temporary morgue facilities, victim identification and the preparation and disposition of remains.
10. Coordinate requests and activation of the state and federal mass fatality plans, National Disaster Medical System (NDMS), and Disaster Mortuary Operational Response Teams (DMORT) activities.
11. Ensure Crisis Counseling is available, as necessary.
12. Establish surveillance to monitor both the general population and high-risk population segments; carry out field studies and investigations; monitor injury and disease patterns and potential disease outbreaks; and provide technical assistance on disease injury prevention and precautions.
13. Coordinate with the State Department of Health and Welfare regarding quarantines.

#### Hazardous Materials

1. Coordinate with response agencies to identify health and community risks associated with the hazardous material incident.
2. Monitor and advise, as appropriate, care and shelter needed for contaminated victims.
3. Provide treatment and prevention information regarding hazardous materials incidents.
4. Coordinate with local medical centers concerning the hazardous material incident and its implications for the health and safety of responding medical personnel.

5. Assist in assessing health and medical effects of chemical and biological exposures on the general population and on high-risk population groups.
6. Provide technical assistance in the removal and management of contaminated debris and environmental remediation.

#### 7BEOC/ Emergency Management Coordination

1. Provide a lead agency representative to the 7BEOC, if requested.
2. Prepare situation reports as the event progresses and provide to Bonner County Emergency Management/7BEOC.
3. Coordinate requests for additional resources through the Strategic National Stockpile (SNS) as appropriate.
4. Arrange for vehicles and medical support personnel to provide transport for those not seriously ill or injured to designated care facilities.
5. Establish contact with Bonner General Health.
6. Collect intelligence and prepare pertinent medical/health alerts and distribute information in coordination with the Joint Information System (JIS).
7. In coordination with Bonner County Emergency Management, and the JIS, prepare and provide information to be made public regarding the emergency.

#### Recovery

1. Support recovery efforts as requested by the 7BEOC or other support agencies.
2. Ensure all costs associated with disaster response operations are tracked and reported to Bonner County Emergency Management/7BEOC.
3. Identify lessons learned and areas for improvement for preparation and response activities to the emergency or disaster.
4. Participate in an after-action review and address any assigned corrective actions for mitigation and preparedness activities.

## V. Direction and Control

- The Panhandle Health District operates under its day-to-day command structure from their locations in their jurisdiction (the five northern counties of Idaho), including a location in Bonner County.
- Existing mutual aid agreements will be utilized if additional resources are needed.
- All requests for State and or Federal assistance will be coordinated through the Emergency Manager or 7BEOC and directed to the Idaho Office of Emergency Management North Idaho Area Field Officer.

## VI. Communications

Standard communications methods will be utilized for Public Health Operations. Should those methods be unavailable or additional methods be required, those requests should be referred to the Emergency Manager or 7BEOC.

## VII. Administration and Logistics

- All receipts, letters of authorization, or other documents related to the purchase of emergency equipment or resources will be retained and recorded.
- Normal practices and procedures will be continued under emergency conditions to the extent possible.
- Administrative support and office supplies for the 7BEOC will be provided by Bonner County Emergency Management while the 7BEOC is in operation.
- If 7BEOC is established, communication support within the 7BEOC will be provided by the Bonner County Emergency Manager.
- Every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified after the emergency period has passed.

## VIII. Plan Development and Maintenance

- The Panhandle Health District will review the Public Health Agency Annex annually, updating and modifying, as necessary.

- Supporting documents, such as Standard Operating Procedures (SOPs), notification and resource lists, checklists, inventories and maps, will be maintained by the Emergency Manager and in the 7BEOC. These documents will be reviewed annually.

## IX. Support Agencies and Resources

Support Agencies	Resources
Fire Protection Districts with EMS capabilities	<p>Provide first aid, EMS and paramedic services in response to the emergency incident.</p> <p>Provide ambulance service if appropriate.</p> <p>Assess EMS needs and make logistical recommendations.</p>
Bonner County Sheriff's Office/Municipal Police Departments	<p>Provide enforcement of quarantined area.</p> <p>Perform crowd and traffic control and assist as needed.</p> <p>Provide victim identification through fingerprint, forensic dental or forensic pathology and anthropology methods.</p>
Bonner County School Districts	<p>Provide use of facilities for mass vaccination or dispensing clinics, or as temporary hospitals for mass casualties.</p>
Bonner County Coroner	<p>Provide for the identification, storage and disposition of the deceased.</p> <p>Provide notification to local agencies of the locations of any temporary morgues.</p> <p>Coordinate transportation of the deceased to temporary morgues with the 7BEOC.</p>
Bonner County Solid Waste Department	<p>Conduct inspections of disposal facilities and ensure their functionality, mitigating the threat of contamination to the environment</p>
Bonner County Emergency Management	<p>In coordination with IC and County Commissioners activate the 7BEOC to appropriate level.</p>

	<p>Assist with emergency communications.</p> <p>Coordinate with emergency medical facilities for the procurement of emergency supplies.</p> <p>Support vaccination clinic operations and related functions as required.</p> <p>Assist with collection, analysis and dissemination of information to the public.</p> <p>Provide logistical support as needed.</p> <p>Provide emergency communications support as needed.</p>
Municipal Water and Wastewater Districts	<p>Collect samples for laboratory analysis.</p> <p>Coordinate the provision of water purification and wastewater disposal equipment and supplies; and</p> <p>Provide technical assistance and consultation on potable water and wastewater disposal issues.</p>
Bonner General Health	<p>If available, send a representative to the 7BEOC if requested by Bonner County Emergency Management.</p> <p>Coordinate with Northwest Hospital Alliance to be apprised of situations, available personnel, medical equipment, pharmaceuticals, available beds, and other resources.</p> <p>Coordinate with Bonner County Emergency Management and appropriate law enforcement if bioterrorism is suspected.</p>
Bonner County Emergency Medical Services	<p>Provide coordination of emergency medical transportation and EMS support, as necessary.</p>
Immediate Care Centers and Clinics	<p>Although day-to-day operations take priority, make available facilities for emergency care of victims of the disaster if possible.</p> <p>Report health surveillance to Panhandle</p>



	Health District and Bonner County Emergency Management/7BEOC.
Pharmacies	<p>Provide a list of available medical supplies, drugs, and equipment as requested by PHD.</p> <p>Provide personnel to assist with preparation and distribution of pharmaceuticals.</p>
Chemtrec	Provide medical support to the treating physician. This assistance is provided through medical specialists from the product manufacturer or through the Poison Control Hotline.
Medical Reserve Corps Members	Coordinate with PHD prior to offering services unless faced with a life-or-death situation.
American Red Cross (ARC)	Provide crisis counseling within Red Cross guidelines.
Inland Northwest COAD	Seek assistance for those victims affected by the emergency incident, who suffer from unmet essential needs that cannot be met by other responding agencies.
Bonner County Chaplains Corps	Provide ministerial services for victims of the disaster.
North Idaho Critical Incident Stress Management (CISM)	<p>Provide educational seminars and peer support to emergency responders.</p> <p>Provide debriefing sessions for emergency responders following a critical incident.</p> <p>Provide other mental health assistance.</p>

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# Agency Annex F: Public Safety Communications

## I. Introduction

The Public Safety Communications Annex contains all communication duties assigned to the Bonner County Sheriff's Office Dispatch Center during disaster response and recovery operations.

## II. Purpose, Scope, Situations, and Assumptions

### **Purpose**

The purpose of the Public Safety Communications Annex is to provide guidance for the effective management of emergency radio and electronic communications and dissemination of warning information during an emergency or disaster. This includes Bonner County Sheriff's Dispatch Center, telephone and cellular systems, fax services, National Warning System (NAWAS), Emergency Alert System (EAS), Mobile Command Center (MCC), Amateur Radio, Law Enforcement and Fire Districts and Departments.

### **Scope**

The Public Safety Communications Agency Annex includes a broad scope of responsibilities that include:

- Coordination of communication system equipment and the agencies that establish, maintain, restore and use these assets during an emergency.
- Maintenance and use of the warning system to provide information regarding impending or actual emergency/disaster conditions.

### **Situation**

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require communications support including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, transportation accidents and incidents, utility outages, volcanic eruptions and wildfires. Many of these hazards have the potential to cause disasters that require centralized coordination. Disasters may cause damage to the commercial and/or County telecommunications system.

### **Assumptions**

- Bonner County Sheriff's Dispatch Center may experience failures due to overwhelmed phone systems.
- Bonner County and cities will focus on coordinating lifesaving activities and reestablishing communications and control in the disaster area.
- Cell phone service may be overwhelmed and unreliable due to system overloads.
- Downed lines or other collateral damage may disrupt normal phone, fax and Internet service.
- Two-way radio channels may be jammed and unreliable.
- Notification of a threatening or actual emergency incident may come from the EAS, NAWAS, NOAA Weather Radio (National Weather Service), the Idaho State Automated Warning System (ISAWS), the media, the amateur radio community, and the public.

## **III. Concept of Operations**

Public safety communications operations in Bonner County rest with the Bonner County Sheriff's Office Dispatch Center. Initial emergency calls are received at the Center, who then contacts the necessary agencies for appropriate response to the emergency incident. Communication within the scope of each responding agency will occur over radio frequencies. When appropriate, Bonner County Emergency Management will activate Amateur Radio Emergency Service (ARES) and Radio Amateur Civil Emergency Service (RACES) to facilitate and coordinate communications. As soon as it is apparent that the public must take action to prepare or protect itself, Bonner County Emergency Management and the Bonner County Sheriff's Office may activate the local warning system.

If an incident requires support and coordination efforts resulting in the activation of the Bonner County Emergency Operations Center (7BEOC) or this Annex, the Bonner County Sheriff's Office Dispatch Center will identify and provide a representative to serve as the Public Safety Communications Lead Agency representative. The Public Safety Communications representative will coordinate requests for assistance.

## **IV. Organization and Assignment of Responsibilities**

## **Organization**

Day to day public safety communication activities between response agencies are coordinated by the Bonner County Sheriff's Office Dispatch Center. During times of disaster, the Bonner County Emergency Manager may activate the Public Safety Communications Annex and request the Bonner County Sheriff's Office Dispatch Center provide a point of contact. This point of contact will assist the Emergency Manager with disaster coordination activities and serve in the 7BEOC if activated. During recovery efforts, the involved communications agency will coordinate with the Emergency Manager and the recovery team as needed.

Either Bonner County Emergency Management or the Bonner County Sheriff's Office can activate the EAS. Emergency response agencies may use the On Scene Command and Response (OSCAR) channel. Inter-agency coordination may be accomplished through use of the State's "Valley All Call" radio channel.

## **Assignment of Responsibilities**

### **Preparedness**

1. Develop, repair and maintain Bonner County public safety communication infrastructure including all related communication equipment (repeaters, microwave where applicable, etc.) and the computer network system.
2. Conduct routine training and emergency operation exercise assessments for personnel.
3. Conduct exercises that train personnel to provide crisis counseling and limited emergency counsel over the phone until emergency services arrive.
4. Coordinate with Bonner County Emergency Management regarding current status and frequencies of response agencies' radios, repeaters and microwave systems within the County.
5. In coordination with Bonner County Emergency Management, conduct training and scheduled tests of the EAS system.
6. Ensure that Mutual Aid Agreements/Memorandums of Understanding (MAA/MOUs) between Bonner County Sheriff's Dispatch Center and other government agencies note the location, status and frequencies of County repeaters.

### **Disaster Response**

1. Provide initial notifications to public safety agencies and provide ongoing communication support.
2. Assist and coordinate communication needs for County emergency responders as requested.
3. Deploy communication systems personnel to assess damage to communications systems and equipment.
4. Provide a current index of repeater status, locations and frequencies to Bonner County Emergency Management/7BEOC.

#### 7BEOC Communications

1. Activate and manage the emergency communications section of the 7BEOC if necessary.
2. Ensure the communications section of the 7BEOC has the capability to sustain 24-hour operations if required.
3. Establish communications between the 7BEOC and necessary local, state and federal agencies who are involved in the incident.
4. To the extent possible establish and maintain communication links and liaison with shelters and lodging facilities and other emergency operating locations.
5. Coordinate with the commercial telephone communications carrier to provide telephone service and maintenance necessary to support the 7BEOC.
6. Coordinate activation of supplemental communications systems if required.
7. Provide backup communications capabilities for the 7BEOC.
8. Coordinate with the Emergency Manager to develop a message distribution system to support 7BEOC operations.
9. Activate the 7BEOC message system.
10. Follow established procedures and radio protocol for voice transmissions and message handling.
11. Screen and log information when appropriate and route incoming messages to the appropriate sections in the 7BEOC, using a manual or computerized system.

12. Manage the Mobile Communications Center (MCC) and request staffing assistance from Amateur Radio Group as needed.

#### Amateur Radio Group

1. Assist the 7BEOC with providing emergency communications to 7BEOC, Bonner County Sheriff's Dispatch Center, mass shelters, field personnel, damage assessment teams, business and industry, or other requesting agencies during an emergency.

#### Emergency Notification

1. Activate the EAS to disseminate immediate lifesaving information.

#### Recovery

1. Support recovery efforts as requested by the 7BEOC or other support agencies.
2. Assess damage to communications resources and warning systems.
3. Review the county's Hazard Analysis to determine the potential vulnerability to the warning system.
4. Make changes, as necessary, to improve the effectiveness of the existing warning system.
5. Ensure all costs associated with disaster response operations are tracked and reported to Bonner County Emergency Management/7BEOC.
6. Identify lessons learned and areas for improvement for preparation and response activities to the emergency or disaster.
7. Participate in an after-action review and address any assigned corrective actions for mitigation and preparedness activities.

## V. Direction and Control

- All public safety communication operations are conducted under the day-to-day command structures of applicable agencies and locations.
- Existing mutual aid agreements will be utilized if additional resources are needed.
- All requests for State and or Federal assistance will be coordinated through the Emergency Manager or 7BEOC and directed to the Idaho Office of Emergency Management North Idaho Area Field Officer.

## VI. Communications

Standard communications methods will be utilized for public safety communications operations. Should those methods be unavailable or additional methods be required, those requests should be referred to the Emergency Manager or 7BEOC.

## VII. Administration and Logistics

- All receipts, letters of authorization, or other documents related to the purchase of emergency equipment or resources will be retained and recorded.
- Normal practices and procedures will be continued under emergency conditions to the extent possible.
- Administrative support and office supplies for the 7BEOC will be provided by Bonner County Emergency Management while the 7BEOC is in operation.
- If a 7BEOC is established, communication support within the 7BEOC will be provided by Bonner County Emergency Management.
- Every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified after the emergency period has passed.

## VIII. Plan Development and Maintenance

- The Bonner County Sheriff's Office Dispatch Center will review the Public Safety Communications Agency Annex annually, updating and modifying, as necessary.
- Supporting documents, such as Standard Operating Procedures (SOPs), notification and resource lists, checklists, inventories and maps, will be maintained by the Emergency Manager and in the 7BEOC. These documents will be reviewed annually.

## IX. Support Agencies and Resources

Support Agencies	Support available
------------------	-------------------



Fire Districts	<p>Assist Incident Commander with emergency communication needs.</p> <p>Maintain and repair fire services repeaters and provide pertinent frequency and status information to Bonner County Emergency Management.</p>
Amateur Radio	<p>Assist Incident Commander with emergency communication needs.</p> <p>Radio Support Group is comprised of the Radio Amateur Civil Emergency Service (RACES) and the Amateur Radio Emergency Service (ARES). The RACES Amateur Radio Plan provides detailed guidance concerning procedures for the Radio Support Group.</p>
All County Law Enforcement	<p>Assist Incident Commander with emergency communication needs.</p> <p>Maintain and repair police departments' repeaters and provide frequency and status information to Bonner County Emergency Management.</p>

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# Agency Annex G: Public Works

## I. Introduction

The Public Works Annex contains all duties assigned to the appropriate Bonner County Department with major responsibilities during disaster response and recovery operations.

## II. Purpose, Scope, Situations, and Assumptions

### **Purpose**

The purpose of the Public Works Annex is to provide a comprehensive mechanism to ensure appropriate utilization of local public works resources during a disaster. These resources include the following Bonner County departments, including Public Works, Road & Bridge, Facilities, Parks & Waterway, Engineering, and Solid Waste, as well as municipal public works agencies, other highway districts, sewer districts, water districts, energy and communication system providers.

### **Scope**

The Public Works Agency Annex includes a broad scope of responsibilities that include:

- Coordinate the demolition of unsafe structures, debris and wreckage clearance, temporary repair of essential facilities, and Inspection of facilities for structural condition and safety.
- Provide assistance in traffic control by providing barricades and signs, directing and prioritizing the use of public and private ground, air, and water transportation resources, coordinating transportation activities and resources.
- Facilitate damage assessments to establish priorities and determine needs.

### **Situation**

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require Public Works support including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, transportation accidents and incidents, utility outages, volcanic eruptions and

wildfires. Many of these hazards have the potential to cause disasters that require centralized coordination. A major disaster emergency may severely damage the transportation system throughout the impact area. Local transportation activities could be hindered by damaged facilities, equipment, and disrupted communications.

### **Assumptions**

- A natural disaster could severely damage roads, bridges, utilities, water systems, and sewage systems.
- Evacuation routes may be blocked by various hazards.
- Bonner County may need assistance in clearing debris, performing damage assessments, structural evaluations, emergency repairs to public facilities, and meeting basic human health needs.
- Conducting preliminary needs and damage assessments of the affected area(s) will be necessary to determine potential workload.
- Emergency access will be needed for disposal of materials from debris clearance and demolition activities.

## **III. Concept of Operations**

Public Works operations in Bonner County rest with the agency or organization responsible for providing the service. Emergency public works operations include but are not limited to repair and maintenance of roads, bridges, public utilities, clearance of disaster related debris, inspection of county owned buildings and possible condemnation or repair of water and sanitation facilities.

If an incident requires support and coordination efforts resulting in the activation of this Annex, the appropriate department will identify and provide a representative to serve as the Public Works Lead Agency representative. The Public Works representative will coordinate countywide public works activities and requests for assistance, coordinate and perform mitigation and recovery operations, and provide review, analysis, and recommendations for all portions of the public works system.

## **IV. Organization and Assignment of Responsibilities**

### **Organization**

Day to day public works activities are undertaken by all Bonner County Departments with responsibility for public works issues and other agencies and organizations responsible for provision of those services. During times of

disaster, the Bonner County Emergency Manager may activate the Public Works Annex and request the appropriate department provide a point of contact. This point of contact will assist the Emergency Manager with disaster coordination activities and serve in the Bonner County Emergency Operations Center (7BEOC) if activated. During recovery efforts, the involved public works agency will coordinate with the Emergency Manager and the recovery team as needed.

### **Assignment of Responsibilities**

#### **Preparedness**

1. Train, equip and exercise personnel to respond to potential incidents.
2. Maintain equipment to help ensure a timely response to emergencies.
3. Removal of water hazards to help ensure clear passage for emergency watercraft should it become necessary.
4. Establish new and update existing Mutual Aid Agreements (MAA) and Memorandums of Understanding (MOU).
5. Maintain a list of key individuals and phone numbers within each agency vehicle to enable communications should a worker/crew encounter an emergency situation.
6. Develop resource lists of equipment that could be made available to other responding agencies and provide to Bonner County Emergency Management.
7. Develop procedures to utilize all agency staff for emergency assignments and identify staff that could be released to assist other departments.

#### **Disaster Response**

1. Provide temporary or permanent repair of damaged County roads and bridges.
2. Coordinate with the Idaho Transportation Department for potential State assistance, including engineering or logistic support.
3. Coordinate road closures and establish detour routes.
4. Coordinate traffic control and barricade placements and provide signs, barricades, flaggers, and cones as needed.
5. Assist in establishment and maintenance of evacuation routes in coordination with the Bonner County Sheriff's Department.

6. Coordinate with municipal street departments, and the Independent Highway District to assess the general situation.
7. Provide sand, gravel, personnel and trucks where needed.
8. Provide flood control support with equipment and personnel.
9. Assist with clean-up, removal, and disposal of hazardous materials along county roadways.
10. Coordinate and provide for removal of wreckage, debris and hazards from roadways.
11. Assist with removal of downed trees.
12. Coordinate temporary storage locations for debris material.
13. Provide support to utility companies to reestablish utilities within capabilities.
14. Coordinate with water and sewer agencies and districts to assess the situation.

#### 7BEOC/ Emergency Management Coordination

1. Provide a representative to coordinate with the 7BEOC and other support agencies.
2. Provide damage assessment information to the 7BEOC when appropriate.
3. Determine the transportation requirements necessary to conduct debris removal operations.
4. Determine the priority for clearing the road system.
5. Determine the capability of the collection sites to accept disaster debris or establish burn sites for disaster debris.
6. Contract with local vendors to conduct debris removal operations.
7. Confirm that the appropriate tests are performed to ensure that water quality is maintained following the disaster.

#### Water and Sewer

1. Monitor water treatment facilities for overloads and hazardous material spills.

2. Collect samples for laboratory analysis.
3. Coordinate the provision of water purification and wastewater disposal equipment and supplies.
4. Provide technical assistance and consultation on potable water and wastewater disposal issues.
5. Provide assistance and expertise for incident clean up.
6. Conduct inspections of disposal facilities and ensure their functionality, mitigating the threat of contamination to the environment.

#### Damage Assessment

1. Conduct and provide damage assessment information regarding roads and bridges within the county.
2. Conduct and provide damage assessment information regarding County and municipal docks and waterfront infrastructure.
3. Conduct and provide damage assessment information regarding the solid waste infrastructure of the County.

#### Recovery

1. Restore transportation routes to pre-disaster conditions.
2. Support recovery efforts as requested by the 7BEOC or other support agencies.
3. Assess the response efforts after the disaster and make recommendations for planning improvements.
4. Identify and document the economic impact and losses avoided due to previous mitigation projects and determine new priorities for mitigation in the affected areas.
5. Ensure all costs associated with disaster response operations are tracked and reported to Bonner County Emergency Management/7BEOC.
6. Identify lessons learned and areas for improvement for preparation and response activities to the emergency or disaster.
7. Participate in an after-action review and address any assigned corrective actions for mitigation and preparedness activities.

## V. Direction and Control

- All public works agencies operate under their day-to-day command structure from their routine locations within their legal jurisdictions.
- Bonner County will respond and mitigate damage caused to public owned facilities by an emergency/disaster under provisions of Idaho Code, Title 46, Chapter 10, State Disaster Preparedness Act of 1975, as amended.
- Management of emergency response will be accomplished in compliance with the National Incident Management System (NIMS). The Incident Command System will be used to manage emergency incident response.
- Existing mutual aid agreements will be utilized if additional resources are needed.
- All requests for State and or Federal assistance will be coordinated through the Emergency Manager or 7BEOC and directed to the Idaho Office of Emergency Management (IOEM) North Idaho Area Field Officer.

## VI. Communications

Standard communications methods will be utilized for Public Works Operations. Should those methods be unavailable or additional methods be required, those requests should be referred to the Emergency Manager or 7BEOC.

## VII. Administration and Logistics

- All receipts, letters of authorization, or other documents related to the purchase of emergency equipment or resources will be retained and recorded.
- Normal practices and procedures will be continued under emergency conditions to the extent possible.
- Administrative support and office supplies for the 7BEOC will be provided by Bonner County Emergency Management while the 7BEOC is in operation.
- If the 7BEOC is established, communication support within the 7BEOC will be provided by the Bonner County Emergency Manager.



- Every effort will be made to document each transaction sufficiently so that complete records can be reconstructed and claims properly verified after the emergency period has passed.

## VIII. Plan Development and Maintenance

- Potential lead agencies will review the Public Works Agency Annex annually, updating and modifying, as necessary.
- Supporting documents, such as Standard Operating Procedures (SOPs), notification and resource lists, checklists, inventories and maps, will be maintained by the Emergency Manager and in the 7BEOC. These documents will be reviewed annually.

## IX. Support Agencies and Resources

Support Agencies	Support Available
Bonner County Commissioners	Provide for structural engineers to determine extent of damage to County owned structures.
Bonner County Engineering	Assist in determining the extent of damage to County owned structures and infrastructure.
Bonner County Road and Bridge	Provide maintenance and emergency repair to county roads and bridges.  Assist with road closure and establishing detour routes.  Collect damage assessment and provide to the IC, other agencies and 7BEOC.
Bonner County Sheriff's Office	Assist with road closures and establishing detour routes.  Assist with traffic control.  Establish and maintain evacuation routes.  Coordinate with the Idaho State Police for State and Federal resources.
Bonner County Solid Waste	Provide support and coordination for emergency solid waste disposal.  Inspect and conduct damage assessment on

	<p>the solid waste infrastructure of the County.</p> <p>Report damage assessment and cost estimates to Bonner County Emergency Management/7BEOC.</p> <p>Provide assistance and expertise for incident clean up.</p> <p>Assist responding agencies with equipment and personnel as needed.</p>
Bonner County Parks and Recreation	<p>Provide watercraft, personnel, and other transportation resources to assist emergency response.</p>
Bonner County Sheriff's Marine Division	<p>Assist and coordinate clearance of waterways.</p> <p>Provide boats to transport emergency personnel in and around the disaster site.</p> <p>Provide traffic control of watercraft servicing the disaster site.</p>
Priest River Airport & Sandpoint Airport	<p>Perform airport damage assessment and provide to Bonner County Emergency Management/7BEOC.</p> <p>Coordinate with Incident Commander (IC) and assist with airport debris removal.</p> <p>Coordinate with emergency response agencies as appropriate.</p>
Bonner County Emergency Management	<p>Coordinate with IC and County Commissioners to assess the situation.</p> <p>In coordination with the IC, advise County Commissioners on the need to activate the 7BEOC and issue a County Emergency Declaration.</p> <p>Coordinate use of the Emergency Alert System (EAS) with the Sheriff's Department.</p> <p>Assist with the coordination of primary and support agencies.</p> <p>Gather and submit damage assessment information to IOEM.</p>

	<p>In coordination with IC assist with planning, mission requests, communications, and other appropriate tasks.</p> <p>Coordinate Federal Public Assistance Programs for rebuilding roads and bridges.</p> <p>Prepare and provide situation reports for elected officials.</p> <p>Assist with training exercises and programs.</p> <p>Coordinate 7BEOC activation and implement call-out of essential representatives.</p> <p>Coordinate with IC to provide logistical support.</p> <p>In coordination with the IC and Public Information Officer (PIO), issue warnings to the public.</p> <p>Identify and coordinate training methods for responding agency personnel.</p> <p>Collect damage assessment and provide to the IC and other agencies.</p> <p>In coordination with IC, provide personnel and materials as required to facilitate transportation infrastructure repair.</p>
Independent Highway District	<p>When requested, provide a representative to the 7BEOC.</p> <p>Provide damage assessment information to the Bonner County Emergency Management/7BEOC.</p> <p>Assess situation and coordinate for removal of wreckage and debris.</p> <p>Assist with road closures and establishing detour routes.</p> <p>Assist with traffic control.</p> <p>In coordination with IC provide personnel and materials as required to facilitate transportation corridor repair.</p>

Municipal Police Departments	<p>Perform routine law enforcement duties.</p> <p>Coordinate and assist law enforcement agencies of jurisdiction when requested.</p>
Municipal Public Works Departments	<p>Provide damage assessment information to Bonner County Emergency Management/7BEOC.</p> <p>Provide and coordinate for removal of wreckage and debris.</p> <p>Assist with road closure and establishing detour routes.</p> <p>Assist with traffic control.</p> <p>Provide for temporary or permanent repairs.</p> <p>Monitor systems for overloads and hazardous material spills.</p>
Bonner County Waterways Department	<p>Provide damage assessment information of County and municipal docks and waterfront infrastructure to Bonner County Emergency Management/7BEOC.</p>
Municipal Water Services	<p>When possible, make available emergency supplies of potable water for emergency workers and victims.</p> <p>Provide damage assessment to the IC and Bonner County Emergency Management/EOC.</p> <p>Provide for temporary or permanent repairs.</p> <p>Monitor water treatment facilities for overloads and hazardous material spills.</p>
Municipal Wastewater Services	<p>Provide damage assessment information to the IC and Bonner County Emergency Management/7BEOC.</p> <p>Provide for temporary or permanent repairs.</p> <p>Monitor water treatment facilities for overloads and hazardous material spills.</p>
Municipal Street Services	<p>Provide damage assessment information to</p>

	<p>the IC and Bonner County Emergency Management/7BEOC.</p> <p>Provide personnel and materials to facilitate transportation corridor repair.</p>
Energy and Utility Providers	<p>Establish and maintain emergency procedures.</p> <p>Coordinate emergency actions and activities with Bonner County Emergency Management/7BEOC.</p> <p>Assist with development, coordination and support of energy and utility conservation policies and programs; and establishing priority systems for the curtailment or reduction of services, restoration of services, and provisions for emergency services.</p> <p>Cooperate with voluntary requests for conservation and control measures.</p> <p>Coordinate with Bonner County Emergency Management/7BEOC to establish priorities and control measures.</p>

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# **Support Annexes**

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# Support Annex A: Damage Assessment

## I. Purpose

This Annex describes the organization and procedures that Bonner County will follow to assess, compile, and report damage caused by natural or man-made disasters.

## II. Situation and Assumptions

### **Situation**

Many emergencies or disasters have the potential to cause major damage within the County. A coordinated damage assessment program will facilitate an efficient and effective response and recovery effort.

### **Assumptions**

- An initial damage assessment will be conducted by local personnel.
- Local damage assessment teams will be composed of personnel appointed by Bonner County Emergency Management, augmented by technical specialists from other County departments, municipalities, and the private sector.
- In the event of major disaster, trained State and Federal personnel will assist in performing detailed damage assessments.
- Accurate and timely damage assessment will expedite disaster assistance.

## III. Concept of Operations

Initial assessment of damages immediately following a disaster is the responsibility of Bonner County. If Bonner County requires damage assessment assistance, the county will request support from the Idaho Office of Emergency Management (IOEM). Damage assessment operations will be coordinated from the Bonner County Emergency Operations Center (7BEOC).

Initial damage assessment will be conducted as soon as possible after a disaster to determine the number of casualties, and the damage to public and private property. Elected officials may use this information to assist in determining if a disaster declaration is warranted and if State/Federal assistance is required.

The initial damage assessment will document the severity and magnitude of the disaster for the following purposes:

- To identify the type, extent, and location of damages.
- To establish priorities for recovery.
- To determine resource and personnel requirements.
- To determine eligibility and need for State and/or Federal assistance.

Immediately following a major disaster, organizations such as American Red Cross (ARC), insurance companies, and public utilities will also conduct damage assessments. Information from these assessments will help to determine the full extent of damage and to develop response and recovery plans.

## IV. Organization

Primary responsibility for Damage Assessment activities is undertaken by Bonner County Emergency Management, including coordination with other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of Bonner County Emergency Management or other local response agencies, the Bonner County Emergency Manager may activate the 7BEOC and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies/organizations provide assistance and resources as outlined in the responsibilities section. Those agencies/organizations include:

- Bonner County Assessor
- Bonner County Road and Bridge
- Bonner County Sheriff's Office
- Independent Highway District
- Other appropriate agencies and departments from municipalities and districts

## V. Responsibilities

### **Bonner County Emergency Management**

1. Appoint a Damage Assessment Coordinator.

2. Activate the damage assessment function.
3. Form damage assessment teams and brief them on the following:
  - a. Current disaster status.
  - b. Damage assessment procedures, checklists, and forms.
  - c. Assign priorities and areas of responsibility for assessments.
4. Compile, analyze, and track the data received from damage assessment teams.
5. Debrief damage assessment teams and provide information to the 7BEOC staff.
6. Ensure the 7BEOC staff is informed about unsafe buildings, roads, bridges, and other facilities.
7. Provide detailed information on damage sustained to municipalities, highways, roads, and County departments.
8. Coordinate with the ARC, insurance companies, and public utilities for results of their assessment efforts.
9. Collect damage information from all sources on the following:
  - a. Public roads and bridges
  - b. Dams
  - c. Public buildings and equipment
  - d. Hospitals
  - e. Schools
  - f. Jails and confinement facilities
  - g. Transportation facilities and equipment
  - h. Communication facilities and equipment
  - i. Water and sewage treatment plants
  - j. Power & Phone Providers
  - k. Private residences
  - l. Private businesses

- m. Farms and ranches

- n. Agriculture

- o. Churches

10. Maintain a situation map with plots of damaged areas.
11. Review damage assessment reports with the Damage Assessment Coordinator, other officials, and 7BEOC staff, to determine if outside assistance is necessary.
12. Coordinate damage assessment reports and needs with the IOEM North Area Field Officer.
13. Coordinate with the Bonner County Public Information Officer (PIO) to develop and release damage assessment and other appropriate information to the public.
14. Coordinate with Bonner County Road and Bridge to establish priorities for emergency repair to roads, bridges, buildings, and debris removal.
15. Develop procedures for safety assessments of damaged facilities, including checklists and placards that indicate the condition of inspected buildings.
16. Ensure that damaged structures within the incorporated areas of Bonner County will be posted in a manner that displays the condition of the structure and its suitability for continued occupation.
17. Coordinate procedures for controlled entry into damaged buildings with elected officials.
18. Create a database to manage records of damaged buildings and provide timely reports of building status as repairs are made.
19. Coordinate with adjacent counties to determine how damage in these areas may impact Bonner County.
20. Coordinate with State and/or Federal agencies in conducting Preliminary Damage Assessments (PDAs). PDAs are a process which may be used to determine the impact and magnitude of damage and the resulting unmet needs of local agencies following a disaster. PDAs are conducted during recovery, often after initial damage assessments, and are coordinated between local agencies and IOEM.
21. Provide initial and follow-up situation and damage reports to IOEM.

**Bonner County Assessor**

- Assist with damage assessment.

**Bonner County Road and Bridge**

- Assist with damage assessment.

**Bonner County Sheriff's Office**

- Assist with damage assessment.

**Independent Highway District**

- Assist with damage assessment.
- Report damage to roads, bridges, and public facilities.

## VI. Direction and Control

The Bonner County Damage Assessment Coordinator is under the direction of Bonner County Emergency Management during emergency and recovery operations.

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## Support Annex B: Elected Officials

### I. Purpose

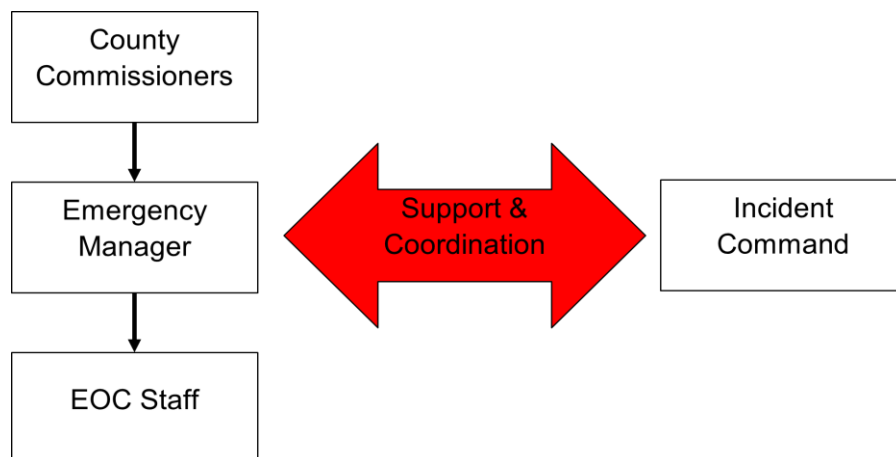
This support annex details the responsibilities of the Chief Elected Officials with regards to an emergency or disaster within Bonner County.

### II. Concept of Operations

It is the responsibility of the Chief Elected Officials in Bonner County to undertake emergency management activities in order to protect life and property from the effects of emergencies or disasters. During a disaster, the Bonner County Board of Commissioners exercises direction and control, establishes policy, and provides overall supervision of the operations of County government. When a crisis is under way, the Chief Elected Officials' role is to make policy decisions, not operational ones. They must stay informed, be ready to shift gears and provide leadership. The most effective elected officials trust and support their operational staff and are positive agents for their community.

### III. Organization

The following chart represents the relationship between the Bonner County Commissioners, the Bonner County Emergency Operations Center (7BEOC) and the Incident Command Structure. Municipal elected officials in Bonner County have the responsibility for departments under their control and may interact with Incident Commanders in that capacity.



## IV. Responsibilities

### **Bonner County Commissioners**

#### Preparedness

1. Set policy for the emergency management organization.
2. Authorize mitigation strategy in coordination with the State of Idaho.
3. Identify by title or position the individuals responsible for serving as coordinators.
4. Identify Bonner County Emergency Operations Center (7BEOC) staff.
5. Participate in disaster training, exercises, and tabletops.
6. Coordinate with adjacent communities and the State of Idaho.
7. Seek government and private funds to upgrade and enhance emergency communications equipment and training of personnel.

#### Response

1. In coordination with the Emergency Manager, activate the 7BEOC if needed.
2. Establish response policies, directives, and priorities.
3. When notified, serve in the 7BEOC.
4. As appropriate, direct implementation of protective actions for public safety.
5. Issue a disaster declaration if appropriate.
6. Specify authority for warning, and may direct warning be issued.
7. Serve as spokesperson for Bonner County, or designate the Public Information Officer to do so.
8. Approve emergency information/instructions/media releases.
9. Make evacuation decisions.
10. Authorize procurement of resources.
11. Obtain engineering services that have the capability to determine the structural integrity of damaged public buildings.



## Recovery

1. Authorize mitigation strategies.
2. Establish recovery policies, directives, and prioritize resources.
3. Establish long term recovery and restoration policies.
4. Take a proactive role in leading all the county agencies in reconstruction and rebuilding.
5. Work with City Mayors and Bonner County Emergency Management to identify and prioritize projects.

## **Bonner County Legal Department**

1. Assist with preparation and approval of all legal documents per appropriate law and county policy.

# V. Disaster Declaration Process

Disaster emergency activities and requests for disaster emergency assistance will be made as outlined in this section.

Disaster emergency declarations shall:

1. Indicate the nature of the emergency.
2. Identify the area or areas threatened.
3. Identify the area subject to the proclamation.
4. Explain the condition(s) that are causing the disaster emergency.
5. Define the incident period as it applies to each area affected.

## City Government

1. Disaster emergency response agencies from city government will respond to a disaster emergency within their corporate limits and coordinate activities in accordance with their standard operating procedures and mutual aid agreements.
2. In accordance with Idaho Code §46-1011, when a disaster emergency situation is likely to overwhelm their resources or be beyond the scope of control of the city, a local disaster emergency may be declared only by the mayor within their respective political subdivisions.

\*Note: No intergovernmental agency or official thereof may declare a local disaster emergency, unless expressly authorized by the agreement pursuant to which the agency functions.

3. Their proclamation of disaster emergency and any requests for assistance should be forwarded to the Bonner County Emergency Manager in an expedient manner (i.e., by voice followed by a hard copy).
4. When a local disaster emergency has been proclaimed, the mayor will govern by proclamation, and has the authority to impose all necessary regulations to preserve the peace and order of the city.

#### Bonner County Government

1. Upon receipt of the proclamation of a local disaster emergency from an incorporated city of the county, the chairman of the board of county commissioners will ensure that:
  - a. Available assistance requested to contain the incident (i.e., sheriff, public works, health, etc.) is provided.
  - b. The Idaho Office of Emergency Management (IOEM) is notified that a situation exists which may require the proclamation of a county local disaster emergency.
2. In the event a situation exists in the unincorporated portions of the county that may affect lives and property, Bonner county will take necessary measures to bring the situation under control, utilizing all county government resources.
3. If the situation overwhelms the capability and resources of Bonner county to control, the chairman of the board of county commissioners may proclaim a local disaster emergency in accordance with Idaho Code §46-1011.
4. The Bonner County Emergency Manager will notify the IOEM that the County has declared a disaster emergency, and that the County has implemented the Bonner County Emergency Operations Plan (7BEOP). The notification should also state that the County has committed or will soon commit all available county resources to the response. If state supplemental assistance is needed, the type of assistance should be clearly stated. The declaration and request for state assistance may be provided orally, and then submitted in writing to IOEM.

## State Government

1. The IOEM Director will process the county's request for assistance and forward the request to the Governor's Office.
2. Upon notification that the county is seeking state assistance, the Governor may proclaim a State of Disaster Emergency and implement all or portions of the Idaho Emergency Operations Plan (IDEOP).

Note: In a serious, rapidly changing situation, the Governor may declare a Disaster Emergency in the absence of a county/local request.

3. The IOEM Director will initiate the State response by notifying the appropriate Primary Agencies for the activation of required Idaho Emergency Support Functions. These agencies will take appropriate actions in accordance with the IDEOP, and their agency's Emergency Operations Plans and/or Standard Operating Procedures.
4. If federal assistance is required, the IOEM Director will coordinate with the appropriate state and local officials to prepare the state's request. IOEM will coordinate support provided by the federal government.
5. Only the Governor can originate the request for a Presidential Declaration.

## VI. Direction and Control

- If the situation, either in an incorporated or unincorporated portion of the county overwhelms the capability and resources of the county to control, the Chairman of the Board of County Commissioners may proclaim a local disaster emergency in accordance with Idaho Code §46-1011.
- Upon receipt of the proclamation of a local disaster emergency from an incorporated city of the county, the chairman of the board of county commissioners will provide available assistance requested to contain the incident and declare a county disaster if necessary.

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# Support Annex C: EOC Activation, Operations and Deactivation

## I. Purpose

This appendix details the Bonner County Emergency Operations Center (7BEOC) activation, operations and deactivation criteria and procedures.

## II. Objectives

The purpose of an Emergency Operations Center (EOC) is to establish a central location where any level of government can provide coordinated support to the Incident Command. The EOC is the facility from which the multiple agencies or organizations involved in an incident coordinate their support. EOCs can help meet the needs at the incident scene by:

- Providing the “big picture” view of the incident.
- Communicating current policy or new policy decisions to resolve conflicting policies.
- Providing communications and messaging support.
- Managing public information issues and media requests.
- Providing and prioritizing resources.
- Authorizing emergency expenditures, when appropriate, and tracking incident costs or other administrative issues.

## III. Situation and Assumptions

### **Situation**

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require Emergency Management support including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, utility outages, transportation accidents and incidents, utility outages, volcanic eruptions and wildfires. Many of these hazards have the potential to cause disasters that require centralized coordination.

## **Assumptions**

- Local government and State agencies are a vital source for the immediate information regarding damage and initial response needs.
- All appropriate personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command System (ICS) and integrate those principles into all planning and response operations.
- Responders may require resources beyond their capacity; requests will be coordinated through Bonner County Emergency Management/7BEOC in support of the Incident Commander (IC).

## **IV. Concept of Operations**

The 7BEOC serves as the central point for emergency management operations. In a disaster emergency, the 7BEOC will compile, analyze, and prepare situation information for the Board of County Commissioners and other decision makers. Throughout the notification, response, and recovery stage, the 7BEOC manages documentation, resource tracking, and response for the incident or concurrent incidents.

### **7BEOC Activation**

Bonner County Emergency Management is the county's 24-hour "crisis monitor." As emergency situations threaten to occur, the county emergency manager may activate the 7BEOC to facilitate evaluation and incident planning and possible activation and implementation of emergency functions and resources. Certain near instantaneous events may trigger immediate, full 7BEOC activation. The 7BEOC is the key to successful response and recovery operations. With decision-makers and policymakers located together, personnel and resources can be used efficiently. Coordination of activities will ensure that all tasks are accomplished and minimize duplication of efforts.

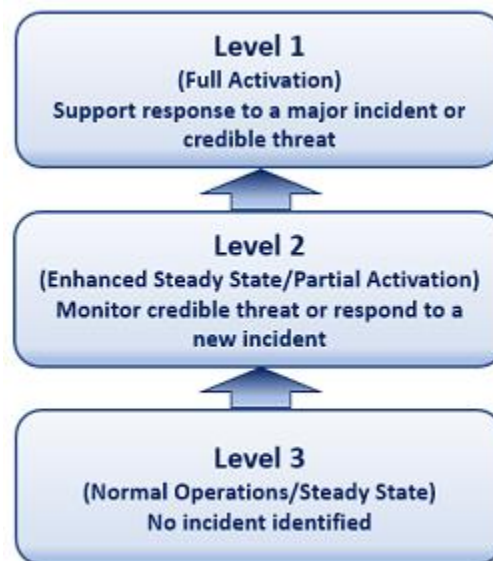
EOCs are activated for various reasons based on the needs of the incident or Incident Commander. Listed below are possible circumstances that might trigger a 7BEOC activation:

- More than one jurisdiction becomes involved in an incident or a Unified Command or Area Command is established.
- The Incident Commander indicates the incident could expand rapidly, involve cascading effects, or require additional resources.
- A similar incident led to 7BEOC activation in the past.

- The 7BEOC director or appointed/ elected official directs 7BEOC activation.
- An incident is imminent, such as slow river flooding, predictions of hazardous weather, elevated threat levels.
- Significant impacts to the population are anticipated.

### **Time-Phased Activation and Levels of Activation.**

As the size, scope, and complexity of the incident grow, the level of activity within an EOC often grows. The level of EOC activation should be based on established triggers and communication with the Incident Commander or Unified Command.



**Level 3:** This is typically normal operations or a “monitoring” phase.

**Level 2:** This is a limited activation. Bonner County Emergency Management will staff the 7BEOC and, if appropriate, ask the lead agencies involved in the response to provide a representative to the 7BEOC. Additional staff may be activated as needed.

**Level 1:** Full-scale activation of the 7BEOC with staffing by elected officials, command and general staff positions, Lead Agency Annex Representatives, and support staff. This activation may require 24 hours a day, full staff manning of the 7BEOC during response phases of the disaster.

Communication between the Incident Commander (or Unified Command) and the 7BEOC is a critical element of an activation decision. On-scene command has

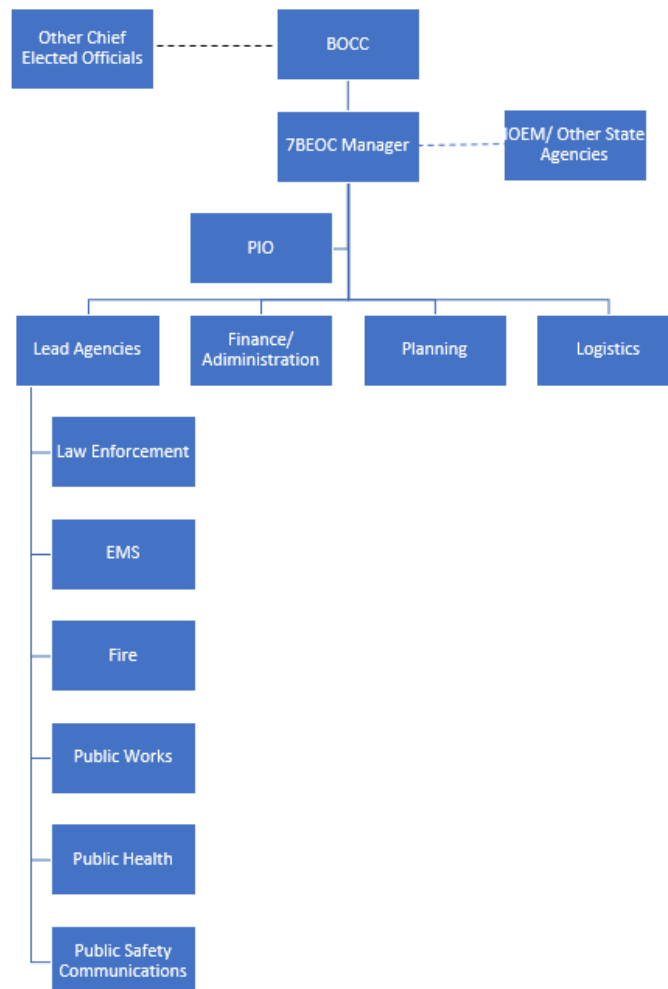
the most up-to-date information about the on-scene situation, knows whether the situation is under control, and is aware of current and projected incident needs.

In the event that an incident is of a nature that does not require or precludes in-person presence at the 7BEOC, limited activation may occur virtually. EOC personnel will most likely remain at their normal workstations, or other locations, and will communicate via electronic means.

### 7BEOC Operations

1. Determine the organizational structure and resource requirements of the 7BEOC.
  - The organizational structure of the EOC will be dependent upon the needs of the incident and the Incident Command Structure.
  - Not all positions will need to be filled for all incidents.

The following chart represents positions which may be filled in the 7BEOC:

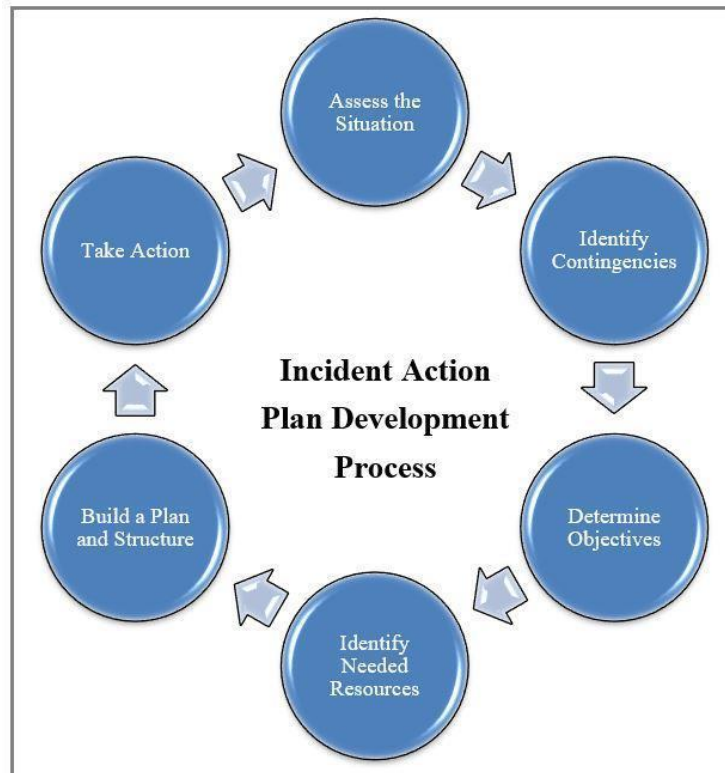




## 2. Develop an Incident Action Plan

- An Incident Action Plan (IAP) is the central tool for planning in the 7BEOC during a response to an emergency incident. The 7BEOC Incident Action Plan is prepared with input from the appropriate 7BEOC sections and units, as well as Incident Command Structure.
- It should be completed upon activation of the EOC and revised throughout incident response and recovery. The level of detail required in an Incident Action Plan will vary according to the size and complexity of the response.
- The development of a 7BEOC Incident Action Plan follows the following steps:
  1. Assess the Situation
    - Determine the geographic size of the incident.
    - Estimate the duration of the incident.
  2. Identify Contingencies
  3. Determine EOC Objectives
  4. Identify Needed Resources
  5. Build a Plan and Structure
  6. Take Action
  7. Repeat the Process.

The cyclical plan development process is illustrated in the following figure.



### 3. Transition to Recovery

At some point the incident is over and the community must work to recover from the impacts. The 7BEOC should begin planning for recovery immediately upon activation. Often, the 7BEOC will need to remain activated to facilitate recovery needs after the Incident Command completes its on-scene mission.

The 7BEOC has a role in transitioning the community from response toward recovery. Some activities that an 7BEOC may perform to support this transition include:

- Coordination of incident documentation (gathering and archiving all documents regarding the incident).
- Archiving of data and contact information (ensuring that data and information is available for use through the recovery process).
- Conducting after-action reviews.
- Advocating for State and Federal Assistance (documenting the incident for the purpose of obtaining Federal assistance).
- Managing Emergency Shelters.

- Establishing Disaster Recovery Centers (normally the responsibility of the impacted community).
- Working with FEMA, the State, and other Federal entities. (7BEOC staff liaison with State and Federal officials as the jurisdiction conducts joint damage assessments and seeks Federal assistance under the Stafford Act).
- Helping the community to manage expectations for recovery through Public Information.

### **7BEOC Deactivation**

- The Bonner County Emergency Manager, in consultation with the Bonner County Commissioners, will make the decision to deactivate the 7BEOC after discussion with other key agency personnel and the on-scene commanders.
- Deactivation should be accomplished in phases. It is more efficient and cost effective to deactivate personnel as they are no longer needed.

## **V. Responsibilities**

### **Bonner County Emergency Management**

- Coordinates overall County effort to collect, analyze, process, report, and display essential information, and facilitate support for planning efforts in disaster emergency operations.
- Coordinates overall county effort to provide response and recovery assistance.
- Conduct After Action Review. Following a response to a disaster emergency, Bonner County will facilitate an after-action review and coordinate the preparation of an after-action report documenting the county response effort. The purpose of this review is to facilitate a professional discussion of the event to enable responders, managers, and officials to understand the progression of the event, why and how events unfolded, and to learn from that experience. Each agency involved will identify key problems and how they were or were not resolved and make recommendations for improving response and recovery operations in the future. Just as important as identifying problematic areas is to also identify and communicate the processes that went well. An after-action report will document the review, capture lessons learned, and recommendations for improvement.

### **All Other Bonner County Agencies**

- Prepare for and respond to emergencies or disasters within the County in a manner consistent with the National Incident Management System (NIMS). Agency employees expected to respond to emergencies or disasters will have NIMS and ICS training commensurate with their expected roles in response to such emergencies or disasters.
- Develop and maintain agency Standard Operating Procedures to carry out the agency's response and recovery support functions. Agency plans will assign disaster emergency duties to all assigned subdivisions and personnel and will provide capability to support the 7BEOC Bonner County Emergency Operations Plan (7BEOP), and the NIMS. Such support includes:
  - Assigning an Agency Representative to interface with the 7BEOC.
  - Providing situation reports, incident action plans, resource status, financial status, geospatial data, and organization/staffing/contact information to the 7BEOC.
  - Providing personnel and resources to 7BEOC for Lead Agency representation.
  - Providing personnel to staff the 7BEOC.
  - Providing personnel and resources for field deployment; and
  - Accepting 7BEOC mission assignments to provide resources for response and recovery actions.
- Train personnel to meet emergency prevention, protection, response, and recovery objectives.
- Coordinate any agreement or memorandum of understanding that incorporates emergency or disaster mitigation, preparedness, response, and recovery functions with Bonner County Emergency Management.
- Ensure that all personnel assigned specific functional responsibilities in support of this plan are adequately trained and prepared to assume those responsibilities.

## Support Annex D: Evacuation

### I. Purpose

This Support Annex describes the provisions that have been made to ensure the safe and orderly evacuation of people threatened by hazards in Bonner County. This Annex is a brief overview of the Bonner County Evacuation and Reception Plan.

### II. Situation and Assumptions

#### **Situation**

A disaster or major emergency is any occurrence, natural or man-made, that causes substantial suffering to human beings and animals, and catastrophic damage to property. Examples of disasters or major emergencies common or anticipated in North Idaho include floods, wildfires, snowstorms, earthquakes, droughts, explosions, hazardous materials spills, structure collapse, riots, terrorism, transportation incidents, and outbreaks. Limited evacuation of specific geographic areas may be required as a result of major wildland fire, localized flooding, hazardous materials accident, and /or natural gas leak. Large-scale evacuation could be required in the event of a major hazardous material spill, terrorist attack with chemical agent, earthquake, or extensive flooding.

#### **Assumptions**

- The primary responsibility for planning and executing an evacuation rests with the local jurisdiction in which the triggering incident occurs.
- Most people at risk will evacuate using their own modes of transportation when local officials recommend they do so. However, some will refuse to leave their homes, regardless of the threat. Generally, the proportion of the population that will evacuate tends to increase as the threat becomes more obvious or more serious.
- When there is sufficient warning of a significant threat, some individuals who are not at risk will also evacuate.
- While some emergency situations may be slow to develop, others will occur without warning. In some cases, there may be time for deliberate evacuation planning. In others, it is possible that an evacuation may be conducted with minimal preparation time.

- In the event of short-notice incidents, there may be little if any time to obtain personnel or equipment from external sources to support the evacuation operation.

### III. Concept of Operations

The primary focus of any response must be the safety and well-being of people. Citizens in the path of a hazard must be informed, consulted and protected throughout the emergency.

The Governor of Idaho and the Bonner County Sheriff may order a written voluntary evacuation order. The Bonner County Sheriff has the general responsibility for ordering a voluntary evacuation in Bonner County, when deemed the most suitable means of protecting the public from a hazard.

In situations where rapid evacuation is critical to the continued health and safety of the population, the on-scene Incident Commander may recommend evacuation of people at risk in and around an accident scene. The Bonner County Sheriff or deputy assigned by the sheriff will then direct and control the evacuation in coordination with the on-scene Incident Commander.

#### **Evacuation Levels**

The following are the three levels of evacuation in Bonner County:

##### Level 1 (READY)

At this level, residents are warned that current or projected threats from hazards associated with the current incident may be severe.

- This is the time for resident preparation, and precautionary movement of persons with special needs, mobile property, and pets and livestock.
- Level I evacuation notices may or may not be accompanied by checkpoints, roadblocks, or road closures.
- Increased readiness may be appropriate if there is a greater than normal threat of a hazard which could necessitate evacuation and may include:
  - Reviewing information on potential evacuation areas, facilities at risk, and evacuation routes
  - Monitoring the situation
  - Informing first responders and local officials of the situation

- Checking the status of potential evacuation routes and shelter/mass care facilities

### Level 2 (SET)

At this level, residents should begin doing some of the final actions before an imminent threat is present. Residents should be prepared to leave at a moment's notice.

- Conditions indicate a good probability that hazards associated with the incident will severely limit the ability to provide emergency service protection.
- Fire and/or law enforcement personnel are working in the area to provide specific information about when to leave and the route(s) to be taken. If conditions worsen, they will make every attempt to contact residents.
- If residents are going to be absent from their home for more than a short period of time, they are encouraged to leave a note with their name and contact telephone in a visible location.
- Level 2 evacuation notices may or may not be accomplished by checkpoints, roadblocks, or road closures.
- Evacuation levels may change at a moment's notice.
- Level 2 evacuation notices may be the only notice provided.

### Level 3 (GO)

At this level residents are advised to evacuate the immediate area due to an imminent life threat in the area.

- Current conditions present specific and immediate threat(s) to the life and safety of persons within this area.
- Conditions indicate that the hazards associated with the incident will severely limit our ability to provide emergency service protection.
- Fire and law enforcement personnel are working in this area to provide specific information on the route(s) to be taken.
- Roadblocks, road closures, checkpoints and 24-hour patrols may be established in the area. There may be limited-to-no access granted into the affected area(s).

## IV. Organization

Evacuation activities and responsibilities are comprehensively outlined in the Bonner County Evacuation and Reception Plan. All agencies will respond within their jurisdictional responsibilities and should coordinate action with the Bonner County Emergency Operations Center (7BEOC) if activated.

## V. Responsibilities

### **Bonner County Sheriff**

1. For emergencies and disasters, issue the order directing citizens to evacuate, when appropriate.
2. Approve release of warnings, instructions, and other emergency public information relating to evacuations/
3. Determine Bonner County policy for dealing with persons who refuse to comply with evacuation instructions.
4. Authorize the return to evacuated areas when appropriate.

### **Bonner County Emergency Management**

1. In coordination with County Commissioners and IC, activate the 7BEOC to appropriate levels.
2. Advise County Commissioners on the need to declare a County emergency.
3. Assist in the coordination of primary and support agencies.
4. Provide support to ensure transportation corridors are available for evacuation purposes.
5. Coordinate with agencies and voluntary organizations to identify and provide reception centers and shelters if needed.

### **All Other Bonner County Agencies and Voluntary Organizations**

1. Refer to the Bonner County Evacuation and Reception Plan for a comprehensive list of responsibilities.



## VI. Direction and Control

- The local Incident Commander is responsible for field operations at the scene. A Unified Command organization may be established for evacuations involving multiple jurisdictions or multiple agencies.
- Large-scale evacuations and evacuations conducted on the basis of imminent threat where there is no current incident scene will normally be coordinated and directed by the 7BEOC.
- Bonner County will activate the 7BEOC in support of local operations when requested. The 7BEOC will serve as a Multi-Agency Coordination Center.
- The IOEM, through activation of the Idaho EOC, may serve as a lead coordinating agency for mass care planning where evacuees arrive in Bonner County from other areas of the state, region, or country.

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# Support Annex E: Financial Management

## I. Purpose

The Financial Management Support Annex provides guidance for all departments and agencies responding to disaster emergencies under the provisions of this plan, in accordance with appropriate state and federal fiscal laws, policies, regulations, and standards.

## II. Situation and Assumptions

### **Situation**

In responding to a major disaster, expenses will be incurred that are outside of existing budget appropriations. Expenses will include additional staffing for response, consumable supplies, and in some instances, capital outlays. Expenses for short- and long-term recovery need to be tracked appropriately so that homeowners, business, and vendors can be reimbursed as provided by law.

### **Assumptions**

- Local governments are responsible for first response to emergencies affecting their jurisdictions including the application of fiscal procedures and remedies designed to be used during local emergencies.
- State assistance may be available on a case-by-case basis as determined by the Governor to jurisdictions which have declarations of emergency exceeding local budgets.
- The immediate expenditures of large sums of state funds to support a state response to a disaster emergency may be required of the Idaho Office of Emergency Management (IOEM), state agencies, and other political subdivisions in order to save lives, protect property, and the environment.
- Financial operations will be carried out under the stress of disaster emergency timelines and political pressure, necessitating expedited procedures yet maintaining the requirement for sound financial management and accountability.
- An incident where state assistance is requested may result in a state or federal Disaster Declaration.

### III. Concept of Operations

Funding for state emergency response activities conducted pursuant to the Idaho Code may be made available from the State Disaster Emergency Account. The uses of those funds are described in Idaho Code §46-1005A(2). The following concept of operations describes the events and policies that guide financial management for state response operations.

1. A disaster occurs or is imminent. Bonner County commits all its resources in response.
2. Bonner County resources are exhausted. The County approves a disaster emergency declaration.
3. If County resources are not adequate to resolve the emergency, mutual aid is requested. If mutual aid is inadequate, the County coordinates with the IOEM for additional resources and the potential need for a State Disaster Declaration.
4. IOEM reviews any request for state assistance from a local jurisdiction and makes a recommendation that is forwarded to the Governor for final determination on a state declaration of a disaster emergency. Until such time a disaster emergency is declared, IOEM and other state agencies continue to assess the situation and assist to the maximum extent allowed in the absence of a Governor's declaration.
5. When the Governor declares a disaster emergency, the Idaho Emergency Operations Center (IDEOC) may utilize some or all of the state agencies in their designated Emergency Support Function (ESF) roles identified in their plan. Upon receipt and verification of a local jurisdiction's request for assistance, the IDEOC will mission assign the appropriate state agency to provide required resources, services, or information. On occasion, it may be more prudent to negotiate with a local jurisdiction by a project agreement to fulfill a request for assistance rather than a state agency.
6. Eligible expenses (i.e., personnel, travel, and logistical assistance for situation/damage assessment activities) that were incurred immediately following an event, but before a Gubernatorial Declaration of a disaster emergency, may be reimbursable by IOEM provided a state declaration follows. Reimbursement of any expenses will be processed in accordance with the state procedures and any conditions set forth specific to the disaster emergency including match requirements.

## IV. Organization

Primary responsibility for Financial Management activities is undertaken by the Bonner County Clerk and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of the Bonner County Clerk or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies/organizations provide assistance and resources as outlined in the responsibilities section. Those agencies/organizations include:

- Bonner County Emergency Management
- All other Bonner County Agencies

## V. Responsibilities

### **Bonner County Clerk**

1. Implement a financial system to track disaster emergency related costs of the County.
2. Submit to IOEM in a timely manner all requests for reimbursement of expenses incurred during a declared state of disaster emergency.
3. Gather and retain records on total disaster costs.
4. Keep the Board of County Commissioners informed on the status of funding and current issues related to the declared disaster emergency.

### **Bonner County Emergency Management**

1. Serve as the point of contact for Bonner County for coordination of all federal, state, local, and volunteer disaster emergency response and recovery activities.
2. Advise the Board of County Commissioners on the ongoing status of the disaster emergency, including recommending and preparing a County disaster emergency declaration, and requesting additional resources when County capabilities are exceeded.
3. Coordinate with the IOEM on the status of the disaster emergency, County disaster declarations, and requests for State assistance.

4. Provide information received from IOEM to the County Commissioners and to County agencies and affected local jurisdictions on the declaration, the types of assistance authorized, and the areas eligible to receive such assistance.
5. Retain all pertinent records for audit.

**All Other Bonner County Agencies**

1. Respond to disaster emergencies.
2. Advise Bonner County Emergency Management when current capabilities may be exhausted.
3. Keep records of all costs of disaster response and recovery operations, in accordance with established procedures.
4. Submit requests for reimbursement of disaster expenses to Bonner County Clerk.

## Support Annex F: Mutual Aid

### I. Purpose

This annex describes the policies and responsibilities for County incident management activities involving the use of mutual aid agreements (MAA) and memoranda of understanding (MOU). For purposes of this Annex, mutual aid agreements (MAA) and memoranda of understanding (MOU) are interchangeable terms. In the remainder of this Annex, the term mutual aid agreement will be used to apply to both types of agreement.

### II. Situation and Assumptions

#### **Situation**

A disaster emergency situation can occur that overwhelms Bonner County's internal capacity to respond in an effective manner that saves lives, maintains public safety, minimizes damage, and reduces impacts.

Mutual aid agreements are the means for one jurisdiction to provide resources, facilities, services, and other required support to another jurisdiction during an incident. Each jurisdiction should be party to mutual aid agreements with appropriate jurisdictions from which they expect to receive or provide assistance during an incident. This normally includes all neighboring or nearby jurisdictions, as well as relevant private sector and nongovernmental organizations.

This annex applies to all county agencies operating under the Bonner County Emergency Operations Plan (7BEOP) during incidents requiring a response that involves the use of mutual aid agreements.

#### **Assumptions**

- Bonner County's capacity to respond is overwhelmed.
- Mutual aid from other agencies is available to assist the Bonner County response.
- Mutual aid response will be timely and effective.
- Mutual aid resources will be released when no longer needed.

### III. Concept of Operations

Bonner County will participate in intrastate agreements that encompass all local jurisdictions. The County also has or will establish mutual aid agreements with

private organizations, such as the American Red Cross (ARC), to facilitate the timely delivery of assistance during incidents.

Bonner County encourages all agencies within the County to enter into and periodically update mutual aid agreements with other agencies, private sector and nongovernmental organizations as appropriate.

This annex does not alter existing Bonner County or agency responsibilities for emergency management under the law. Existing contractual or other legal obligations are not supplanted by this annex.

## IV. Organization

Primary responsibility for Mutual Aid activities is undertaken by Bonner County Emergency Management and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of Bonner County Emergency Management or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies/organizations provide assistance and resources as outlined in the responsibilities section. Those agencies/organizations include:

- All Bonner County response and recovery agencies

## V. Responsibilities

### **Bonner County Emergency Management**

1. Facilitates the development of plans, processes, relationships, and coordinated response planning at the strategic, operational, and tactical levels.
2. Facilitate the development and coordination of mutual aid agreements.
3. Establish procedures and processes to call for the implementation of mutual aid agreements under County authority. Recommend, as appropriate, the implementation of mutual aid agreements outside County authority.



### **All Other Bonner County Agencies**

1. Negotiate formal mutual aid agreements, which include the following elements or provisions:
  - a. Definitions of key terms used in the agreement.
  - b. Roles and responsibilities of individual parties.
  - c. Procedures for requesting and providing assistance.
  - d. Procedures, authorities, and rules for payment, reimbursement, and allocation of costs.
  - e. Notification procedures.
  - f. Protocols for interoperable communications.
  - g. Relationships with other agreements among jurisdictions.
  - h. Workers' compensation.
  - i. Treatment of liability and immunity.
  - j. Recognition of qualifications and certifications.
  - k. Sharing agreements, as required; and
  - l. Other agreements, as required.
2. Ensure that authorized officials from each of the participating jurisdictions will collectively approve all mutual-aid agreements.
3. Review and update mutual aid agreements on a regular basis.
4. Implement mutual aid agreements when necessary.
5. Demobilize mutual aid resources when no longer needed.
6. Complete required reports to accurately document mobilization and demobilization of mutual aid resources.
7. Participate in after action reviews and provide input to after action reports to improve response and recovery.

## **VI. Direction and Control**

Bonner County Emergency Management will assist with facilitating the development and coordination of mutual aid agreements if needed. All other

agencies within Bonner County are responsible for developing and maintaining working relations with their counterparts, formalizing mutual aid agreements with appropriate agencies, and implementing those agreements when necessary.

If activated, the 7BEOC provides support and coordination for response activities. If an incident exceeds local capabilities and existing agency MAAs, the 7BEOC is the conduit for requesting additional assistance.

# Support Annex G: Private Sector Coordination

## I. Purpose

This Support Annex describes the responsibilities and concept of operations for County incident management activities involving the private sector. The private sector includes for-profit and not-for-profit organizations, including the County's critical infrastructure, key resources, other business and industry components, and nongovernmental organizations (NGOs), including those serving special needs populations.

## II. Situation and Assumptions

### **Situation**

The private sector plays a primary role in County response by sustaining its capability to ensure the orderly functioning of the economy and delivery of essential goods and services. Disruption of services could hamper the County's ability to respond and recover during an emergency or disaster. Critical infrastructure and key resources are essential to the ability of local governments to save lives, maintain public safety, minimize damage, and reduce impacts. The private sector secures, defends, mitigates damage, and implements recovery efforts for its own facilities.

The private sector constitutes approximately 80% of the economy. Involving the private sector in all stages of planning and implementation is critical for successful implementation of the Bonner County Emergency Operations Plan (7BEOP) and subsequent efforts to recover.

### **Assumptions**

- Private sector involvement with incident management is determined by the nature, scope, and magnitude of the incident.
- The private sector is encouraged to follow the concepts for incident management specified in the National Incident Management System (NIMS).
- Private businesses and industry associations develop, validate, exercise, and implement security and business continuity plans to ensure their capability to deliver goods and services.
- Private sector entities repair, restore, and secure their property, and first seek reimbursement for disaster losses from insurance or other sources. Federal disaster assistance may be available, primarily in the

form of low-interest disaster loans from the U.S. Small Business Administration.

### III. Concept of Operations

#### **General**

Bonner County Emergency Management manages the daily analysis of incident-related reports and information. This management includes communications with the private sector. Private-sector incident management organizations may be established to assist local multi-agency coordination centers to facilitate interaction, communication, and coordination.

The Bonner County Emergency Operations Center (7BEOC) coordinates response activities and is the conduit for requesting assistance when an incident exceeds local and private-sector capabilities. Private-sector organizations, either for-profit or not-for-profit, may be included in the 7BEOC as required.

#### **Response Actions**

The 7BEOC initiates coordination with relevant private-sector entities. The lead agencies also implement established protocols with private sector counterparts at the State and regional levels.

The 7BEOC and lead agencies will establish procedures and processes to:

- Determine the impact of an incident.
- Establish communications that will facilitate a shared situational awareness across industry and infrastructure sectors and between the public and private sectors.
- Identify and prioritize businesses and industries needing immediate restoration and obtain goods and services necessary for the restoration and recovery of Critical Infrastructure and Key Resources (CIKR) and other key elements of the economy on a priority basis.
- Coordinate and set priorities for the County and incident management support and response, and the prioritizing of the delivery of goods and services after an incident.
- As needed, recommend priorities for business and industry resource allocations.
- Inform County decision makers to help determine appropriate recovery and reconstitution measures, particularly in cases where they may result in indemnity, liability, or business losses for the private sector.

## IV. Organization

Primary responsibility for Private Sector Coordination activities is undertaken by Bonner County Emergency Management and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of Bonner County Emergency Management or other local response agencies, the Bonner County Emergency Manager may activate the 7BEOC and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies/organizations provide assistance and resources as outlined in the responsibilities section. Those agencies/organizations include:

- Idaho Businesses and Industry

## V. Responsibilities

### **Bonner County Emergency Management**

1. Develop plans, processes, and relationships, and facilitate coordinated response planning with the private sector at the strategic, operational, and tactical levels.
2. Share information, including threats and warnings, before, during, and after an incident.
3. Inform and orient the private sector on the contents of the 7BEOP and encourage and facilitate the development and coordination of equivalent private-sector planning.
4. Coordinate and conduct incident management functions with the private sector.
5. Develop, implement, and operate information-sharing and communication strategies, processes, and systems.

### **7BEOP Lead Agencies**

The lead agencies are responsible for developing and maintaining working relations with their associated private sector counterparts through partnership committees or other means.

## **Private Sector**

Private-sector organizations support the 7BEOP either through voluntary actions to ensure business continuity or by complying with applicable laws and regulations. To assist in response and recovery from an incident, private-sector organizations should:

1. Identify risks and perform vulnerability assessments.
2. Develop contingency and response plans.
3. Implement appropriate prevention and protection programs.
4. Coordinate with their suppliers and CIKR customers to identify and manage potential cascading effects of incident-related disruption through contingency planning.
5. Collaborate with emergency management personnel before an incident occurs to ascertain what assistance may be necessary and how they can help.
6. Provide goods and services through contractual arrangements or government purchases, or where appropriate, mutual aid and assistance agreements with host communities.

## **VI. Direction and Control**

- This annex supports the Bonner County commitment to ensuring the orderly functioning of the economy and the reliability and availability of essential services.
- This annex does not alter existing private sector responsibilities for emergency management under the law. Existing contractual or other legal obligations are not supplanted by this annex except those defined in the Disaster Preparedness Act, as amended.
- Bonner County encourages cooperation between private sector organizations and local authorities regarding prevention, preparedness, mitigation, response, and recovery activities. The County also encourages processes that support informed cooperative decision making. Engaging the private sector requires active involvement at the strategic (e.g., chief executive officer (CEO), corporate president, or other senior leadership, etc.) and operational levels to ensure:

- Effective and efficient use of private sector and County resources.
  - Timely exchange of information.
  - Public and market confidence in times of crisis or catastrophe.
- The County encourages owners and operators of CIKR elements to develop emergency response plans and information sharing processes and protocols tailored to the unique requirements of their sectors or industries and mapped clearly to local emergency response plans and information sharing networks.
- The County treats information provided by the private sector in a manner compliant with applicable statutes and regulations. These handling procedures include Protected Critical Infrastructure Information (PCII), providing exemption from disclosure, to protect from unauthorized disclosure appropriately designated proprietary or otherwise sensitive company information.
- The County supports measures that ensure site accessibility for essential service providers responding to disasters or emergencies. Essential service providers, as defined in the Stafford Act as amended by Public Law 109-347, include: “(a) a municipal entity; (b) a nonprofit entity; or (c) a private, for-profit entity” that contributes to efforts to respond to an emergency or major disaster. These entities provide:
  - Telecommunications services.
  - Electrical power.
  - Natural gas.
  - Water and sewer services.
  - Emergency medical services; and/or
  - Other essential services.

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# Support Annex H: Strategic Crisis Communications

## I. Purpose

This Support Annex describes the means, organization, and process by which the County will coordinate the provision of timely, accurate, and useful instructions to area residents during emergencies.

## II. Situation and Assumptions

### **Situation**

Based upon the Bonner County Multi-Jurisdictional Hazard Mitigation Plan, there are a number of emergencies that could require notification of the public through strategic crisis communications including: avalanches, civil disturbances/terrorism, communicable diseases, cyber disturbances, droughts, earthquakes, floods, hazardous materials incidents, impoundment structure failures, landslides, severe weather incidents, transportation accidents and incidents, utility outages, volcanic eruptions and wildfires. Many of these hazards have the potential to cause disasters that require centralized coordination.

### **Assumptions**

- A Bonner County Joint Information System/Center (JIS/JIC) will be activated as needed.
- All Bonner County agencies and organizations will provide staff to support the JIS/JIC as needed.

## III. Concept of Operations

The Bonner County Public Information Officer (PIO) is appointed by the Emergency Management Director. The PIO will serve as official spokesman and the media's single point of contact for the county and will coordinate all public information releases and assume responsibility for the organization and operation of the public information system.

In order to facilitate a coordinated public information response, Bonner County Emergency Management/Bonner County Emergency Operations Center (7BEOC) may request that the Bonner County PIO activate the Bonner County JIS/JIC. A JIS allows public information officers from appropriate agencies and organizations to coordinate and facilitate the cooperative release of information, share media monitoring information, manage rumors, and provide unified messages to the public. Although a JIS may be accomplished virtually (via

phone, email, and other electronic methods), a JIC is a specific location for those information activities.

In Public Health Emergencies the PIO shall be fully trained and current in all relevant CDC Crisis Emergency Risk Communication (CERC) trainings. Additionally, the PIO shall be a person with the relevant certifications from the Public Relations Society of America (PRSA). This PIO may be a Bonner Staff person or independent contractor containing said certifications. The PIO shall work with the proper Information Technology Resources to create a participatory communication platform for purposes of receiving input and feedback from the public related to the Public Health Emergency.

## IV. Organization

The Bonner County PIO will provide guidance and overall direction for the flow of information to the public during an emergency or disaster and reports directly to the Bonner County Emergency Manager or the 7BEOC Manager if activated. The PIO will coordinate with PIO partners to ensure message accuracy, coordinated information is provided to the media, general public, or other agencies, and coordinate briefings and press conferences.

## V. Responsibilities

### **Board of County Commissioners**

1. Approve information prior to being released to the media.

### **Bonner County Emergency Management**

1. Appoint a Bonner County PIO.
2. Work with the PIO to prepare media releases and participate in media interviews.
3. Direct the activation of a JIS/JIC upon advice of the PIO.

### **Public Information Officer**

#### **Preparedness**

1. Develop public education programs.
2. Maintain current media lists, appropriate plans, and standard operating procedures, and participate in County exercises.
3. Participate in emergency management training, exercises, and tabletops.

4. Secure written Elected Official Agreement to communicate through or after review and input by the PIO.

#### Response

1. Report to 7BEOC.
2. Activate the JIS/JIC as needed.
3. Coordinate Public Information activities with the participating agencies on all emergency information releases.
4. Reassure the public that officials are working to resolve the situation.
5. Ensure that the JIC is monitoring media and public reports for accuracy and effectiveness including the public participatory communication channel established by the PIO for Public Health Emergencies.
6. Be prepared to provide warning to the public using standard warning messages.
7. Respond to media queries, using the “Joint Information” Philosophy in a timely fashion.
8. Jointly coordinate and communicate with State, Federal, and private agencies.
9. Provide information regarding locations of mass care and shelter, and aid centers, as requested.
10. Ensure the JIC has established rumor control procedures and has broadcasted the information numbers for public inquiry.
11. Prepare timely, accurate “Joint” news releases as required.
12. Prepare a chronological record of events.
13. Secure spokespersons, depending upon the circumstances, for technical information and political consideration.
14. During response and recovery, the PIO will seek approval from the Emergency Manager, or 7BEOC Manager if activated, of all emergency information releases, response, and all public information.
15. The PIO will disseminate information concerning specific disasters, their associated threats, and protective actions to the news media and public and will:

- a. Manage and staff media and emergency public information telephone lines before, during, and after a disaster.
- b. Release public information concerning needed volunteers and donations, re-entry, and other recovery issues.
- c. Ensure media (both print and electronic) are monitored for correct and consistent informational releases.
- d. Coordinate with the Idaho Office of Emergency Management (IOEM) PIO information regarding the Declaration of a Countywide Disaster and resources being supplied by the State of Idaho and Federal Agencies.

#### Recovery

1. Maintain rumor control procedures.
2. Advertise aid and recovery center's locations and services.
3. Prepare timely, accurate, "Joint" news releases as required.
4. Schedule news conferences, interviews, and other media access.
5. Deactivate the JIS/JIC as directed by the Emergency Manager or 7BEOC Manager if activated.

## VI. Direction and Control

The Bonner County PIO will receive direction from the Emergency Manager, or 7BEOC Manager if activated, and will exercise direction and control over the actions contained in this Annex. The PIO may appoint support staff as needed. There will be full coordination with all activated Lead Agency representatives.

The Incident Commander and Emergency Manager, or 7BEOC manager if activated, will coordinate, and authorize all information released prior to the release.

# Support Annex I: Volunteer and Donations Management

## I. Purpose

The purpose of this annex is to outline Bonner County responsibilities for the coordination of acceptance, storage, distribution and disposal of monetary and *unsolicited* in-kind donations, and for the coordination of the use of *spontaneous* volunteers.

Unsolicited goods are donated goods that have not been asked for by professional donations specialists. Spontaneous volunteers, also known as “emergent” volunteers, are volunteers that are not formally associated with a voluntary organization active in the disaster operations.

## II. Situation and Assumptions

### Situation

A major, severe or catastrophic disaster will create the need to coordinate solicited and unsolicited donated goods and/or funds, and spontaneous volunteer services. A united and cooperative effort between local government, volunteer organizations, the private sector and the donor community is necessary for the efficient and effective channeling of offers from the public.

### Assumptions

- Uncoordinated, uncontrolled masses of donated goods and volunteers can interfere with disaster operations and cause a secondary logistical disaster.
- Donations must be managed to ensure that materials are properly received, safeguarded, documented and distributed in an appropriate manner.
- Distribution will be based on priority of needs.
- Public health concerns will be addressed before food items are distributed.
- Volunteer services must be managed to ensure that volunteers do not become victims or casualties or impede rescue, response and recovery operations.

- A media campaign will be coordinated as soon as a disaster is identified to encourage appropriate donation practices such as cash rather than goods to a recognized charity.

### III. Concept of Operations

This annex will be implemented in response to major emergencies or disasters that overwhelm local capabilities to manage unsolicited donations and spontaneous volunteers. This annex should not interfere with any private volunteer organization's policies concerning donations. The intent is to provide a means to coordinate donations and respond to the needs of disaster victims and affected governments in the most efficient and timely manner.

Local governments have primary responsibility for the management of unsolicited goods and spontaneous volunteers and should look principally to those voluntary organizations with established volunteer and donations management structures already in place to receive appropriate volunteers and donated goods.

#### **Donations**

- Bonner County Emergency Management will work with the State Donations Coordinator (SDC) to determine the initial needs assessment for donated goods and to identify operating facilities suitable as donation warehouses and distribution sites.
- The donation warehouse will receive and sort unsolicited items to be transferred to distribution sites for distribution to disaster victims.
- Distribution sites will be established as close to the disaster area as safely possible for disaster victims to obtain needed items that may be available.
- Designated donations are donations requested by a specific organization. Inquiries concerning donations for a specified organization will be referred to that organization. Once a donation has been accepted by a specific agency it becomes the property of that agency.
- Donors will be discouraged from sending unsolicited donations directly to the disaster site. Under no circumstances will pharmaceutical supplies, other medications or prepared foods be accepted from the public.
- Unsolicited/undesigned donations are those that arrive at a reception center but have not been requested by or designated for a specific

agency. Unsolicited and undesignated donations will first be directed to an agency that has agreed to accept such goods and services. If a donation arrives unsolicited, but can be used, it will be accepted and directed to the appropriate location/agency. Donations that cannot be used or that are deemed a health hazard may be rejected.

- Corporate donations are donations made by businesses and industry. Corporate offers of bulk items will be accepted if they can be used in the disaster response and relief efforts. Corporate donors will be referred directly to an agency if there is a known need for the offer in order to coordinate shipping and receiving of the items.
- International donations are items donated by countries or agencies located in countries outside the United States. Bonner County will direct international donors to the Idaho State Donations Coordinator.
- Transportation and distribution of donations from the donor to the receiving organization will be the responsibility of the donor.
- Unsuitable and unneeded donations must be disposed of properly. Local laws will apply when disposing of hazardous materials. Unusable items will be recycled if possible. Usable goods will be redistributed to non-profit organizations if possible.
- An undesignated cash donation is money that arrives that has not been designated to a specific agency. Undesignated cash will be directed to the Bonner County Treasurer to be placed in a special disaster trust fund until distribution needs can be determined.

### **Spontaneous Volunteers**

- Spontaneous volunteers are individuals that want to help in the disaster area with response and recovery but are not affiliated with one of the organizations that are working the disaster.
- The Bonner County Emergency Operations Center (7BEOC) will determine the initial needs assessment for services and to identify operating facilities suitable as emergency volunteer reception centers (EVRC). When a large number of volunteers show up or are expected to show up at a disaster area, an EVRC will be set up to register the volunteers and connect them with an agency that is in need of their skills and services. If state assistance is required, the 7BEOC will work with the State Volunteer Coordinator (SVC).

- Volunteer organizations involved in disaster response may request public volunteers, as needed. The requesting agencies are responsible for the housing, feeding and needs of requested volunteers.

### **Public Information**

The Bonner County Public Information Officer (PIO) or Joint Information Center (JIC) will work with the 7BEOC to develop a program to educate the public and media concerning donations management operations. This program will address the following:

- Contacting elected officials to educate them on the needs of donations management operations. The goal is to ensure that as elected officials speak to the media, they have a message that will assist the operation.
- The message will encourage cash donations to recognized nonprofit voluntary organizations with disaster experience.
- The target audience will be civic organizations, church groups, unions, media, private individuals and other interested groups.
- Press releases regarding donations will be issued immediately following a major disaster requesting only the most needed goods, detailing exactly what is needed.
- Once a need has been met, the Bonner County PIO will issue a press release canceling the need for donations of that type.

## **IV. Organization**

Primary responsibility for Volunteer and Donations Management activities is undertaken by Bonner County Emergency Management and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of Bonner County Emergency Management or other local response agencies, the Bonner County Emergency Manager may activate the 7BEOC and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies/organizations provide assistance and resources as outlined in the responsibilities section. Those agencies/organizations include:

- Volunteer Organizations Active in Disaster (VOAD)
- American Red Cross



- Salvation Army
- Southern Baptist Disaster Relief
- Local Food Banks
- St. Vincent DePaul
- Bonner County Community Emergency Response Team (CERT)

## V. Responsibilities

### **Bonner County Emergency Management**

1. Activate this annex based on available information and estimates.
2. Appoint a Donations Coordinator and Volunteer Coordinator to liaison with relief agencies, the SDC, and the SVC to meet needs and avoid duplication of efforts.
3. Maintain logs and journals on all activities regarding financial matters, trip reports, matters of institutional knowledge and concern, recordings of vital data, and after-action reports or critiques (lessons learned).

### **Donations Coordinator**

1. Coordinate the establishment of distribution centers as the magnitude and severity of the disaster emergency requires.
2. Work with volunteer organizations and if needed the state donations coordinator to develop a list of specific items needed in the disaster area for solicitation from the public.
3. Recognize that the distribution of large quantities of foodstuffs and commodities may have an adverse effect on the local economy. All efforts will be made to reduce that impact.
4. Coordinate with the Bonner County PIO to issue press releases. Provide information and assistance regarding the local jurisdiction's disaster response and recovery activities and provide updated information as required.
5. Assist 7BEOC in the development of a timeline and demobilization plan for the donations management activities. The timeline and demobilization plan will address closeout activities, downsizing coordination and operations, transitioning to voluntary agency

activities, and transmission of remaining goods and services to traditional charitable organizations.

### **Volunteer Coordinator**

1. Encourage individuals interested in volunteering their personal services to participate through the North Idaho Citizen Corps Council, Inland Northwest COAD and/or affiliate with a recognized nonprofit voluntary organization in disaster relief efforts. Spontaneous volunteers will be discouraged from going directly to any disaster site.
2. Coordinate with North Idaho Citizen Corps and Inland Northwest COAD in the managing of spontaneous volunteers.
3. Coordinate the establishment of emergency volunteer reception centers as the magnitude and severity of the disaster emergency requires.
4. Coordinate with the Bonner County PIO to issue press releases. Provide information and assistance regarding the local jurisdiction's disaster response and recovery activities and provide updated information as required.
5. Assist 7BEOC Planning in the development of the timeline and demobilization plan for the volunteer management activities. The timeline and demobilization plan will address closeout activities and downsizing coordination.

## **VI. Direction and Control**

- Appropriate personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command System (ICS) and integrate those principles into all the planning and response operations.
- All activities, functions, and services will be provided without regard to economic status or racial, religious, political, ethnic, or other affiliation.
- Full use of existing voluntary organizations, volunteers and donations management resources are encouraged before assistance of the state government is sought.

# Support Annex J: Worker Safety and Health

## I. Purpose

This annex provides guidelines for implementing worker safety and health support functions during potential or actual emergencies and disasters. This annex describes the actions needed to ensure that threats to responder safety and health are anticipated, recognized, evaluated, and controlled consistently so that responders are properly protected during incident management operations.

This annex coordinates the efforts of multiple response organizations. The main objective is to ensure that the Incident Command/Unified Command (IC/UC), responding organizations, and responders involved receive coordinated, consistent, accurate, and timely safety and health information and technical assistance.

## II. Situation and Assumptions

### **Situation**

During a disaster or emergency, operations likely will encompass complex and varied hazards that must be characterized, evaluated, and controlled to protect responders. These hazards could include falls from heights, hazards associated with heavy equipment use, confined space entry, compressed gas use, electrical shock, and the toxic and hazardous substance exposures. The need for a rapid response to an incident increases the risk that responders will be deployed without complete information about the safety and health hazards present.

To ensure that responders are properly protected, this Worker Safety and Health Support Annex must be in place to facilitate proactive consideration of all potential hazards and to ensure the availability and coordination of necessary personal protective equipment and other resources used in responding to the incident. A collaborative effort involving the expertise of all likely response organizations is necessary to plan for and implement responder safety and health procedures during the incident.

### **Assumptions**

- Organizations responding to the incident site have properly trained, equipped, and provided technical support and expertise to their responders in accordance with their agency's mission and expertise for the incident.

- On-scene incident management organizations will have a safety officer(s) assigned to assess health and safety risks and advise the on-scene incident commander of incident hazards and risks.
- This annex does not replace the primary responsibilities of government and employers; rather, it ensures that in fulfilling these responsibilities, response organizations plan and prepare in a consistent manner.

### III. Concept of Operations

This annex addresses those functions critical to supporting and facilitating the protection of worker safety and health for all emergency responders and response organizations during potential and actual emergencies and disasters. While this annex addresses coordination and provision of technical assistance for incident safety management activities, it does not address public health and safety.

Coordination mechanisms and processes used to provide technical assistance for carrying out incident safety management activities include identification and characterization of incident hazards, assessments and analyses of health risks and exposures to responders, medical monitoring, and incident risk management.

As the primary agency for this support annex, Bonner County Emergency Management will obtain the latest support information available from the Idaho Office of Emergency Management (IOEM). Bonner County Emergency Management will provide as much information as it has concerning the scope, complexity, and specific hazards associated with the incident and the needs of the response and recovery organizations. This worker safety and health annex supports the following functions within the Incident Command System (ICS):

- Providing occupational safety and health technical advice and support to IC/UC and Safety Officer(s) involved in incident management, and, if appropriate, at all incident sites.
- Providing assistance with site-specific occupational safety and health plan development and implementation and ensuring that plans are coordinated and consistent among multiple sites, as appropriate.
- Providing assistance with identifying and assessing health and safety hazards and characterizing the incident environment, to include continued monitoring of incident safety.
- Providing assistance with task-specific responder exposure monitoring for:

- Chemical, biological, radiological, nuclear, and explosive (CBRNE) contaminants; and
  - Physical stressors (e.g., noise, heat/cold, ionizing radiation).
- In coordination with the Idaho Department of Health and Welfare (IDHW), evaluating the need for longer term epidemiological medical monitoring and surveillance, and appropriate immunization and prophylaxis for responders and recovery workers.
- Assessing responder safety and health resource needs and identifying sources for those assets.
- Provide assistance with determining the appropriate level of personal protective equipment (PPE) including the use and decontamination of PPE.
- Collecting and managing data (exposure data, accident/injury documentation, etc.) to facilitate consistent data-formatting and data-sharing among response organizations.
- Coordinating and providing incident-specific responder training.

## IV. Organization

Primary responsibility for Worker Safety and Health activities is undertaken by Bonner County Emergency Management and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of Bonner County Emergency Management or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies/organizations provide assistance and resources as outlined in the responsibilities section. Those agencies/organizations include:

- Bonner County Sheriff's Office
- Fire Districts and Departments
- Panhandle Health District
- Municipal response agencies
- Idaho Military Division (IMD)

- Idaho Office of Emergency Management (IOEM)
- Idaho National Guard, 101st Civil Support Team (CST)
- Idaho Department of Health and Welfare (IDHW)
- Idaho Department of Environmental Quality (DEQ)
- Idaho Division of Building Safety (DBS)
- Idaho Department of Water Resources (IDWR)
- Idaho State Department of Agriculture (ISDA)

## V. Responsibilities

### **Bonner County Emergency Management**

1. During activation, coordinate technical assistance for responder safety and health to the IC/UC.
2. Resolve technical, procedural, and risk assessment conflicts before they adversely affect the consistency and accuracy of the advice and information provided to responders and to the local IC/UC.
3. Obtain advice and technical assistance from agencies of the state and federal government and others concerned with emergency response and hazardous substance incidents.
4. Coordinate response of specialized response teams. Idaho has specially trained and equipped teams that could be deployed, as requested, to the site of a HAZMAT/WMD incident to assist and advise the local Incident Command. Idaho's specialty teams are as follows:
  - a. Idaho Hazardous Materials Regional Response Teams (HAZMAT RRT).
  - b. Idaho National Guard 101st Weapons of Mass Destruction Civil Support Team (CST).
  - c. Idaho Regional Bomb Squads; and
  - d. Military Explosive Ordnance Disposal (EOD) Teams.

## Support Agencies

1. Identify qualified Safety Officers to train, monitor, and brief department personnel on hazards, specific reporting procedures, PPE, decontamination, etc.
2. Provide Critical Incident Stress Management (CISM) or Critical Incident Stress Debriefing (CISD) opportunities to staff.
3. Provide psychological and physical first aid.
4. Participate in worker safety and health support coordination.

## VI. Direction and Control

- Basic Provisions/Requirements of the Occupational Safety and Health Act (OSHA) of 1970 (Public Law 91-596). This Act assigns OSHA two regulatory functions - setting standards and conducting inspections - to ensure that employers are providing safe and healthful workplaces. OSHA standards may require that employers adopt certain practices, means, methods, or processes reasonably necessary and appropriate to protect workers on the job. Employers must become familiar with the standards applicable to their establishments and eliminate hazards. Compliance with standards may include ensuring that employees have been provided with, have been effectively trained on, and use personal protective equipment when required for safety or health. Employees must comply with all rules and regulations that apply to their own actions and conduct. Even in areas where OSHA has not set forth a standard addressing a specific hazard, employers are responsible for complying with OSHA's "general duty" clause. The general duty clause [Section 5(a)(1)] states that each employer "shall furnish...a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to his employees." For more information on OSHA, visit [www.dol.gov](http://www.dol.gov).
- Private-sector, State and local government employers, are responsible for the safety and health of their employees as outlined above. This responsibility includes allocating sufficient resources for safety and health programs, training staff, purchasing protective clothing and equipment as needed, and correcting unsafe or unsanitary conditions. Some State and National guidelines include, but are not limited to:
  - Idaho Code §44-1401 Employer's Liability Act, §39-101 Idaho Environmental Protection and Health Act, §72-101 Worker's Compensation and Related Laws.

- National Fire Protection Association (NFPA) standards.
  - The Hazardous Waste Operations and Emergency Response Standard, codified at 29 CFR 1910.120 and 29 CFR 1926.62; and
  - The Worker Protection Standard, codified at 40 CFR 311.
- The 7BEOC coordinates with the IOEM, other State agencies, and local governments to develop, obtain, and disseminate information on the likely hazards associated with potential incidents and the preventative actions that can be taken to reduce or eliminate illnesses and injuries that may result from hazardous exposure. The Joint Information Center (JIC) may be authorized to release general occupational safety and health information as outlined in the Strategic Crisis Communications Support Annex.
- Responders are notified of personal sampling results and suggested courses of action as promptly as possible. To protect responder confidentiality, medical information on responders is never released to the public.



# **Incident Annexes**

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# Incident Annex A: Cybersecurity

## I. Purpose

This Incident Annex briefly outlines the fundamental steps the Bonner County BOCC Information Technology Department (ITD), and Bonner County Elected Technology Units (ETUs) will take to prepare for and respond to a cyber incident. Each Elected Official is responsible for securing its own data and separated components of Bonner's IT Infrastructures. Each Elected Controlled component of IT infrastructure is dubbed an ETU.

## II. Situation and Assumptions

### **Situation**

Cyberspace comprises hundreds of thousands of interconnected computers, servers, routers, switches, and fiber optic cables that allow critical infrastructure to work. The county's ITD and its ETUs economy and security are fully dependent upon information technology and the information infrastructure. At the core of the information infrastructure is the internet. Bonner County may be affected by direct attacks that target the County data and information infrastructure or indirect attacks that target information systems that support County Elected Official operations but are not directly connected to the several County Elected Official information infrastructures.

### **Assumptions**

- Cyber-attacks occur with or without warning.
- Despite technologies that block many cyber-attacks, vulnerabilities exist.
- An organized cyber-attack has the potential to debilitate critical infrastructure, economy, or national security.

## III. Concept of Operations

When Cybersecurity events occur, Bonner County ITD and ETUs will use all available resources to protect life and property and reduce, to the extent possible, the suffering and hardships of individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures.

Bonner County will coordinate with the Idaho Office of Emergency Management (IOEM) Area Field Officer (AFO) for consultation and advice, help to appraise the

situation to better provide support, and to facilitate the declaration process. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the IOEM in accordance with established procedures.

As response activities continue, Bonner County will begin planning for short- and long-term recovery activities to ensure affected areas are restored to a normal or improved state.

## IV. Organization

Primary responsibility for Cybersecurity activities is undertaken by the ITD and ETUs and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of the ITD or ETUs or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies provide assistance and resources as outlined in the responsibilities section. Those agencies include:

- Bonner County Emergency Management
- All Other Bonner County Agencies

## V. Responsibilities

### **Bonner County ITD and ETUs**

1. Provide staffing for the Bonner County Emergency Operations Center (7BEOC) as needed.
2. Maintain a method of information technology oversight. This activity makes resource and priority decisions concerning information technology. It also provides guidance and information on products and services to other County agencies.
3. Work with appropriate law and legal authorities in the investigation phase of the cyber incident.
4. Work with all County departments and other government jurisdictions and agencies for software development, administration and strategic planning, and information technology operations.

5. Implement county-wide policies that address internet access, security, and other related policies.
6. Maintain vigilant monitoring to detect malicious codes that can negatively impact the county's information technology capabilities.
7. Develop and maintain internal continuity of operations and emergency response plans to address specific essential functions, personnel, and emergency actions required to keep Bonner County government operational.

### **Bonner County Emergency Management**

1. Open the Bonner County 7BEOC in support of a cyber incident.
2. Maintain a functioning information technology workstation in the 7BEOC.

### **All Other Bonner County Agencies**

1. Prepare and implement procedures that permit continued operation and service when cyber services are compromised or not available.
2. Prepare and implement procedures that facilitate a transition to normal operations after cyber service is restored to operational status.

## **VI. Direction and Control**

- Bonner County ITD and ETUs will take actions to prepare, within staffing and fiscal constraints, to respond to and recover from all emergencies and disasters impacting the information technology systems and services within Bonner County government.
- All Bonner County government end-users are responsible for familiarizing themselves with and complying with all Bonner County ITD and ETU policies, procedures, and standards dealing with information security.
- In order to ensure continuity of operations, all Bonner County government agencies are responsible for developing programs and procedures that enable them to continue operations and provide services despite cyber-attacks. Agencies should be prepared to implement non-technological protocols until cyber systems are restored and verified as safe for use.

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# Incident Annex B: Earthquake

## I. Purpose

This incident annex has been prepared to facilitate a coordinated response to earthquake incidents in Bonner County. It assigns responsibilities to Bonner County agencies to support requests to reduce potential loss of life, damage to property, and to quickly restore essential services following an earthquake.

## II. Situation and Assumptions

### **Situation**

Although rarely in the news, earthquakes are a fact of life in Idaho. According to a study conducted in 2003 by the United States Geological Survey (USGS), Idaho ranked 6th in terms of earthquake activity. Other scientific studies and the historical record demonstrate that damaging seismic events are possible throughout the State and the region. Earthquakes are one of the least predictable and poorly understood hazards.

Earthquakes are capable of catastrophic consequences, especially in urban areas and isolated rural areas. Much of Idaho's housing in suburban and rural communities was built prior to the 1970's when building codes were not in force. Additionally, rural communities do not have the resources to respond to widespread damage that might be caused by a catastrophic earthquake.

In minor earthquakes, damage may be done only to household goods, merchandise, and other building contents and people are occasionally injured or killed by falling objects. More violent earthquakes may cause the full or partial collapse of buildings, bridges and overpasses, and other structures. Fires due to broken gas lines, downed power lines, and other sources are common following an earthquake and often account for much of the damage. Economic losses arise from destruction of structures and infrastructure, interruption of business activity, and innumerable other sources. Utilities may be lost for long periods of time and all modes of transportation may be disrupted. Emergency services including medical may be both disabled and overwhelmed. In addition to broken gas lines, other hazardous materials may be released.

### **Assumptions**

- The first few hours following an earthquake are critical in saving the lives of people who have been injured and/or trapped in collapsed structures. The use of Bonner County resources during the initial

response period will be essential until state and/or federal support is available.

- The extent of initial response efforts will depend on the location, magnitude, cascading effects, and numbers of people affected by the earthquake and the ability of Bonner County to provide assistance.
- Additional earthquakes and aftershocks will have an impact on response and recovery operations and may trigger further damaging events.
- Typical earthquake related threats to public safety include but are not limited to:
  - Hazardous material spills.
  - Downed power lines and/or power disruption (loss of electric power may mean no water to fight fires, no drinking water, no sewage, no lights or heat, etc.).
  - Ruptured water and sewer lines.
  - Ruptured natural gas and petroleum pipelines.
  - Fires resulting from broken gas lines or from other ignition sources.
  - Collapsed bridges and overpasses.
  - Collapsed or unstable buildings (unreinforced masonry buildings)
  - Damaged or destroyed critical facilities (hospitals, fire/police stations).
  - Contamination of domestic water supply including public and private wells.
- Large numbers of earthquake evacuees requiring mass care are possible.
- Mass debris removal may be required to facilitate response and recovery efforts.
- Heavy collapse search and rescue operations will be required.



- Business and industry may not be prepared for adequate response to an earthquake. Businesses that rely on computer-based systems are particularly vulnerable.
- Commercial telephone service, including cellular telephone service, is vulnerable and may be unavailable.
- Dams may sustain significant damage and/or fail.

### III. Concept of Operations

When an Earthquake occurs, Bonner County will use all available resources to protect life and property and reduce, to the extent possible, the suffering and hardships of individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures. Should warnings for the citizens be required, Bonner County will facilitate the widest dissemination of alerts and warnings through the Emergency Alert System (EAS) and/or county alert and warning system as outlined in the Strategic Crisis Communication Support Annex.

Bonner County will coordinate with the Idaho Office of Emergency Management (IOEM) Area Field Officer (AFO) for consultation and advice, help to appraise the situation to better provide support, and to facilitate the declaration process. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the IOEM in accordance with established procedures.

As response activities continue, Bonner County will begin planning for short- and long-term recovery activities to ensure affected areas are restored to a normal or improved state. Recovery activities can include the use of State and Federal disaster funds, the establishment of temporary housing facilities, and the use of Federal disaster loans and grants.

### IV. Organization

Primary responsibility for Earthquake response activities is undertaken by fire, law enforcement, and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of the local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies provide assistance and resources as outlined in the responsibilities section. Those agencies include:

- Bonner County Road and Bridge
- Bonner County Sheriff's Office
- Bonner County 9-1-1 Communications Center
- Bonner County Fire Districts
- Bonner County EMS
- Panhandle Health District
- Independent Highway District
- Other Bonner County Agencies

## V. Responsibilities

### Primary Agency

#### **Bonner County Emergency Management**

1. Activate and staff the Bonner County Emergency Operations Center (7BEOC).
2. Coordinate and/or initiate alert and notification procedures.
3. Coordinate local and mutual aid response.
4. Maintain situational awareness of seismic events.
5. Maintain communications with the IOEM AFO, county agencies and municipalities regarding the status of response and recovery efforts.
6. Communicate and inform the public as coordinated through the Strategic Crisis Communication Support Annex.

### Support Agencies

#### **Bonner County Road and Bridge** (See Public Works Agency Annex)

1. Provide personnel for damage assessment and damage survey teams.
2. Provide engineering services and resources for the repair and maintenance of highways, bridges, and airfields.

3. Provide debris removal services and resources.
4. Coordinate with Bonner County Sheriff's Office as required with evacuation procedures and traffic control.

**Independent Highway District**

1. Support damage assessment and damage survey teams.
2. Provide services and resources for the repair and maintenance of highways.
3. Support debris removal.
4. Support evacuation and traffic control.

**Bonner County Fire Agencies and EMS**

1. Provide initial response to fires and building collapses.
2. Respond to hazardous materials incidents occurring as a result of the earthquake.
3. Conduct emergency medical services and search and rescue as needed.
4. Assist with traffic control and evacuation.

**Bonner County Sheriff's Office** (see Law Enforcement Agency Annex)

1. Preserve law and order and provide for the safety and protection of citizens.
2. Enforce emergency traffic controls and evacuation plans.

**Panhandle Health District** (See Public Health Agency Annex)

1. Coordinate public health and medical response.
2. Keep the public informed of health and sanitary conditions.
3. Monitor food and water quality.
4. Support mass care operations.

**Bonner County 9-1-1 Emergency Communications Center**

1. Provide emergency communications assistance.

**Other Bonner County Agencies**

1. Provide additional support as requested and coordinated by the Bonner County Emergency Operations Center. The level of involvement will vary based on the scope of the disaster.

**VI. Direction and Control**

Emergency responsibilities assigned to Bonner County agencies for earthquake response parallel those for other disaster operations. All agencies will follow National Incident Management System (NIMS) doctrine and utilize the Incident Command System to exercise command and control during all incident operations.

# Incident Annex C: Flooding

## I. Purpose

This incident annex has been prepared to facilitate a coordinated response to flooding incidents in Bonner County. It assigns responsibilities to Bonner County agencies to support requests to reduce potential loss of life, damage to property, and to quickly restore essential services following a flood.

## II. Situation and Assumptions

### Situation

Floods have been the most serious, devastating, and costly natural hazard to affect North Idaho. Based on historical frequency, floods occur every 1 - 5 years and flashfloods every 1 - 2 years. Communities in Bonner County are vulnerable to flooding from the many rivers, lakes and creeks in the area. The three most common types of flooding experienced in Idaho are:

- Riverine flooding: Periodic over-bank flow of rivers and streams generally associated with winter storms and spring runoff. Riverine floods generally have produced the largest scale events.
- Flash flooding: Quickly rising rivers and/or streams generally associated with extreme precipitation, rapid snow melt, or a combination of the two. Insufficient infrastructure (e.g., inadequate drainage systems) levee failures, and dam failures are also contributing factors. Although typically limited in extent, flash floods and dam breaks represent the greatest risks to life and limb due to the rapid onset, the potentially high velocity of water, and the huge debris load carried by floodwaters.
- Ice/debris jam flooding: Ice jam floods are associated with extreme winter cold events; debris jams may result from landslides or human activities. Flooding from ice jams is relatively common. Apart from snowmelt, mountain areas suffer from flooding associated with ice jams. Similarly, floating debris can accumulate at a natural or man-made obstruction (i.e., bridge abutments) and restrict the flow of water.

### Assumptions

- The first few hours following a flood are critical in saving the lives of people trapped in vehicles, atop structures, etc. The use of local

resources during the initial response period will be essential until state and/or federal support is available.

- Typical flood related threats to public safety include:
  - Hazardous material spills.
  - Contamination of domestic water supply including public and private wells.
  - Public health issues and vector control.
  - Power disruption.
  - Overwhelmed storm water systems causing flooding of public transportation routes.
  - Overflow of sewer treatment and settling ponds.
  - Flooded public buildings and private residences.
- The extent of initial response efforts will depend on warning time, which varies with the cause of the flooding, the numbers of people affected by the flooding, and the ability of county and municipal agencies to provide assistance.
- Flood stage as reported by the National Weather Service is not the same as the 100- year flood event. The 10-year, 50-year and 100-year flood level can be determined for points on rivers and streams by consulting the Flood Insurance Study. This option is available only for those sections of streams and rivers mapped by the National Flood Insurance Program.
- Large numbers of flood evacuees requiring mass care is possible.
- Citizens will be advised of potential flood conditions through a variety of methods, including: National Oceanic and Atmospheric Administration (NOAA) radio, Emergency Alert System (EAS) broadcasts, standard radio and television announcements, Bonner County Nixle and reverse 911, etc.
- The National Weather Service (NWS) will provide weather and flood warnings. Warning time will vary based on the type of flood event.
- Steep topography increases runoff water velocity and debris flow. Lack of vegetation, due to drought or wildfire, to slow runoff is another factor.

- A flood event may likely have the largest uninsured damage impact of any type of natural disaster. Homeowners or business owners' insurance policies usually do not cover flooding. It must be purchased separately as a special flood insurance policy. Although the program is widely publicized, history has shown that most people do not carry flood insurance.
- Local infrastructure may be compromised as a result of flooding.
- Mass debris removal may be required to facilitate response and recovery efforts.

### III. Concept of Operations

When Flooding occurs, Bonner County will use all available resources to protect life and property and reduce, to the extent possible, the suffering and hardships on individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures. Should warnings for the citizens be required, Bonner County will facilitate the widest dissemination of alerts and warnings through the Emergency Alert System (EAS) and/or county alert and warning system as outlined in the Strategic Crisis Communication Support Annex.

Bonner County will coordinate with the Idaho Office of Emergency Management (IOEM) Area Field Officer (AFO) for consultation and advice, help to appraise the situation to better provide support, and to facilitate the declaration process. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the IOEM in accordance with established procedures.

As response activities continue, Bonner County will begin planning for short- and long-term recovery activities to ensure affected areas are restored to a normal or improved state. Recovery activities can include the use of State and Federal disaster funds, the establishment of temporary housing facilities, and the use of Federal disaster loans and grants.

### IV. Organization

Primary responsibility for Flooding activities is undertaken by Bonner County Emergency Management and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of Bonner County Emergency Management or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager

with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies provide assistance and resources as outlined in the responsibilities section. Those agencies include:

- Bonner County Road and Bridge
- Bonner County Sheriff's Office
- Bonner County 9-1-1 Communications Center
- Panhandle Health District
- Independent Highway District
- Other Bonner County Agencies

## V. Responsibilities

### Primary Agency

#### **Bonner County Emergency Management**

1. Activate and staff the Bonner County Emergency Operations Center (7BEOC).
2. Coordinate and/or initiate alert and notification procedures.
3. Coordinate local and mutual aid response.
4. Maintain situational awareness of flood activities and monitor snowpack/snow melt conditions and weather forecasts.
5. Maintain communications with the IOEM AFO county agencies and municipalities regarding the status of response and recovery efforts.
6. Communicate and inform the public as coordinated through the Strategic Crisis Communication Support Annex.
7. Coordinate request to the U.S. Army Corps of Engineers for technical assistance, flood fight assistance, and advanced measures assistance.

### Support Agencies

#### **Bonner County Road and Bridge**

1. Provide personnel for damage assessment and damage survey teams.



2. Provide engineering services and resources for the repair and maintenance of highways, bridges, and airfields.
3. Provide debris removal services and resources.
4. Coordinate with Bonner County Sheriff's Office as required with evacuation procedures and traffic control.

**Independent Highway District**

1. Support damage assessment and damage survey teams.
2. Provide services and resources for the repair and maintenance of highways.
3. Support debris removal.
4. Support evacuation and traffic control.

**Bonner County Sheriff's Office**

1. Preserve law and order and provide for the safety and protection of citizens.
2. Enforce emergency traffic controls and evacuation plans.

**Panhandle Health District**

1. Coordinate public health and medical response.
2. Keep the public informed of the health and sanitary conditions created by floods: flood waters may carry untreated sewage, dead animals, disinterred bodies, and hazardous materials.
3. Monitor food and water quality and sanitary conditions.
4. Support mass care operations.

**Bonner County 9-1-1 Emergency Communications Center**

1. Provide emergency communications assistance.

**Other Bonner County Agencies**

1. Provide additional support as requested and coordinated by the Bonner County Emergency Operations Center. The level of involvement will vary based on the scope of the disaster.

## VI. Direction and Control

Emergency responsibilities assigned to Bonner County agencies for flood response parallel those for other disaster operations. All agencies will follow National Incident Management System (NIMS) doctrine and utilize the Incident Command System to exercise command and control during all incident operations.

# Incident Annex D: Highly Contagious Disease

## I. Purpose

This incident annex has been prepared to facilitate a coordinated response to an incident involving a human to human or animal to human transmissible disease. Some common types of highly contagious diseases include norovirus (stomach flu), influenza, pertussis, tuberculosis, measles, strep throat, and sexually transmitted diseases. Although not as common, there are other highly contagious diseases such as diphtheria, cholera, methicillin-resistant staphylococcus aureus (MRSA), tuberculosis, Ebola, and others.

An epidemic is an outbreak of disease that spreads quickly and affects many individuals at the same time. A pandemic is an epidemic that has spread across a wider geographic range and affected a significant portion of the population. This annex addresses a highly contagious disease outbreak that adversely impacts the citizens of Bonner County.

The purpose of the Highly Contagious Disease Annex is to enable Bonner County to respond effectively and efficiently to ensure that essential operations are maintained during a serious outbreak of a virus or disease. It assigns responsibilities to Bonner County agencies to support requests to reduce potential loss of life, reduce the impact on the healthcare system, avoid unnecessary damage to the economy, and to quickly restore essential services.

## II. Situation and Assumptions

### **Situation**

Bonner County is susceptible to the impacts of a highly contagious disease emergency including reduced capacity in healthcare systems, loss of workforce in public and private organizations due to illness, and mass fatality implications for the coroner's office. A highly contagious disease emergency may possibly result in federal and state disaster declarations prior to a county declaration. In a more typical natural disaster, resources for the response to the emergency can be requested from other jurisdictions. Due to the possible widespread nature of a highly contagious disease event, these resources may not be available.

### **Assumptions**

- An outbreak of a previously unknown human to human or animal to human transmissible disease may occur anywhere in the world. In any given locale, including Bonner County, it is a statistically unlikely

occurrence. However, once an outbreak is detected, it is very likely to have significant local impact.

- Such an outbreak is an incident of national significance, and as such, mandates the use of the National Incident Management System (NIMS) regardless of local protocols.
- Unlike most incidents of national significance an outbreak of human transmissible disease will, beyond the initial attempts to contain it, rapidly overwhelm the capabilities of all levels of government, resulting in a primarily local response.
- No single agency can be identified as the lead agency for this type of incident. Rather, various agencies must be identified as leads for certain aspects of the response. Successful response to the crisis will be dependent on the coordination and collaboration efforts of these agencies.
- Local response to a human to human or animal to human transmissible disease outbreak will be hampered by the following situations:
  - Workforce reduction caused by sickness and fear of contracting the disease. This is particularly significant in the emergency services field due to the reliance on volunteer labor.
  - Physical resource shortages caused by competition for limited critical supplies and impacts to normal commerce affecting the movement and replacement of such goods.
  - Breakdown of normal societal fabric including, but not limited to, misinformation, disinformation, civil unrest, and lack of centralized guidance normally relied upon in times of disaster.
- The number of ill people requiring outpatient medical care and hospitalization will overwhelm the local health care system, thereby causing the normal amount and level of hospital care to be unavailable.
- Activation of the Bonner County Emergency Operations Center (7BEOC) will be following, or closely followed by, activation of the Idaho Office of Emergency Management Emergency Operations Center (IDEOC).
- The current system of government in Idaho provides Bonner County very limited authority to mandate compliance outside of the county organization.

- Residents may be required to stay in their homes for a significant period during a highly contagious diseases emergency; thus, residents will need public information, education and tools so they are prepared to take responsibility for basic needs (food, water, medications, etc.).

### III. Concept of Operations

When a public health incident occurs, Bonner County will use all available resources to protect life and property and reduce, to the extent possible, the suffering and hardships on individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures. Should warnings for the citizens be required, Bonner County will facilitate the widest dissemination of the public health emergency through the Emergency Alert System (EAS) and/or county alert and warning system as outlined in the Strategic Crisis Communication Support Annex.

Bonner County will coordinate with the Idaho Office of Emergency Management (IOEM) Area Field Officer (AFO) for consultation and advice, help to appraise the situation to better provide support, and to facilitate the declaration process. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the IOEM in accordance with established procedures.

As response activities continue, Bonner County will begin planning for short- and long-term recovery activities, as necessary.

### IV. Organization

Primary responsibility for a highly contagious disease emergency is undertaken by Panhandle Health District and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of the Panhandle Health District or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies provide assistance and resources as outlined in the responsibilities section. Those agencies include:

- Bonner County Emergency Management
- Bonner County Coroner

- Bonner General Health & other health organizations
- Bonner County Emergency Medical Services
- All other county emergency response agencies

## V. Responsibilities

### Primary Agency

#### **Panhandle Health District**

1. Ensure that all reasonable measures are taken to limit the spread of an outbreak within and beyond the community's borders.
2. Provide a Lead Agency representative to the 7BEOC as requested.

### Support Agencies

#### **7BEOC/Bonner County Emergency Management**

1. Activate and staff the Bonner County Emergency Operations Center (7BEOC).
2. Coordinate activation of the Bonner County Continuity of Operations Plan if needed.
3. Coordinate with Bonner General Health, other local health organizations, and Panhandle Health District.
4. Coordinate with all Bonner County departments to determine the impact on County functions and facilities.
5. Maintain situational awareness of disease impacts on Bonner County residents, neighboring counties and the State of Idaho.
6. Maintain communications with the IOEM AFO, county agencies and municipalities regarding the status of response and recovery efforts.
7. Communicate and inform the public as outlined in the Strategic Crisis Communication Support Annex.

#### **Bonner General Health** (and other local health organizations)

1. Prepare for a medical surge and the impacts upon the health community.
2. Ensure that healthcare providers are utilizing the appropriate level of personal protective equipment.

3. Provide situational updates to 7BEOC/Bonner County Emergency Management as requested.

**Bonner County Coroner**

1. Prepare for a potential mass fatality incident.
2. Provide situational updates to 7BEOC/Bonner County Emergency Management as requested.

**Bonner County Emergency Medical Services**

1. Ensure that all emergency medical service providers in Bonner County are utilizing the appropriate level of personal protective equipment.
2. Provide situational updates to 7BEOC/Bonner County Emergency Management as requested.

**Other Bonner County Agencies**

1. Ensure that all emergency response personnel are utilizing the appropriate level of personal protective equipment.
2. Provide situational updates to 7BEOC/Bonner County Emergency Management as requested.

## VI. Direction and Control

- Idaho Department of Health and Welfare Director Authority. The state public health administrator has the power to quarantine an individual in the case of a communicable disease and to prevent entry or exit of a household or place by non-authorized individuals, provided proper notification of the order and identification of least restrictive means of protecting public health. Idaho Code § 56-1003 (7)
- A district health board has identical powers as state officials within a health district. Idaho Code § 39-415
- City Authority. Cities may create a board of health and assign it powers and duties relevant to the control of communicable diseases, within five miles of the city. Idaho Code § 50-304

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# Incident Annex E: Severe Weather

## I. Purpose

This incident annex supports a coordinated response to severe weather incidents in Bonner County. It assigns responsibilities to Bonner County agencies in order to reduce potential loss of life, damage to property, and to quickly restore essential services following a severe weather incident.

## II. Situation and Assumptions

### **Situation**

Severe weather can be experienced throughout Bonner County, putting the entire population at risk. Severe weather incidents include:

- Severe thunderstorms are defined by the National Weather Service (NWS) as having winds in excess of 58 mph and/or hail  $\frac{3}{4}$  inch diameter or larger. Severe thunderstorms have been observed in all months of the year but are most common in the months of May through August. Severe thunderstorms typically cause blowing dust and produce winds capable of blowing down trees and damaging roofs. In very rare circumstances, a severe thunderstorm is capable of significant damage such as lifting roofs off buildings or collapsing less well constructed buildings.
- Tornadoes occur on average 5 times/year in Idaho. Most of these tornadoes occur in the Snake River plain. The vast majority of Idaho tornadoes (80%) are rated on the Enhanced Fujita (EF) scale as an EF0 tornado meaning winds are less than 85 mph. Only 15% of Idaho's tornadoes are rated as an EF1 meaning winds 85-110 mph. About 1 tornado every 6 to 10 years will reach an EF2 strength with winds up to 135 mph. While an EF2 is the strongest tornado to hit Idaho in recorded history, a tornado stronger than EF2 is possible but would be an extremely rare event. EF0 tornadoes have about the same impact as a severe thunderstorm, causing broken tree limbs and some minor roof damage to structures.
- Winter storms are a common occurrence from November through April. Winter storms drop considerable snow causing transportation difficulties on Bonner County's highways. Several times each winter, storms will arrive with considerable wind causing blizzard or near blizzard conditions. These storms close highways due to the inability of road crews to keep up with falling and drifting snow on roadways. The

greatest impact from these storms is typically traffic delays.

Occasionally people are trapped in cars on closed roads. They may be stranded in their vehicles, try to walk to safety, and die of hypothermia.

- High winds in Idaho come from severe thunderstorms and in the winter/spring months, when strong winds can blow for long periods of time. These storms bring winds that are not strong enough to cause structural damage yet strong enough to cause blowing dust which can reduce visibility to a ¼ mile or less. The most likely effect is reduced visibility and the resulting transportation difficulties and auto accidents.
- Floods and flash floods: See Flooding Incident Annex.
- Drought is a recurring weather phenomenon that can have a profound impact upon the physical environment and social systems of Idaho. These impacts are often ambiguous and complex. They are usually related to such water use activities as agriculture, commerce, tourism, fire suppression, and wildlife preservation. Reductions in electrical power generation and water quality are also likely. Because drought is progressive in nature and develops slowly, it is often not recognized until it is severe. Most of Idaho's water arrives in the form of rain and snow through the winter months. The slow melt of the snowpack in the mountains through the spring and early summer provides irrigation water to much of Idaho's agriculture. Because of Idaho's reservoir storage capacity, one year of below normal winter precipitation is not enough to cause significant problems for water supply purposes. However, back-to-back dry years can stress the system due to reservoirs not filling completely. These back-to-back dry years occur with a low but not insignificant frequency.
- Heat wave. Exposure to excess heat can cause illness, injury and death. Most heat-related deaths occur during the summer months. The elderly, the very young, and people with chronic health problems are most at risk. Air conditioning is the best protection against heat-related illness and death. The dangerous condition of heat waves comes with a combination of high daytime temperatures and high nighttime temperatures. Although these conditions rarely occur, as urban areas increase in size these conditions may grow in importance.
- Severe Cold. Exposure to severe cold can cause death from hypothermia, a condition that occurs when the body temperature is chilled due to extreme cold or from a cool wet environment. Deaths from hypothermia typically occur from persons lost far from shelter and

elderly people living in rural areas who have a minor accident while outdoors in cold weather and are unable to get to shelter.

### **Assumptions**

- Bonner County is vulnerable to a significant threat of damage from severe weather throughout the county.
- Additional damage can be caused by hail, lightning, and rising water due to heavy rains.
- Severe weather events can create increased demands for traditional first responders such as law enforcement, emergency medical services, and firefighters. This can cause longer than usual response times and availability of response personnel.
- A severe weather event may trigger one or more secondary events such as the release of hazardous materials or fires.
- Damage to transportation systems may complicate recovery efforts following a severe weather event. The loss or impairment of major highway links serving the area may significantly increase the difficulty of rescue and relief efforts. Debris removal operations may have a high priority.

## **III. Concept of Operations**

Unlike most other types of emergencies or disasters, State of Idaho resources will likely be involved at the onset of severe weather incidents (i.e., issuing warnings, clearing roadways, etc.) as part of their routine responsibilities. When Severe Weather occurs, Bonner County will use all available resources to protect life and property and reduce, to the extent possible, the suffering and hardships of individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures. Should warnings for the citizens be required, Bonner County will facilitate the widest dissemination of alerts and warnings through the Emergency Alert System (EAS) and/or county alert and warning system as outlined in the Strategic Crisis Communication Support Annex.

Bonner County will coordinate with the Idaho Office of Emergency Management (IOEM) Area Field Officer (AFO) for consultation and advice, help to appraise the situation to better provide support, and to facilitate the declaration process. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the IOEM in accordance with established procedures.

As response activities continue, Bonner County will begin planning for short- and long-term recovery activities to ensure affected areas are restored to a normal or improved state. Recovery activities can include the use of State and Federal disaster funds, the establishment of temporary housing facilities, and the use of Federal disaster loans and grants.

## IV. Organization

Primary responsibility for Severe Weather activities is undertaken by Bonner County Emergency Management and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of Bonner County Emergency Management or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies provide assistance and resources as outlined in the responsibilities section. Those agencies include:

- Bonner County Road and Bridge
- Bonner County Sheriff's Office and Dispatch
- Panhandle Health District
- Independent Highway District
- Other Bonner County Agencies

## V. Responsibilities

Primary Agency

### **Bonner County Emergency Management**

1. Activate and staff the Bonner County Emergency Operations Center (7BEOC).
2. Coordinate and/or initiate alert and notification procedures.
3. Coordinate local and mutual aid response.
4. Maintain situational awareness of severe weather incidents.

5. Maintain communications with the IOEM AFO, county agencies and municipalities regarding the status of response and recovery efforts.
6. Communicate and inform the public as coordinated through the Strategic Crisis Communication Support Annex.

#### Support Agencies

##### **Bonner County Road and Bridge**

1. Provide personnel for damage assessment and damage survey teams.
2. Provide engineering services and resources for the repair and maintenance of highways, bridges, and airfields.
3. Provide debris removal services and resources.
4. Coordinate with Bonner County Sheriff's Office as required with evacuation procedures and traffic control.

##### **Independent Highway District**

1. Support damage assessment and damage survey teams.
2. Provide services and resources for the repair and maintenance of highways.
3. Support debris removal.
4. Support evacuation and traffic control.

##### **Bonner County Sheriff's Office**

1. Preserve law and order and provide for the safety and protection of citizens.
2. Enforce emergency traffic controls and evacuation plans.
3. Provide emergency communications assistance.

##### **Bonner County Fire Agencies and EMS**

1. Provide initial response for incidents resulting from the severe weather conditions.
2. Assist with clearing debris from roadways and traffic control.

##### **Panhandle Health District**

1. Coordinate public health and medical response.

2. Keep the public informed of health and sanitary conditions.
3. Monitor food and water quality.
4. Support mass care operations.

**Other Bonner County Agencies**

1. Provide additional support as requested and coordinated by the 7BEOC. The level of involvement will vary based on the scope of the disaster.

## VI. Direction and Control

Emergency responsibilities assigned to Bonner County agencies for severe weather response parallel those for other disaster operations. All Bonner County agencies will follow National Incident Management System (NIMS) doctrine and utilize the Incident Command System to manage all incident operations.

## Incident Annex F: Terrorism

### I. Purpose

The purpose of this incident annex is to facilitate an effective response to terrorist incidents in Bonner County.

### II. Situation and Assumptions

#### **Situation**

The complexity, scope, and potential consequences of a terrorist threat or incident require that there be a rapid and decisive capability to resolve the situation. The resolution to an act of terrorism demands an extraordinary level of coordination of law enforcement, criminal investigation, protective activities, emergency management functions, and technical expertise across all levels of government. The incident may affect a single location or multiple locations, each of which may be an incident scene, a hazardous scene, and/or a crime scene simultaneously.

#### **Assumptions**

- A terrorist threat or incident may occur at any time of day with little or no warning, may involve single or multiple geographic areas, and may result in mass casualties.
- No single agency at the local, state, federal, or private level possesses the expertise to act unilaterally in response to threats/acts of terrorism, particularly if weapons of mass destruction are involved.
- An act of terrorism, particularly one involving nuclear, radiological, biological, or chemical materials, will have major consequences that can overwhelm the capabilities of many county and state governments to respond and may seriously challenge existing Federal response capabilities.
- In the case of a biological attack, the effects may be dispersed in space and time, with no determined or defined incident site. Response operations may be conducted over a multijurisdictional, multistate region.

### III. Concept of Operations

This annex provides guidelines for assessing threats and reducing Bonner County's vulnerability to terrorism. It assists in developing a comprehensive and

integrated plan for Bonner County and municipal governments to work in cooperation with state and federal agencies in responding to and managing a terrorist incident, including the use of chemical, biological, radiological, nuclear, and high explosive (CBRNE) weapons of mass destruction (WMD). Finally, it provides guidance in coordinating recovery activities in Bonner County after a terrorist incident.

This annex provides planning guidance and outlines operational concepts for the integrated response by all Bonner County agencies to a terrorist incident. It builds upon concepts already addressed in the Bonner County Emergency Operations Plan (7BEOP) to respond to and recover from a broad spectrum of hazards, but it also addresses unique actions necessary to respond to a terrorist act.

## IV. Organization

Primary responsibility for Terrorism activities is undertaken by the Bonner County Sheriff's Office, Municipal Police Departments, and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of those agencies or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies provide assistance and resources as outlined in the responsibilities section. Those agencies include:

- Bonner County Emergency Management
- Bonner County Emergency Medical Services
- Bonner County Road and Bridge
- Fire Districts
- Independent Highway District
- Municipal Fire Departments
- Panhandle Health District



## V. Responsibilities

### **Preparedness**

1. Keep the public informed concerning the potential for terrorist incidents.
2. Coordinate with business, government agencies, schools, day care centers, hospitals, etc. on precautions and emergency actions prior to a terrorist incident.
3. Coordinate with the Idaho Office of Emergency Management (IOEM), Idaho State Police, Panhandle Health District, and other agencies for information and warnings affecting local jurisdictions.
4. Conduct hazard analysis of key facilities and the impact of a terrorist incident on those facilities.
5. Procure or produce information pamphlets for distribution to the public.
6. Coordinate and plan terrorist incident exercises.
7. Coordinate with the American Red Cross (ARC) for availability of shelters and shelter agreements.
8. Coordinate to ensure timely and accurate Emergency Alert System (EAS) activation.

### **Response Agencies**

1. Determine that a terrorist incident has occurred.
2. Identify type of terrorist incident (i.e., chemical, biological, explosive, etc.).
3. Establish incident command and notify Idaho State Communications in accordance with the Idaho Hazardous Materials/WMD Incident Command and Response Support Plan.
4. Establish command post(s) as needed.
5. Identify immediate action or response requirements.
6. Ensure response forces have as much information as possible.
7. Activate mass casualty plan if appropriate.
8. Activate bioterrorism plan if appropriate.

9. Activate radiation contamination or other contamination plans if appropriate.
10. Immediately implement actions necessary to preserve life and/or property, including the deployment of required resources.
11. Activate the Bonner County Emergency Operations Center (7BEOC) as appropriate.
12. Issue alert and warning based on established protocols.
13. Evacuate affected areas with assistance from available response agencies as directed.
14. Establish traffic control and security with law enforcement.
15. Establish communications with responding agencies.

### **7BEOC/Bonner County Emergency Management**

1. Through communications with response agencies, determine as quickly as possible:
  - a. Number of killed or injured (if any)
  - b. General boundary of the affected area
  - c. General extent of devastation (if any)
  - d. General extent of traffic route disruption
  - e. Immediate needs of response agencies
  - f. If voluntary evacuations of the population have begun
  - g. Location of congregate care facilities
2. Evaluate overall county situation.
3. Request that liaisons from Panhandle Health District and from law enforcement, both knowledgeable of terrorist activity, report to the 7BEOC.
4. Establish communications with IOEM.
5. Request Region I Regional Response Team if appropriate.
6. Establish communications with and request a liaison from Idaho Transportation Department, Idaho State Police and electric and gas utilities, as necessary.

7. Establish communications with area schools and businesses that may be affected.
8. Establish an ongoing reporting system from the response agencies, private sector, volunteer organizations and utilities.
9. Coordinate with the ARC on the opening of shelters.
10. Conduct first staff briefing as soon as practicable after 7BEOC activation.
11. Implement the Joint Information System (JIS) to inform the public, the media, and government officials.
12. Establish a schedule for briefings.
13. Brief city/county/agency/utility executives.
14. Establish, as appropriate, a Joint Information Center (JIC) with state and federal response agencies.
15. Provide response agencies with updated information as quickly as possible.
16. Issue action guidance as appropriate.
17. Establish 24/7 duty roster for the 7BEOC and/or command post.
18. Develop and post required maps or diagrams.
19. Activate an events log.
20. Review and follow resource procurement and purchasing procedures.
21. Inventory additional resources that may be used or called upon for use.
22. Activate formal resource request procedure and resource tracking.
23. Coordinate all resource requests forwarded to the IOEM.
24. Activate financial tracking plan in accordance with the Financial Management Support Annex.
25. Activate damage assessment and follow damage assessment procedure in accordance with the Damage Assessment Support Annex.
26. Develop an incident action plan outlining actions that must be accomplished during the next operational period.

27. Conduct shift briefings.

## VI. Direction and Control

- The primary guidance document for terrorist incidents is the Idaho Hazardous Materials/WMD Incident Command and Response Support Plan.
- All agencies will use the National Incident Management System (NIMS) and Incident Command System (ICS) in responding to terrorist incidents.
- All agencies should develop internal standard operating procedures that address their response to a terrorist incident that may involve Weapons of Mass Destruction.

# Incident Annex G: Wildland Fire

## I. Purpose

This incident annex has been prepared to facilitate a coordinated response to wildland fire incidents in Bonner County. It assigns responsibilities to Bonner County agencies to support requests to reduce potential loss of life, damage to property, and to quickly restore essential services following a wildland fire.

## II. Situation and Assumptions

### **Situation**

Bonner County has 1738 square miles of land, most of which is state, federal and private forestlands. In rural areas, fire districts and residents are likely to respond first when a fire emergency occurs. Successful fire suppression depends on mutual aid agreements between the Idaho Department of Lands, local fire districts, municipal fire departments, US Forest Service and other government agencies. Bonner County's fire services are composed of municipal and fire protection districts. Some of the departments have paid staff, while the majority consist of volunteers. There are isolated sections of land within the County that are outside of fire service protection. These lands rely on state or federal assistance to mitigate a fire incident.

### **Assumptions**

- Urban, rural, and wildland fires will occur within Bonner County. In the event of a drought or other significant event, large fires could be common.
- Vehicular access may be hampered by floods, bridge failures, landslides, etc., making conventional travel to fire locations extremely difficult or impossible.
- Air attack by tankers, helicopters, and/or smoke jumpers may be essential in many situations. Helicopters will be scarce resources. Usable airports may be congested.
- Communications systems may become overwhelmed.
- Emergency response may be hindered due to a shortage of personnel.
- Idaho Department of Lands and the US Forest Service will respond to fires in urban and urban interface areas when wildlands are threatened.

- Volunteer firefighters may not be available due to workplace or personal commitments.

### III. Concept of Operations

When a wildland fire occurs, Bonner County will use all available resources to protect life and property and reduce, to the extent possible, the suffering and hardships on individuals. If local resources prove to be inadequate or are exhausted, Bonner County will request assistance from other jurisdictions through mutual aid procedures. Should warnings for the citizens be required, Bonner County will facilitate the widest dissemination of [alerts and warnings through the Emergency Alert System (EAS) and/or county alert and warning system as outlined in the Strategic Crisis Communication Support Annex.

Bonner County will coordinate with the Idaho Office of Emergency Management (IOEM) Area Field Officer (AFO) for consultation and advice, help to appraise the situation to better provide support, and to facilitate the declaration process. When response requirements are beyond the capability of Bonner County, requests for State assistance will be forwarded to the IOEM in accordance with established procedures.

As response activities continue, Bonner County will begin planning for short- and long-term recovery activities to ensure affected areas are restored to a normal or improved state. Recovery activities can include the use of State and Federal disaster funds, the establishment of temporary housing facilities, and the use of Federal disaster loans and grants.

### IV. Organization

Primary responsibility for wildland fire activities is undertaken by the fire district or agency having jurisdiction and other agencies and organizations responsible for provision of those services. Should the incident overwhelm the capabilities of the fire district or agency having jurisdiction or other local response agencies, the Bonner County Emergency Manager may activate the Bonner County Emergency Operations Center (7BEOC) and any necessary agency representatives. The agency representatives will assist the Emergency Manager with disaster coordination activities. During recovery efforts, all involved agencies will coordinate with the Emergency Manager and the recovery team as needed.

Support agencies provide assistance and resources as outlined in the responsibilities section. Those agencies include:

- Bonner County Emergency Management
- Bonner County Sheriff's Office

- Idaho Department of Lands
- US Forest Service
- American Red Cross (ARC)
- Bonner County Emergency Medical Services and other ambulance services in Bonner County
- Bullet list of support agencies

## V. Responsibilities

### **Primary Agencies**

1. Provide/conduct fire suppression, light rescue, emergency medical, and other tasks that would protect lives and property.
2. Support other fire protection agencies responding under mutual aid agreements.

### **Support Agencies**

#### **Bonner County Emergency Management**

1. Activate the 7BEOC as needed.
2. Coordinate reception and shelter activities as needed.
3. Coordinate public notification for warning and evacuations.

#### **Bonner County Sheriff's Office**

1. Conduct evacuation and security efforts as needed.
2. Provide traffic control as needed.
3. Provide coordination between 7BEOC and Bonner County Sheriff's Dispatch to provide public information alerts and notifications.

#### **American Red Cross**

1. Set up and operate shelters as requested.

#### **Bonner County Emergency Medical Services (and other ambulance services)**

1. Coordinate firefighter rehabilitation efforts and facilities if needed.

## VI. Direction and Control

- All Fire Service agencies operate under their day-to-day command structure from local stations within their legal jurisdictions.
- In a fire emergency the fire services will mobilize all available apparatus and personnel required to manage the situation. Mutual Aid Agreements/Memorandums of Understanding (MAA/MOUs) are activated if initial resources are inadequate, or a particular district would make a quicker response to an adjoining district. When mutual aid and local resources are exhausted, the provisions for regional and/or state/federal fire mobilization apply.
- State and federal fire service agencies have the primary responsibility for fires occurring within their jurisdiction or if fires are threatening their jurisdiction.
- All requests for State and or Federal assistance outside of existing MAA/MOUs will be coordinated through the Emergency Manager or 7BEOC and directed to the Idaho Office of Emergency Management North Idaho Area Field Officer.
- All incidents in Bonner County will be managed using the National Incident Management System (NIMS) Incident Command System/Unified Command System.



## Acronyms

AFO	Area Field Officer
BGH	Bonner General Health
BOCC	Board of County Commissioners
DHS	Department of Homeland Security (U.S)
EAS	Emergency Alert System
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EMS	Emergency Medical Services
FEMA	Federal Emergency Management Agency (U.S.)
GIS	Geographic Information System
HAZMAT	Hazardous Materials
IC	Incident Commander
ICS	Incident Command System
IDAVOAD	Idaho Volunteers Active in Disasters
IDEOC	Idaho Emergency Operations Center
IDEOP	Idaho Emergency Operations Plan
IDNG	Idaho National Guard
IMD	Idaho Military Division
IOEM	Idaho Office of Emergency Management
JIC	Joint Information Center
JIS	Joint Information System
LEPC	Local Emergency Planning Committee
LERA	Local Emergency Response Authority
MA	Mission Assignment
MAC	Multi-Agency Coordination
MCC	Mobile Command Center

MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NGO	Non-Governmental Organization
NIMS	National Incident Management System
NRF	National Response Framework
PA	Project Agreement
PFO	Principal Federal Officer
PHD	Panhandle Health District
PIER	Public Information Emergency Response
PIO	Public Information Officer
RRT	Regional Response Team
StateComm	Idaho State Communications Center
WMD	Weapons of Mass Destruction
7BEOC	Bonner County Emergency Operations Center
7BEOP	Bonner County Emergency Operations Plan