

Elected Officials' Guide

to Emergency Management in
California



***Cal* OES**

**GOVERNOR'S OFFICE
OF EMERGENCY SERVICES**

2015



This guide is a condensed summary of emergency management responsibilities in the event of an emergency or disaster. It is designed to provide elected officials with an understanding and overview of emergency management in the state. More detailed information can be found in the California State Emergency Plan at www.caloes.ca.gov, or by calling the California State Warning Center at (916) 845-8911.

About Cal OES

Cal OES is responsible for the coordination of overall state agency response to major disasters in support of local government and for homeland security activities throughout the state. The responsibility for homeland security and public safety crosses nearly every jurisdictional and geographic line. California remains a high-risk environment for catastrophic events, both natural and intentional. As such, the State's emergency preparedness and homeland security efforts continue to be challenged. The State must continue to leverage existing resources and expertise to ensure our first responders have the best tools and training to prevent, protect, and respond to all events, both natural and intentional.

During emergency events, Cal OES coordinates the integration of federal and state resources into state and local response and recovery operations. Cal OES partners with every level of government, businesses, community-based organizations, and volunteers to maximize the use of all resources during emergencies. Shared responsibility for emergency management, preparedness, and public safety is demonstrated through numerous mutual-aid agreements between federal, state, and local entities with California.

Cal OES

Directorates

Executive Offices

Planning, Preparedness, Prevention

Response & Recovery Operations

Logistics Management

Finance & Administration

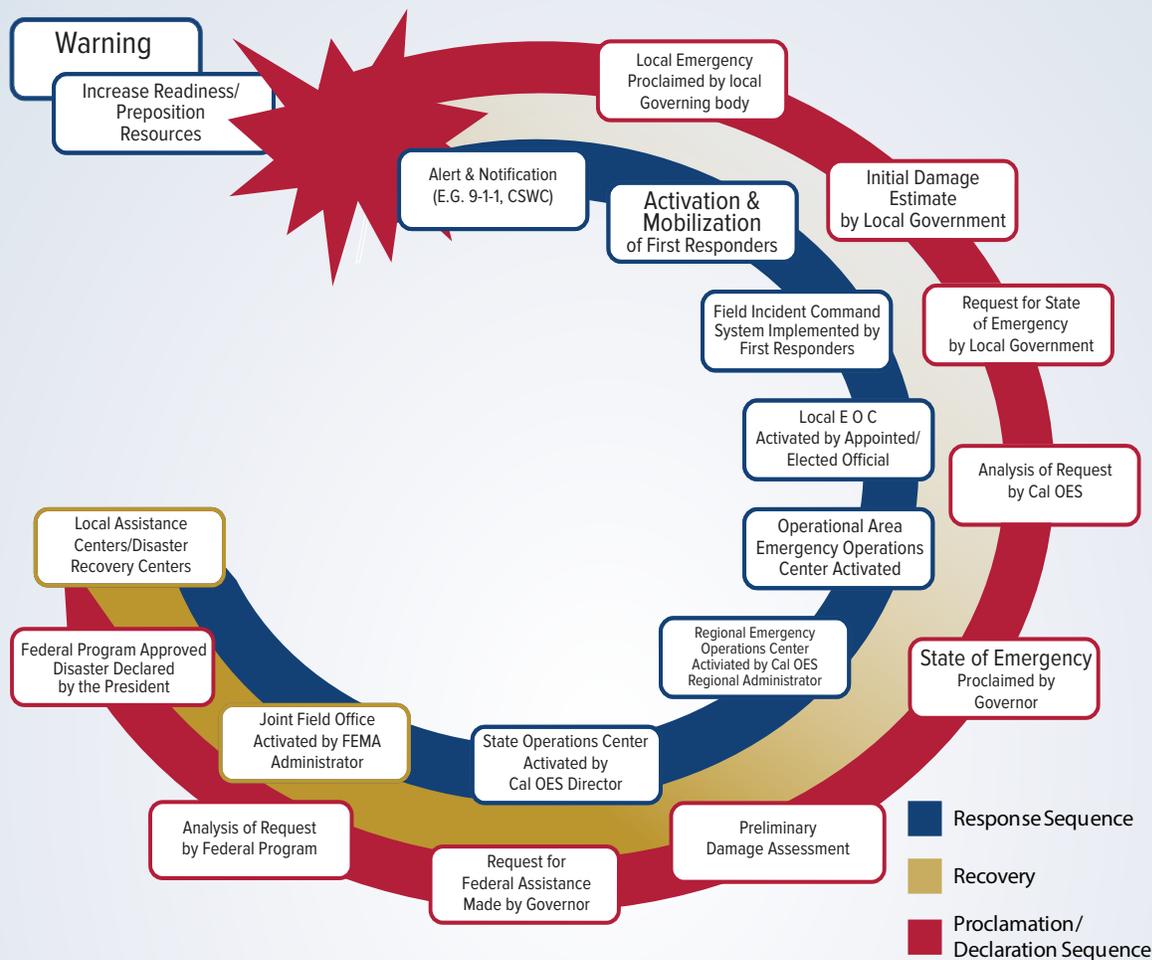
The Role of Elected Officials

- **You play a crucial role in public safety.** Your understanding and support of emergency management is vital to the safety and well-being of the public and our communities. Emergency management is a critical government function from planning and preparedness through long-term disaster recovery and mitigation efforts.
- **Before a disaster occurs** elected officials are encouraged to meet with their emergency management officials and establish solid relationships, learn about emergency plans and procedures, and visit the emergency operations center and other critical facilities.
- **During times of crisis,** elected officials can be a valuable asset to their communities by having a clear understanding of how government responds to emergencies and disasters, what resources are available, what types of assistance can be provided to citizens, and how much time it may take to deliver the assistance.
- **Policy makers have a responsibility** to make decisions that will ensure the safety of their constituents and communities. Land use and building code decisions that factor in fire potential and other significant disaster hazards can help contribute to increased public safety.
- **Be aware** of hazards in your area. Cal OES's Emergency Notification System helps keep you updated with daily situation reports. Use the process in the back of this guide to receive updates for counties in your district.

Leadership Before a Disaster Strikes

- Meet with your emergency management team to learn about the hazards that threaten your jurisdiction and what is being done to address those hazards.
- Learn about emergency management, disaster assistance services, as well as limitations.
- Encourage all government agencies and business leaders to coordinate and collaborate with the emergency management agency.
- Visit your jurisdiction's emergency operations center.
- Encourage individuals, families and businesses to develop an emergency plan and be self-sufficient in the immediate aftermath of a disaster.

Emergency Management Sequence of Key Events



Potential Threats in California:

- Civil Unrest
- Earthquake
- Energy Disruption
- Dam & Levee Failure
- Fire
- Flood
- Food and Agriculture Emergency
- Hazardous Material Emergency
- Pandemic and Epidemic
- Severe Weather
- Terrorist Attack
- Tsunami

The State Emergency Plan

In accordance with the California Emergency Services Act, the State Emergency Plan describes:

- Methods for carrying out emergency operations;
- The process for rendering mutual aid;
- Emergency services of governmental agencies;
- How resources are mobilized;
- Emergency public information; and
- Continuity of Government.

The Cal OES California State Warning Center (CSWC)

is staffed
24 hours
a day,
365 days
per year.

The CSWC
monitors disaster
events worldwide



Last year, staff in the Cal OES California State Warning Center (CSWC) handled 63,000 calls and more than 150,000 actionable incoming emails. The CSWC also received report of about 9,000 hazardous material spills, which resulted in more than 226,000 spill notifications to federal, state and local government agencies. In addition, CSWC staff made over 981,000 notifications due to weather related warnings, fires, seismic events, and other potential events that could have emergency management impacts.

California uses a Standardized Emergency Management System (SEMS) to facilitate communication during an emergency or disaster. This standardized system is the cornerstone of California's emergency response system and was created by a state law enacted after the devastating Oakland Fire Storm in the mid 1990s. Its purpose is to strengthen mutual aid response. The system unifies all elements of California's emergency management community into a single integrated system and standardizes key elements and functions that include management, operations logistics, planning and intelligence, and finance and administration.

SEMS is required by the California Emergency Services Act for managing multi-agency and multi-jurisdictional responses to emergencies in California.

The system has been so successful that it serves as the basis of the federal

National Incident Management System. State agencies are required to use SEMS and local government entities must use SEMS to be eligible for reimbursement of response-related costs under the state's disaster assistance programs.

California's SEMS is so successful it has become the basis of the National Incident Management System

Cal OES services begin long before a disaster occurs

When there is an immediate threat or actual emergency, local governments have the primary responsibility to implement emergency plans and take critical actions to mitigate or reduce the emergency threat. Actions include the timely deployment of law enforcement, fire fighting services, and field-level emergency response personnel and the activation of emergency operations centers and issuing orders to protect the public. Cities and counties have ordinances that establish an emergency organization and local disaster council. The ordinances provide for the development of an emergency plan, establishing responsibilities for emergency management operations and specifying the officials authorized to proclaim a local emergency.

Types of Declarations



Boles Fire, Siskiyou County, town of Weed

There are several types of emergency declarations that can be instituted by various state and federal agencies. Based on factors including location, severity, property and population affected, many types of local, state, and federal assistance programs may be available.

■ Local Emergency

Proclaimed by the governing body of a local government, a local emergency occurs when conditions become or are anticipated to exceed the resources of a local jurisdiction.

■ State of Emergency

Proclaimed by the Governor when conditions exceed the control of local government and require the combined forces of mutual aid regions.

■ Fire Management Assistance Declaration

Declared by FEMA based on a state request for an uncontrolled fire threatening such destruction as would constitute a major disaster.

■ Presidential Declaration of Emergency

Declared by the President following the Governor's provision of information that state and local resources have been tasked and specific federal aid is required.

■ Presidential Declaration of Major Disaster

Declared by the President at the request of the Governor. California must meet various factors, in accordance with federal regulations.

■ U.S. SBA Declaration

Declared by the U.S. Small Business Administration meeting specific criteria and based on a state request.

■ USDA Disaster Designation

Designated by the USDA Secretary based on a request from local or state government.

Types of Recovery Programs

The chart below provides a sample of available programs and indicates local, state and federal proclamation/declaration requirements and program implementation criteria.

| Assistance Type | Local | State | Federal | Program Implementation Criteria |
|---|-------|-------|---------|--|
| Fire Management Assistance Grant (FMAG) | No | No | Yes | Fire suppression - The uncontrolled fire must threaten such destruction as would constitute a major disaster. |
| State Public Assistance: Director's Concurrence | Yes | No | No | Restoration of public infrastructure only - The event must be beyond the control/capabilities of the local jurisdiction. |
| State Public Assistance: Governor's Proclamation | Yes | Yes | No | Response and restoration costs - The event must be beyond the control/capabilities of the local jurisdiction. |
| Federal Public Assistance: Major Disaster | Yes | Yes | Yes | Response and restoration costs - The state must request within 30 days of the occurrence; demonstrate necessary actions are beyond the state's capability; and damages meet the criteria defined in federal regulations. |
| Federal Public Assistance: Emergency | Yes | Yes | Yes | Response costs only - The state must request assistance within 5 days after the need becomes apparent; must demonstrate effective response is beyond the state's capability; and federal assistance is necessary to save lives and protect health, safety, and property. |
| Federal Individuals and Households Program (IHP) | Yes | Yes | Yes | Grants to individuals for necessary expenses or serious needs - May be implemented upon a Presidential declaration. There is no set threshold; however, FEMA considers such criteria as concentration of damages, trauma, special populations, etc. |
| State Supplemental Grant Program (SSGP) | Yes | Yes | Yes | Offers grants to individuals after the maximum IHP grant is met and there are additional unmet needs. |
| U.S. Small Business Administration (SBA) Economic Injury Disaster Loans | No | No | Yes | Working capital loans for small businesses - May be independently implemented when at least 5 small businesses have suffered economic injury and other assistance is not otherwise available; may be implemented under a USDA designation; and may be implemented under SBA physical declarations. |
| U.S. SBA Physical Disaster Loan Program | No | No | Yes | Real and personal property loans - May be independently implemented when at least 25 homes and/or businesses have each suffered uninsured losses of 40 percent or more of the fair replacement or predisaster value. |
| U.S. Department of Agriculture (USDA) Disaster Designation | No | No | Yes | Crop production loss and physical loss loans - May be made available when at least 30 percent crop production loss or a physical loss of livestock products, real estate, or chattel property. |
| Crisis Counselling Programs | Yes | Yes | Yes | Referral services and short-term counseling - Funded by FEMA and administered by Department of Healthcare Services through the county mental health offices. |
| Disaster Unemployment Assistance | Yes | Yes | Yes | Funded by FEMA through the Department of Labor - Offers up to 26 weeks of disaster unemployment assistance upon a Presidential Disaster Declaration. |

FREQUENTLY ASKED QUESTIONS



Rim Fire, Sierra Nevada

Under the California Disaster Assistance Act (CDAA), what benefits are available when conditions of a disaster or extreme peril are beyond the control of a city or county?

Based on a Local Emergency Proclamation that has been accepted by the Cal OES Director, a local agency may receive reimbursement (up to 75 percent) for permanent repair, replacement, or restoration costs for disaster-damaged facilities. The remaining 25 percent cost-share is the responsibility of local government. When the Governor proclaims an emergency due to conditions of disaster or extreme peril beyond the control of local government and the combined forces of a mutual aid response and authorizes CDAA, the state can fund local agencies for debris removal, emergency activities, infrastructure restoration costs, and certain private non-profits for critical services provided.

How is a Local Emergency Proclamation triggered and why is it important?

A “local emergency” is proclaimed when a disaster or other conditions exist that may cause harm to people and property occurs within the territorial limits of a county, city, and county or city, and those conditions exceed, or have the potential to exceed, local resources and capabilities.

What is a Governor’s Proclamation of a State of Emergency and how is it triggered?

When emergency conditions exceed, or have the potential to exceed, local resources and capabilities, a local jurisdiction may request the Governor proclaim a State of Emergency under the California Emergency Services Act. The Governor can proclaim a State of Emergency if the safety of persons and property in California are threatened by conditions of extreme peril, or if the emergency conditions are beyond the emergency response capacity and capabilities of the local authorities.

Does the Governor have expanded emergency powers during a proclaimed State of Emergency?

Yes, during a proclaimed State of Emergency the Governor:

- Has the right to exercise police power, as deemed necessary, vested in the State Constitution and the laws of California within the designated area.
- Is vested with the power to use and commandeer public and private property and personnel to ensure all resources within California are available and dedicated to the emergency when requested.
- Can direct all state agencies to utilize and employ personnel, equipment, and facilities for the performance of any and all activities designed to prevent or alleviate actual and threatened damage due to the emergency.
- May make, amend, or rescind orders and regulations during an emergency and temporarily suspend any non-safety related statutes, ordinances, regulations, or rules that impose restrictions on the emergency response activities.

What is the purpose of a Presidential Declaration of Emergency or Major Disaster and how is it triggered?

When it is clear state capabilities will be exceeded, the Governor can request federal assistance, including assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act).

The Stafford Act authorizes the President to provide financial and other assistance to state and local governments, certain private nonprofit organizations, and individuals to support response, recovery, and mitigation efforts following a Presidential Declaration of Emergency or Major Disaster Declaration. The Governor must request a Presidential Declaration of Emergency on behalf of local government within 5 days after the need for federal emergency assistance is apparent and a Major Disaster Declaration within 30 days of the incident.

How are requests for Presidential Declarations evaluated and how long does the process take?

Upon submission of the request, FEMA conducts a Preliminary Damage Assessment with Cal OES to determine if the incident is of sufficient severity to require federal assistance under the Stafford Act and makes a recommendation to the President through the Federal Department of Homeland Security. The decision to approve the request is based on the amount and type of damage, potential needs of the affected jurisdiction(s) and state, availability of state and local government resources, the extent and type of insurance in effect, recent disaster history and the state's hazard mitigation history. This process could take a few days to a few weeks depending on the magnitude of the incident. If the incident is so severe that the damage is overwhelming and immediately apparent, the President may declare a Major Disaster immediately.

Who is in charge during an emergency or disaster?

The Incident Commander sets the objectives and approves the strategy and tactics to be used for the incident. The Incident Commander will be a high ranking official of whichever local agency has the lead role in the incident (Fire, Police, Public Health, etc.).

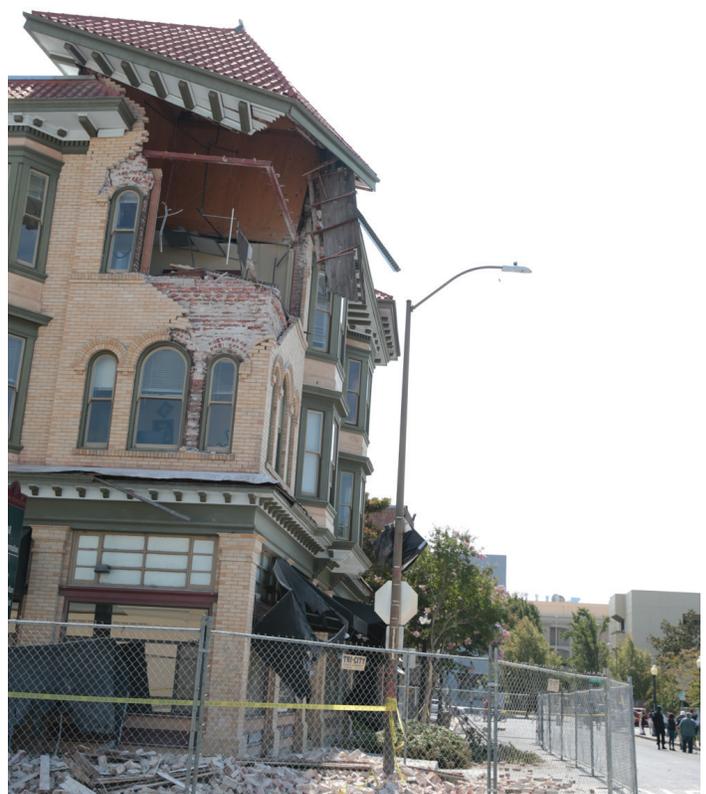
What can my constituents do to be more prepared for an emergency?

Individuals, families and businesses should develop an emergency plan and be self-sufficient in the immediate aftermath of a disaster. It is important that individuals and families create an emergency supply kit with food, water, and other supplies in

sufficient quantity to last for at least three days, have a plan of action should an emergency occur, and, most importantly, be informed about potential hazards and how to prepare for them. Encourage your constituents to review preparedness tips on the Cal OES website at www.caloes.ca.gov.

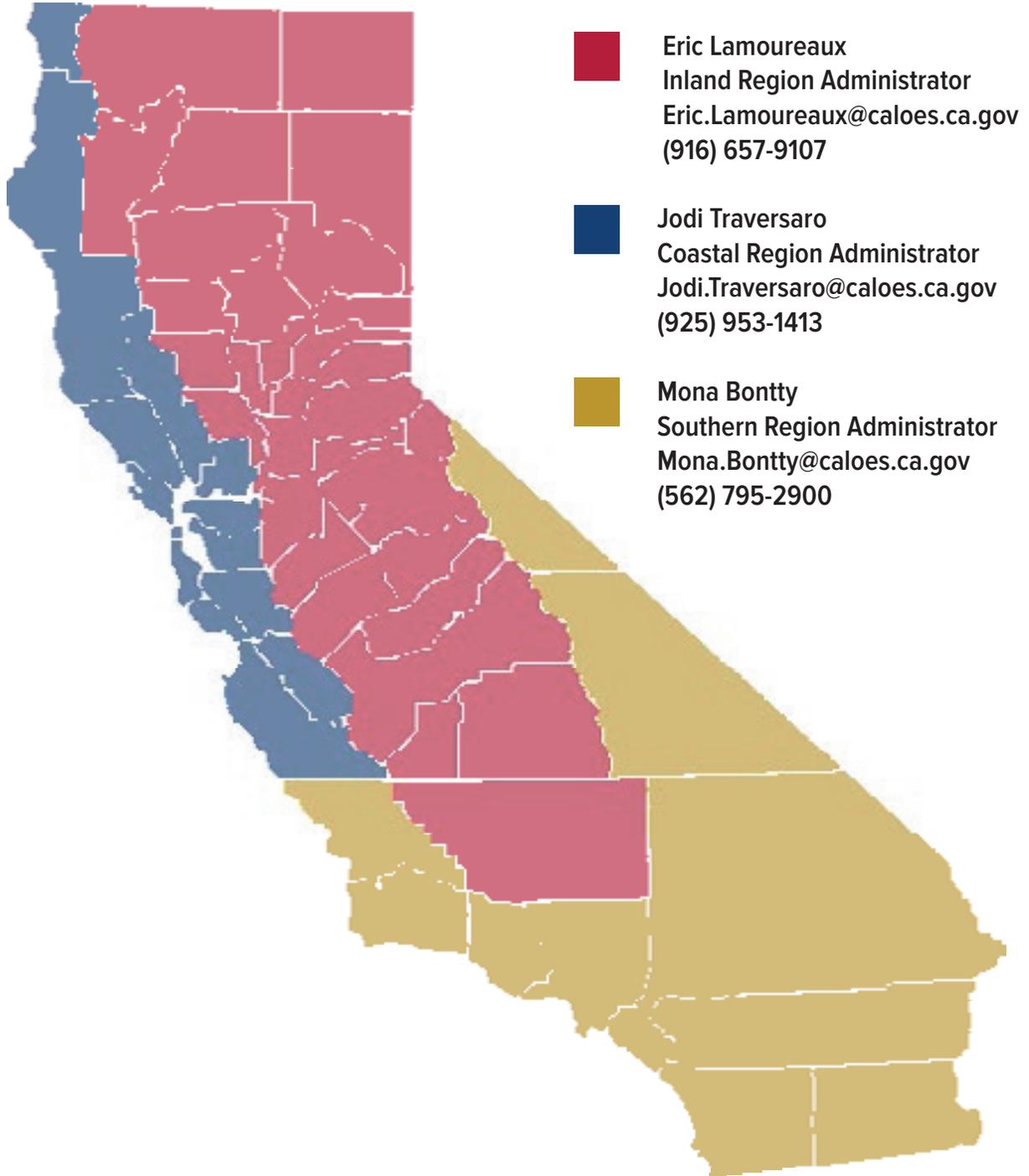
What is the process for individuals, households, and businesses to request assistance in the aftermath of a disaster?

The California Emergency Services Act designates each county as an Operational Area to coordinate the emergency activities and resources of its political subdivisions. Once a local declaration of emergency has been made, damage information should be reported to the local Emergency Services Office. It is the responsibility of the local office to collect and report local disaster damage to Cal OES. Information regarding the recovery process can be found at www.caloes.ca.gov/For-Individuals-Families.



Napa Earthquake, August 24, 2014

California Governor's Office of Emergency Services Administrative Regions





Automated Emergency Notification System
Flash Reports and Daily Situation Reports for Legislative Members
Contact Information Form

The California Governor's Office of Emergency Services provides the following two electronic notifications from the California State Warning Center. Each Legislative Member, and up to two staff persons from his/her office, may receive one or both of the notifications. Please indicate the notifications to be received below each contact and make sure your email settings allow alerts from cswcdialogic@oes.ca.gov.

Flash Reports

These are alerts of significant emergency and disaster situations occurring within county boundaries. *Notifications are made based on verified information only (unless otherwise indicated); therefore, there may be occasions when news media reports precede our notification. Please be aware that during an emergency event or disaster situation, notifications concerning public safety take precedence.*

Daily Situation Reports

Cal OES provides Daily Situation Reports 365 days a year. The reports summarize current emergency response activities, including, but not limited to, weather watches and warnings, weather of concern, California fire activities, significant events, and law enforcement mutual aid activities.

What do you want to do?

Date (MM/DD/YY): _____

- Add an existing contact(s)
- Change an existing contact(s)

District Number: _____

Counties you represent (separate by commas): _____

Legislative Member's Full Name (including title): _____

Legislative Member's Email Address: _____

Legislative Member's Phone Number*: _____

- Flash Reports
- Daily Situation Reports

Staff/Alternate #1's Full Name: _____ Title: _____

Staff/Alternate #1 Email Address: _____

Staff/Alternate #1 Phone Number*: _____

- Flash Reports
- Daily Situation Reports

Staff/Alternate #2's Full Name: _____ Title: _____

Staff/Alternate #2 Email Address: _____

Staff/Alternate #2 Phone Number*: _____

- Flash Reports
- Daily Situation Reports

**Your phone number is needed if we have questions; it will not be used for texting. Cell phone preferred.*

Submit completed form to
Office of Legislative & External Affairs
LegislativeAffairs@caloes.ca.gov or
3650 Schriever Avenue, Mather, CA 95655

Created by the
California Governor's Office of
Emergency Services

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