

EMERGENCY SUPPORT FUNCTION - ONE
TRANSPORTATION

PRIMARY AGENCY: Public Works Department (for affected jurisdiction)

SUPPORT AGENCIES: Legislative authority (affected jurisdiction)
Emergency Management
County & City Law Enforcement agencies

Agencies to Notify

As needed: LINK (public transportation system
School Districts' Transportation Services

INTRODUCTION

- A. Purpose
To ensure effective utilization and coordination of all available transportation resources and systems during an emergency or disaster.

- B. Scope
This support function is to coordinate mass transportation requirements that might occur after a disaster or emergency condition within or affecting Chelan County. This support function will also establish the allocation of transportation resources.

POLICIES

- A. The chief elected official of the county and/or cities involved have the authority to declare an emergency. This ESF is applicable when a disaster has been declared or when the emergency operations center (EOC) determines that movement of passengers or cargo is required or anticipated. All responses will follow all applicable Laws of the State of Washington and local ordinances.

SITUATION

- A. Emergency/Disaster Conditions and Hazards
Due to the unique geography of the Chelan County area, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:
 - 1. Wildfire
 - 2. Flood
 - 3. Severe weather
 - 4. Earthquake
 - 5. Hazardous Materials incident
 - 6. Terrorism Event

- B. Not only can these hazards interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged.

The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the county's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

B. Planning Assumptions

1. Most of the population will utilize private transportation methods to leave a disaster area. The primary movement of people and supplies will be over the highway networks. Air transportation will only be used for the extremely urgent need of personnel and supplies.
2. Transportation systems into and within the county could be disrupted making movement of personnel, supplies and equipment difficult. Local jurisdictions and agencies will be working to restore the transportation system in their area of responsibility.
3. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.
4. Increases in population will create a strain on the road systems which will affect emergency transportation.
5. If needed, a portion of the Strategic National Pharmaceutical Stockpile would be delivered to Pangborn Airport. Transportation and cargo handling equipment may be required to move the stockpile to staging or storage areas.
6. If the state's transportation network is severely damaged, the Governor may activate the Emergency Highway Traffic Regulation Plan. Under that plan, an immediate post-disaster survey of the total highway system will be initiated by the WA State Dept. of Transportation and restrictions may be placed on specific routes.
7. In a gubernatorial proclaimed disaster, state resources may become available to assist local governments in their disaster response.
8. RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

CONCEPT OF OPERATIONS

A. General

1. During a declared emergency mass transportation activities will be coordinated from the Chelan County EOC.
2. In a severe emergency or disaster, Chelan County responders may require the use of local vehicles, equipment and other assistance for moving heavy equipment, supplies, or people. Utilization of available ground transportation for local emergency operation will

be on a first priority basis. Depending upon the circumstances though, air or water transportation services may also be required. These are normally considered as second priority carriers for most localized operations but may be necessary for isolated incidents.

3. In the event of a severe disaster damaging ground transportation systems in the Chelan County area, an immediate survey of the county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Chelan County Emergency Management for public information purposes as soon as possible.
 4. Transportation to move a large number of persons from or within the county will be coordinated by a Transportation Coordinator working out of the EOC. Transportation providers may include LINK, school buses and other public and private transportation resources. If buses are needed to transport large numbers of people from, or within, the cities of Chelan County, transportation providers may be called. Providers will be selected based upon their capability and availability to the emergency. Potential passenger transportation providers are: LINK Transit, public school buses, and commercial services such as taxis or buses.
 5. The Transportation Coordinator may also coordinate cargo transportation. Cargo transportation providers may include city and county public works departments and other public and private transportation providers.
 6. When requested by Chelan County Emergency Management, the state Emergency Management and the state Utilities and Transportation Commission may assist in the procurement and delivery of outside transportation resources as possible.
 7. In a Presidential declared disaster the regional FEMA director may assist in further provision of emergency transportation resources within the disaster area as required.
 8. During an emergency, transportation providers will operate within the concepts of the National Incident Management System, becoming part of the system, yet maintaining their own internal structure.
- B. Organization
1. Chelan County Public Works Departments:
The Director of Public Works is responsible for coordination of transportation support. Public Works is responsible for developing procedures on how to coordinate transportation related needs and for ensuring that personnel receive training in order to carry out their responsibilities. Public Works Departments will work with support agencies to develop and maintain a working relationship and procedures to activate needed transportation resources.

2. Chelan County Commissioners:
As the legislative authority, the Board of County Commissioners are responsible for ensuring that the Public Works Department carry out their responsibilities in transportation coordination, as the primary agency. The Board is also responsible for ensuring that the necessary funding for transportation support is made available, as appropriate.
 3. Emergency Management
Will develop and maintain a resource list of all available transportation resources. This includes rolling stock and locations of potential fueling points.
 4. Support agencies
All support agencies will work with the primary agency to develop and maintain a workable transportation function. Support agencies will also develop and maintain their own Standard Operating Procedures and checklist for response to requests for transportation support.
- C. Procedures
1. The priority of transportation resources will be assigned based on protection of:
 - a. Life and Safety
 - b. Property
 - c. The Environment
 - d. Economic vitality
 2. A Transportation Coordinator will be appointed to coordinate transportation activities. As appropriate, the primary agency will assign personnel to the Emergency Operations Center, or appropriate command post location.
 3. Public Works and law enforcement representatives in the EOC will assist the Traffic Coordinator to determine usable roads and routes.
 4. The Public Information Officer (PIO) will work with the Traffic Coordinator in order to get transportation instructions to the public through the media.
 5. Transportation providers will be given specific instructions for each transportation requirement. These instructions will include routes to be used, safety and limitations to prevent injury or damage. Each transportation mission will be outlined and approved by the Transportation Coordinator on the "Transportation Request and Order Form" located at the end of this section.

D. Mitigation activities

1. Chelan County Public Works / City Street Departments:
 - a. Regularly inspect public roadways/right-of-ways for deterioration and make necessary repairs to keep roadways and right-of-ways in good condition.
 - b. Ensure, to the extent possible, that potential slide areas and areas of slippage do not interfere with county roadways.
 - c. Keep equipment in operating condition.
2. All agencies:
 - a. Keep equipment in operating condition.

E. Preparedness Activities

1. Chelan County Public Works / City Street Departments:
 - a. Develop and maintain Standard Operating Procedures and checklists dealing with transportation response.
 - b. Assure that all personnel are trained in their responsibilities according to the departmental SOPs and checklists.
 - c. Develop and maintain a chain of command to ensure continuity within the department(s).
 - d. Assign and train personnel to function at the County EOC, to assist in coordination of transportation issues.
2. All agencies:
 - a. Develop and maintain Suggested Operation Procedures and checklists dealing with transportation response.
 - b. Assure that all personnel are trained in their responsibilities.
 - c. Maintain a current inventory of all transportation and fuel resources available and make this inventory available to the department of Emergency Management.
3. Vital infrastructure - The following is a list of roads, bridges, and transportation points that if damaged, could affect transportation within the Chelan County area. All agencies should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable. Copies of these procedures should be provided to Chelan County Emergency Management for storage at the EOC.
 - a. US Route 2 (Main route east and west - winter storms, slide and fires could close this route and the link with western Washington)
 - b. US Route 97 & Alt 97 (Main link with I-90)
 - c. Wenatchee River bridge (Both at Wenatchee and Leavenworth)
 - d. Columbia River Bridges
 - e. Odabashian Bridge
 - f. Pangborn Airport
 - g. Burlington Northern main line

4. Evacuation

Evacuation cannot be realistically predetermined within the Chelan County area. Evacuation must be dealt with on a case by case basis. However, local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.

F. Response activities

1. All agencies / departments / jurisdictions affected by this Emergency Support Function shall:
 - a. Develop and maintain Standard Operating Procedures that should, at a minimum address:
 1. Lines of authority within their department during the response phase.
 2. Individual responsibilities, by position, to undertake during an emergency or disaster.
 3. Coordination with the primary agency.
 4. Communications between agencies.
 - b. Assure representation at the EOC or command post, as appropriate.
 - c. Report any known or suspected damage to infrastructure to the primary agency or agency responsible for the maintenance of damaged infrastructure.

G. Recovery Activities

The primary agency will, after an emergency or disaster, make sure that inspections of infrastructure is completed. The appropriate agency for the repair of damaged infrastructure or facilities will prioritize the repair so that essential service will be given first priority. All agencies involved in recovery efforts will ensure that detailed cost accounting is done in the event of a Presidential declared disaster and where there is a potential for federal and state assistance.

RESPONSIBILITIES

A. Primary Agency

1. Develop and implement Suggested Operation Procedures for their personnel.
2. Document all emergency related costs and expenditures for auditing purposes.
3. Provide specialized support functions, resources, or emergency personnel as agreed upon, contracted for, or provided for in mutual assistance agreements.
4. Report to designated staging areas as directed for assignments.

5. Designate a transportation coordinator who will coordinate transportation equipment, personnel and missions in conjunction with Emergency Management.
6. Designate personnel to coordinate transportation efforts in conjunction with the overall operation from a point, such as the EOC.
7. Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.
8. Block off streets and roads and establish detours as appropriate.
9. Initiate road and street repairs where possible.

B. Support Agencies

1. Legislative authority is responsible for:
 - a. Activation for use of the jurisdiction's transportation capabilities.
2. Transportation Coordinator is responsible for:
 - a. Serves as the chief advisor to the Incident Commander and legislative authority on mass transportation issues during an emergency.
 - b. Maintains a liaison contact with all transportation providers to maintain knowledge of their capabilities and general equipment availability.
 - c. Designates an alternate person to serve in his absence.
3. Chelan County Emergency Management is responsible for:
 - a. Maintains and updates an inventory of local transportation resources which identifies transportation capabilities and fuel sources.
 - b. Assist with the coordination of local transportation resources to support emergency transportation efforts.
 - c. Initiate requests for additional transportation resources if required.
 - d. Update local emergency resource guidebook, which shows all available transportation capabilities available.
4. Law Enforcement agencies are responsible for:
 - a. Assists Public Works in diverting traffic.
 - b. Duties as described in ESF 13 – Public Safety, Law enforcement and Security
5. All agencies are responsible for:
 - a. Developing and maintaining departmental SOPs
 - b. Coordinate transportation activities with the primary agency
 - c. Work within the concepts of the National Incident Management System (NIMS) during an incident.

RESOURCE REQUIREMENT

In order to accomplish the purpose of this annex, equipment suitable for transportation and keeping vital routes open is necessary.

Refer to the Chelan County resource inventory book for a listing of available resources and fueling locations, which include both private and public locations.

ADDENDUMS

1. Liability Exemption
2. Check List for Activated Resources
3. Evacuation Roster
4. Transportation Request and Order Form

REFERENCES

- ESF 13 Public Safety, Law Enforcement, and Security
- ESF 15 Public Affairs
- WA State Comprehensive Emergency Management Plan, ESF 1

Transportation Coordinator (TC)
Activation Check List

I. The Scope of this position is to:

- Coordinate emergency mass transportation requirements that might occur after a disaster or emergency condition within or affecting Chelan County.
- To establish the allocation of transportation resources.
- An Emergency Transportation Coordinator in the Chelan County Emergency Operations Center (EOC) will provide emergency cargo and personnel transportation as a coordinated effort under the authority of one or more members of the Legislative Authority.

II. Responsibilities, Emergency Transportation Coordinator:

- Serve as the chief advisor to the Legislative Authority on mass transportation issues during an emergency.
- Maintain a liaison contact with all transportation providers to maintain knowledge of their capabilities and general equipment availability.
- Designate an alternate person to serve in his/her absence.

III. Position Function

- Coordinate transportation assets/agencies that are fulfilling the transportation needs/requirements that may arise during and following a major disaster event.

IV. Reports to:

- Logistics/Public Works Officer

V. Response:

- Respond to the Chelan County Emergency Operations Center (EOC) at 408 N. Western, Wenatchee. If an alternate location is being used the Transportation Coordinator will be advised at the time of activation.
- Obtain a situation briefing from the Logistic/Public Works Officer, to include any immediate transportation needs.
- Set up a work position – Manuals, Call Lists, Transportation Resource Inventory, Forms, Communication (chargers, laptop, cell phone, radios, etc.)
- If it is going to be a protracted incident/disaster, arrange for back up and set up a staffing plan to cover around the clock operations.
- Conduct communications checks to ensure that all communications assets are working.
- Maintain a position log and enter all actions taken. If WEB EOC is running, log information in WEB EOC. Information to include:
 - ❖ Nature of the disaster
 - ❖ Transportation needs
 - ❖ All agencies tasked for transportation assets

- ❖ Type and numbers of equipment deployed
- ❖ Number of personnel assigned
- ❖ Special requirements
- ❖ Record times on all actions
- Establish communication with transportation resources identified to provide resources. Brief them on situation, potential requirements, and direct them to stand by for requests.
- Brief the Logistics/PW Officer on transportation assets available to support operations, types of equipment, capabilities, personnel, etc. Provide updates every two hours or as new information becomes available.
- Coordinate with Public Works and Law Enforcement to assess damage to transportation routes, and identify emergency transportation routes in the county.
- Coordinate with the Public Information Officer to get transportation instructions to the public through the media.
- Receive requests for transportation, determine number and type of assets required and task respective organizations.
- All transportation requests are to be made using the "Transportation Request Order Form".
- The priority of transportation resources will be assigned based on protection of:
 - ❖ Life and safety
 - ❖ Property
 - ❖ The environment
 - ❖ Economic vitality
- For tracking and reporting purposes, transportation resources will be broken down into seven (7) categories:
 1. Fixed Route Transportation (buses)
 2. Para-transit Services
 3. Small Vehicle Services (taxis)
 4. Equipment Transports
 5. Air Transport
 6. Rail Transport
 7. Animal Control Vehicles
- Provide each responding resource information on:
 1. Type of Disaster and tasking
 2. Type of equipment required
 3. Destination
 4. Reporting location (staging area)
 5. Person to report to
 6. Location of where to transport to
 7. Accountability, pick up and delivery
 8. Unique requirements
 9. Hazards (personal protection equipment if required)

- Provide each responding resource with an Evacuation Roster for tracking the people they are transporting.
 - Provide the situation display unit with all transportation resources deployed, number and type, destination and tasking.
 - Obtain status reports, at regular intervals, from transportation agencies with units deployed, and track all deployed units.
- VI. Recovery Activities
- Develop retrograde plan to stand down transportation operations and return personnel and equipment to parent organizations.
 - Assist the Logistics/Public Works Officer in putting together the after-action report. Document participating transportation agencies, equipment, and personnel dispatched, costs (equipment operational expense, personnel time, fuel, special equipment needs, etc.)
 - ❖ Summarize information from the Transportation Request Order Form for after action report.
 - ❖ Make several copies of the Summary and Transportation Request and Order Forms for reimbursement and the file.
 - Close down operations of your position. Notify all participating transportation agencies that the operation has concluded.

Levels of Emergency Operations Center (EOC) Activation

❖ LEVEL 1 - - Informational Level

This level is used when there is an emergency or potential emergency situation somewhere in the State, Region, or County, that has the potential to impact any part of Chelan County, either directly or indirectly. The purpose of this activation is to keep track of events and monitor resources in case it escalates to a point where it may impact Chelan County. Generally this level will require the Assistant Emergency Manager or his/her designee at the Emergency Management Office maintaining frequent contact with the PIO and other staff as needed.

If there is a possibility of transportation issues, LINK and possibly the school district of the affected area should be notified as “for information only”. This level does not require an EOC activation.

❖ LEVEL 2 - - Support Level

If it appears that Chelan County may be requested to provide assistance to another county, provide sheltering for evacuees, there is an emergency event that is expected to last several hours or more, there is an emergency situation involving multiple agencies and/or jurisdictions, or there are multiple emergencies/events occurring simultaneously, this level of activation would be appropriate. All appropriate EOC staff will be asked to report to the EOC for a briefing, and then only those needed for the particular situation would remain. Others would remain on a stand by status.

If there is a possibility of transportation issues, LINK and possibly the school district of the affected area should be notified as “for information only”. If Transportation is needed, a Transportation Coordinator needs to be appointed and will report to the EOC.

❖ LEVEL 3 - - Limited Operational Level

When part of Chelan County is directly impacted, or will likely be significantly impacted by an emergency situation, this level would be appropriate. At this level, designated staff or their representatives will need to be in the Chelan County EOC, or on call, until the emergency situation is downgraded. Emergencies involving multiple agencies or jurisdictions, events affecting the infrastructure of the area or County, events requiring a high degree of coordination and technical expertise, or events that will likely take many hours or days to resolve are examples of situations that may require a level 3.

A Transportation Coordinator will be appointed and will respond to the Chelan County EOC for a briefing. Following the briefing the Transportation Coordinator may be placed on call or stay at the EOC to handle Transportation needs as they arise.

❖ **LEVEL 4 - - Full Operational Level**

When more than one area or jurisdiction within Chelan County is being significantly impacted, and coordination with the State of WA Military Dept., Emergency Management Division/WA State EOC and/or adjacent counties is required, this level would be appropriate. Full staffing of the Chelan County EOC will be required on a 24 hour basis. This is the highest level of EOC activation.

The Transportation Coordinator will be appointed and will respond to the Chelan County EOC to receive a briefing. Following the briefing the Transportation Coordinator may be placed on call or stay at the Chelan County EOC to handle Transportation needs as they arise.

DEFINITIONS

Stand by status – (or on call) means that a person is to remain in contact by phone, at home or at work, until the emergency situation is over or they are asked to report to the Chelan County EOC. If the person on Stand by is unavailable for a period of time, that person is responsible to advise the Chelan County EOC who their replacement will be.

Staffing the Chelan County EOC means either the department head or an alternate authorized by the department head that can represent them and make decisions for deployment of department resources.

Definitions for Modes of Transportation

Air Transport Used to transport people, equipment, and supplies

Animal Control Vehicle Vehicles are usually small enclosed pickups that have cages used for transporting small and medium size animals like dogs and cats. These types of vehicles will not be used for large animals like horses, cows, etc. Vehicles can transport up to 5 animals at a time.

Bus Vehicles can transport the largest amount of people per trip. Buses are categorized by size. Large buses range in seating capacity from 24-72 passengers. The smallest bus (mini bus) seats 12 people.

Flat bed truck Vehicles of this type can carry small equipment and supplies as long as the goods are covered with tarps. Vehicles may be trucks, or trailer. Flat bed trucks are 24', 40', 44'. Flat bed trailers are usually 24' or 40'.

Fork lift

Mortuary Vehicle Vehicles to transport deceased persons. Vehicle may be available through the Coroner's Office or local funeral homes.

Moving Van

Paratransit Vehicle Vehicles that can be used to transport individuals that have special needs, such as those that use a wheel chair or scooter to get around. Most of these vehicles can transport 3 or 4 people at a time. Vehicles may be available through LINK or local ambulance companies.

Railroad Train Primarily used for shipping of goods or animals.

Refrigerated Trailer If a temporary morgue is needed near the disaster a refrigerated vehicle may be used to hold a large number of deceased people. When selecting a refrigerated trailer the following parameters must be considered:

- ❖ Type of floor --- needs to be metal
- ❖ Normal use --- can not be a trailer that usually transports food

Taxi Taxi service may utilize passenger cars that can carry up to four people, or possibly vans.

Van Vehicles that can carry up to 12 people depending on the type of van.

Specific Emergency Support Functions (ESF) Needing Transportation

In the Chelan County Comprehensive Emergency Management Plan (CEMP) there are four Emergency Support Functions (ESF) that have identified the need for Transportation resources to be used either in moving or evacuating people and moving equipment.

Each ESF has a different Transportation need and will require that the appointed Transportation Coordinator have available to him/her a full range of options for the transportation requests that arise.

Each ESF has been broken down to specific modes of transportation that may be needed.

The ESFs identified in the CEMP are:

- ❖ Mass Care, Housing, and Human Services for Transportation, ESF 6
- ❖ Resource Support for Transportation, ESF 7
- ❖ Public Health and Medical Services for Transportation, ESF 8
- ❖ Public Safety, Law Enforcement, and Security (Evacuation and Movement) for Transportation, ESF 13

TRANSPORTATION FOR ESF 6 – MASS CARE, HOUSING AND HUMAN SERVICES

I. Overview

1. Mass Care assistance may be needed for relocating and sheltering large numbers of persons that may be displaced. In the event of a major disaster, all or any part, of Chelan County could be impacted in such a way that residents might have to evacuate from their homes. If such a situation arises, ways will be needed to evacuate, feed, and shelter a large number of citizens.

II. Shelter

1. The provision transporting victims to emergency shelters may include the use of designated shelter sites in existing structures, creation of temporary facilities such as tent cities, or the temporary construction of shelters, and the use of similar facilities outside the affected area should evacuation become necessary.
2. Types of transportation that may be utilized are:
 - a. Buses
 - b. Paratransit
 - c. Taxis
 - d. Vans

III. Feeding

1. The provision for feeding victims and emergency workers is done through a combination of fixed sites, mobile feeding units, and bulk food distribution. Such operations will be based on sound nutritional standards and will include provisions for meeting dietary requirements of victims with special dietary needs.
2. Types of transportation necessary are:
 - a. Flat Beds
 - b. Fork Lifts
 - c. Moving Vans
 - d. Refrigeration Trucks
 - e. Vans

IV. Emergency First Aid Supplies

1. Emergency first aid equipment may need to be moved to mass care facilities and designated sites within the affected area. These supplies will be supplemental to emergency health and medical services established to meet the needs of the victims.
2. Types of transportation that may be utilized:
 - a. Flat Beds
 - b. Fork Lifts
 - c. Moving Vans
 - d. Refrigeration Trucks

- e. Vans

V. Bulk Distribution of Emergency Supplies

1. Sites will be established within the affected area for distribution of emergency relief items. The bulk distribution of these relief items will be determined by the requirement to meet the urgent needs of victims for essential items.
2. Types of transportation that may be utilized are:
 - a. Air Transportation
 - b. Flat Beds
 - c. Fork Lifts
 - d. Moving Vans
 - e. Rail Transportation
 - f. Refrigeration Trucks
 - g. Vans

TRANSPORTION FOR ESF 7 – RESOURCE SUPPORT

I. Overview

1. Transportation needs during a major disaster event could have a widespread and complex impact on the county and its citizens. Transportation resources are a necessity for moving people and equipment. Resource support includes the provision of services, personnel, commodities, and facilities to the County and the cities within the County during the response and recovery phases of an emergency or disaster. This includes emergency relief supplies, transportation services, and personnel as needed to support emergency activities.
2. Transportation resources are categorized as three types: small equipment and goods, large equipment and goods, and support vehicles.

II. Small Equipment and Goods

1. Examples: Small amounts of medications, pharmaceuticals, food, small tools, etc.
2. Types of transportation that may be utilized are:
 - a. Flat Bed
 - b. Moving Van
 - c. Van

III. Large Equipment

1. Examples: Large pallets of food, large fans, large pumps, etc.
2. Types of transportation that may be utilized are:
 - a. Flat Bed
 - b. Vans
 - c. Moving Vans
 - d. Air Transportation
 - e. Rail Transportation

IV. Support Vehicles

1. Examples: Evacuating people away from the disaster area to a public shelter. Moving animals to a shelter.
2. Types of transportation that may be utilized:
 - a. Air Transportation
 - b. Buses
 - c. Paratransit Vehicles
 - d. Vans

TRANSPORTATION FOR ESF 8 – PUBLIC HEALTH AND MEDICAL SERVICES

I. Overview

1. During a disaster, resources within the affected area will be inadequate to clear casualties from the scene or treat them in local hospitals. Additional medical capabilities will be needed to supplement and assist local jurisdictions to triage and treat casualties in the affected area, and then transport them to the appropriate hospital or health care facility. Additionally, medical resupply will be needed throughout the disaster area. It may be necessary to arrange for air transportation to areas that have sufficient hospital beds and where patients will receive necessary definitive medical care.
2. Transportation Support (if resources are available)
 - a. Aircraft for transporting incoming medical personnel, supplies and equipment.
 - b. Rail transportation for deployment of incoming assets within the affected area; and
 - c. Ground transportation, fixed and rotary-wing aircraft for movement of casualties within and out of the affected area.

II. Aircraft for transporting incoming medical personnel, supplies, and equipment:

1. To provide transportation to and from the airport in moving resources, there will need to be a coordinated effort with the airport to identify the following:
 - a. The contact person on site
 - b. Entrance into airport
 - c. Security issues
 - d. Safety concerns working around planes
 - e. Other

III. Rail transportation for deployment of incoming assets, within the affected area, and:

1. The contact person on site
2. Location of rail pick up
3. Security issues
4. Safety concerns working around rail cars
5. Other

IV. Ground transportation for deployment of incoming assets, within the the affected area, and:

1. The contact person on site
2. Location of ground vehicle
3. Security issues

4. Safety concerns working around ground vehicles
5. Other

TRANSPORTATION FOR ESF 13 – PUBLIC SAFETY, LAW ENFORCEMENT, AND SECURITY (EVACUATION AND MOVEMENT)

I. Overview

1. Emergency or disaster situations could require the need for evacuation. Specific local hazards that may require evacuation activities include: wildfires, urban fires, dam failures, flooding, hazardous materials, transportation and facility incident spills or release, or a major accident at the nuclear power plant in Benton County.
2. An emergency or disaster could require the evacuation of a large number of people in or near a threatened or stricken area. The operation of a major evacuation may be difficult, especially in rural areas, due to compromising factors like the isolation of an area, the difficulty of providing adequate and timely warning and limited transportation routes and capabilities. Operations could be further complicated for those individuals who are at risk medically, the elderly and the handicapped (Special Needs Population).
3. An evacuation could involve the movement of citizens from one part of the county to a safer portion of the county, or possibly out of the county.

II. Response

1. The process that will be followed when transit personnel are called for response to evacuation and movement of large amounts of people are as follows:
 - a. The Transportation Coordinator will call the responsible party for activating their agency.
 - b. The responsible party will activate their agency with the parameters given.
 - c. The agency follows their protocols in sending equipment and personnel to the designated areas for evacuation.
 - d. Agencies need to identify resources that can be allocated regarding their schedule.
 - e. Logistical items need to be identified, such as food, fuel, maintenance, etc.
 - f. Provide information and instructions to the driver(s):
 - ❖ Disaster description
 - ❖ Staging area to report to
 - ❖ Contact
 - ❖ Frequency
 - ❖ Primary and alternate route
 - ❖ Possible hazard and safety issues
 - ❖ Accountability for loading, when enroute, and unloading
 - ❖ Location the evacuees will be taken to
 - ❖ Next assignment status

❖ Communication

GUIDELINES FOR COMPANIES PROVIDING TRANSPORTATION RESOURCES

The Transportation Coordinator (TC) is the Transportation representative for the Chelan County Emergency Operation Center. The TC is charged with oversight and coordination of all Transportation Resources needed during a disaster.

The TC will be the person contacting you requesting your specific resources. When the TC calls, he/she will provide you with the following information:

- ❖ Type of disaster
- ❖ Location of disaster (staging area)
- ❖ Specific resources needed
- ❖ Person at emergency scene to report to
- ❖ Type of Transportation needs
- ❖ Phone number to contact TC
- ❖ Location where transporting to

The TC will be expecting the following information from you:

- ❖ Numbers and types of resources you can provide
- ❖ Length of time for activation of your resources
- ❖ Way to contact your resources while in the field

When your agency is called for an activation of resources it is very important to keep track of all expenses including employee costs.

To prepare your employees for assisting during a disaster it is important to understand what they might experience. Depending on the type of disaster they might be exposed to many things like death and destruction, not to mention bad weather conditions. Items employees should have on hand when activated:

- ❖ Appropriate clothing for the weather
- ❖ Water and food
- ❖ Paper and pencils
- ❖ Maps of the area
- ❖ Sun glasses
- ❖ Two way radio and/or cell phone
- ❖ Small First Aid kit

Addendum 1 – Liability Exemption

Exemption from liability while providing construction, equipment or work.

Section 1.01 RCW 38.52.195

Article II. Exemption from liability while providing construction, equipment or work.

Notwithstanding any other provision of law, no person, firm, corporation, or other entity acting under the direction or control of the proper authority to provide construction, equipment, or work as provided for in RCW [38.52.110](#), [38.52.180](#), [38.52.195](#), [38.52.205](#), [38.52.207](#), [38.52.220](#) and [38.52.390](#) while complying with or attempting to comply with RCW [38.52.110](#), [38.52.180](#), [38.52.195](#), [38.52.205](#), [38.52.207](#), [38.52.220](#) and [38.52.390](#) or any rule or regulation promulgated pursuant to the provisions of RCW [38.52.110](#), [38.52.180](#), [38.52.195](#), [38.52.205](#), [38.52.207](#), [38.52.220](#) and [38.52.390](#) shall be liable for the death of or any injury to persons or damage to property as a result of any such activity: PROVIDED, That said exemption shall only apply where all of the following conditions occur:

- (1) Where, at the time of the incident the worker is performing services as an emergency worker, and is acting within the course of his duties as an emergency worker;
- (2) Where, at the time of the injury, loss, or damage, the organization for emergency management which the worker is assisting is an approved organization for emergency management;
- (3) Where the injury, loss, or damage is proximately caused by his service either with or without negligence as an emergency worker;
- (4) Where the injury, loss, or damage is not caused by the intoxication of the worker; and
- (5) Where the injury, loss, or damage is not due to willful misconduct or gross negligence on the part of a worker.

Addendum 2 Check List for Activated Resources

(This form can be used by responding Transportation Resources)

Operator: _____

Company: _____

Date: _____

Transporting: **People** **Equipment**

Location to report (staging area): _____

Beginning mileage: _____ **Ending mileage:** _____

Vehicle license: _____ **Type of vehicle:** _____

Start time: _____ **End time:** _____

Items to take with you:

- Appropriate clothing for the weather**
- Water and food**
- Paper and pencils**
- Maps of the area**
- Sun glasses**
- Two way radio and/or cell phone**
- First aid kit**
- Safety items for vehicle such as flares, ice scraper, etc.**

Addendum 3 --- Evacuation Roster

Start date: _____ **Start time:** _____

End date: _____ **End time:** _____

Operator: _____

	Name of person evacuated
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	

Addendum 4 – Transportation Request and Order Form

Date: _____ Trip Date: _____

Departure Point: _____ Destination: _____
Report to: _____ Report to: _____

Route: _____

Departure Time: _____ Arrival time: _____ Pick up Point: _____

Departure Time: _____ Return time: _____ Return Point: _____

Vehicle type: _____ Wheelchair accessible Yes No

Number of passengers: _____ Adults: _____ Children: _____
Child seats available Yes No

Cargo description: _____ Weight: _____ Cubic Ft. _____

Hazardous Materials Yes No

Special Instructions:

Safety Instructions:

DRIVER'S TRIP REPORT

Vehicle license: _____ Type of vehicle: _____

Start time: _____ Arrival Time: _____ Departure time: _____ Return time: _____

Starting Mileage: _____ Ending mileage: _____

Total miles driven: _____ Driver: _____

ACTUAL CHARGES

Driver: _____ hours at \$ _____/hr.	\$ _____
Vehicle: _____ hours at \$ _____/hr.	\$ _____
Mileage _____ miles at \$ _____/mi.	\$ _____
Additional Charges	\$ _____
(describe)	\$ _____
TOTAL	\$ _____