

**Spokane Emergency Management
Emergency Support Function (ESF) #3
Public Works & Engineering**

<i>Emergency Coordination Center</i>	
<p>Primary:</p> <ul style="list-style-type: none"> • Public Works Agencies <ul style="list-style-type: none"> ○ Airway Heights ○ Cheney ○ Deer Park ○ Medical Lake ○ Millwood ○ Liberty Lake ○ City of Spokane ○ City of Spokane Valley ○ Spokane County <p>Support:</p> <ul style="list-style-type: none"> • Fire Departments. • Greater Spokane Emergency Management. • Private Contractors. • Utilities - Electric, Telephone, Gas. • Public Health • Water and Wastewater Departments • Local Law Enforcement • Solid Waste Disposal • SIRT (SCOPE Incident Response Team) 	<p>Likely Tasks:</p> <p>General:</p> <ul style="list-style-type: none"> • Maintain inventories of resources and equipment. • Send response teams/personnel, equipment, and vehicles to the emergency scene, staging area, or other location, as appropriate. • Assist law enforcement and fire services personnel in saving lives to include: heavy rescue of people in collapsed buildings; clearing of roads and traffic control; construction of emergency access roads; communication support; use of vehicles for transportation, sheltering, and rescue personnel support; provide technical support for the inspection of critical facilities within Spokane County. <p>Emergency Coordination Center (ECC):</p> <ul style="list-style-type: none"> • Determine condition, status of Public Works resources; Identify incident sites requiring Public Works services; Determine present and future need for Public Works resources to support: Search and rescue; Heavy rescue; Damage assessment; Road, bridge repair; Debris clearance; Road clearance; Flood control; Traffic control; Sanitation services; Repair to utility systems. • Obtain and coordinate public works response teams/personnel, equipment, and vehicles to the emergency scene, staging area, or other location(s), as appropriate. • Develop priorities and coordinate with utility companies the restoration of utilities to critical and essential facilities. • Provide logistical support for demolition operations.

INTRODUCTION

Purpose

- To provide engineering support and essential public works services during emergencies and disasters.

Scope

- To define the role of Public Works in providing resources related to the protection of the citizens and their property when threatened or impacted by a major or catastrophic disaster event. This function is responsible for providing technical advice and evaluations, engineering services, construction management and inspections, emergency contracting, facilities management/maintenance, emergency road and debris clearance, emergency traffic signalization, flood control, and emergency repair of water and wastewater treatment facilities.

POLICY

- A.** That the first priority of the Public Works Department will be to assist Public Safety personnel in the saving of life.
- B.** To provide public works services to lands and facilities under local jurisdiction. Disaster response to private property shall be done only when a government facility is causing a problem, or when life or public health is threatened.
- C.** To clear transportation routes as per public safety priorities.
- D.** To encourage all organizations, occupying or managing buildings, to maintain trained personnel to conduct internal preliminary building assessments.

SITUATION

- A.** Emergency Disaster/ Hazards
 - See Hazard Identification within the Spokane Mitigation Plan.
- B.** Planning Assumptions
 - A major emergency or disaster may cause extensive damage to property and infrastructure. Structures may be destroyed or severely weakened. Homes, public buildings, bridges, and other facilities may have to be reinforced or demolished to ensure safety. Debris may make streets and highways impassable. Public utilities may be damaged or be partially or fully inoperable.
 - Access to disaster areas may be dependent upon the re-establishment of ground routes. In many locations, debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.
 - Damage assessment of the disaster area will be required to determine potential work load.
 - Assistance from the State and Federal government may be needed to clear debris, perform damage assessments, structural evaluations, make emergency repairs to essential public facilities, reduce hazards by stabilizing or demolishing structures, and provide emergency water for human health needs and firefighting.
 - Debris may include trees, rocks, dirt and sand, building materials, metal, garbage and sewage, damaged vehicles, various hazardous materials, tires, and personnel property.

RESPONSIBILITIES

A. Local Government

1. Local Public Works Agencies are the lead agencies responsible for organization and mobilization of this function during emergencies.
2. Local governments are encouraged to develop their own procedures to guide their initial response to emergency events occurring within their jurisdiction. They should consider the following responsibilities in their emergency planning efforts. Responsibilities that a local government cannot fulfill can be deferred to Greater Spokane Emergency Management (GSEM) or ECC.
3. Local government public works responsibilities include:
 - Assign responsibility to establish an organization work/control/dispatch center to manage resources and response personnel and maintain contact with the ECC during emergencies or disasters.
 - Prepare and maintain a current resource list to identify source, location, and availability of equipment.
 - Assign responsibility to support cleanup and recovery operations following disasters.
 - Debris clearance, emergency protective measures, emergency and temporary repairs and/or construction on local lands, roads, and facilities.
 - Provide light/heavy construction and emergency equipment, supplies and personnel.
 - Direct and coordinate flood-fighting operations.
 - Provide damage assessments and inspections for roads, bridges, and facilities for public safety concerns and compilation of damage totals.
 - Provide traffic control signs and barricades for road closures, detours and potential road hazards.
 - Provide solid waste collection and disposal activities.
 - Organize methods to dispose of large volumes of solid waste and debris.
 - Restore vital services.
 - Support evacuation efforts.

- B. Emergency Management: If local government capabilities are exceeded, support may be available upon request through Greater Spokane Emergency Management.

Primary Agencies:

1. Public Works departments/agencies, during emergencies can provide or coordinate:
 - Provide engineering services and advice.
 - Oversee flood control activities.
 - Maintain contact with ECC.
 - Damage assessment, inspection of buildings and facilities, and infrastructure.
 - Debris clearance.
 - Road clearance.
 - Repair and restoration of essential services and vital facilities.
 - Develop priorities and coordinate with utility companies the restoration of utilities to critical and essential facilities.
 - Repair to facilities, roads, and bridges.
 - Flood control.
 - Building inspections.
 - Repair to utility systems.

Support Agencies/Departments/Organizations:

2. Fire Departments/Districts.
 - Assist in debris clearance and removal of hazards.
 - Chain Saws for cutting trees.
3. Greater Spokane Emergency Management.
 - Coordinate emergency response resources (i.e., personnel, equipment, and supplies).
4. Private Contractors.
 - Supports emergency engineering, and public works operations with personnel and equipment.
5. Utilities - Electric, Telephone, Gas.
 - Provide light duty construction equipment, supplies and personnel.
 - Provide for emergency repair and restoration of utilities and facilities.
 - Provide coordinated response with Public Works agencies to facilitate clearing of roads so utility services are restored quickly.
 - Assess all damage.
 - Restore all services to essential facilities and ECC.
 - Provide electric, telephone and gas service to all patrons.
 - Maintain all lines in good order.
6. Water and Wastewater Departments.
 - Maintain water and sewer systems.
 - Provide potable water.
 - Provide diking and plugging material for sewer and water system.
 - Provide temporary sanitary facilities, as needed.
 - Coordinate with Health Department on water testing.
 - Decontaminate water system.
 - Assist in damage assessment.
 - Maintain contact with ECC.

CONCEPT OF OPERATIONS

A. General.

1. The local governments have public works/engineering capabilities and employ trained staffs in their engineering departments. There are private construction, engineering and supply resource organizations. During a major emergency the activities and services normally provided by such firms and local government departments/agencies would continue with the emphasis shifting to emerging emergency tasks. The requirement for emergency public works and engineering services expands directly in proportion to the magnitude of the disaster. Nonessential activities would be curtailed or eliminated.
2. Public Works is an integral part of the emergency management system providing emergency services to citizens within Spokane County. For many single site emergency situations, the function of emergency public works will be an extension of normal duties. However, during widespread, multiple site disasters public works resources and facilities may be in short supply.
3. Existing mutual aid agreements may be able to augment and satisfy a temporary increase in local needs. If local capabilities are exceeded, support may be available from state and federal public works groups.
4. Coordination between public works agencies is necessary to ensure emergency operational readiness. Each department/agency having responsibility for emergency public works must develop SOGs and resource listings to support this plan.
5. A listing of available emergency public works resources shall be available to the ECC when activated.

B. Organization

- Public Works support will most likely be coordinated through the Emergency Coordination Center (ECC). ESF 3 Agency Reps in the ECC will be organized under the ICS Operations Section.

C. County Wide Disaster

1. Each Public Works organization will maintain authority within its own jurisdiction. However, during a countywide disaster, all public works and emergency engineering services will be coordinated from the ECC by the Public Works Branch Coordinator. The ECC will act as a regional coordination center to assist with the prioritizing of scarce resources. Routine operations will be handled by standard guidelines. State and federal support will be called upon as needed with requests channeled through the Spokane Department of Emergency Management/ECC.

D. Mitigation

- Identify and seek funds for retrofitting critical facilities and providing auxiliary power.
- Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.
- Participate in hazard identification process and identify and correct vulnerabilities in the public works system.
- Regularly maintain equipment to ensure it is in good running order.

E. Preparedness

- Maintain an inventory of available resources including personnel within their departments.
- Develop and maintain SOPs for emergency and disaster situations.
- Develop and maintain mutual aid agreements with neighboring jurisdictions.
- Maintain and test communication systems.
- Identify vital and essential roadways, bridges and facilities to establish a repair priority in the event any of these become damaged.
- Assure that personnel are trained in emergency responsibilities.
- Establish contact with private resources that could provide support during an emergency.

F. Response

1. ECC Activations.

- a. When the ECC is activated, the “Public Works Branch Coordinator” will coordinate all public works activities. The Public Works Branch Coordinator is responsible for coordinating all available manpower, equipment and material available to carry out requirements for public works services, debris clearance, damage survey, maintenance and repair of local roadways, etc. The Greater Spokane Emergency Management Duty Officer/ ECC Manager will make requests to the State EOC for additional resources when all local public works resources have been exhausted.
- b. Public Works personnel will be alerted according to prescribed departmental/agency policy. The operational priorities for personnel will be assigned by the ECC Public Works Branch. All personnel will report to their pre-designated locations unless otherwise directed by their supervisor at the time they are notified of the emergency. Pre-designation of duties and responsibilities will facilitate a reduction in response time.
- c. Public Works Agencies will establish and maintain lines of communication in the ECC during major response operations to facilitate coordination of activities and resources.
- d. During emergency operations, Departments will provide representatives to the ECC. ECC position responsibilities may include:
- e. Staffing the ECC “Public Works Branch” within the Operations Section.
- f. ECC Public Works Branch duties may include:
 - Ensure operation of Public Works dispatch and reporting systems.
 - Determine condition, status of Public Works resources.
 - Identify incident sites requiring Public Works services.
 - Determine present and future need for Public Works resources to support:
 - Damage assessment.
 - Road, bridge repair.
 - Debris clearance.
 - Road clearance.
 - Flood control.
 - Traffic control.
 - Sanitation services.
 - Repair to utility systems.
 - Obtain and coordinate public works response teams/personnel, equipment, and vehicles to the emergency scene, staging area, or other location(s), as appropriate.

- Sources for additional resources can include:
 - Mutual aid.
 - State EOC.
 - State and federal resources.
 - Private companies, contractors.
- Track resources deployed for disaster response.
- Develop priorities and coordinate with utility companies the restoration of utilities to critical and essential facilities.
- Recommend disposal sites for debris
- Provide logistical support for operations.
- Damage Assessment (Preliminary and Detailed):
 - Provide Situation Reports to the ECC
 - Collect and maintain damage reports.
 - Determine unsafe facilities.

2. Damage Assessment.

- a. An initial ECC priority is to gather as much intelligence about the extent of damage as soon as possible. Public Works personnel will report the need for rescue, the numbers of dead or injured, damage to buildings, public facilities such as roads and bridges, and utilities. These reports will be compiled by dispatch and communicated to the ECC.

3 Evacuation

- a. Evacuation will be coordinated with the ECC to ensure that the evacuees are moved to an appropriate shelter, and those needing special assistance are provided for. The “Public Works Branch” will ensure appropriate public works support.

4. Field Operations.

- a. The first priority will be to assist law enforcement and fire services personnel in saving lives. This may include heavy rescue of people in collapsed buildings; clearing of roads and traffic control; construction of emergency access roads; communication support; the use of vehicles for transportation, sheltering, and rescue personnel support; the inspection of critical facilities such as hospitals, designated shelters and emergency operations centers.
- b. .Emergency actions include:
 - When notified of an emergency situation, send response teams/personnel, equipment, and vehicles to the emergency scene, staging area, or other location, as appropriate.
 - Assist law enforcement and fire services personnel in saving lives to include: heavy rescue of people in collapsed buildings; clearing of roads and traffic control; construction of emergency access roads; communication support; use of vehicles for transportation, sheltering, and rescue personnel support; provide technical support for the inspection of critical facilities within Spokane County.
 - Public Works field emergency operations may include:
 - Flood control.
 - Assisting in the evacuation of people at risk in and around the emergency scene.
 - Assisting damage assessment activities.

- Providing emergency generators, fuel, lighting, and sanitation to support emergency responders at the emergency scene and at the ECC.
 - Emergency clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes.
 - Temporary construction of emergency access routes that include damaged streets, roads, bridges, waterways and any other facilities necessary for passage of rescue personnel.
 - Provide emergency traffic signs and signal service at pre-designated intersections.
 - Restoring public utilities and services; Coordinating with utility companies to restore power to disaster victims.
 - Debris removal operations in areas affected by emergencies or disasters.
 - Conducting damage assessment activities (through the use of vehicles, remote video equipment, etc., as appropriate).
5. Law enforcement and fire services agencies will establish inner and outer perimeters to secure a disaster scene. A strict policy of limited access to the disaster area will be rigidly enforced to ensure the safety and well-being of the community. All movement into and out of the area will be requested through the established command posts.
 6. Security will be provided for essential facilities if required, and law enforcement officers will assist the Public Works in restricting access to unsafe buildings or areas.

G. Recovery

- Continue to repair infrastructure and buildings on a priority basis.
- Continue all activities in coordination with the EOC based on the requirements of the incident.
- Provide information concerning dangerous areas or other existing problems.
- Provide liaison activities between local agencies and federal damage assessment teams, as appropriate.
- Establish control measures related to emergency solid waste disposal.
- Participate in after-action reports and critiques.
- Document disaster and restoration cost for possible federal reimbursement.

H. Mutual Aid

1. Mutual aid can be requested from or provided to the state.