

Spokane Emergency Management
Emergency Support Function #12
[Energy](#)

LEAD AGENCIES:

City of Spokane Operations
City/County Department of Public Works

SUPPORT AGENCIES:

City/County Department of Emergency Management
Public/Private Utilities
Energy Coordinators/Providers
Spokane City/County Transportation Departments
State Agencies listed
Washington Utilities and Transportation Commission
Washington State Emergency Management Division

INTRODUCTION

A. Purpose:

To provide for the effective use of available electric power, natural gas, and petroleum products required to meet essential needs, and to facilitate the restoration of energy systems affected by an emergency or disaster.

B. Scope:

This plan considers the emergencies and disasters likely to occur in Spokane City/County in the State of Washington as provided by the Spokane City/County Hazard Identification Vulnerability Analysis (HIVA) document.

POLICIES

This plan will comply with the intent of Chapter 38.52 RCW and Chapter 118.30 WAC.

SITUATION

A. Emergency/Disaster Conditions and Hazards

1. Emergencies or disasters could occur in or near the cities in Spokane County at any time causing significant human suffering, injury and death; public and private property damage; environmental degradation; loss of essential services; economic hardship to businesses, families, and individuals; disruption to state, local, and other governmental entities.
2. See CEMP Hazard Identification and Vulnerability Analysis (HIVA).
3. Spokane City/County is also vulnerable to many natural hazards such as the damaging effects of hazardous materials and chemical munitions incidents, power failures, transit incidents, energy failures, civil disorders, and dam failures.
4. Primary and secondary effects of hazards must be considered.

B. Planning Assumptions

1. The occurrence of a major disaster will destroy or damage portions of the energy supply, production and distribution systems.
2. The petroleum supply system will be disrupted.
3. Widespread and prolonged electric power failures will occur in a major disaster.
4. The transportation, media, telecommunications and public work infrastructure will be disrupted.
5. Delays in the production, refining, and delivery of petroleum-based products occur as a result of transportation infrastructure problems and loss of commercial electric power.

CONCEPT OF OPERATIONS

A. General:

1. Responding to energy or petroleum shortages or disruptions and their effects is essential.
2. Activities during an energy emergency could include:
 - a. Coordinating closely with local jurisdiction officials for safety and energy providers and to establish energy restoration priorities for essential public services.
 - b. Assessing fuel and electric power damage.
 - c. Assessing energy supply and demand.
 - d. Assessing the requirements for restoration.
 - e. Coordinating temporary, alternative, or interim sources of emergency fuel and power; obtaining current information regarding damage to energy supply and distribution systems.

B. Organization:

1. Electricity distribution is provided to Spokane County through Avista Corp., Inland Power and Light Company, Modern Electric, Vera Power, Kootenai Electric, The City of Cheney and Fairchild Air Force Base.
2. Some end-users with high reliability needs have their own in-house generation sources.
3. Avista Corp. and Bonneville Power Administration provide electric transmission.
4. Avista Corp. and the City of Spokane own hydro generation facilities in Spokane County.
5. Natural gas is provided by two pipelines, Pacific Gas Transmission and Northwest Pipeline, and is distributed by Avista Corp.
6. Exxon Company Terminal, Yellowstone Pipeline, Chevron Pipeline Company, Conoco, and TOSCO REFINING COMPANY provide petroleum to Spokane County.

C. Procedures:

1. To the maximum extent possible during an emergency, energy and petroleum distributions systems will continue to provide service through their normal means.
2. The Department of Emergency Management (DEM) should contact the energy provider as instructed on the Emergency Contact directory.
3. When the severity of the emergency dictates, the Assistant City Manager - Operations for the City of Spokane and the Director of Public Works for Spokane County will serve as the Energy Coordinators for DEM in the Emergency Coordination Center (ECC). Their responsibilities include; the organization, coordination, and communications for energy and petroleum during an emergency situation.
4. When the severity of the emergency dictates, all energy and petroleum organizations assign a liaison to work with the Energy Coordinators and the Public Information Officer and government officials, to provide damage assessment reports and restoration information. They will also provide coordination for restoration of essential public services and curtailment of services.
5. For common reference, the weather service used by the Department of Emergency Management and the EOC is the National Weather Service.

D. Mitigation Activities:

1. Primary Agencies

a. Department of Emergency Management

- Through the Energy Coordinators, information is collected from energy and petroleum providers and public works on system damage assessment, essential public service restoration and overall restoration plans.
- When the severity of the situation so dictates, Washington State Department of Community, Trade, and Economic Development will coordinate energy and petroleum resources to support cities, counties, and towns with state, mutual aid, or federal government resources as necessary.

2. Support Agencies

a. City of Spokane Operations

b. Spokane County Department of Public Works

c. City of Spokane Department of Transportation

d. Spokane County Department of Transportation

e. Small City Public Works and Transportation Departments for Airway Heights, Cheney, Deer Park, Fairfield, Latah, Medical Lake, Millwood, Rockford, Spangle, and Waverly

f. Washington State Department of Community, Trade, and Economic Development

g. Washington Utilities and Transportation Commission

h. Washington State Military Department, Emergency Management Division

- Coordinates activities with the energy coordinators who assume the lead responsibility for DEM.

E. Preparedness Activities:

1. Cities, Towns and County Departments:

a. Mayors of cities and towns within Spokane County and departments will develop all municipal and county plans and standard operating procedures (SOPS) consistent with the CEMP.

b. DEM Logistics Coordinators:

1. Prepare and update contingency plans for implementation in the event of energy shortages or emergencies and maintains liaison with energy, utility, and petroleum companies.

2. Collect and analyze energy data and reports to the Director of Emergency Management and government officials about the probable, imminent, and existing energy shortages.

3. Maintain listing of public and private utilities, petroleum providers, including names, addresses, and telephone numbers of key officials.

4. Develop and maintain an inventory of energy, utility, and petroleum contacts and resources, noting availability and response criteria.

5. Develop and maintain an inventory of all essential public services including resource locations and emergency contacts. Ensure the inventory information is documented and remains current in the emergency GIS mapping system.

6. Assist local jurisdictions by request in developing feasible supplemental energy and utility resource plans, including back-up generators.

7. Request for restoration assistance is primarily made by utility providers through existing mutual aid agreement with other providers. Assist with requests for assistance for outside resources, upon request.

8. Coordinate with energy, utility, and petroleum providers, the development of public information and instruction.

9. Assures compliance throughout the county with any restrictions or limitation imposed by federal, state, and local regulations.

2. Energy Providers:

- a. Establish internal emergency operational procedures including a one-call 24-hour emergency telephone number.
- b. Designate a liaison to work with the EOC - Energy Coordinators when the severity of the situation warrants.
- c. Maintain a current map and emergency contact list for all essential public services within their service territory.
- d. Coordinate assessment and restoration information appropriate for public dissemination through Energy Coordinators and the Public Information Officer.

3. Washington State Department of Community, Trade, and Economic Development:

- a. Prepares and updates contingency plans for implementation in the event of energy shortages or emergencies and maintains liaison with the DEM, energy and utility, petroleum companies regarding these plans.
- b. Collects and analyzes energy data and reports to the Governor and Legislature on probable, imminent, and existing energy shortages.
- c. Maintains current lists of public and private utilities, petroleum refineries and companies, including names, addresses, and telephone numbers of key officials.
- d. Assists in developing feasible supplemental energy resource plans, as requested.

4. Washington Utilities and Transportation Commission:

- a. Provides oversight and input into the regulated utilities internal emergency operations plans.
- b. Assists the Washington State Department of Community, Trade, and Economic Development in the development and maintaining an inventory of state energy resources,

6. Washington State Military Department, Emergency Management Division:

- a. Coordinates with appropriate state agencies to ensure operational readiness.
- b. Coordinates the identification of supplemental local energy resources (emergency lighting, generators) with local jurisdictions through DEM.
- c. Coordinates with appropriate agencies to provide supplemental energy and petroleum resources.
- d. Coordinates with Washington State Department of Community, Trades, and Economic Development and the Washington Utilities and Transportation Commission to develop an inventory of available state energy resources.

F. Response Activities:

1. DEM through Energy Coordinators:

- a. Establishes communication channels with energy providers and all Spokane County incorporated areas.
- b. Compiles damage assessment data from energy, utility, and petroleum providers.
- c. Compiles damage assessment data from the essential public services.

- d. Provides liaison between energy and petroleum providers, essential public services, and local departments of transportation.
 - e. Apprises the Director of Emergency Management and local officials when conditions exist that may warrant the declaration of a statewide or localized energy supply alert or emergency.
2. Energy Providers:
 - a. Communicate damage information to the Energy Coordinators.
 - b. Work with Energy Coordinators to determine restoration requirements of essential public services.
 - c. Apprise Energy Coordinators of emergency assistance needs that could be met through local or state agencies once their normal means of resources have been diminished.
 - d. Ensure 24-hour emergency telephone access between energy provider and Energy Coordinators.
 - e. Assign an energy liaison (if requested).
 - f. Coordinate assessment and restoration information appropriate for public dissemination through Energy Coordinators and the Public Information Officer.
 3. City of Spokane, Assistant City Manager of Operations, City/County Department of Public Works:
 - a. Provides information to the energy and petroleum provider about the effects of an energy shortage or emergency on their respective facilities or capabilities.
 - b. Provides information to the local EOC - Energy Coordinators about the effects of an energy shortage or emergency on their respective facilities or capabilities.
 4. City of Spokane Department of Transportation, Spokane County Department of Transportation, Transportation Services for Spokane County, incorporated areas outside the City of Spokane:
 - a. Provides information to the energy and petroleum provider about the effects of an energy shortage or emergency on their respective facilities or capabilities.
 - b. Provides information to the local EOC - Emergency Coordinators about the effects of an energy shortage or emergency on their respective facilities or capabilities.
 - c. Coordinates road damage/accessibility information with energy and utility providers.
 5. Washington State Department of Community, Trade, and Economic Development:
 - a. Coordinates state agency emergency utility resources as requested by the Washington State Military Department, Emergency Management Division (EMD).
 - b. Assists with damage assessment estimates from energy companies.
 - c. Provides liaison with statewide electric, natural gas, and petroleum suppliers and companies and also with the Bonneville Power Administration.
 - d. Apprises the Governor when conditions exist that may warrant the declaration of a statewide or localized energy supply alert or emergency.
 - e. Assists with transportation issues regarding utility vehicles responding to energy emergencies.
 - f. Coordinates public information concerning energy, utilities, and petroleum emergencies with the state EMD, Public Information Officer.
 6. Washington Utilities and Transportation Commission:
 - a. Assists the Washington State Department of Community, Trade, and Economic Development with contacting utilities and gathering and assessing information.
 - b. Assists energy providers in the provision of continued services during the response and recovery phases.
 7. Washington State Military Department, Emergency Management Division:
 - a. Assumes role appropriate for emergency depending on the extent of the emergency.

- b. Establishes communication with DEM and Washington State Department of Community, Trade, and Economic Development.
 - c. Provides volunteer, private, and federal emergency supplemental energy resources as requested.
 - d. Coordinates with appropriate agencies to provide supplemental energy and petroleum resources.
 - e. Communicates with the Federal Emergency Management Agency (FEMA).
8. FEMA:
- a. Coordinates the activities of federal agencies having supplemental energy, utility, and petroleum resources capabilities during a presidential-declared emergency or disaster.
9. United States Department of Energy (DOE):
- a. Gathers, assesses, and shares information on energy system damage and estimation on the impact of energy system outages within affected areas. Works closely with, and aids in, meeting requests for assistance from state and local energy officials, suppliers, and deliverers.
- G. Recovery Activities:
1. The DEM:
 - a. Compiles damage and operational capability information from energy and petroleum companies and all Spokane County incorporated areas.
 - b. If the severity of the situation warrants, provides assistance in determining restoration criteria for those essential public services affected by the emergency.
 - c. When timely restoration of energy services to essential public facilities cannot be met, coordinates supporting resources for alternative interim energy supplies to those entities.
 - d. Identifies necessary liaison between state and federal agencies.
 2. Energy Providers:
 - a. Updates operational capacity information to the EOC through the Energy Coordinators and Public Information Officers.
 - b. Coordinates with Energy Coordinators the priority of essential services for restoration. With incorporated areas outside the City of Spokane, this work may be done directly between the energy provider and the city or town.
 - c. Alerts Energy Coordinators when timely restoration of essential services is not feasible so alternative energy supplies, i.e., generators can be provided.
 - d. Communicates restoration progress to Energy Coordinators.
 - e. Coordinates assessment and restoration information appropriate for public dissemination through Energy Coordinators and the Public Information Officer.
 - f. Assists with the restoration of essential public services priorities.
 3. City of Spokane - Operations, Spokane County Department of Public Works, Spokane County Public Works in incorporated areas outside the City of Spokane
 - a. Coordinates efforts for restoration of essential public services with energy providers.
 - b. Communicates alternative resources needed to the DEM, should timely energy restoration not be available for essential services.
 - c. Assists with the energy restoration of essential public services.
 4. City of Spokane Department of Transportation, Spokane County Department of Transportation, Transportation Services for Spokane County, incorporated areas outside the City of Spokane:
 - a. Coordinates efforts for restoration of road accessibility as appropriate with energy providers.
 - b. Coordinates efforts with energy providers for road access.
 5. Washington State Department of Community, Trade, and Economic Development:
 - a. Compiles damage and operational capability information from energy companies.

- b. Acts upon requests for state assistance and provides necessary liaison between federal and state agencies to correct deficiencies.
 - c. Recommends, in accordance with the Governor's energy emergency powers, priorities among users if adequate energy supply is not available to meet all essential needs.
 - d. Coordinates supporting resources for energy restoration and repair to meet essential needs.
 - e. Coordinates supporting resources for petroleum companies and distributors for restoration and repair to meet essential needs.
 - f. Administers energy allocation programs in accordance with the Governor's energy emergency powers.
6. Washington Utilities and Transportation Commission:
- a. Assists the Washington State Department of Community, Trade, and Economic Development.
7. Washington State Military Department, Emergency Management Division:
- a. Compiles damage and operational capability reports.
 - b. Acts upon requests from local jurisdictions for state assistance and provides necessary liaison between federal and state agencies to correct deficiencies.
 - c. Determines priorities among users if adequate energy supply is not available to meet all essential needs.
 - d. Coordinates supporting resources for petroleum companies and distributors for restoration and repair to meet essential needs.
 - e. Administers energy allocation programs in accordance with the Governor's energy emergency powers.
8. Federal Emergency Management Agency:
- a. Coordinates the activities of federal agencies having supplemental energy resources capabilities during a presidential-declared emergency or disaster.
9. United States Department of Energy:
- a. Gathers, assesses, and shares information on energy system damage and estimation on the impact of energy system outages within affected areas. Works closely with, and aids in, meeting requests for assistance from state and local energy officials, suppliers, and deliverers.

RESPONSIBILITIES

- A. The Department of Emergency Management:
- 1. Provides information to the local and elected officials regarding location and quantity of petroleum supplies; location, extent, and restoration of electricity supply outages; and/or disruptions and status of shortages or supply disruptions for natural gas.
 - 2. Provides Spokane City/County coordination among energy providers and essential services as appropriate for the emergency situation.
- B. Energy Providers:
- 1. Direct responsibility for the restoration of Spokane City/County energy systems with essential public services as a priority. Coordinates restoration and communication activities with the Department of Emergency Management and Washington State Department of Community, Trade, and Economic Development assisted by Washington Utilities and Transportation Commission.
- C. Cities and Towns:
- 1. Mayors of cities and towns within Spokane County are responsible for appointing an Emergency Management Director, for the development of an emergency management organization, and for

- preparing local plans conforming to the County emergency management plans. All municipal plans and standard operation procedures (SOPS) will be coordinated with this plan, where applicable; thus, providing for emergency action throughout the county to be accomplished under joint City/County direction.
- D. City/County Public Works Department:
 - 1. Through the Energy Coordinators and in cooperation with the energy providers, coordinates the energy restoration of essential public services.
 - E. City of Spokane Department of Transportation, Spokane County Department of Transportation, Departments of Transportation for incorporated areas outside the City of Spokane:
 - 1. Through the Energy Coordinators and in cooperation with energy providers, works to remove street obstructions to enable energy response and recovery activities to take place.
 - F. Washington State Department of Community, Trade, and Economic Development:
 - 1. Provides information to the state EMD regarding location and quantity of petroleum supplies; location, extent, and restoration of electricity supply outages; and/or disruptions and status of shortages or supply disruptions for natural gas.
 - 2. Apprises Governor as appropriate.
 - 3. Administer energy allocation and curtailment programs.
 - G. Washington State Military Department, Emergency Management Division:
 - 1. Alerts appropriate agencies of the possible requirement to supplement local energy and utility needs.
 - 2. Coordinates with the Washington Utilities and Transportation Commission and the Washington State Department of Community, Trade, and Economic Development to provide supplemental assistance to local jurisdictions.
 - H. Washington Utilities and Transportation Commission:
 - 1. Assists with the development of energy plans with regulated private utilities.
 - 2. Coordinates with the state EMD for supplemental private and public utility and energy assistance during response and recovery activities.
 - I. Washington State Emergency Management Council:
 - 1. The Washington State Emergency Management Council may provide supplemental local utility resources through its member units.
 - J. Federal Emergency Management Agency:
 - 1. Coordinates the activities and federal agencies having supplemental energy, utility, and petroleum resource capabilities during a presidential-declared emergency or disaster.
 - K. United States Department of Energy:
 - 1. Gathers, assesses, and shares information on the impact of energy system outages within affected areas. Works closely with, and aids in, meeting requests for assistance from state and local energy officials, suppliers, and deliverers.

RESOURCE REQUIREMENTS

- A. Energy Coordinators ensure emergency contact lists and essential services maps are current and maintained at the disposal of the Department of Emergency Management. In coordination with the Energy Coordinators, energy providers and public works ensure emergency contact lists and essential services maps are current and maintained within their respective organization.

REFERENCES

- A. Chapter 194.22 WAC, Washington State Curtailment Plan for Electrical Energy
- B. Regional Curtailment Plan for Electric Energy
- C. Implementation Guide for the Washington State Petroleum Products Contingency Plan
- D. RCW 43.21f.045, Washington State Department of Community, Trade, and Economic Development
- E. RCW 43.21f.060, Additional duties and authority of Washington State Department of Community, Trade, and Economic Development
- F. RCW 44.39.070, Meeting - Energy supply alert or energy emergency - Duties
- G. RCW 38.52.070, Mayors of cities and towns are legally responsible for appointing an Emergency Management Director, for the development of an emergency management organization and for preparing local plans conforming to the County emergency management plans. In addition, all general and special-purpose governments, wholly or in part, within Spokane County are considered to be covered by this plan and its authorities.
- H. RCW 35.33.081 - Cities under 300,000 population
- I. RCW 36.40.180 - Counties
- J. Authorities
 - 1. Public Law 93-288, The Disaster Relief Act of 1974, as amended
 - 2. Code of Federal Regulations (CFR), Title 44, Part 205
 - 3. Public Law 920, Federal Civil Defense Act of 1950, as amended
 - 4. Public Law 96-342, Improved Civil Defense, 1980

TERMS AND DEFINITIONS

- A. Energy Coordinators - City of Spokane, Assistant City Manager - Operations and Spokane County Department of Public Works Director
- B. Energy Providers - All electric power, natural gas, and petroleum products providers for Spokane County.
- C. Energy Provider Liaison - an energy provider's representative(s) who assumes a communication and energy restoration facilitation role with the DEM and/or its EOC .
 - 1. The liaison must have the authority of the energy provider to make decisions on its behalf and be familiar with the provider's systems, operations, organizations, and communications structure. More than one representative may be identified given the extent and duration of an outage.
 - 2. The liaison will have the authority of the energy provider to communicate outage assessment information, provide regular updates on the outage, curtailment and/or restoration activities and facilitate the priority restoration of essential services in cooperation with officials, department heads and agencies should the situation warrant it. The liaison may be required to coordinate media communications between the energy provider and the DEM, as well as act as a media spokesperson representing the provider during news conferences held by the DEM.
 - 3. The liaison agrees to review the minutes from all Disaster Committee meetings.