

**Ouray County
Resolution**

Re: Emergency Operations Plan

Whereas, the Board of Ouray County Commissioners authorized by motion on March 16, 1998 for the preparation of the Emergency Operations Plan, and

Whereas, the purpose of the Ouray County Emergency Operations Plan is to provide general guidelines and to designate specific principles and resources for managing and coordinating overall response and recovery activities before, during, and after major emergencies and disaster events affecting the unincorporated area of the County, and

Whereas, the Emergency Operations Plan has been developed in accordance with the requirements for local emergency planning established under the State of Colorado Disaster Emergency Act of 1992, and also meets the requirements of other State and Federal guidelines for local emergency management plans and programs, and

Whereas, designated roles and responsibilities have been assigned to county officials and staff in the event of an emergency or disaster situation, and

Whereas, authority for maintenance and regular updates of this plan rests with the Ouray County Sheriff, who is the Emergency Management Director and the Ouray County Emergency Management Planning Coordinator.

Now, Therefore, Be It Resolved that the Ouray County Board of Commissioners hereby adopts the Basic Plan attached hereto also known as the Ouray County Emergency Operations Plan.


Adopted this 30th, day of September, 2002.

Board of Ouray County Commissioners
Ouray County, Colorado

Attest:



Michelle Olin, County Clerk and Recorder



By: Shelli Banks,
Deputy Clerk of the Board



Bill Ferguson, Chairman



Alan Staehle, Vice Chairman



Don Batchelder, Member

Basic Plan

(Updated 3/20/2001)

LEGAL AUTHORITIES

Federal:

Robert T. Stafford Disaster Relief and Emergency Assistance Act and Amendments (P.L. 93-288, as amended by P.L. 100-707).

State:

Colorado Disaster Emergency Act of 1992 (Part 21 of Article 32, Title 24, Colorado Revised Statutes, 1996 as amended).

Local:

Ouray County, Colorado Resolution No. -----

PURPOSE

The purpose of the Ouray County Emergency Operations Plan is to provide general guidelines and to designate specific principles and resources for managing and coordinating overall response and recovery activities before, during and after major emergencies and disaster events affecting the unincorporated area of the county, as well as incorporated areas that request help, have agreements with, or rely on, Ouray County for the provision of emergency management assistance.

EMERGENCY MANAGEMENT

This emergency operations plan has been developed in accordance with the requirements for local emergency planning established under the State of Colorado Disaster Emergency Act of 1992, and also meets the requirements of other state and federal guidelines for local emergency management plans and programs.

The contents of this plan are intended to provide a basis for the coordinated management of the types of emergencies and disaster events that may occur in Ouray County. All

municipalities are encouraged to maintain their own response and recovery plans. Other organizations and special districts are encouraged to develop and maintain current standard operating procedures (SOPs), to include checklists necessary for implementing assigned duties and functions.

The Sheriff of Ouray County is the EMERGENCY MANAGEMENT DIRECTOR for the county and is responsible for regularly scheduled plan updates and revisions and for developing a training and exercise program to familiarize county, municipal and other emergency officials with provisions of the plan (including volunteer organizations, news media, and appropriate private sector organizations). The Sheriff may utilize assistance from other authorized personnel to carry out these duties.

A nationally recognized Incident Command System (ICS) such as NWCG as used by the National Wildfire Coordinating Group, is the adopted method of organizational structure for managing emergency response and recovery operations. In larger incidents, the ICS structure will be extended and supported by activation of the Ouray County Emergency Coordinating Center (ECC), located at the Sheriff's office in Ouray and/or the Land Use office in Ridgway. The ECC will be staffed to serve as the coordination point for supplemental resources and intergovernmental assistance. The ICS principles are nationally accepted for addressing all types of hazards and for integrating multiple agencies, jurisdictions and disciplines into coordinated relief efforts.

CONCEPT OF OPERATIONS

Ouray County is responsible for most emergency response operations in unincorporated areas of the county and in cooperation with the following municipalities and offices:

City of Ouray	Office of Emergency Management	U.S. Forest Service
Town of Ridgway	Ouray, Ridgway & Log Hill Fire Districts	Colorado Forest Service
Adjacent Counties	Bureau of Land Management	Colorado State Patrol

Disasters and large-scale emergencies are rarely confined to one jurisdiction. Although only a portion of Ouray County is likely to be impacted by a single disaster or emergency event, a multi-jurisdictional effort will be required to effectively manage most major incidents. Accordingly, emergency plans and exercises should incorporate procedures for integrating the resources of county and municipal governments, private and volunteer organizations, and state and federal governments.

Emergency response agencies in Ouray County request resources through pre-arranged mutual aid arrangements—usually discipline specific, such as fire, law enforcement, mountain rescue or emergency medical services. All local governments and special districts within Ouray County are responsible for coordinating with each other and for providing mutual aid within their capabilities in accordance with established written agreements, or pursuant to statutory authority.

Based upon the assessment of emergency conditions by the designated Incident Commander in the field, the Emergency Management Director, County Administrator, County department heads and Board of County Commissioners (and/or municipal leadership) may be notified and advised of the situation and the need to report to the County (and/or municipal) ECC.

“Routine” emergencies will be managed in the field under the ICS structure. As an emergency escalates, ICS remains in place but is extended to the broader emergency management network within the ECC to help support the ICS and to carry out the additional functions needed (e.g., damage assessment, coordination of outside agencies and volunteers, intergovernmental relations, etc.). Activation of the ECC is particularly important when needed resources are scarce, or when multiple requests for similar resources are generated from the field.

The Colorado Office of Emergency Management (OEM) at Camp George West in Golden is available 24 hours a day to provide advice and technical assistance to the County and to provide state resources or coordinate other supplemental assistance in support of local emergency management actions. A formal declaration of disaster by the Ouray County Board of Commissioners (and/or by affected municipalities) may be required as a precondition of some forms of state assistance or to expedite state assistance. The OEM is also the state agency responsible for processing requests for state and federal disaster assistance. It should be noted that response and recovery operations are the responsibility of Ouray County and municipalities and communities within its boundaries. Outside funding assistance is not guaranteed in the event of an emergency or disaster event.

DESIGNATED ROLES AND RESPONSIBILITIES

These county entities have the following responsibilities relevant to emergency operations.

Ouray County Board of Commissioners

- Approval of Ouray County resources and funds for disaster or emergency purposes.
- Formal declaration of a county emergency or disaster.
- Issuance of official orders or proclamations regarding population protection or temporary social restrictions, such as evacuation orders, establishment of curfew, and enactment of price controls.
- Issuance of formal requests to the Governor’s Office (through the Colorado OEM) to declare a state of emergency for the purpose of obtaining state and/or federal assistance.
- Issuance of directives to the County Road & Bridge Superintendent and other key department heads regarding changes to normal duties/work schedules, temporary reassignments and employment of temporary workers, as needed.
- Provide assistance to operations as appropriate.

Ouray County Administrator (Commissioner Staehle currently acting in this capacity)

- Coordination, commitment and direction of Ouray County government activities in support of emergency or disaster relief efforts.

- Issuance of directives to county department heads and personnel in the Emergency Medical Services and Public Health departments regarding changes to normal duties/work schedules, temporary reassignments and employment of temporary workers, as needed.
- Provision of personnel for structure and facility inspections to determine safety of individual structure (businesses, residences and public buildings) and to identify needed repairs (or to implement condemnation procedures when necessary).
- Intergovernmental liaison and initiation of formal requests for outside assistance from other local jurisdictions.
- Provide assistance to the Sheriff and the Board of County Commissioners, as needed.

Ouray County Attorney

- Provision of legal counsel to the County Commissioners and to other county officials before, during and after disaster and emergency incidents in the county.
- Draft and/or review emergency contracts, memoranda of understanding and intergovernmental agreements.
- Preparation of legal documents such as disaster declarations, resolutions or regulations required to facilitate emergency operations.

Ouray County Sheriff's Department

- Implementation of the Incident Command System (ICS), including determination of location for Incident Command Post (ICP) and establishing necessary positions and functions (i.e., planning, finance, logistics, operations, and public information).
- Assessment of emergency conditions and determination of required levels of immediate assistance. Advise BOCC of needed resources.
- Implementation of available public warning measures.
- Conduct and coordinate search and rescue operations.
- Determination of the need for population evacuation and provision of instructions to uniformed law enforcement personnel and other public safety personnel regarding evacuation operations.
- Coordination of communications and provision of communication staff support for field command post(s).
- Coordination of volunteer amateur radio resources to augment primary communications and provide back-up capabilities.
- Provision of law enforcement, security, traffic control, and access control within the disaster area(s) and in other areas of the county.
- Provision of aviation support to include search and rescue, rapid transportation and aerial observation.
- Establishment of locations for temporary shelters, in coordination with EMS, Nursing and Social Services departments.
- Provision of security measures at ICP, ECC, temporary shelters such as schools, and temporary morgues, and in evacuated and disaster-impacted areas, if available.
- Coordination of wildfire suppression in unincorporated areas of Ouray County.
- Coordination of uniformed reserve forces and uniformed Sheriff's Posse members.
- Development and maintenance of standard operating procedures (SOPs).

- Designated Emergency Response Authority (DERA) for hazardous material incidents within the unincorporated Ouray County.

Emergency Planning Coordinator, Ouray County Office of Emergency Management

- Coordination of resources to support the Incident Commanders' requirements.
- Activation and management of the Ouray County Emergency Coordination Center (ECC).
- Emergency situation assessment and recommendations to the County Administrator and/or the Sheriff concerning the need for local disaster declarations, travel restrictions, curfews or other temporary social restrictions.
- Provision of emergency public information and establishment of procedures for coordinated releases of disaster-related information to news media and the public.
- Preparation of situation reports and damage assessment reports for the County Administrator.
- Establishment of communications with Colorado OEM for the purposes of providing situation reports and forwarding requests for state assistance.
- Technical support to ECC staff and other county personnel with respect to resource management, damage assessment, intergovernmental coordination, disaster recovery, hazard mitigation, and other emergency management functions as needed.
- Plan maintenance, training and exercises.
- Develop standard operating procedures (SOPs) for Emergency Coordinating Center (ECC).

Ouray County Administration Staff

- Procurement of emergency-related supplies and materials, and administration of vendor contracts for services and equipment. (Finance.)
- Resource tracking, record keeping, and documentation of disaster-related costs and financial commitments. (Finance.)
- Participation, with other departmental representatives, on county damage assessment team at ECC and on local/state field damage survey teams as needed. (Finance and Risk Management.)
- Establish and maintain an incident-related financial record keeping system. (Finance.)
- Development and maintenance of standard operating procedures (SOPs). (Finance and Risk Management.)

Ouray County Assessor

- Contribution of personnel, records, and other resources to support damage assessment function (Participation on ECC damage assessment team).
- Development and maintenance of standard operating procedures (SOPs), for same.

Ouray County Clerk and Recorder

- Provide for safekeeping of vital records, including SOP's, guidelines, master equipment lists, etc.
- Participation, with other departmental representatives, in the establishment and maintenance of an incident-related financial record keeping system. (Finance.)

- Development and maintenance of standard operating procedures (SOPs) for same.

Ouray County Animal Control

- Establishment of measures for animal control, including the coordination of animal relief measures, their care and the search for their owners.
- Assist shelter manager with problems associated with displaced persons bringing pets to shelter facilities.
- Development and maintenance of standard operating procedures (SOPs) for same.

Ouray County Coroner

- Provision of morgue and temporary mortuary services.
- Identification, verification, autopsies (if determined necessary by Coroner), and disposition of deceased persons.
- Protection of personal effects of deceased persons.
- Notification of relatives of deceased persons.
- Development and maintenance of standard operating procedures (SOPs) for same.

Ouray County Planner

- Provision of information services and telecommunications support to ECC.
- Provision of technical support/resources for information management activities during disaster recovery efforts.
- Provision of county maps, aerial photography and survey control information (Geographic Information System).
- Participation in long-term disaster recovery and hazard mitigation planning and enforcement to ensure the compatibility of community redevelopment plans and hazard mitigation measures with the comprehensive county Land Use Code and other community development plans.
- Development and maintenance of (SOPs).

Ouray County Nurse

- Coordination of outside health resources providing assistance to Ouray County, in cooperation with county physician and EMS department.
- Assistance to ECC staff in assessing overall health and medical resource needs during response and recovery operations and maintenance of situation status information within the ECC.
- Provision of environmental health services and technical support, including the identification of health hazards, sources of contaminations or unsanitary conditions that present hazards to the general public.
- Identification of biological and chemical hazards and mitigation of same as joint effort with County Emergency Planning Coordinator.
- Development and maintenance of SOPs.

Ouray County Social Services Department

- Assist the American Red Cross, Salvation Army, and other volunteer organizations in the provision of emergency shelters, temporary housing and other assistance to displaced citizens by maintaining current listings of available shelters.
- Assist in the coordination of overall efforts of volunteer organizations and other (spontaneous) volunteers, in coordination with the Colorado Volunteer Organization Active in Disasters (COVOADS).
- Provision of resources for stress counseling/crisis counseling for disaster victims and disaster relief workers.
- Establish clearinghouse for displaced/missing persons inquiries and location.
- Administration of Individual and Family Grant Program for Presidentially-declared disasters in Ouray County.
- Development and maintenance of SOPs.

Ouray County Road & Bridge Department

- Provision of transportation and support of emergency response and recovery efforts (e.g., movement of county personnel, equipment and supplies to designated staging areas).
- Removal of debris, clearance of public right-of-ways, and planning for street/route recovery operations, with priority assigned to critical emergency service lifeline.
- Provision of personnel and heavy equipment in support of search and rescue operations, wildfire control or hazmat containment.
- Provision of personnel, equipment, supplies and materials for flood control and flood hazard mitigation measures.
- Restoration of damaged county roads and bridges and other related infrastructure in consultation with the County Engineer.
- Participation with representatives of other county departments on Ouray County damage survey teams, as needed.
- Development and maintenance of SOPs.

Ouray County School Districts

- Provide for the safety and protection of pupils and school personnel.
- Coordinate with Ouray County, municipalities, fire departments/fire protection districts, in cooperation with Ouray County Nursing Dept., EMS, Social Services and American Red Cross, to provide schools as temporary shelters, when needed.
- Provide busses for evacuation and transportation, when needed.
- Development and maintenance of SOPs.

Amateur Radio Operators

- Provide emergency communications support, as requested by the Sheriff.
- Development and maintenance of SOPs.

Entities such as the American Red Cross and Salvation Army will be called upon to provide the following services:

American Red Cross/Salvation Army

- Provision of immediate assistance to disaster victims, including food, water, shelter, clothes, physical and mental health counseling and referrals.
- Establishment and management of emergency shelters for mass care, in cooperation with Ouray County Social Services Department, School Districts and affected municipalities, including registration, feeding, lodging, and responding to public inquiries concerning shelter residents.
- Provision of temporary and immediate housing for displaced disaster victims.
- Provision of food, beverages and other assistance to emergency response personnel and emergency relief workers.
- Management of donated goods including cash, food, cleaning supplies, blankets, building materials, tools, work gloves, toiletries and personal items.
- Coordination of mental health services (in cooperation with Ouray County Social Services Department).
- Development and maintenance of SOPs.

PLAN MAINTENANCE, TRAINING AND EXERCISE

Authority for maintenance and regular updates of this plan rests with the Sheriff, who is the Emergency Management Director, and the Ouray County Emergency Management Planning Coordinator (EMPC). The Sheriff and the EMPC may conduct exercises and training sessions to ensure that all departments and officers with assigned responsibilities understand provisions of the plan, and have some familiarity with disaster management language, resources and strategies.

Departments, offices and other organizations with authorities identified in the plan are encouraged to participate in large-scale practice exercises as well as to conduct their own exercises and training sessions. Staff participation in periodic exercises provides the best opportunities for refining plans and procedures in preparation for actual disaster and emergency events. The Emergency Management Director will coordinate multi-agency and multi-jurisdictional exercises.

Check list for plan maintenance, training and exercises

- Ensure that ICS policies and procedures are communicated to all agencies that may become involved in emergency response operations.
- Provide ICS and ECC training and exercise opportunities to all agencies and offices with emergency management responsibilities.
- Encourage all agencies with emergency responsibilities to develop and maintain current internal procedures for carrying out assigned functions, where appropriate.
- Conduct multi-agency and multi-jurisdictional exercises to improve coordination and reduce overall training costs.
- Establish procedures for distributing plan revisions to all agencies with assigned responsibilities.