



# Office of Emergency Management

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Charlie Pierce  
Borough Mayor

## **2020 Emergency Operations Plan Re-Write Summary of Key Changes**

### **Section 1**

- Acknowledges voluntary organizations may assist during emergencies and disasters, and may be included in the EOC or on the Incident Management Team.
- Acknowledges some plans have not been revised in recent times and may require updates, or may be replaced in the future.
- Acknowledges that Borough agencies will also put their continuity of operations plans (COOP) into effect as needed.
- Recognizes the KPB School District has the responsibility to educate and involve school faculty and staff in disaster preparedness and response through training and exercises. The CERT program is not responsible for courses offered to school faculty and staff.
- Clarifies language regarding correct title of Emergency Manager (removes reference to "Director").
- Changes language referencing the State Emergency Operations Center (not the State Coordination Center).
- Removes reference that this plan contains a log of exercises and training, and deletes the log in this plan (Log is kept on OEM database).
- Changes language for ICS classes that they only need to be completed once (not ongoing or recurring)
- References the continuing importance of the Borough Incident Management Team to provide sufficient response capacity locally.
- Removes the link and reference to the State of Alaska Pandemic Influenza Plan

### **Section 2**

- Acknowledges the type of events that are likely to cause the implementation of the KPB Emergency Operations Plan

- Removes reference to the declaration form in Appendix A for Borough disaster declarations, and any request to the State for a disaster declaration.
- Removes the reference for consideration of needing an emergency procurement authorization from the Assembly early in an incident.
- References the development of the Situation Report during an emergency, the frequency, and distribution of the report. Gives discretion to the Incident Commander on frequency.
- Removes the requirement for the Borough Public Information Officer to send out the State Situation Report.

### **Section 3**

- The hazard checklists for Avalanche, Earthquake, Evacuation, Pandemic, Tsunami, and Volcano were deleted and users of the plan were referred to the hazard specific annexes for checklists
- Other updates and corrections were made to the remaining checklists to reflect current practice

### **Section 4**

- Change from Rapid Notify to KPB Alerts
- Recognize the Joint Information System webpage (OEM website)
- Insertion of Social Media as an important tool for information
- Encourage populations with access and functional needs including individual, group, long-term care or assisted living facilities to develop their own plans to evacuate if necessary.
- Acknowledging OEM role to manually activate the All Hazards Alert Broadcast system (sirens) if necessary.
- Indicate that WEA messages are able to be sent through KPB Alerts system
- Adult Correctional, Youth or Detention Facilities, or the Cities they are located in, are responsible to develop and plan for evacuation of their facilities if necessary.
- Removed the reference that the All Hazards Alert Broadcast sirens will immediately activate when a tsunami warning is transmitted by the National Weather Service. Instead, activation can be made manually. Remote control of the sirens requires active network communications at each site.
- Increased the number of template examples for KPB Alerts to allow for quicker alert notifications during emergency operations.
- Wireless Emergency Alerts (WEA) system will be upgraded to allow up to 360 characters for messages.

- Clarifies that the Department of Corrections is responsible for evacuating and housing inmates. Similarly, the City of Seward and City of Homer are responsible for evacuation of any correctional detainees in city run detention facilities.
- Responsibility for evacuation of the Youth facility in Kenai rests with the Division of Juvenile Justice.
- The Kenai Peninsula Borough is not responsible to identify and locate any seasonal summer camps.

## **Section 5**

- Removed link to FEMA website for NIMS and ICS.
- Removed evacuation orders from the Mayor's duties (Emergency Manager function)
- Under Emergency Management duties, add approving of messages through the public information officer.
- Delete open designated shelter by the American Red Cross (Borough function).
- Add duties to public information officer list of functions under responsibilities & authorities.
- Refined span of control to reflect current practice

## **Section 6**

- Change language to reflect the greater need and role of computers, phones, and technology required during emergencies.
- Recognizes the important role that IT support plays during emergency response.
- Identifies the collaboration necessary on large scale incidents between the IMT, agencies, departments, businesses and other key community stakeholders.
- Recognizes the Emergency Operations Center is transitioning to a permanent configuration, and outlines items required if the EOC were located at an alternative location other than the Emergency Response Center.
- Recognizes the role and need for strong internet capabilities during emergency response.
- Revise the EOC checklist of items needed to reflect current and expected needs.

## **Section 7**

- Revised the Incident Command Information and Resources exchange tables to reflect current Borough IMT roles, protocols, and procedures.
- Revised the Public Information Officer (PIO) role to be consistent with current Information and media practices.

- Updated media section including roles and briefings to reflect current practices.
- Acknowledge the role of the Joint Information System (JIS) that is implemented during emergencies with large multi-agencies responses. This includes the Borough's Virtual Joint Information System website (OEM website) that is used to disseminate information.
- List the functions of the Borough Call Center and the role Public Information plays during disaster responses.

## **Section 8**

- Revised resource request process with current procurement procedures and removed outdated references.
- Added Whole Community initiative into plan.
- Removed Kenai Peninsula Citizen Corps programs: Fire Corps, Neighborhood Watch, Medical Reserve Corps
- Removed reference to specific amateur radio group MOA's

## **Section 9**

- Acknowledge the Borough OEM has the primary responsibility to establish Disaster Help Centers (commonly known as shelters) as necessary during a disaster.
- Establish the role of Disaster Help Center (DHC) Managers and the reporting relationship to the Borough Incident Management Team and the ICS structure.
- Borough Disaster Help Centers will provide services as necessary that may include: Assistance, Feeding, Information, and daytime or nighttime accommodations.
- Acknowledge the importance of the Whole Community approach to disaster response. Discuss how organizations assist during an emergency to staff and operate Borough Disaster Help Centers.
- Recognize Borough trained volunteers, VOAD Coordinator, and whole community groups will play a large role in providing services to the community during a disaster.
- Outlines the role of the Disaster Help Center (DHC) Manager and how the needs of the community will help determine which services will be offered at each DHC location.
- Updates the mass care plan to acknowledge the changes to shelters as a result of the COVID-19 pandemic.

## **Section 10**

- Added list of agency contacts for oil and hazmat release response
- Replaced references to Unified Plan with Alaska Regional Contingency Plan and Arctic and Western Alaska Area Contingency Plan.
- Added additional information about the Regional Plan and Area Plan, what could be found in each plan and jurisdictional guidance based on the updated Alaska Regional Contingency Plan and Area Contingency Plan.
- Added information and guidance relating to disaster/emergency declarations
- Added initial actions that may be taken by local governments to mitigate immediate threat to public safety.
- Removed some of the sample org charts and standard ICS function descriptions.
- Removed tactical field operations for hazardous material incident response.

## **Section 11**

- References the development of the U.S. Department of Homeland Security Terrorism Advisory System and information on potential threats.
- Acknowledges the Borough will arrange for temporary housing for evacuees
- Removes reference to providing information to the public under the community right to know act.

## **Section 12**

- Changed responsibilities from Borough Mayor to Agency Administrator which could be the Borough Mayor or OEM Emergency Manager.
- Reference that community education materials can be shared on social media posts and displayed on the Borough virtual joint information website.
- References section 7 of the EOP as an additional location to find communication strategies.

## **New Sections**

- Section 13: Whole Community and Mass Care. This section recognized the role of the whole community in mass care during and after an event and finalizes the plan that has been in development through the OEM whole community initiative. It should be noted that the COVID-19 pandemic is contributing to the continued refinement of this plan.
- Section 14: Pandemic. This section begins to incorporate procedures for pandemics and public health emergencies.

## **Annexes**

- Minor updates have occurred to the following annexes. These changes generally are administrative, better define responsibilities and partners, or updated practices and lessons learned. No substantial change was made to the content of these annexes:
  - Annex 1: Evacuation
  - Annex 2: Sheltering
  - Annex 6: Earthquake
  - Annex 7: Tsunami
- New Annexes include:
  - Annex 9: Armed Intruder
  - Annex 12: Alluvial Flooding
- No changes were made to:
  - Special Needs
  - Pet Sheltering
  - Avalanche
  - Volcano
  - Call Center
  - Joint Information System

## **Appendix**

- Appendix A (Forms), Appendix B (Sensitive Information), Appendix C (Telephone Directory) were deleted, these items reside in electronic databases or checklists that are more easily updated than static pages in a plan. Appendix E (Community Information) was deleted, this information is easily accessible and updated through online resources.