

**SAN JOAQUIN COUNTY
OFFICE OF EMERGENCY SERVICES**



**HAZARDOUS MATERIALS
AREA PLAN**

APPENDIX 11 - OIL SPILLS

JUNE 2003

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ANNEX A - INTRODUCTION
(§2720 H&S)

APPENDIX A.I. AUTHORITY

A.I.1 LOCAL ADMINISTERING AGENCY

The local Administering Agency for the Hazardous Materials Management Plan Program is the San Joaquin County Office of Emergency Services (OES). The Office of Emergency Services is a Participating Agency under the County Certified Unified Program Agency. Under this program, businesses must prepare emergency plans for hazardous materials incidents, train employees, and make proper notifications during incidents. Administering Agency staff reviews plans, training documents, and general safety conditions during routine inspections.

Other agencies and jurisdictions providing oil spill prevention activities including:

- Fire departments and/or Fire Warden (fire code regulations)
- Regional Air Pollution District (air pollution regulations)
- Environmental Health Division (underground tank and waste handler programs)
- Community Development Department (planning and building codes)

In addition, the Environmental Prosecutions Unit of the District Attorney's Office conducts an integrated enforcement program through the San Joaquin County Toxic Enforcement Strike Force. This enhances both compliance and preparedness among handlers of hazardous materials

A.I.2 LOCAL ORDINANCE OR POLICY

(1600)

Motor Vehicle Accident Spill Policy, County of San Joaquin Toxic Enforcement Strike Force

A.I.3 CALIFORNIA CODES AND REGULATIONS

§25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§25403, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§25404.1(b)(1), Chapter 6.11, Division 20, Health and Safety Code

§25185, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§25507, Article 1, Chapter 6.95, Division 20, Health and Safety Code
§25508, Article 1, Chapter 6.95, Division 20, Health and Safety Code
§25531, Article 1, Chapter 6.95, Division 20, Health and Safety Code
101085, Article 2, Chapter 2, Part 3, Division 101, Health and Safety Code
§2720, Article 3, Chapter 2, Title 19, California Code of Regulations
§852.60-852.65,
§852.62.2, Article 2, Chapter 5, Subdivision 4, Division 1, Title 14, Code of Regulations
§2735.1, Article 1, Chapter 4.5, Division 2, Title 19, California Code of Regulations
§5192(q)(6), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations
§5192(q)(3)(a), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations
§5192(l)(6) and (7), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations
§38132, Article 2, Chapter 4, Part 23, Division 3, Title 2, Education Code
§409.5, Title 11, Part 1, California Penal Code
Natural Disaster Assistance Act, as amended: §8680 through 8692, Article 1-5, Chapter 7.5,
Division 1, Title 2, California Government Code
§8607, Article 9.5, Chapter 7, Division 2, Title 2, California Government Code
FIRESCOPE Incident Command System (ICS) Module HM 120-1. Section IV
§36, 133, 135, Harbors & Navigation Code

A.I.4 FEDERAL CODES AND REGULATIONS

29 CFR 1910.120

29 CFR 1910.120(q)(6)

29 CFR 1910.120(q)(11)

29 CFR 1910.120(l)(1)(i)

29 CFR 1910.120(p)(8)(i)

29 CFR 1910.120(q)(3)(i)

Robert T. Stafford Disaster Relief and Emergency Act, Public Law 93-288, as amended.

Title 44, Code of Federal Regulations, Part 206

APPENDIX A.II. DEFINITIONS AND ACRONYMS

A.II.1 WATERS OF LEGAL DELTA

Marine Waters: If an oil spill threatens “marine waters” in the Legal Delta, then an OSPR/USCG Unified Command may be implemented. OSPR is only a recognized Incident Commander if the spill is 42 gallons or more.¹

Waters of the state: an oil spill threatens, but not marine waters, then the local Incident Commander may continue through clean up until relieved by the State agency Coordinator.²

A.II.2 PHASES OF INCIDENT

(4460)

A.II.2.1 Initial Response Phase

(3260)

Once an oil release occurs, or threatens to occur, the response system is initiated under this plan. First response agencies (e.g., fire, law enforcement, medical) initiate mitigation efforts. Their responsibility includes deciding whether an oil spill is involved, protecting responders, and mobilizing appropriate backup resources. They also take initial steps to protect the public through rescue, area isolation or evacuations, and containment actions that do not present a high exposure risk to first responders.

See Appendix 13-1

A.II.2.2 Control and Stabilization Phase

(4520)

First responders will mobilize appropriate resources that can undertake specialized activities such as public health protection and monitoring, entry into contaminated zones, hazard identification and containment, and investigation. The County is presently able to support on-scene activities, if warranted, with resource and command coordination capabilities at local emergency operations centers.

A.II.2.3 Clean up and Recovery Phase

¹ [§8670.28 (a) (1), Article 5, Chapter 7.4, Division 1, Title 2, California Government Code

² [§320, p. 12, Oil Spill Contingency Plan, State of California, 1983.

(4530)

Once the incident is controlled, the response system is prepared to shift to long-term mitigation activities. The San Joaquin County Environmental Health Division is responsible for monitoring cleanup, coordinating investigations, undertaking exposure monitoring and follow up, and preparing necessary mitigation reports and documentation. The District Attorney's Office will coordinate efforts to establish liability for the incident.

Delta: If waterways, then state and/or federal agencies will provide these actions. State Fish and Game, Department of Water Resources, and Water Quality Control Board; along with Coast Guard share this responsibility.

- See Agency Responsibility table in Section 12.

A.II.2.4 Response Termination Phase

(4580)

An incident will be terminated (sudden) or be suspended (scaled down). Each of these requires different demobilization approaches. The decision should be based on advise of the Safety Officer, and Command Staff.

- Priorities of release may be different.

Coordination and organization may be more or less difficult depending on sudden termination or scaled down operation.

APPENDIX A.III. PURPOSE

A.III.1 ADMINISTRATIVE OBJECTIVE

Meet minimum State and U.S. Coast Guard requirements for the development of oil response procedures and capabilities.^{3/}

A.III.2 OPERATIONAL OBJECTIVES

The overall goal of these oil spill response procedures is to take **initial** steps to protect public health, prevent environmental damage, and assist appropriate state and federal agencies in ongoing response and recovery of oil spills. These procedures have three objectives:

1. Maintain response capabilities to **initially** contain and control releases and mitigate their impact on the public and environment.
2. Maintain the capability to oversee long-term effects on public.
3. Ensure that the efforts of all jurisdictions and agencies are effectively integrated.

A.III.3 PREVENTATIVE OBJECTIVE

A primary objective is the prevention of incidents in the first place. County prevention activities include a combination of inspections and regulatory oversight, training courses, and enforcement actions. A primary tool for accomplishing prevention is enforcement of State and Federal statutory requirements.^{4/}

A.III.4 GENERAL

(4330)

This appendix describes the San Joaquin Operational Area (OA) oil spill response system according to provided guidance or statutory requirements.^{5/} A checklist of minimum requirements has been provided to assure an adequate plan.^{6/} The OA jurisdictions have specific procedures and authorities for hazardous materials response in their individual operational plans.

³ §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

⁴ §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

⁵ §8574.7, Article 3.5, Chapter 7, Title 2, California Government Code

⁶ §8670.35, Article 5, Chapter 7.4, Title 2, California Government Code. §852.62.2, Article 2, Subchapter 1, Chapter 5, Subdivision 4, Division 1, Title 14, California Code of Regulations.

This appendix does not supersede those plans or policies but instead summarizes the common ideas and capabilities contained in the individual operational plans.

San Joaquin County organizes and structures hazardous material emergency response according to FIREScope, Fish & Game, Coast Guard, and SEMS guidance.^{7/} Section 4 of this document describes how the FIREScope system is applied and adapted to oil spill incidents within the San Joaquin OA response jurisdiction.

⁷ §8608, Article 9.7, Chapter 7, Division 1, Title 2, Government Code; Incident Command System (ICS) Module HM120 - **Firefighting RESources of California Organized For Potential Emergencies**

APPENDIX A.IV. GEOGRAPHIC BOUNDARIES
(1410)

This plan is limited to response within the San Joaquin OA geographical boundaries. Other surrounding OA jurisdictions did not opt to participate in regional planning.

Regionally, oil spill response planning is targeted for “marine waters”

“Marine waters”: means those waters subject to tidal influence, except for waters in the Sacramento-San Joaquin Delta upstream from a line running north and south through the point where Contra Costa, Sacramento, and Solano Counties meet;^{8/}

Includes: the waterways used for waterborne commercial vessel traffic to the Port of Stockton and the Port of Sacramento.^{9/}

⁸ §8670.3(i), Article 1, Chapter 7.4, Division 1, Title 2, California Government Code

⁹ §8670.28 (a) (1), Article 5, Chapter 7.4, Division 1, Title 2, California Government Code

APPENDIX A.V. RESPONSE SYSTEM AND POLICIES

TAB A. NATIONAL RESPONSE SYSTEM - Not required

TAB B. NATIONAL RESPONSE POLICY - Not required

TAB C. STATE RESPONSE SYSTEM - Not required

TAB D. STATE RESPONSE POLICY - No required

TAB E. LOCAL RESPONSE SYSTEM

Multiple documents describe the San Joaquin Operational Area response system, procedures and processes. Specific procedures for each jurisdiction are listed since agencies will need to follow Area Plan and local procedures. Some of these documents are contained in the appendices of this document and others are referenced only.

In some cases a locally based State agency could be Incident Commander. This would still be looked as a “local response.” If, instead, an incident overwhelms local capabilities, or is forecasted to deplete available local resources, the operational area may request a "State" response to look to the 11-county region (OES Region IV), or statewide for assistance.

TAB E.1 EMERGENCY OPERATIONS PLANS

1. City of Escalon Emergency Operations Plan
2. City of Lathrop Emergency Operations Plan
3. City of Lodi Emergency Operations Plan
4. City of Manteca Emergency Operations Plan
5. City of Ripon Emergency Operations Plan
6. City of Stockton Emergency Operations Plan
7. City of Tracy Emergency Operations Plan
8. San Joaquin County Emergency Operations Plan
9. San Joaquin Operational Area Emergency Operations Center Procedures
10. San Francisco Oil Spill Prevention and Response Plan

TAB E.2 JOINT TEAM PROCEDURES

1. Joint Hazardous Materials Team Operational Guidelines, Procedures, and Equipment Manual.
2. State of California Hazardous Materials Incident Contingency Plan

TAB E.3 COMMUNICATIONS CENTERS

1. FCC EAS Plan; Sacramento-Sierra Emergency Area
2. San Joaquin Operational Area Multi-Agency Coordination System Procedures
3. County of San Joaquin Sheriff's Communications Center Procedures
4. City of Stockton Fire Department Communications Center Procedures

TAB F. LOCAL RESPONSE POLICY

San Joaquin County organizes and structures hazardous material emergency response according to FIRESCOPE, Fish & Game, Coast Guard, and SEMS guidance.^{10/} Section 4 of this document describes how the FIRESCOPE system is applied and adapted to oil spill incidents within the San Joaquin OA response jurisdiction.

¹⁰ §8608, Article 9.7, Chapter 7, Division 1, Title 2, Government Code; Incident Command System (ICS) Module HM120 - **Firefighting RESources of California Organized For Potential Emergencies**

TAB G. RESPONSIBLE PARTY RESPONSE POLICY

(2213)

San Joaquin Area Plan stressing involving a responsible party into the Command due to funding of overall response, and knowledge and resources available to public sector responders.

See also ANNEX M – ATTACHMENT 12

TAB H. ROLE OF THE ON-SCENE COORDINATOR

Within the San Joaquin Operational Area there are federal jurisdictions involving water conveyance systems (canals and San Joaquin Delta) military bases and other institutions. Responses to non-staffed federal facilities such as the Delta-Mendota Canal will involve an initial response by the local agencies with subsequent notification to the Federal Authority.

TAB H.1 FEDERAL ON-SCENE COORDINATOR –OSC

Local responders will also initially respond to oil spills in the Delta. An incident not under the responsibility of a private party, or spills that are threats to persons or environment, will require immediate notification of the State Fish & Game (OSPR), and a Federal On-Scene Coordinator (OSC) to manage the incident. This can be United States Coast Guard, Environmental Protection Agency, or Department of Defense. Initial notification could be made through the United States Coast Guard.^{11/} Telephone numbers for federal agencies are available from the San Joaquin County Office of Emergency Services.

TAB H.2 FEDERAL FIXED SITES

Response to military bases and other federal fixed facilities will be dictated by the potential threat to the public and/or environment. Federal resources at the site will make initial response with local responders notified to help manage the incident. In a stable incident, mitigation and cleanup will be left to the federal agency with responsibility for that site.

TAB H.I STANDARD RESPONSE STRUCTURE - Not required

TAB H.II SONS RESPONSE STRUCTURE - Not required

¹¹ Oil & Hazardous Substance, Federal Pollution Contingency Plan, Annex I, pp.1103

ANNEX B - ORGANIZATION

APPENDIX B.I. PLANNING ORGANIZATION

TAB A. NATIONAL RESPONSE TEAM - Not Required

TAB B. REGIONAL RESPONSE TEAM - Not required

TAB C. AREA COMMITTEE

TAB C.1 COMMITMENT AND APPROVALS

Formal approval is obtained during the preparation and approval process for some of these documents. Their governing board, or designee approves local plans and procedures that are not multi-jurisdictional.

TAB C.1.1 *Joint Hazardous Materials Team Agreement*

This agreement requires signatory jurisdictions follow team policies and the Area Plan. Jurisdictions include: County of San Joaquin, Cities of Stockton, Lodi, Tracy and Manteca, California Department of Transportation, and signatory rural fire districts.

TAB C.2 INDUSTRY COORDINATION

An emergency plan is required to be developed by an employer as defined. This plan is to address emergency response at uncontrolled oil spills by employees.^{12/} An employer response plan is also required under the Federal Resource Conservation and Recovery Act of 1976 (RCRA).^{13/}

These statutes encompass the employers' responsibilities for the response plan, elements for the plan and procedures for handling emergency incidents. The plan is also to address how the private business employer will interact with the public sector emergency responder.

TAB C.3 COORDINATION BETWEEN AGENCIES

(4230)

A signature sheet is included in the Joint Team Polices, signed by participating agencies. Area Plan does not have a signature page.

TAB C.3.1 *Emergency Services Council*

General emergency response coordination of jurisdictions within the County occurs through the San Joaquin County Emergency Services Council. This Council meets periodically for review and approval of disaster and emergency plans. The Council establishes working groups to address specific issues such as hazardous materials. A

¹² 29 CFR 1910.120 (1)(1)(i)

¹³ 29 CFR 1910.120 (p) (8)(i)

copy of the description and membership of the Emergency Services Council is available in the County Office of Emergency Services.

TAB C.3.2 *Fire Chiefs' Association Special Operations Committee*

This multi-disciplinary standing committee does emergency planning and coordinating tasks regarding hazardous materials, Urban Search & Rescue and other issues.

TAB C.3.3 *San Joaquin County Toxic Enforcement Strike Force*

The San Joaquin County Office of the District Attorney conducts monthly meetings providing an open forum for any agency in the operational area to discuss current issues concerning hazardous materials or wastes enforcement and strategies for obtaining compliance with current regulations. Some agencies that participate in these meetings include the San Joaquin County Office of Emergency Services, San Joaquin County Environmental Health Division (CUPA), California Department of Fish and Game, the Regional Water Quality Control Board, the San Joaquin County Sheriff's Office, several municipal utility districts, the San Joaquin County Agricultural Commissioner's Office, and many others.

TAB C.3.4 *Joint Team Steering Committee*

Meeting monthly, this steering committee reviews changes in policies, procedures, and other response related issues. Several sub-committees have been formed to focus on specific issues such as equipment and training.

TAB C.3.5 *Weapons of Mass Destruction Steering Committee*

This committee meets monthly-to-quarterly, depending on pending issues, to coordinate the implementation of standardized methods to the response of chemical or biological incidents. These procedures or equipment purchases are reviewed against the hazardous materials planning at attempt smooth transition from an oil spill incident to a WMD event.

APPENDIX B.II. RESPONSE ORGANIZATION

B.II.1 LOCAL INCIDENT COMMAND SYSTEM

The San Joaquin Operational Area response system is based on the Incident Command System model as developed under Standardized Emergency Management System (SEMS), FIRESCOPE, and the National Wildfire Coordinating group. Under this system, an San Joaquin Operational Area specific structure is in place called the "Standardized ICS Structure for Hazardous Materials Incidents."¹⁴

Most emergency response jurisdictions, including special districts, cities, and County of San Joaquin, have adopted SEMS, and have signed an Operational Area Agreement that uses SEMS as it's base management structure at field, local EOC, Operational Area MACS, and Area Command levels.

B.II.1.1 Multi-Agency Coordination (MAC) GROUP (2223.1)

The Operational Area EOC functions as a MAC Group to area jurisdictions. Two primary tasks are resource acquiring/dispersal, and information flow. If local resources are inadequate, the San Joaquin County Office of Emergency Services, serving as the Operational Area Multi-Agency Coordination (MAC) Group, and the local mutual aid coordinators will access additional resources through mutual aid agreements.

B.II.2 EMERGENCY PERSONNEL ROLES, AUTHORITIES AND RESPONSIBILITIES (2200)

Agency task descriptions are intended to ensure proper role definition, prevent duplication or failure to undertake needed actions, and to improve coordination among multiple responding agencies.

Local agencies and locally based state agencies with legal or procedural responsibilities will fill the appropriate positions of the standard ICS structure. Duties and responsibilities for each position are clearly identified with references to specific policies and/or procedures. Some of these detailed procedures are in the Appendix of this plan.

See ANNEX M - ATTACHMENT 12

¹⁴ CFR 1910.120(q)(3)(11)

B.II.2.1 Incident Command

(2210)

An Incident Commander, or Unified Incident Command, will be established at all incidents. Incident management authority is established by regulation, ordinance, jurisdictional establishment, financial, policy, or written agreement.

See “Incident Command Authority” Table, ANNEX M - ATTACHMENT 12.

Where Incident Command is unclear, or where the incident command agency is not present, first response agencies will identify an Incident Commander or will establish a unified command.

B.II.3 LOCAL RESPONSE COORDINATOR – INITIAL INCIDENT COMMANDER

(2223.1.6)

Initial Incident Commander: If a local agency is the initial Incident Commander, they will involve public agencies and a network of businesses from the private sector for emergency response.^{15/} Incident management and mitigation will depend on the size of the incident and the capabilities of the local responders. The local Commander(s) will be selected based on the Incident Command table. See 3.13.3 - Transfer of Command.

Unified Command: The state and federal agencies may form a Unified Command, if determined appropriate, local agencies could become a member, based on the Incident Command table. See Appendix 12-1

Assisting Agencies: Specific pre-determined roles for selected agencies have been developed and distributed to agencies. This is to keep span of control of various local, state, and federal agencies assigned various tasks in an oil spill.

B.II.3.1 Transfer of Command

(2210,4450)

Incident Command may be transferred to another agency or a Unified Command of multiple agencies when jurisdiction or responsibility for the incident changes.

California Fish & Game and/or the US Coast Guard will take the Incident Command responsibility for oil spills once on scene. An incident could also include the Environmental Protection Agency (EPA) if designated boundaries lines are overlapped. Some conditions must be met before Fish & Game has a Command role.

¹⁵ Public agencies can include fire, law, emergency medical service, public works, special districts, utilities, and environmental health services. Some may be locally based state and federal agencies.

- See Incident Command table in ANNEX M - ATTACHMENT 12.

B.II.3.2 Local Government Representative

(2223.1.6)

Once Command is turned over to state and federal jurisdiction, and no local agency is part of the single or unified command, then each local jurisdiction, as per ICS standards, is to identify their Agency Representative to the Command position. There is no single Local Government Representative that has authority over others. San Joaquin OES can assist in local coordination.

If OSPR, USCG, or EPA is determined to be the Incident Commander, then each local agency will assign a Agency Representative to work with the Command Staff.

B.II.3.3 Operational Area

(2223.1.2)

Multi-Agency Coordination System (MACS): The Office of Emergency Services implements the Operational Area Multi-Agency Coordination System (MACS) to assist in intelligence sharing, resource management, and jurisdictional coordination. This function is normally performed in the EOC. This center is equipped with various radio, telephone, and intra/internet systems to ensure communications with incident commands and jurisdictional emergency operations centers.

Disaster Welfare Inquiries: The EOC can operate a center for collecting information on victims and distributing this to involved emergency medical agencies, the Incident Command staff, and the relatives of victims. The local Red Cross staffs the Disaster Welfare Inquiry Team in the EOC that provides this function.^{16/} Additional personnel from Mental Health, the Coroner's Office, or bilingual services may also be involved. Cities may elect to do this function themselves.

Environmental Health Division, Public Health Services: This agency serves as the Certified Unified Program Agency (CUPA) for the County and is generally responsible for coordinating with local, state and federal agencies with cleanup responsibilities and authorities and determination of public health risks.

B.II.3.4 Local Emergency Proclamations and Declarations

¹⁶ Details of this are in the Memorandum of Understanding between the American Red Cross and San Joaquin County and the County Multi-Casualty Incident Plan

An incident may or may not require a “Proclamation of Local Emergency” by a designated official with one of the cities or the County (special districts cannot proclaim an emergency). The Local Health Officer may issue a “Declaration of a Local Health Emergency” if emergency measures are needed to prevent a serious threat to public health.^{17/}

Protocols for making such proclamations or declarations will be consistent with the State Emergency Plan and Government Code.^{18/} Access to State assistance available under a proclamation or declaration may be through the Response Information Management System (RIMS).

¹⁷ §8630, Article 14, Chapter 7, Division 1, Title 2, California Government Code
- 62 Ops.Atty.Gen. 710, 11-16-79
- §101085, Article 2, Chapter 2, Part 3, Division 101, Health and Safety Code

¹⁸ §8607, Article 9.5, Chapter 7, Division 2, Title 2, California Government Code

TAB B. REGIONAL AND STATEWIDE RESPONSE

In some cases a locally based State agency could be Incident Commander. This would still be looked as a “local response.” If, instead, an incident overwhelms local capabilities, or is forecasted to deplete available local resources, the operational area may request a "State" response to look to the 11-county region (OES Region IV), or statewide for assistance.

APPENDIX B.III. INCIDENT RESPONSE PROVISIONS

B.III.1 SPECIFIC ICS LANGUAGE TO BE INCLUDED IN THE PLAN

(1561.15, 7240)

All plans and procedures will incorporate approved SEMS ICS language. Position titles and structures developed by the Operational Area will adhere to SEMS ICS theory and place the task to most appropriate supervisor.

B.III.2 PROVISIONS TO INTEGRATE LOCAL ICS WITH STATE ICS

State and federal representatives will be assigned to appropriate functions if the incident is a local responsibility. An agency assignment table was developed to show where state and federal agencies would work within a single ICS structure. An attempt is made to integrate all levels of government into a single structure. In addition, the federal ICS structure, and used by California Fish and Game, is attached to guide local agencies how to integrate when a local commander is not organizing an oil spill incident.

B.III.2.1 Interface with State/Federal System (Responsibility Matrix)

(1511.15, 3260, 7240)

This matrix identifies agencies assigned to fill specific roles in the OA standardized ICS Organization Chart. The detailed position duty statements included in this plan further define specific ICS positions shown on the matrix.

Agencies shown, as having primary responsibility for an ICS function will fill those functional positions if sufficient personnel are available. Agencies with secondary responsibility for a function will fill those functional positions that the primary agency cannot fill with qualified personnel.

See ANNEX M -APPENDIX 12.

B.III.3 PROVISIONS FOR PRE-EMERGENCY PLANNING AND COORDINATION AMONG RESPONSE PERSONNEL

Coordination with industry occurs during fire inspections, administering agency inspections, and individual contacts. Site specific planning and coordination for response to an oil spill incident occurs at the city and special district level. Coordination between agencies is through a series of committees, sub-committees, and governing over-site bodies.

B.III.3.1 Communications Planning Committee

San Joaquin County is served by a 9-1-1 system of seven Public Safety Answering Points (PSAP). The public to report oil spill incidents uses this system. The California Highway Patrol handles reports made with cellular telephones.

A countywide committee has been established to oversee ability of multiple agencies to inter-connect. This effort has been on-going since 1983, but has made major efforts before 2000 rollover, and for terrorism preparedness efforts.

ANNEX C - OPERATIONAL ADMINISTRATION

APPENDIX C.I. SPILL FUNDING PROCEDURES

TAB A. DOCUMENTATION AND COST RECOVERY PROCEDURES

TAB A.1 DOCUMENTATION

Incident Commander agency is responsible for all documentation of the incident. Each ICS Section, as part of ICS Unit Leader Responsibilities, is required to maintain unit records, including a Unit/Activity Log (ICS Form 214).

TAB A.2 ACCESS TO REIMBURSEMENT OPTIONS

The Operational Area EOC, or the County Office of Emergency Services, acting in its coordinating role will assist local agencies to access federal and state disaster assistance programs.^{19/} A few of these programs focus specifically with hazardous material incidents.

TAB A.3 COST RECOVERY FROM RESPONSIBLE PARTIES

Planning/Intelligence Section should package up all documentation so that the Incident Commanders' agency can pursue any reimbursement programs. The responsible party or business will have the "cradle to grave" focus for any claims. If responding or helping agency needs records, then a copy should be provided.

¹⁹ Robert T. Stafford Disaster Relief and Emergency Act, Public Law 93-288, as amended.

Title 44, Code of Federal Regulations, Part 206.

Natural Disaster Assistance Act, as amended: §8680 through 8692, Article 1-5, Chapter 7.5, Division 1, Title 2, California Government Code.

Title 19, California Code of Regulations, Sub-chapter 5, Natural Disaster Assistance Act.

TAB B. OSC ACCESS TO THE FUND - Not required

TAB C. STATE ACCESS TO THE FUND - Not required

TAB D. DAMAGE ASSESSMENT PROCEDURES - Not required

TAB E. LEAD ADMINISTRATIVE TRUSTEE ACCESS TO THE FUND - Not required

TAB F. LOCAL ACCESS TO STATE FUNDS

(6420)

The Incident Commander is financially responsible for decisions made to handle the incident. However, certain funds are available for specific aspects of the oil spill mitigation.

Area Plan - Appendix 6, provides details on obtaining local, state, and federal funds for cleanup activities.

Funding for removal of hazardous wastes from spills or including roadside and off highway abandonment is available from the Department of Toxic Substances Control (DTSC). However, some petroleum materials are not funded.

Area Plan - Appendix 4, contains guidance documents describing criteria and processes for accessing the Emergency Reserve Account (ERA).

APPENDIX C.II. REQUIRED LETTERS AND REPORTS

TAB A. LETTERS – Not required

TAB B. OSC REPORTS – Not required

TAB C. POLLUTION REPORTS – POLREPS

C.II.1 HAZARDOUS MATERIALS INCIDENT REPORTS

It is the responsibility of the agency or business making notification to the State Warning Center.

Oil spills in the San Joaquin Operational Area that result in ground, water, and air contamination, or incidents resulting in human death or injury, will be reported to the State of California. The State Warning Center must receive a verbal incident report. An exception is of motor vehicle fluid spills of less than 40 gallons on roadway, sewage overflows, and leaks in low-pressure fuel lines to residential properties.^{20/}

The Office of Emergency Services duty officer can perform this notification. But if OES does not respond or is not notified, it remains the responsibility of the owner/operator or designated agent, city, special district, or public entity to complete notification of the State Warning Center.^{21/}

²⁰ Motor Vehicle Accident Spill Policy, County of San Joaquin Toxic Enforcement Strike Force.

²¹ See attached “Notification Flow Decision Tree” from the California Hazardous Material Incident Contingency Plan.

TAB D. POLLUTION INVESTIGATION - not required

ANNEX D - PLAN REVIEW

APPENDIX D.I. REVISION/UPDATE REQUIREMENTS

D.I.1 GENERAL

The County of San Joaquin has established a prevention program as part of its response system. In addition, ongoing preplanning occurs to address the diverse capabilities needed for effective response if an incident does occur. Cities and special districts participate in this effort through the organizations identified below. Facility preplanning occurs at the fire district level. The County Office of Emergency Services conducts countywide programs for enhancing business preparedness through inspections, training, and review of business Hazardous Materials Management Plans.

D.I.2 COMMITMENT AND APPROVALS

Formal approval is obtained during the preparation and approval process for some of these documents. Their governing board, or designee approves local plans and procedures that are not multi-jurisdictional.

D.I.2.1 Joint Hazardous Materials Team Agreement

This agreement requires signature jurisdictions to follow Area Plan and any appendix. Current jurisdictions include: County of San Joaquin, Cities of Stockton, Lodi, Tracy and Manteca, California Department of Transportation, and signatory rural fire districts.

D.I.3 APPENDIX UPDATE AND IMPLEMENTATION

(2721)

This Appendix is revised and updated on an ongoing basis 3-year cycle. The Joint Team Policy, a major reference document is on a yearly cycle because of the number of responses that occur in the county and modifications on techniques teams use.

D.I.4 OIL SPILL PLAN RELATIONSHIP TO OTHER PLANS

Integration: The efforts of all jurisdictions and agencies of the County will include enhancing their ability to integrate all involved agencies and jurisdictions into a unified organization that will implement the above-standardized system. Joint preplanning activities will include setting up structures and policies to ensure that that integration occurs.

D.I.5 BUSINESS PLAN/DATABASE INFORMATION

Emergency plan and inventory information can now be transferred electronically from businesses to the Office of Emergency Services. Distribution of this information to responders and field personnel is through the Office of Emergency Services web site, which can be used for immediate viewing of data or download of fire district specific records. This system for gathering and distributing information on business and risk management plans greatly enhances the quality of plans and reduces workload.

Businesses are currently reminded to update plans and inventories on an annual basis although changes are received year round. Public safety agencies can access data on a dedicated web server and must obtain that capability to participate in the program.

D.I.5.1 Integrating Business Information into Oil Spill Procedures

Strategic response planning is accomplished by incorporating information from the business emergency and risk management plans into this Appendix. For instance, facilities with large quantities of petroleum products may become candidates for a large-scale exercise of this Appendix.

D.I.6 ASSURING BUSINESS PLAN ACCURACY, AND PRE-INCIDENT SURVEYS

As Administering Agency, the County Office of Emergency Services conducts activities to enhance business preparedness under State statutes.^{22/} These include identification of businesses using 55 gallons or more of a petroleum product for regulation.^{23/} They also include review of mandated business emergency plans with the specific goal of preventing or minimizing incidents. Business inspections include safety comments and confirmation of inventories, training documentation, and business plans. Preplanning for specific facilities is not performed during inspections.

D.I.6.1 Fire Department Access to Program Data

OES inspection forms are currently forwarded to the fire departments to assist with site preplanning. In addition, business plans with inventories, site maps, and specific response information is available to fire departments for use. Local jurisdictions develop site-specific response preplans using the information gathered by the Administering Agency.

Fire districts are provided with lists of businesses handling hazardous materials so they can identify fixed potential hazards for additional planning.

²² §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

²³ §25508 and §25185, Article 1, Chapter 6.95, Division 20, Health and Safety Code

D.I.7 AREA PLAN CHECKLIST

(4330)

Three programs that have criteria for developing Area Plan content are followed to enhance development during update cycles. The three are under the Health & Safety Code for Area Plan development, the Fish & Game, and U.S. Coast Guard S.F. Bay plan index for development of oil spill plans.

D.I.8 SAN FRANCISCO OIL SPILL PREVENTION AND RESPONSE PLAN

(1000)

This document outlines how the US Coast Guard intends to respond to oil spills in the Bay and Delta. Sections of this San Joaquin OA plan will show corresponding section numbers for ease of reviewing response procedures.

APPENDIX D.II. EXERCISES/DRILLS

D.II.1 DRILL PARTICIPATION PROCEDURES

Periodic drills or exercises will be scheduled to enhance training and test procedures. Drills will be aimed at skill learning or testing of an individual or equipment. Exercises will be aimed at evaluating procedures. There are four types of exercises: orientation, tabletop, functional, and full scale.

D.II.1.1 Table Top Exercises

The Operational Area and its jurisdictions hold periodic table top exercises to review changes or additions to procedures. Such exercises focus on the (field) command post, departmental operations center (DOC) or emergency operations center (EOC).

Pre-established Incident Command Teams may conduct a tabletop exercise to test how an oil spill incident should be managed, e.g., change of command, decision-making, closing an area, evacuation planning, and containment procedures.

D.II.1.2 Hospital Drills

Hospitals are required to do two emergency drills a year, one internal drill without other facilities involved and the other as part of an operational area wide event. These drills test procedures in the Region IV Multi-Casualty Plan as well as internal facility procedures.

Some hospitals focus on receiving victims exposed to hazardous materials during these drills. The "Joint Team" also annually schedules several joint exercises with medical facilities to test joint operations. This gives the team and the facility an opportunity to test procedures for notification, decontamination, treatment, receiving advice from off-site centers, e.g., poison control, Centers for Disease Control, National Response Center and coordination with the Control Facility.

D.II.1.3 Facility Drills

The Joint Team schedules a minimum of three drills a year at businesses that handle hazardous materials. This allows for skills testing of personnel, supplies, and equipment in a realistic environment. The drill also allows the team to become familiar with plans and layout of potential incident sites in the County.

APPENDIX D.III. INCIDENT CRITIQUE AND FOLLOW-UP

D.III.1 POST INCIDENT ANALYSIS

Routine incidents in the Operational Area responders will follow the guidelines in Section 21 of the Joint Hazardous Materials Response Team Policies and Procedures Manual under Incident Critique. Critiques usually follow incident termination when all responders are present and the incident events are quickly recalled.

In large or long-term incidents such critiques are not always feasible or practical. In these situations, the Hazardous Materials Group Supervisor will need to schedule a time and meeting place to conduct a critique. These should be within 30 days of the incident while memories of events are still fresh.

Critiques from major disasters are scheduled sometime after the incident. These incidents require a significant recovery period to restore normal activities, and many responders are too involved to attend. Critiques are often difficult to employ. However, some post incident analysis is required by SEMS law and usually conducted with 10 days of demobilization of the event. A common practice for such events is conducting some type of brief critique during the daily action plan meeting, but not supersede an in depth analysis.

D.III.2 COMMUNITY CRITIQUES

A debriefing or public comment session had, in the past, helped response agencies and the community understand what, why, how certain events or actions happened. Though it can be difficult or stressful, this is very beneficial to learn how to advise or interact with the community. The recovery steps can be the most expensive and emotionally trying for all involved.

Emergency and recovery plans should be reviewed and revised based on the issues brought up in the agency and community reviews. Also, enhancing warning systems should be considered to fill shortfalls.

ANNEX E - AREA ASSESSMENTS

APPENDIX E.I. AREA OF RESPONSIBILITY – Not required

APPENDIX E.II. AREA COMMITTEE ORGANIZATION – Not required

TAB A. AREA COMMITTEE MEMBERS – Not required

TAB B. SUBCOMMITTEES AND MEMBERS – Not required

SEE ANNEX B
APPENDIX I
PLANNING ORGANIZATION

APPENDIX E.III. AREA SPILL HISTORY

E.III.1 BUSINESS HAZARDOUS MATERIALS DISCLOSURE INFORMATION

San Joaquin County Office of Emergency Services is the Administering Agency (AA) for the carrying out of Chapter 6.95. ^{24/} Approximately 2,000 businesses are currently maintained on the system with business information and chemical inventories.

E.III.2 DATA MANAGEMENT SYSTEM

Data management system for the County's business plans is a database containing requirements for both the business plan, ^{25/} and the Risk Management Program. ^{26/} The program allows the user to print predetermined scripts for most commonly requested information or allowing programming for specific report information.

These business plan records are continually updated either manually from mailed hard copy plans, or through an Office of Emergency Services web site. Response agencies can also receive information by downloading the data.

OES response staff updates weekly portable computers with all business plan files, the Emergency Telephone Directory, and past hazardous materials incident reports. Consequently, all business plans and chemical inventory information are directly available to responders upon the arrival of the Office of Emergency Services vehicle.

E.III.3 DELTA RESPONSE DATABASE

A database for this plan has been developed. Each site is identified as a response resource or a potential hazard location for spills. Some locations could be noted for both categories. If a hazard site, then additional criteria, as needed in Section 10, can be entered. Searches can be made using multiple criteria.

E.III.4 HAZARDOUS MATERIAL INCIDENT FILE DATABASE

San Joaquin County OES established a database to track all reported hazardous materials incidents. An incident is entered even though found a "non hazardous material" situation.

²⁴ §Article 1 & 2, Chapter 6.95, Division 20, Health and Safety Code

²⁵ §25503, Article 1, Chapter 6.95, Division 20, Health and Safety Code

²⁶ §25531 Article 2, Chapter 6.95, Division 20, Health and Safety Code

APPENDIX E.IV. STRATEGIES – Not required

APPENDIX E.V. SENSITIVE AREAS

TAB A. ENVIRONMENTALLY SENSITIVE AREAS

TAB A.1 AREAS WHERE SPILLS ARE MOST LIKELY TO OCCUR AND ANY IMPORTANT NATURAL RESOURCES WHICH MAY BE IMPACTED BY AN OIL SPILL.

See Response Database

TAB A.2 LOCALLY SIGNIFICANT NATURAL RESOURCE AREAS

The most environmentally sensitive areas of San Joaquin County include the areas in proximity to the Stanislaus, Calaveras, San Joaquin, and Mokelumne Rivers and their tributaries as well as the legally defined Sacramento-San Joaquin Delta. The Delta has direct coastal access as the waters flow through the San Francisco Bay into the Pacific Ocean.

All agencies take additional precautions for incidents that occur in sensitive areas because of the inherent mobility potential for spills in waterways and the subsequent widespread threat to wildlife and water supplies.

TAB A.3 CONTROL STRUCTURES IN TIDALLY INFLUENCED AREAS (9973)

TAB A.3.1 *Cross-Channel Gate*

The Delta has only one control structure affecting this county, the Cross-Channel Gate in Walnut Grove. The U.S. Bureau of Reclamation notifies San Joaquin OES whenever the gates are opened or closed. In time of a spill, this could delay oil spill material from flowing into the county.

TAB A.3.2 *Woodbridge Dam*

Woodbridge Irrigation District maintains a small dam in the town of Woodbridge. This structure could contain, or delay oil spills from upstream entering into the Delta. A delay could allow response agencies to attempt containment or removal.

TAB B. ECONOMICALLY SENSITIVE AREAS

TAB B.1 AREAS WHERE SPILLS ARE MOST LIKELY TO OCCUR AND ANY IMPORTANT ECONOMIC RESOURCES WHICH MAY BE IMPACTED BY AN OIL SPILL.

See Response Database

TAB B.2 LOCALLY SIGNIFICANT AREAS WHICH MAY REQUIRE CLOSURE OR OTHER EMERGENCY MEASURES

See Response Database

TAB B.2.1 *Recreational areas*

- i. Boating areas
- ii. Parks
- iii. River or Slough mouths

TAB B.2.2 *Commercial*

- iv. Port of Stockton
- v. Cross-Channel Gates (Walnut Grove)

TAB B.3 STRUCTURES LOCATED IN MARINE WATERS

See Response Database

TAB B.4 PRIORITIZE FACILITIES, COMMERCIAL INTEREST AREAS, AND PUBLIC/PRIVATE RECREATIONAL AREAS WHICH MAY BE SIGNIFICANTLY IMPACTED BY AN OIL SPILL, INCLUDING:

TAB B.4.1 *Facility Prioritization*

See Response Database

TAB B.4.2 *Economic Resources Prioritization*

See Response Database

APPENDIX E.VI. DISPOSAL
(4540, 5406, 9932.2)

Jurisdictions are responsible for maintaining procedures and funds for obtaining emergency clean up contractors. The Environmental Health Division maintains lists of available contractors for use by all agencies. The County Office of Emergency Services handles contractor services for the County jurisdiction. Contractors are normally obtained through a telephone bid process.

E.VI.1 AVAILABLE DISPOSAL SITES

There are no full service hazardous waste facilities in San Joaquin County. Waste removal businesses transport material out-of-county after pick up. There are several options for small quantity waste for emergency response agencies.

California Department of Transportation: provides a temporary storage facility for short term storage of small quantities of low risk waste in return for Joint Hazardous Materials Team response to spills on their jurisdiction.

San Joaquin County Solid Waste Division: Maintains a paint, oil, and battery recycle center at their Harney Lane Disposal site. They also are developing a permanent hazardous waste disposal site at the Stockton Metropolitan Airport. This will only be for small volume household disposal.

ANNEX F - SUMMARY OF AREA RESOURCES

PRIVATE SECTOR

The San Joaquin County Department of Purchasing and Support Services maintain a comprehensive resource directory. The directory contains an alpha listing of vendors for supplies and equipment. Some vendor contacts are maintained on the Operational Area (internet) web site for community use in obtaining disaster supplies (e.g., sand, sandbags, survival supplies, emergency radios).

PUBLIC SECTOR

The Office of Emergency Services maintains a computer database directory with contacts for local, State, and federal agencies. This directory is available on a 24-hour basis. The various mutual aid coordinators keep agency contacts for their specific discipline. If a resource request does not fall within an established mutual aid system, the Operational Area Logistics Section has access to this resource lists to locate the appropriate agency that can provide the resource.

APPENDIX F.I. EQUIPMENT

F.I.1 EMERGENCY RESPONSE EQUIPMENT INVENTORY, LOCATION, AND CONTACT AGENCY TO DEPLOY EQUIPMENT

A Delta Response Database is maintained to track resources available to respond to hazardous materials incidents within the Delta region. This data is designated as a "Resources" or "Hazard" site. Some hazard sites, such as marinas, also have a limited supply of containment supplies. The data can be sorted by Planning Zone, Hazard, Resource, or searcher determined criteria.

F.I.2 PROCEDURES TO ENSURE THE COMMITMENT OF OIL SPILL RESPONSE RESOURCES

F.I.2.1 California Master Mutual Aid Agreement

Public safety agencies provide mutual aid to other jurisdictions under the provisions of the California Master Mutual Aid Agreement. The State Office of Emergency Services has the responsibility for extending hazardous materials technical functions mutual aid between other counties within the context of the Master Mutual Aid Agreement.

F.I.2.2 San Joaquin County Fire Service Mutual Aid Agreement

A separate mutual aid agreement exists between the County fire districts. A copy of existing mutual aid agreements can be found in the San Joaquin County Emergency Operations Plan. These agreements, along with other response agreements, ensure that any jurisdiction can obtain personnel to fill all positions of the pre-established County Incident Command System structure for hazardous material incidents. See Appendix 12-1 for details.

F.I.2.3 Hazardous Materials Technical Functions Mutual Aid

Many jurisdictions maintain personnel trained and equipped to perform the specialized entry and mitigation positions included in the "Hazardous Materials Group" function of the standardized Incident Command System response structure.^{27/} Several of these agencies maintain specialized equipment and vehicles and are signatories to the "Agreement for Hazardous Materials Team within San Joaquin County."

A copy of the agreement is included in Area Plan – Appendix 12-7.

²⁷ FIRESCOPE, Hazardous Materials Module-ICS-HM-120-1

F.I.2.4 Out of County Agreements

San Joaquin County does have a special mutual aid agreement in place with Stanislaus County. Systems and provisions do exist for traditional mutual aid to other counties and jurisdictions under the Master Mutual Aid Agreement.

TAB B. BOOM SYSTEMS

TAB C. PUBLIC WORKS/MUNICIPAL UTILITIES

County and City Public Works, and Municipal Utility Departments in the Operational Area can assist hazardous materials operations by shutting down water lines, closing storm drains and sewer lines. They also are a resource for heavy equipment, sand/absorbent, and drainage materials to use on defensive operations such as dike large spills. During evacuations or area closures, these agencies provide barricades, electronic directional signs, and road signs.

TAB D. SKIMMERS

TAB E. BOATS

TAB F. BARGES/STORAGE

TAB G. VACUUM TRUCKS

TAB H. SORBENTS

TAB I. PORTABLE PUMPS

TAB J. CARGO TRANSFER PUMPS

TAB K. COMMUNICATIONS EQUIPMENT

The Operational Area has several caches of radios and cell phones throughout the area. Cities, special districts, or the County government owns some.

See ANNEX M – APPENDIX 9.

TAB L. ELECTRICAL

TAB M. DISPERSANTS

TAB N. MOBILE COMMAND POST

There are numerous mobile support units that can establish a command post operated by special districts, cities, and the County. Access is made through the County Sheriff 24-hr dispatch center. A detailed manual is being updated and will issued to selected dispatch centers by December 2003.

APPENDIX F.II. LOGISTICS

F.II.1 COORDINATED COMMUNICATIONS PROCEDURES

(5340)

On-Scene Communications: The Incident Commander is responsible for coordinating communications during an emergency. A Communications Unit Leader could be assigned to perform this function by developing an incident communications plan to manage radio and telephone operations. CALCORD, a State radio frequency designated for multi agency on-scene coordination, can be used for establishing a common command channel for local and outside agencies. Local, state, and federal frequencies in portable radio caches and various mobile support units in the County are available through the mutual aid system.

F.II.1.1 Radio Communications Plan

Appendix 5 contains the Joint Hazardous Materials Team Communication Plan (JHTCP) describing agency call signs, command net, tactical net and HAZMAT group channels. Also, Appendix #1 of this JHTCP contains the San Joaquin Operational Area dispatch contacts, also known as a PSAP.

See ANNEX M - APPENDIX 9.

F.II.1.2 Radio Frequencies

Radio Frequency Capabilities: The Operational Area EOC can talk over multiple channels with fire, law, public works, and other agencies within the cities of the Operational Area. In addition, all OES response vehicles have two-way radios with the same frequencies and capabilities.

The Operational Area Satellite Information System (OASIS): and the State Local Government Radio System is available for communications with the State and surrounding counties.

Computer Paging System: Most communication centers are equipped with computers to send computerized messages to a network of key individuals necessary to begin and coordinate response activities from a small single agency response to a large multi-agency response. Several hazardous material responders also programmed portable computers to send messages from the incident site.

Cellular Phone Capabilities: All hazardous material emergency vehicles are equipped with cellular telephones. Duty Officers and supervisors of the Office of Emergency Services carry cellular telephones as a back up to the vehicle mounted equipment. Equipment in some OES vehicles can also connect to paging and Internet services via cellular telephone.

F.II.1.3 Alternate Means of Communications

The County and some cities maintain a Radio Amateur Civil Emergency Service (R.A.C.E.S.) program for supplementing normal communications. An Incident Commander can request this service through the Office of Emergency Services. RACES operators are volunteers covered under the State Disaster Service Worker program.

F.II.2 LOCATIONS FOR COMMUNICATIONS SYSTEMS AND OPERATIONS

Throughout the Operational Area, agencies have designated locations to be utilized by any public safety discipline for an emergency response, or recovery operations. These are designated with SEMS terms.

F.II.2.1 Operational Area - Emergency Operations Center (EOC)

(5413)

The Operational Area EOC is on the sixth floor of the County Courthouse in downtown Stockton, with two alternate sites. This facility maintains telephone banks, radios, computers, and stationary, fax machines for supporting Operational Area functions. The Emergency Operations Center is divided into incident management, planning/intelligence, logistics, and Finance. The center contains several separate briefing/conference rooms. Procedural binders and documents are available for managing all aspects of these functions.

In developing the OA level during a 1993 State OES granted OASIS project, a Steering Committee decided there should be no Operations Section since no tactical responsibility is conducted, only information flow (Planning/Intelligence) and resource acquisition and dispersal (Logistics).

F.II.2.2 City Emergency Operations Centers

(5413)

All the cities in the Operational Area have designated a facility to serve as their Emergency Operations Center. These facilities have been tested during exercises or actual events. The Operational Area periodically exercises with one or more of the cities to test coordinating procedures between Emergency Operations Centers.

Only the County Sheriff has a dedicated Department Operations Center (DOC) to support specific law enforcement incidents. The Sheriff is the designated law enforcement mutual aid coordinator. The Operational Area has selected the Sheriff headquarters facility as an alternate Emergency Operations Center. This is in a separate area than their DOC.

F.II.3 FIREFIGHTING CAPABILITIES

See F.III.TAB C

F.II.4 POTENTIAL STAGING AREA SITES FOR RESPONSE EQUIPMENT

A facility for temporary locating resources that must be ready to respond within three (3) minutes. There are not pre-designated Staging Areas in the Operational Area. These are established at time of incident.

F.II.4.1 Mobilization Centers

This facility is for resources assigned to the Operational Area, or a nearby event, but has not been dispersed to a specific incident.

See ANNEX M - APPENDIX 2.

F.II.4.2 Rendezvous Points

These sites are for quick assembly of resources prior to driving to an incident. Though originally developed for “out of county” responses, these sites are also suited for “in county” responses.

See ANNEX M - APPENDIX 3.

F.II.4.3 Casualty Collection Points/Field Treatment Sites

The primary centralized location within the Operational Area is the Stockton Metropolitan Airport. This serves both as a Casualty Collection Point (CCP) or a Field Treatment Site (FTS). The location is capable of landing and take-offs of the largest military aircraft.

CCP – Established to receive or disperse casualties into or out of San Joaquin County. Only site pre-decided currently is at the Stockton Metro Airport.

FTS – To triage, stabilize, or treat casualties to be dispersed to area hospitals.

F.II.5 ACCOMMODATIONS CONTACT PERSON, AND ACCOMMODATIONS

The Logistics Section’s Supply Unit is responsible for locating facilities for lodging response personnel. A position, Facilities Manager, would decide the needs and work with other Logistics staff to establish the sites. This could be either hotel/motel businesses, government facilities such as schools, or establishing camps.

No lists have been developed, however an annually updated listing of schools is provided. Hotel/motels can be found in the telephone book. Camps could be established through Parks & Recreation departments or using one of the mobilization center locations.

F.II.6 LOCAL OR NEARBY AIRPORTS

There are several large and numerous small airstrips that can be used for spill response or recovery. Stockton Metro Airport is capable to landing and takes off of the largest aircraft. Lodi and Tracy have small local strips with variety of services. Many uncontrolled private strips used for agricultural or recreational purposes have been identified on a map.

See ANNEX M - APPENDIX 4.

F.II.7 POTENTIAL TEMPORARY HAZARDOUS WASTE STORAGE SITES AND PROCEDURES FOR SECURING NECESSARY PERMITS OR VARIANCES

F.II.8 COASTAL ACCESS AREAS

The Delta flows into the Bay through the Sacramento River, thus all water access points into the San Joaquin/Sacramento River and Legal Delta have access to the coast. There are many private and public access points. These range from marina boat launches, parks access points, or manual launching off levee banks or residential or business docks

The Delta Response Database allows searching for sites by name or planning area.

F.II.9 LOCAL GOVERNMENT REPRESENTATIVE WITH INFO ON

F.II.9.1 Volunteer Response Groups

San Joaquin County does not have an active disaster volunteer program; volunteers that spontaneously offer their help in the wake of a disaster, sometimes termed “convergent volunteers.”

Several groups are available for assisting an oil spill response that local government agencies currently recognize. The San Joaquin County OES maintains an up-to-date computerized Emergency Phone Directory of personnel resources to obtain.

(a) **RACES**
(5340)

Radio Amateur Civil Emergency Services (RACES), is a Federal Communications Commission established organization, and registered through city, county, or state governments with established Disaster Council. City of Manteca, City of Tracy, and the County have a RACES group.

These non-paid volunteers can establish alternate communications networks through a myriad of radio, television, and satellite links.

(b) Citizen Law Enforcement

Some agencies have programs, primarily for retirees, or other citizens, to assist them with low risk tasks. These tasks could be traffic control, searches, and documentation. These are known by such acronyms as S.T.A.R.S., or V.I.P.S. In addition, some agencies have Explorer Post cadets.

(c) Volunteer Connection

An Internet based private service to bring non-profit agencies together with volunteers. The volunteer enters their Area Code and select the city that they wish to help, then a list of non-profit agencies appears with contact information.

(d) American Red Cross

The San Joaquin Chapter of American Red Cross responds to incidents throughout the OA, including cities upon request. Each city is different as to the primary or secondary assignment tasked to ARC, as some tasked a city department to manage shelter operations with support by ARC or Salvation Army.

F.II.9.2 Animal Rescue/Recovery Groups

(a) Rescue

There are no recognized animal rescue groups within the county. Though some groups can assist in retrieving threatened pets and livestock.

(b) Shelter

Red Cross, Salvation Army, and most shelter agencies do not care for animals. Several animal rescue and assistance agencies offer to care and shelter pets and livestock during an evacuation. The County Animal Control has developed an animal control mutual aid plan for coordinating government and private resources.

F.II.9.3 Local Media/Public Info Contacts

There is a loosely organized Information Officer association of special district, city, and county personnel. Several business staff, such as PG&E also is included. The intent of this group is to share pre-event status, training, and understanding of emergency operations.

A list of contact information is provided to each other so they can share resources during emergencies.

APPENDIX F.III. PERSONNEL AND INFORMATION RESOURCES

TAB A. COAST GUARD MSO PERSONNEL

TAB B. POLICE DEPARTMENTS

Area law enforcement agencies have formed a San Joaquin Metropolitan Bomb Team, which includes several agencies outside of the Operational Area. Training includes the wearing of Level B protective equipment for working in contaminated environments.

TAB C. FIRE DEPARTMENTS

City and rural fire departments are equipped to the level that meets the needs of their jurisdictions. Most have Operations Level hazardous materials training. For ICS agencies strive to reach a minimum of ICS-200, and most personnel to ICS-300.

Under a San Joaquin County Fire Mutual Aid Agreement, both city and special district fire jurisdictions can manage most incidents without requesting assistance at the Region IV or State level.

Stockton Fire Department staffs a tugboat size fire boat owned and operated by Port of Stockton. The Port also provides the pilot. This unit has ability of multi-nozzle water application.

Woodbridge Fire District operates a small fireboat with limited firefighting equipment. This unit does provide an ability to transport small amounts of personnel and equipment to an incident.

TAB D. HOSPITALS

TAB E. PORT AUTHORITY/HARBOR MASTGERS

TAB F. MARINE PILOTS ASSOCIATION

TAB G. SALVAGE COMPANIES

TAB H. STATE ENVIRONMENTAL AGENCIES

TAB I. LOCAL ENVIRONMENTAL AGENCIES

TAB J. LABORATORIES

TAB K. WATER INTAKE FACILITIES

TAB L. ENVIRONMENTAL INTEREST GROUPS

TAB M. AIRPORTS AND AIRCRAFT RENTAL

TAB N. TRUCKING COMPANIES/CAR RENTALS

TAB O. NOAA WEATHER SERVICE

TAB P. MEDIA

A current list of local media contacts are also found in the OES Duty Officer database. The list is divided by media type: Print, Radio, and Television. Within each category, the contact business is sorted by “call sign” (e.g. KWG, KCBS, KOVR-13).

TAB Q. VOLUNTEER ORGANIZATIONS

TAB R. NATURAL RESOURCE TRUSTEES

TAB S. LOCAL EMERGENCY MANAGERS

TAB T. FISHING FLEETS

APPENDIX F.IV. SPECIAL FORCES

TAB A. USCG NSFCC

TAB B. PIAT

TAB C. USCG DRG AND DRAT

TAB D. U.S. NAVY

TAB E. SSC

TAB F. ERT

TAB G. ATSDR

TAB H. FEDERAL

TAB I. STATE

TAB J. LOCAL

TAB J.1 HAZARDOUS MATERIALS TEAMS

The Operational Area has three (3) hazardous material response vehicles maintained by the Stockton City Fire Department, Lodi City Fire Department, and San Joaquin County Office of Emergency Services. Hazardous materials technicians and specialists are supplied by daily shift personnel for fire departments that are signatory to the Joint Hazardous Materials Team Agreement and the hazardous material specialists in the Office of Emergency Services.

Personnel and equipment call-out is performed under procedures contained in the San Joaquin Joint Hazardous Materials Team Policies and Procedures Manual. There are currently over 50 individuals in the Operational Area trained to these levels and can respond.

Each hazardous materials response unit carries chemical protective suits, testing equipment, containment equipment, support gear, and equipment and communications equipment. There is also a network of support vehicles and equipment with fire departments that have entered with the agreement to become part of the joint team.

Other equipment available includes a trailer mounted mass decontamination tent and several mobile command posts. Any or all of this equipment is available for an incident if the need arises. See attached equipment inventory for the Office of Emergency Services response vehicle.

ANNEX G - CHEMICAL COUNTERMEASURES

NOT REQUIRED

ANNEX H - HEALTH AND SAFETY

APPENDIX H.I. SITE SAFETY PLAN

H.I.1 APPROACH, RECOGNITION, AND EVALUATION

Most local, state, and federal agencies based in the county provide an Awareness hazardous material level course (see Section 5 – Training) to personnel that may come upon a release or threatened release. This course covers minimal recognition, some evaluation of material, and strong on initial notification. But not approach.

H.I.1.1 Approach and Evaluation

Approach (or entry), and evaluation is for only the highest level of training. Higher levels of training deal with evaluation. Team policies describe how a member of the countywide team would approach and evaluate an unknown material, or the threat of a release.

See Joint Team Policy, Section 9

H.I.1.2 Identifying Release and Impacts

Though the above section covers type of release, responsibility to determine the hazards and impact is shared between the Assistant Safety Officer and Environmental Health Group.

See protocols in Joint Team Policy, Section 14.

H.I.2 PERSONAL PROTECTIVE EQUIPMENT AND EMERGENCY EQUIPMENT GUIDELINES

Joint Team Policy describes process to select appropriate equipment to protect responders for containment and cleanup.

See Joint Team Policy, Section 15

H.I.3 MONITORING AND DECONTAMINATION GUIDELINES

Guidelines for conducting decontamination and facility protection actions can be found in the Joint HAZMAT Team (JHT) Policy. These decontamination protocols identify equipment, procedures, and responsibilities for incidents ranging from a very small routine incident to very complex multi-casualty incidents.

H.I.3.1 Monitoring

See Joint Team Policies, Section 6, Medical Surveillance Policy.

H.I.3.2 Decontamination

- See Joint Team Policies, Section 16, Decontamination procedures
- See Joint Team Policies, Section §17, Mass decontamination for non-responders.

APPENDIX H.II. RESPIRATORY PROTECTION PLAN

See Joint Team Policies; Section 13 "PERSONAL PROTECTIVE PROTOCOLS

APPENDIX H.III. REQUIRED SAFETY TRAINING

H.III.1 EMERGENCY PERSONNEL TRAINING PROVISIONS

First responders will be trained according to regulations for hazardous material response.^{28/} Most agencies in the County have interpreted these regulations as requiring training to the "First Responder, Operational Level" shown in the Federal regulations. Provision of hazardous materials training is coordinated through the Fire Chiefs' Association Training Committee and other joint public agency training bodies.

Awareness – “Witness and Discover”

Operational – “Dispatch, on-site, and conduct any action” for protection of life, property, and environment”

See ANNEX M - ATTACHMENT 1

H.III.2 TRAINING DOCUMENTATION PROVISIONS

In the San Joaquin Joint Hazardous Materials Team Agreement, there is a provision for the establishment of a Hazardous Materials Bureau to coordinate and track training of agreement participants. This bureau centralizes and monitors training records and medical surveillance records for all members of the Joint Hazardous Materials Team. The bureau's priority is to maintain in current training and medical surveillance status the members of the Joint Hazardous Materials Team that will fill the Hazardous Materials Group positions.

The Hazardous Materials Bureau also coordinates a yearly training schedule for joint team classes, refresher training, drills, and exercises. The bureau also will coordinate training courses for first responders as possible with given resources and will keep training records on attendees at Bureau sponsored courses or drills. Training schedules and information can be obtained from the County Office of Emergency Services.

H.III.3 OTHER APPLICABLE FEDERAL/STATE TRAINING REQUIREMENTS

H.III.3.1 Business Training

State law requires training of business employees on their facility emergency plan. The Office of Emergency Services conducts a program of training courses available to businesses. OES sends training course schedules to businesses in the Chapter 6.95 program.

²⁸ §5192(q)(6), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations [29 CFR 1910.120]..6

^{29/} Businesses may also use other training sources or conduct in-house training. The Office of Emergency Services does review business-training records during its inspections of regulated businesses.

²⁹ §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

ANNEX I - SCENARIO DEVELOPMENT

- APPENDIX I.I. WORST CASE DISCHARGE – Not required**
- APPENDIX I.II. MAXIMUM MOST PROBABLE DISCHARGE – Not required**
- APPENDIX I.III. MOST PROBABLE DISCHARGE – Not required**

ANNEX J - OPERATIONS

APPENDIX J.I. EMERGENCY NOTIFICATION LIST

J.I.1 PRIMARY PERSON TO INITIATE SPILL RESPONSE OPERATIONS

Activation and deactivation of emergency responders are conducted under the standard protocol for ICS management.

J.I.2 FEDERAL, STATE, AND LOCAL ORGANIZATIONS AND AGENCIES CONTACT LIST

Due to continual changes, no phone numbers are in this plan. PSAPS, Sheriff Communication Center, and OES Duty Officers maintain contacts.

J.I.3 LIST OF LOCAL EMERGENCY RESPONSE PERSONNEL

See ANNEX F-1 comments on responder database.

The San Joaquin Joint Hazardous Materials Team Polices and Procedures Manual outlines activation and deactivation procedures for hazardous materials incidents.

See ANNEX M – APPENDIX 11 - “San Joaquin Joint Hazardous Materials Response Team Call Out Procedures”

J.I.4 LOCAL RESPONSE COORDINATOR TO COORDINATE AND DIRECT RESPONSE OPERATIONS

See ANNEX F-1 comments on responder database.

J.I.5 PROVISIONS TO INITIATE NOTIFICATION

J.I.5.1 Responsible Parties

The employer's senior staff member is required to establish an incident command system when an incident occurs pending arrival of first responders.^{30/} However, notifications cannot be delayed. Individuals, businesses, or public agencies responsible for oil spills released are legally required to notify:

³⁰ §5192(q)(3)(a), California Code of Regulations [29 CFR 1910.120 (q)(3)(i)]

J.I.5.2 Required Notifications:

- Local emergency response agencies, 9-1-1
- Local Administering Agency (San Joaquin County OES), 468-4400
- California Office of Emergency Services Warning Center, 1-800-852-7550 ^{31/}

- National Response Center, if spill meets Reportable Quantity, 1-800-424-8802

J.I.5.3 Public Safety Agencies

First response public safety agencies are responsible for establishing an "Incident Command" at oil spill incidents. This Incident Commander is responsible for determining what resources are needed to control the incident and for initiating necessary resource and legal notifications. Normally, this will be done through a public safety access point.

Public Safety Answering Points (PSAP): PSAPs are responsible for notifying first response public safety agencies of incidents reported by the public or a business. PSAP dispatchers can contact duty officers of the Office of Emergency Services, the Environmental Health Division, and the District Attorney's Office through the Sheriff's Communications Center.

PSAP dispatchers should maintain telephone numbers for notifying the local Red Cross, Agricultural Commissioner's Office, Public Utilities, local Public Works agencies, and the State Warning Center. The Sheriff's Communications Center and the Stockton Fire Department Communications Center will, in addition, maintain the call-out procedures for the San Joaquin Joint Hazardous Material Team.

See ANNEX M - APPENDIX 11.

San Joaquin County Sheriff's Communications Center: This dispatch center has direct responsibility for notification of the on-call duty officer for the Office of Emergency Services, the Environmental Health Division, and the District Attorney's Office. Any public safety agency can use this center for contacting those resources.

San Joaquin County Office of Emergency Services: This agency serves as the County "Administering Agency" for release notifications. This agency will help, upon request, with notifications of local agencies regarding oil spill incidents to meet legal or resource needs. OES staff will also notify the members of the Emergency Services Council, the State Warning Center, and local, state and federal agencies with responsibilities or response capabilities needed by the Incident Commander.

Emergency Medical Services: Where there are multiple victims potentially involved, contaminated or not, the individual serving as Multi-Casualty Branch Director or Medical Group Supervisor at the scene will notify the Control Facility (San Joaquin General Hospital) via appropriate radio channels. This facility will notify all potentially involved

³¹ §25507, Article 1, Chapter 6.95, Division 20, Health and Safety Code

medical or health facilities and the Regional Poison Control Center through its blast conference call system or the VHF Area MEDNET radio channel.

State Warning Center: 3rd required notification point for any hazardous materials related incident. This warning center is required to notify the Fish & Game Oil Spill Administrator if a reported incident is in marine waters, and is at least 42 gallons.³²

³² §160, p. 5, Oil Spill Contingency Plan, State of California, 1983. §8670.25.5, Article 4, Chapter 7.4, Division 1, Title 2, California Government Code

APPENDIX J.II. CHECK-OFF LIST

SEMS ICS has standardized checklists for all positions within the generic system. This includes Hazardous Materials positions. Area Plan - Appendix 4, additional tasks have been developed for ICS positions to consider that are specific to this Operational Area.

Checklists have also been developed for Operational Area EOC positions to assist in coordination of area events. If more than one jurisdiction is involved, Area Command procedures have been developed to resolve conflicting incident command objectives

TAB A. NOTIFICATION OF SPILL INCIDENT – Not required

TAB B. INITIAL RESPONSE – Not required

TAB C. RESPONSE STRATEGY – Not required

TAB D. CONTAINMENT AND CLEANUP - Not Required

TAB E. REMOVAL AND WASTE DISPOSAL – Not required

TAB F. SECURE OPERATIONS – Not required

TAB G. COST RECOVERY/DOCUMENTATION – Not required

TAB H. PUBLIC INFORMATION – Not required

TAB I. AIR OPS/AIR SAFETY – Not required

TAB J. PORT TRAFFIC CONTROL – Not required

TAB K. COMMUNICATIONS – Not required

TAB L. FIRE FIGHTING – Not required

TAB M. SALVAGE – Not required

TAB N. WILDLIFE RESCUE PLAN – Not required

TAB O. VOLUNTEERS – Not required

ANNEX K - APPLICABLE MEMORANDUMS OF UNDERSTANDING/AGREEMENT

- **Hazardous Materials Team Agreement** – See Area Plan, Appendix 7
- **San Joaquin Operational Area Agreement** – Copy at San Joaquin County OES
- **Mutual Day-to-Day Fire Protection Aid Agreement** – See San Joaquin County Multi-Hazard Emergency Plan, Section 12

ANNEX L - PUBLIC AFFAIRS

See San Joaquin Operational Area Hazard Area Plan – Section 6

See San Joaquin County Emergency Plan - Section 7

ANNEX M - ATTACHMENTS

1. San Joaquin Operational Area Training Schedule
2. San Joaquin Operational Area Mobilization Area map
3. Rendezvous Points For Out of County Mutual Aid Response map
4. Local airports, from San Joaquin County General Plan 2010 map
5. Federal EPA/USCG map
6. Legal Delta map
7. Marine Waters map
8. Oil Spill Hazard & Resource maps (North, Central, South)
9. Communications
 - a. Portable Equipment
 - b. Joint Team Frequency Plan
10. Notification Procedures
11. Hazardous Materials Joint Team Call Out Procedures
12. Responsibility Tables
 - a. Organizational Charts (local and USCG)
 - b. Agency Roles and Responsibilities