AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Gunnison County Emergency Operations Plan (EOP)

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement:

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

Requesting public comment on the Gunnison County Emergency Operations Plan

Fiscal Impact:

Submitted by: B. Lucero for S. Morrill **Submitter's Email Address:** Smorrill@gunnisoncounty.org

Finance Review: ○ Required ◉ Not Required

Comments:

Reviewed by: Discharge Date:

County Attorney Review: ◉ Required ○ Not Required

Comments:
ok - gs

Reveiwed by: GUNCOUNTY1\gstuhr Discharge Date: 5/10/2017 Certificate of Insurance Required Yes ○ No ◉

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 5/11/2017

○ Consent Agenda ◉ Regular Agenda ○ Worksession Time Allotted: 5

Agenda Date: 5/16/2017

Revised April 2015

Emergency Operations Plan

DRAFT May 08, 2017

Adopted by the Gunnison County Board of County Commissioners

May ?? 2017

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Gunnison County Supporting Plans – Located on bookshelf in EOC and on the Emergency Management Shared Drive:

1. Evacuation and Sheltering
2. Public Warning and Notification
3. Resource Mobilization (Process and Resource Lists)
4. Donation Management
5. Volunteer Management
6. Rapid Needs Assessment
7. Recovery
8. Re-Entry
9. Damage Assessment
10. Debris Management
11. Mutual Aid Agreement Binder

Other Jurisdictional Plans: See Section 5.B.3 (page 10) of this Emergency Operations Plan for list of jurisdictional plans. For copies of these plans, see appropriate binder on bookshelf in EOC or contact the plan owner.

Note: Supporting Gunnison County documents with links may be developed and revised independent of the base plan. ***Report broken links to OEM at 970-641-2481 or blucero@gunnisoncounty.org or smorrill@gunnisoncounty.org***

Acronyms and Abbreviations Used in this Plan

AFPD	Arrowhead Fire Protection District
AOP	Annual Operating Plan (State/County Sheriff Wildfire Agreement)
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
CBFPD	Crested Butte Fire Protection Dist.
CHIRRP	Colorado Hazard and Incident Response and Recovery Plan (State EOP)
CDPHE	Colorado Dept. of Health and Environment
CDPW	Colorado Dept. of Parks and Wildlife
COG	Continuity of Government
COOP	Continuity of Operations Plan
CDOT	Colorado Dept. of Transportation
CSP	Colorado State Patrol
DFPC	Colorado Division of Fire Prevention and Control
DHSEM	Colorado Division of Homeland Security and Emergency Management
DMORT	Disaster Operational Mortuary Response Team
DTRS	Digital Trunked Radio System
E-911	Enhanced 9-1-1 System
EAS/EAN	Emergency Alert System/Emergency Alert Network
EAP	Emergency Action Plan
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
FBO	Flight Based Operation at Airport for General Aviation. Managed by AvFlight Inc.
GCC	Gunnison Communications Center
GIS	Gunnison County Geographical Information Service
GRCC	Gunnison Regional Communications Center (Dispatch)
GVFD	Gunnison Volunteer Fire Dept.
GVH	Gunnison Valley Hospital
IAP	Incident Action Plan
IC	Incident Command or Commander
ICP	Incident Command Post
ICS	Incident Command System
IGA	Inter-Governmental Agreement
IT	Gunnison County Information Technology
JIC	Joint Information Center
MAA	Mutual Aid Agreement
MAC	Mutual Aid Channel or Multi-Agency Coordination (depending on context)
MACC	Multi-Agency Coordination Center
MCI	Mass Casualty Incident
MOU	Memorandum of Understanding
MSAG	Master Street Address Guide
NIMS	National Incident Management System
NPS	National Park Service
NRCS	National Resource Conservation Service
OEM	Gunnison County Office of Emergency Management
PIO	Public Information Officer
RTA	Rural Transportation Authority
SAR	Search and Rescue
SEOC	State of Colorado Emergency Operations Center
SOP	Standard Operating Procedures
UC	Unified Command (ICS)
USFS	United States Forest Service
WMD	Weapons of Mass Destruction

Section 1
Purpose of the Gunnison Emergency Operations Plan

The Gunnison County Emergency Operations Plan is designed with several goals in mind, the end result of which is to make Gunnison County safer and more resilient for our citizens, visitors, county staff and emergency services personnel. This is accomplished by developing a plan which provides a flexible blueprint for overall coordination of major emergencies. This EOP unifies County departments and community partners in a common goal to mitigate against, prepare for, respond to, and recover from the threats and hazards that pose a risk to Gunnison County.

This plan is intended to provide general guidelines and principles for managing and coordinating the overall planning, response and recovery activities before, during and after major emergencies and disasters that affect unincorporated areas of Gunnison County. This includes incorporated areas of Gunnison County, which have agreements with and/or rely on Gunnison County for the provision of emergency management assistance.

As with all plans of this type, this emergency plan is a tool, and should be used as a guide. It is not possible to cover every possible situation that may arise.

It is not the purpose of this plan to replace or countermand existing policies and procedures of emergency service agencies, other governmental entities or state or federal laws. Nor is it the intent of this plan to dictate tactical or operational activities of departments or agencies responding to an incident, as those activities will be directed by Incident Command.

Each jurisdiction and public safety agency with-in Gunnison County is expected to have in place its own current emergency operations plan, and to utilize those plans during operations and trainings. It is the responsibility of Gunnison County and its partner agencies/entities to ensure that their respective emergency plans are compatible with and do not contradict each other. See Section 5-B-2 for a list of jurisdictions known to have Emergency Operations Plans.

All jurisdictions, organizations, agencies and special districts in Gunnison County are encouraged to develop and maintain Continuity of Operations Plans (COOP) as defined in the National Incident Management System (NIMS) and the National Response Framework (NRF).

Section 2
Letter of Authority, Distribution and Acceptance: Gunnison County Emergency Operations Plan

The attached document shall be known as the Gunnison County Emergency Operations Plan. This Emergency Operations Plan is approved and hereby ordered published and distributed.

The Gunnison County Emergency Operations Plan was adopted and signed by the Board of County Commissioners via Resolution 2008-36 and updated via Resolution 2017 -19.

All Gunnison County departments and offices as well as County personnel are directed to accept their respective responsibilities and roles in coordinating preparedness, mitigation, response and recovery activities prior to and during emergencies as outlined in this plan. This includes organizational planning and training necessary to implement the plan when required. **See Sections 6 and 7.**

Nothing in this plan is intended to interfere with the delivery of the organizations' primary services, although during an emergency, resources may be temporarily redirected in order to effectively address the emergency. As necessary, a local disaster declaration will be issued to address those issues.

This Emergency Operations Plan will be updated regularly, to ensure that it remains an effective and accurate tool for managing emergencies. **See Section 8, Plan Maintenance, Training and Exercise**.

See Section 9, Signature Sheets (pages 31 – 32) for a list of departments, offices and agencies receiving a copy of the Gunnison County Emergency Operations Plan for their respective use during operational situations as well as for planning and training purposes. Additional copies of this plan are available upon request from the Office of Emergency Management. Recipients of copies of this plan are required to sign for their copy.

Current hard-copies of this plan shall reside in the Emergency Operations Center, Alternate Emergency Operations Center (in a box), the Incident Command/Communications Vehicle, and electronically on the Emergency Management Shared Drive.

Section 3
Record of Revisions and Updates to the Gunnison County Emergency Operations Plan

Department or Organization name_____

Issue #_2017- 1_____

The following revisions/updates have been placed in this copy of the Gunnison EOP.

Revision Number	Revision Date	Effective Date	Placed By (name)

Section 4
Legal Authority - Statutes, Legislation, Resolutions

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 and also meets the requirements of other state and federal guidelines for local emergency management plans and programs. This includes the "Whole Community" planning process as defined in federal and state statute.

The statutory authority for emergency/disaster plans can be found in the following:

Federal:

- Robert T. Stafford Disaster Relief and Emergency Assistance Act
  93-288 May 1974; and as amended to 106-390 October 2000.
- National Response Framework
- Homeland Security Act And Information Sharing Act
- Homeland Security Presidential Directive 5, Management Of Domestic Incidents
- Homeland Security Presidential Directive 8, National Preparedness
- National Incident Management System (NIMS)
- Americans with Disabilities Act
- Post Katrina Reform Act

State:

- Colorado Revised Statutes, Colorado Disaster Emergency Act, specifically section 24-33.5-707 and other applicable sections 24-33.5-701 – 24-33.5-716.

Local:
Resolution #:

- 1988-10; Established the Emergency Management program and director position.
- 1989-31; Adopted the flood damage prevention resolution for the County.
- 1994-15; Entered Gunnison County into the Regional Emergency Planning Committee with Delta, Montrose, San Miguel, Ouray and Hinsdale Counties.
- 2006-17; Adopted NIMS / ICS as the basis for all incident management in the County.
- 2008-15; Established Gunnison County emergency and disaster management and procedures.
- 2008-36; Adopted the Gunnison County EOP.
- 2017-19; Repeal and Replace 2015-02; Update of Resolution 2008-15: Established Gunnison County Emergency and Disaster Management and Procedures. (See Annex F)
- 2017-__; Adoption of revised Gunnison County EOP (See Annex F)

Where appropriate, guidelines and information from the National Incident Management System and National Response Plan were incorporated into this EOP.

Section 5
Concept of Operations, ICS and Plan Assumptions

A. Gunnison County Government

1. Gunnison County is located in south-west Colorado, approximately 210 miles south-west of Denver. Principal highways are US Hwy 50, Colorado Highways 135, 149 and 114. The County population is approximately 16,067 (July 2016 US Census figure), and land-mass is approximately 3,300 square miles. Additional demographic and geographic information can be found in the Gunnison County Hazard Mitigation Plan and the Gunnison County Rapid Needs Assessment.
2. Gunnison County is responsible for emergency response operations in unincorporated areas of the county.
3. The Gunnison County Emergency Operations Plan was developed using the "Whole Community" concept, wherein all partners and stakeholders were provided the opportunity for participation and to provide input.
4. Gunnison County supports emergency response operations of, and coordinates with, the following municipalities and communities. Gunnison County may share the responsibility of emergency response operations during times of declared emergency or disaster.
    a. Town of Crested Butte
    b. Town of Mount Crested Butte
    c. City of Gunnison
    d. Town of Pitkin
    e. Town of Marble
    f. Portions of Saguache County falling with-in the primary response area of Gunnison County Emergency Services and are covered under discipline specific mutual aid agreements for this purpose.
5. Gunnison County as an organization (resolution 2006-17), and each jurisdiction/special district in Gunnison County has adopted the National Incident Management System (NIMS), which includes:
    a. The Incident Command System (ICS) for managing all incidents.
    b. The Multi-Agency Coordination (MAC) System to support complex incidents
    c. The Joint Information System to coordinate incident information
6. Incidents will be managed in the field under the ICS structure, utilizing either a single Incident Commander or a Unified Command, depending on the scope and type of incident.
7. In accordance with the NIMS, the NRF, the State of Colorado Hazard and Incident Response and Recovery Plan (Colorado EOP), and recognized best practice, the Emergency Support Functions (ESF) model will provide the framework for this plan. **See Annex A – ESF Definitions**.
8. Every County department or office may be required to assist in supporting an emergency. If a department does not have a specific response role in a given emergency, that department may still be relied upon to fill support roles.
    - Resolution 2017-19 establishes Emergency and Disaster Management Procedures, which includes reassignment by county leadership of county employees and resources as necessary to address emergency situations.
9. Where appropriate, Gunnison County departments are assumed to have in place current mutual aid agreements (or similar documents), establishing parameters and processes for requesting function specific assistance from other jurisdictions or organizations. **See Mutual Aid Agreement binder in EOC or Departmental COOP.**
10. Each County Department and Office is responsible for ensuring that staff have been trained to the appropriate level of incident command and incident management.

11. All county staff are expected to have been oriented and trained on roles and responsibilities in their departmental COOPs and departmental emergency procedures.
12. For disasters affecting unincorporated portions of Gunnison County, a formal declaration of a disaster by the Gunnison County Manager may be required as a precondition of some form of State or Federal assistance or to expedite State assistance. The Colorado Office of Emergency Management is the state agency responsible for processing requests for state and federal disaster assistance. As a result of a declared emergency or disaster event, State or Federal funding assistance is not guaranteed. See Section C of Resolution 2017-19 for Declaration Process. Resolution 2017-19 is in Annex F of this plan.
13. The **Colorado Office of Emergency Management (COEM)** 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. The COEM Field Manager for Gunnison County is **Drew Petersen, cell 970-633-0201**. If he is unavailable call **(303)279-8855 or (303)472-4046** for the on-call COEM staff member**.** See the Gunnison County Resource Mobilization Plan for additional contact information.

B. Municipalities, Other Organizations and Institutions

1. When an incident occurs with-in the boundaries of a municipality or on the property of an institution with a current EOP or similar document, management of that incident is the responsibility of that municipality or institution, and it is expected that the municipality or institution will utilize their EOP to manage the incident.
    - In these situations, if requested by the affected municipality/institution, the Gunnison County EOP could be used in a support role, where appropriate.
    - Similarly, it is assumed that for incidents occurring in Gunnison County, which necessitate use of the Gunnison County EOP, if requested, the organizations listed below could utilize their EOPs to support the County.
    - Response and recovery operations are the responsibility of the jurisdiction(s) in which the disaster occurs.
2. Organizations with a current Emergency Operations Plan (EOP) or similar document (hard copies of these plans can be found on the bookshelf in the EOC or from the plan owner):
    a. Town of Crested Butte
    b. Town of Mount Crested Butte
    c. City of Gunnison
    d. RE1J Gunnison Watershed School District
    e. Western State Colorado University
    f. Gunnison Valley Hospital
    g. Gunnison – Crested Butte Regional Airport
    h. Emergency Action Plans for area Dams
    i. Colorado Hazard and Incident Response and Recovery Plan

3. Municipality's and organizations with an EOP are responsible for ensuring that their employees are familiar with the policies and procedures contained in the EOP, through regular trainings and exercises.
4. Each municipality and special district with-in Gunnison County has adopted the National Incident Management System (NIMS), which includes:
    a. The Incident Command System (ICS) for managing all incidents.
    b. The Multi-Agency Coordination (MAC) System to support complex incidents
    c. The Joint Information System to coordinate incident information
5. It is expected that the employees of all municipalities, first response agencies and other governmental institutions with-in Gunnison County are trained to the appropriate level of the ICS.

6. All local governments, first response agencies and special districts within Gunnison County are responsible for coordinating with one another and for providing mutual aid within their capabilities in accordance with established written agreements, and ensuring that these mutual aid agreements are reviewed and updated as necessary. **See Mutual Aid Binder in the EOC.**
7. It is expected that each jurisdiction/institution with-in Gunnison County has developed Continuity of Operations Plans (COOP), and that staff have been oriented to and trained on their roles and responsibilities under their respective COOP.
8. Disasters and complex emergencies are rarely confined to one jurisdiction. Although only a portion of Gunnison 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.
9. Should a municipality with-in Gunnison County need to declare a disaster, the municipality should declare a disaster to Gunnison County, which may then declare a County Emergency or Disaster to the State. Municipalities are responsible for developing policies and procedures for the declaration process, including line of authority and line of succession. The Colorado Office of Emergency Management is the state agency responsible for processing requests for state and federal disaster assistance. As a result of a declared emergency or disaster event, State or Federal funding assistance is not guaranteed.

Section 6
Designated Roles and Responsibilities

Each Gunnison County department has roles and responsibilities in emergency planning and emergency operations. Based on State and Federal standards, these roles and responsibilities are identified as Emergency Support Functions (ESF). Shown in the table below are each Emergency Support Function, the lead County department and supporting departments/agencies. Some ESF lead agencies and ESF support may be non-county organizations.
Refer to **Acronym Table on Page 4** for definition of acronyms used in this table.

For a full description of Emergency Support Functions (ESF), see Annex A.
Lead = Department/Agency with statutory authority or subject matter expertise for that ESF. The Lead ESF should provide representation in the EOC. **Supporting** = Departments/Agencies that contribute to fulfillment of the ESF.

ESF	Description	Lead Department(s)	Supporting
1	Transportation	County Public Works, Rural Transportation Authority	Gunnison – Crested Butte Airport, CDOT, County Sheriff, CSP, Other Law Enforcement agencies, RE1J School District, WSCU, Alpine Express, GVH, AVFlight (FBO), County H&HS, Six Points
2	Communication	GRCC	OEM, Six Points, County Multi-Cultural Center, IT, Amateur Radio, Local Radio Stations, Gunnison Metropolitan Recreation District, Spectrum Communications, Internet Providers Century Link, AT&T, Verizon
3	Public Works & Engineering	County Public Works	CDOT, City of Gunnison Public Works and Building/Planning Departments, Crested Butte Public Works and Building/Planning Departments, Mt. Crested Butte Public Works and Building/Planning Departments, County Facilities Maintenance
4	Firefighting	Gunnison Volunteer Fire Department	County Sheriff, CBFPD, AFPD, County H&HS
4a	Wildland Firefighting	County Sheriff	OEM, DFPC, CBFPD, GVFD, AFPD USFS, BLM, County GIS, County H&HS
5	Emergency Management	OEM, County Manager	County Administration, Colorado Office of Emergency Management, Sheriff, GIS, IT, County Departments as ESF Leads
6	Mass Care, Housing, Human Services	Red Cross, County H&HS	OEM, Facilities Maintenance, County Fairgrounds, City of Gunnison, RE1J School District, Six Points, WSCU, Faith Based Organizations
7	Resource Support	OEM (EOC)	GRCC, County Finance, Administration, Human Resources, Colorado Office of Emergency Management, Montrose Interagency

			Dispatch, Montrose CSP Dispatch
8	Public Health, Medical	County H&HS, Gunnison Valley Hospital	EMS Districts, All Private Clinics, CDPHE
8a	Mental Health	County H&HS	Mid-West Center for Mental Health, Faith Based Organizations
8b	Coroner	County Coroner	County Coroner, DMORT
9	Search and Rescue	Sheriff	Western State SAR, Crested Butte SAR, West Elk SAR, OEM, GIS, Colorado Search and Rescue Board,
10	Hazardous Materials	County Sheriff (as Designated Emergency Response Agency)	Gunnison Hazardous Materials Team, County H&HS, OEM, Colorado State Patrol
11	Agriculture and Natural Resources	CSU Extension	Community Development, USFS, BLM, NPS, Ute Mountain Ute Tribe, BIA Upper Gunnison Water Conservancy, Taylor River Users Group, NRCS
12	Energy and Public Utilities	County Public Works, Gunnison County Electric Association	Electricity: City of Gunnison, Excel Energy, WAPA, Tri-State Generation; Natural Gas: Atmos Energy, Excel Energy; Propane: Ferrell Gas Amerigas, Water/Waste Water: City of Gunnison, Towns of Crested Butte and Mt Crested Butte, Gunnison Metropolitan Recreation District, Crested Butte South Metropolitan District; Fuel Providers: Parish Oil, Loves, Alta,
13	Public Safety and Security	County Sheriff	Gunnison Police, Crested Butte Marshal, Mt. Crested Butte Police, CSP, NPS, DPW, USFS, BLM
14	Community Recovery and Mitigation	Community Development, OEM	Administration, Assessor, H&HS, Six Points, Faith Based Organizations
15	External Affairs	County PIO's	Administration PIO, BoCC, OEM, Colorado Office of Emergency Management, USFS/BLM, WSCU, CBMR, RE1-J, Mt. CBPD, Six Points, County Multi-Cultural Center, Faith Based Organizations, Ute Mountain Ute Tribe
16	Education and Public Schools	RE1J School District, WSCU	H&HS

Gunnison County Departments and Offices are listed below, with their lead ESF, and ESF's the

department or office may support. Also listed are the department's primary roles and responsibilities in emergency operations. **In most instances, every County department supports every ESF at some level. In addition, the emergency/disaster may dictate adjustments to ESF Lead and Support.**

Gunnison County Board of Commissioners – Lead ESF 14: Support ESF 15 (see Annexes A and F)

1. Pre-Event Activities:
    A. Maintain and exercise Continuity of Operations Plans (COOP).
    B. Appropriate level of ICS training.
    C. Review the Gunnison County EOP on an annual basis.
    D. Familiarization with Gunnison County BoCC Guide for Emergencies and Disasters and Gunnison County Resolution 2017-19.
    E. Participation in response and recovery trainings and exercises as appropriate.
2. During and Post Event Activities:
    A. If necessary, activation of the departmental COOP in support of the disaster or continued provision of Essential Functions.
    B. Communicate with the County Manager regarding: (Reference Resolution 2017-19 and the BOCC Guidelines)
        - Delegations of authority.
        - Declarations of emergency or disaster.
        - Approval of Gunnison County resources and funds for disaster or emergency purposes.
        - Participation in policy meetings as appropriate.
    C. In conjunction with Incident Command, 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.
    D. Participation and/or facilitation of community meetings related to the disaster.

Gunnison County Manager – Lead ESF 5; Support ESF 7, 14, 15 (see Annexes A and F)

1. Pre-Event Activities:
    A. Review the Gunnison County EOP on an annual basis.
    B. Ensure establishment of procedures for coordinated and consistent releases of disaster related information to the media and the public. This should include development of PIO support mechanisms, such as a joint information center/system (JIC/JIS).
    C. Ensure processes and guidelines are developed and maintained for purposes of entering into a Delegation of Authority with an Incident Management Team. Reference Resolution 2017-19.
    D. Participate in development of the County Recovery Plan.
    E. Participation in response and recovery trainings and exercises.
2. During and Post Event Activities:
    A. Prepare a formal declaration of an emergency or disaster to the Governor's Office (through Colorado OEM) for the purposes of obtaining state and/or federal assistance. Per Resolution 2017-19, the county manager shall, as soon as possible, convene a quorum of the Board of County Commissioners to discuss the declaration and other activities relative to the disaster.
    B. Coordination, commitment and direction of Gunnison County government resources, funds and activities in support of emergency or disaster response and relief and recovery efforts.
    C. Issuance of directives regarding redeployment of personnel from normal job duties/work schedules, temporary reassignments, and employment of temporary workers during the emergency and relief/recovery activities.
    D. In coordination with Incident Command and the EOC, intergovernmental liaison and

initiation of formal requests for outside assistance from other local jurisdictions.

E. During an emergency, assign a previously designated County public information officer (PIO) to coordinate with the incident PIO to provide consistent releases of disaster related information to the media and the public.

Gunnison County Manager's Office – Lead ESF 5; Support ESF 14, 15 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Office staff trained to appropriate level of the ICS.
   C. Office staff trained on various public information processes and systems (Website, Facebook etc.) This should include depth in staff, with adequate permissions to publish information to these sites.
   D. Review the Gunnison County EOP on an annual basis.
   E. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   F. Participation in response and recovery trainings and exercises as appropriate.
   G. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of designated office staff to the EOC to support incident functions.
   C. Documentation and retention of all BoCC meetings and policy decisions related to the emergency/disaster.
   D. Ensure all county documents related to the emergency/disaster are appropriately notarized and/or recorded with the Gunnison County Clerk and Recorder.
   E. Ensure timely and appropriate public notice of BoCC meetings related to the emergency/disaster.
   F. In coordination with the PIO, ensure appropriate emergency/disaster information is posted to County website.
   G. Coordinate with the incident PIO and the EOC to ensure consistent releases of disaster related information to the media and the public.

Gunnison County Attorney – Support ESF 5, 14, 15 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   E. Participation in response and recovery trainings and exercises as appropriate.
   F. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of designated office staff to the EOC to support incident functions.
   C. Provision of legal counsel and assistance to the County Manager, County Commissioners and to other county officials before, during and after disaster/emergency incidents in the county.
   D. Draft and/or review emergency contracts, memoranda of understanding and inter-

governmental agreements.

E. Preparation of legal documents (disaster declarations, delegations of authority, resolutions or regulations required to facilitate emergency operations).

Gunnison County Sheriff's Office – Lead ESF 4a, 9, 10, 13; Support ESF 5, 7, 15 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Review and update of the Annual Operating Plan for Wildfire with DFPC
   E. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   F. Development and maintenance of Evacuation and Re-Entry plan.
   G. Participation in response and recovery trainings and exercises as appropriate.
   H. Participation in development of Damage Assessment Plan.
   I. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of designated office staff to the EOC to support incident functions.
   C. Implementation of the Incident Command System (ICS), including determining the locations of Incident Command Post (ICP), establishing necessary positions and functions (i.e., planning, finance, logistics, operations and public information) and activation of the EOC.
   D. Implementation of the Annual Operating Plan and related processes (WERFF, EFF) during wildfire events.
   E. Provision of staff to the EOC to support incident functions.
   F. Assessment of emergency conditions and determination of required levels of immediate assistance.
   G. Implementation of available public warning/notification measures.
   H. Determine the need for and conducts and coordinates evacuations.
   I. Responsible for coordinating re-entry for evacuated populations.
   J. Responsible for coordinating search and rescue (SAR) operations.
   K. Establishment of measures for animal control, sheltering and reunification with owners
   L. Detention Center may be requested to support EOC in extended operations with meals and snacks.
   M. Coordination of communications and provision of communications staff support for field command post(s).
   N. Provision of law enforcement, traffic control, and access control within the disaster area(s) and in other areas of the county.
   O. Provision of aviation support to include search & rescue, rapid transportation and aerial observation.
   P. Provision of security measures at ICP, EOC, temporary emergency shelters, temporary morgues, and in evacuated and disaster-impacted areas, if available.
   Q. In coordination with fire districts and land management agencies, direction of wildland fire suppression in unincorporated areas of Gunnison County.
   R. Designated Emergency Response Authority (DERA) for hazardous materials incidents within unincorporated Gunnison County.

Gunnison County Office of Emergency Management – Lead ESF 2, 5, 7, 14, 15; Support ESF 4a, 6, 8, 9 (see Annex A). <u>See Annex B</u> for EOC activation information.

1. <u>Pre-Event Activities</u>:
    A. Maintain and exercise Continuity of Operations Plans (COOP).
    B. Staff trained to appropriate level of the ICS.
    C. Develops standard operating procedures (SOP) for Emergency Operations Center (EOC).
    D. Emergency Operations Plan maintenance, training and exercises.
    E. Resource Mobilization Plan maintenance, training and exercises.
    F. Recovery Plan maintenance, training and exercises.
    G. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
    H. Identification of appropriate temporary shelters and reception areas, in coordination with American Red Cross. This includes completion of ARC facility surveys and signed agreements between ARC and the facilities.
2. <u>During and Post Event Activities:</u>
    A. If necessary, activation of the departmental COOP in support of the disaster or continued provision of Essential Functions.
    B. Activation and management of the Gunnison County Emergency Operations Center (EOC). This may include activation in support of other jurisdictions.
    C. Implementation/utilization of appropriate plans to support the incident: Emergency Operations, Resource Mobilization and Recovery.
    D. Incorporate appropriate management principles (ICS / ESF) within the EOC in support of the incident and to carry out additional functions that as needed.
    E. Provide situation updates regarding the emergency to local leadership, partner agencies and the Colorado Office of Emergency Management.
    F. Coordination of resources and logistical support to augment Incident requirements.
    G. In coordination with Incident Command, provide recommendations to County Leadership concerning the need for local disaster declarations, travel restrictions, curfews or other temporary social restrictions.
    H. Implementation of available public warning measures. In coordination with Incident Command, provision of notifications and warnings, including but not limited to, evacuation notices, to the public based on the messaging needs of the incident.
    I. Coordination of volunteer amateur radio resources to augment primary communications and provide back-up capabilities.
    J. Establishment of locations for temporary shelters, in coordination with American Red Cross.
    K. Establishment of communications with Colorado OEM for purposes of providing situation reports and forwarding requests for state assistance.
    L. Technical support to EOC staff and other county personnel with respect to resource management, damage assessment, intergovernmental coordination, hazard mitigation, recovery and other emergency management functions, as needed.

Gunnison County Human Resources – Support ESF 5, 7, 8a, 14 (see Annex A)

1. <u>Pre-Event Activities</u>:
    A. Maintain and exercise Continuity of Operations Plans (COOP).
    B. Office staff trained to appropriate level of the ICS.
    C. Review the Gunnison County EOP on an annual basis.
    D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
    E. Ensure appropriate employee policies and forms are in place for disaster situations

relative to overtime, hours worked, workers compensation etc.

F. Participation in response and recovery trainings and exercises as appropriate.

2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of designated office staff to the EOC to support incident functions.
   C. Provide guidance and support to the County Manager and Department Directors relative to directives to county departments and personnel regarding redeployment of personnel from normal job duties/work schedules, temporary reassignments, and employment of temporary workers during the emergency and relief/recovery activities.
   D. Prepare medical care compensation information for injured County employees through Worker's Compensation Plans.

Gunnison County Finance – Support ESF 5, 7, 14 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Office staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   E. Participation in response and recovery trainings and exercises as appropriate.
   F. Establish and maintain a financial record keeping system for large scale incidents/emergencies, declared or undeclared.
   G. Per Resolution 2010-09, Gunnison County maintains an unassigned fund balance of 25% in its General Fund, and maintains an emergency reserve in an amount equal to at least to 3% of fiscal year spending in accordance with Article X, Section 20 of the Colorado Constitution.
   H. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of staff to the EOC to support incident functions, if necessary.
   C. With authorization of the County Manager, procurement of emergency-related supplies and materials and administration of vendor contracts for emergency services and equipment. Emergency purchases, which by their nature or circumstances do not lend themselves to a competitive selection process, are exempt from the County's competitive bid selection process. However, emergency procurement in general must be at least as stringent as the state and, in turn, federal policies in order to remain eligible for reimbursements.
   D. Record-keeping and documentation of disaster-related costs and financial commitments.
   E. Ensure accurate timesheets are kept and recorded for all County Employees from the start of the incident through demobilization.
   F. Ensure accurate timesheets are kept and recorded for non-county personnel from the start of the incident through demobilization.
   G. Ensure accurate timesheets are kept and recorded for all Volunteers from the start of the incident through demobilization.
   H. Participation on county damage assessment team at EOC and on local-state field damage survey teams, as needed.

Gunnison County Assessor – Support ESF 14 (see Annex A)

1. Pre-Event Activities:

A. Maintain and exercise Continuity of Operations Plans (COOP).
B. Staff trained to appropriate level of the ICS.
C. Review the Gunnison County EOP on an annual basis.
D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
E. Development and maintenance of damage assessment procedures.
F. Participation in development and updates of the County Recovery Plan.
G. Participation in response and recovery trainings and exercises as appropriate.
H. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

2. During and Post Event Activities:
   A. If necessary, activation of the departmental COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of staff to the EOC to support incident functions, if appropriate.
   C. Contribution of personnel, records and other resources to support damage assessment function during emergency and recovery activities (participation on field damage assessment teams).
   D. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

Gunnison County Clerk and Recorder – Support ESF 1, 7, 14 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP)
   B. Office staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   E. Participation in response and recovery trainings and exercises as appropriate.
   F. Development and maintenance of standard operating procedures (SOP's) including processes to provide for safe keeping of vital records.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of staff to the EOC to support incident functions, if appropriate.
   C. Receipt and filing of any orders or proclamations declaring, continuing or terminating a Gunnison County emergency or disaster.

Gunnison County Coroner – Lead ESF 8; Support ESF 14 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Office staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   E. Participation in response and recovery trainings and exercises as appropriate.
   F. Development and maintenance of a Mass Fatalities Plan.
   G. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:

A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
B. Provision of staff to the EOC to support incident functions, if appropriate.
C. Provision of temporary morgue and mortuary services.
D. Identification, verification, autopsies (if determined by Coroner, as necessary) and disposition of deceased persons.
E. Protection of personal effects of deceased persons.
F. Notification of relatives of deceased persons.

Gunnison County Facilities Maintenance – Lead ESF 3; Support ESF 6, 7 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Office staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   E. Participation in response and recovery trainings and exercises as appropriate.
   F. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of designated office staff to the EOC to support incident functions.
   C. Restoration of public facilities, systems and buildings to normal use.
   D. Support of and coordination with County departments in need of additional workspace for provision of normal or additional services to citizens.
   E. Support and coordination of utilizing County facilities and buildings as emergency shelters.

Gunnison County Information Technology (automated data processing) **– Lead ESF 2, 12; Support ESF 7, 14, 15 (see Annex A)**

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Office staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   E. Participation in response and recovery trainings and exercises as appropriate.
   F. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of designated office staff to the EOC to support incident functions.
   C. Provision of information services, telecommunications and staff support to EOC and if necessary, Incident Command staff.
   D. Provision of technical support/resources for information technology activities during disaster response and recovery efforts**.**
   E. In coordination with the PIO, ensure appropriate emergency/disaster information is posted to County website.

Gunnison County Treasurer – Support ESF 5, 14 (see Annex A)

1. Pre-Event Activities:
    A. Maintain and exercise Continuity of Operations Plans (COOP).
    B. Office staff trained to appropriate level of the ICS.
    C. Review the Gunnison County EOP on an annual basis.
    D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
    E. Participation in response and recovery trainings and exercises as appropriate.
    F. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
    A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
    B. Coordinate with Gunnison County Finance regarding revenues and expenses during and post disaster. This may include provision of staff to the EOC.
    C. Collect, receipt and deposit in bank money from other county departments on a daily basis.
    D. Report checks written by the County Sheriff to Bank of the West positive pay.

Gunnison County Juvenile Services – Support ESF 6, 8, 8a, 13 (see Annex A)

1. Pre-Event Activities:
    A. Maintain and exercise Continuity of Operations Plans (COOP).
    B. Office staff trained to appropriate level of the ICS.
    C. Review the Gunnison County EOP on an annual basis.
    D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
    E. Participation in response and recovery trainings and exercises as appropriate.
    F. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
    A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
    B. Provision of staff to emergency shelters or other locations to assist with unaccompanied minors and reunification of families.

CSU Extension – Lead ESF 11; Support ESF 5, 6, 14, 15 (see Annex A)

1. Pre-Event Activities:
    A. Maintain and exercise Continuity of Operations Plans (COOP).
    B. Staff trained to appropriate level of the ICS.
    C. Review the Gunnison County EOP on an annual basis.
    D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
    E. Participation in response and recovery trainings and exercises as appropriate.
    F. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
    A. If necessary, activation of the departmental COOP in support of the disaster or continued provision of Essential Functions.

B. Provision of designated office staff to the EOC to support incident functions.
C. Provision of livestock related information and expertise to the public for incidents directly or indirectly affecting livestock.
D. Provision of livestock related information and expertise to Incident Command and County leadership for incidents directly or indirectly affecting livestock.
E. Provide assistance to Gunnison County Fairgrounds staff with housing of livestock and reunification of livestock with owners.
F. Assist Incident Command and the Emergency Operations Center with identifying means of livestock transportation and temporary relocation sites.

Gunnison County Mapping and GIS – Support ESF 1, 3, 4a, 5, 7, 14 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Office staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   E. Participation in response and recovery trainings and exercises as appropriate.
   F. Participation in development and updates of the County Recovery Plan.
   G. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of designated office staff to the EOC to support incident functions.
   C. Provision of mapping information in digital and hard copy format for locational and analysis purposes in support of disaster response, relief and recovery activities.

Gunnison County Health and Human Services – Lead ESF 6, 8, 8a; Support 5, 7, 14 (see Annex A)

1. Pre-Event Activities:
   A. Development and maintenance of Public Health Emergency Operations Plan (PHEOP).
   B. Maintain and exercise Continuity of Operations Plans (COOP).
   C. Office staff trained to appropriate level of the ICS.
   D. Review the Gunnison County EOP on an annual basis.
   E. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   F. Participation in response and recovery trainings and exercises as appropriate.
   G. Training, exercising and maintenance of redundant communications modes for internal key staff (Emergency Call Tree, Ready Op, etc.)
   H. Develop, maintain and exercise systems and processes, relative to the communicable disease monitoring and containment steps listed below.
      a. Communicable disease surveillance, investigation or response.
      b. Public Information and Communication.
      c. Quarantine and Isolation.
      d. Mass Prophylaxis and Point of Dispensing (POD) Activations.
      e. Public Health Emergency Declaration process and procedures.
      f. Strategic National Stockpile (SNS) Processes for Ordering, Receiving and Distributing.
   I. Development and maintenance of processes and systems relative to providing for and tracking citizen needs in disaster situations. This includes training staff on processes and that they may be assigned to evacuation shelters. **See PHEOP.**
      1) Mental Health support

2) Public Health support
3) Non-English Speaking Population support
4) Access and Functional Needs Population support
5) At-Risk/Vulnerable Population support.
6) Identification of Child Day Care options for working parents, and agreements with providers for emergency situations
7) Child Welfare situations
8) Volunteer management

J. Participation in development and updates of the County Recovery Plan.
K. Creation of lists and maps (map points) identifying all At-Risk populations in Gunnison County.
L. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
M. Develop processes for local quarantine, isolation, restrictions on travel, or other temporary social restrictions.

2. <u>During and Post Event Activities:</u>
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. If necessary, activate the Public Health Emergency Operations (PHEOP) in response to a Public Health Emergency.
   C. 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.
      1) Provision of Public Health services to evacuees.
      2) Provision of translation services to Non-English speaking population
      3) Provision of specialized services to Access and Functional Needs Population
      4) Senior Care
      5) Other At-Risk/Vulnerable Populations
      6) Provision of resources for stress counseling/crisis counseling for disaster victims and disaster relief workers, in conjunction with the Midwestern Colorado Mental Health Center
      7) Child Care (parents working)
      8) Child Welfare situations
      9) Volunteer management
   D. Coordination of outside health resources providing assistance to Gunnison County, in cooperation with EMS agencies, local clinics and Gunnison Valley Hospital.
   E. Implementing procedures for Isolation and Quarantine, social restrictions or restrictions on travel.
   F. Determine the need for, and execute the process for redundant communication for internal key staff (Emergency Call Tree, Ready Op, etc.)
   G. Determine the need for, and execute the process of Declaring a Public Health Emergency.
   H. Determine the need for, and execute the process for mass prophylaxis and Points of Distribution (POD) Sites.
   I. Determine the need for, and execute the process for Communicable disease surveillance, investigation or response.
   J. Determine the need for, and execute the process for a Spokesperson and Public Information distribution.
   K. Determine the need for, and execute the process for Strategic National Stockpile (SNS) Ordering, Receiving and Distributing
   L. Provision of environmental health services and technical support, including the identification of chemical hazards, sources of contamination, or unsanitary conditions that present health hazards to the general public.

M. Provision of staff to the EOC, if appropriate.
N. Assistance to EOC staff in assessing overall health and medical resource needs during response and recovery operations and maintenance of situation status information within the EOC.
O. Assist in the coordination of overall efforts of volunteer organizations and other (spontaneous) volunteers, in coordination with the Colorado Volunteer Organizations Active in Disasters (COVOADS).
P. Administration of Individual and Family Grant Program in Presidentially-declared disasters in Gunnison County.

Gunnison County Public Works – Lead ESF 1, 3, 7; Support ESF 4a, 12, 14 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP)
   B. Office staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Participation in response and recovery trainings and exercises as appropriate.
   E. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   F. Participation in development of and updates to the County Debris Management Plan.
   G. Participation in development of and updates of the County Recovery Plan.
   H. Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
   A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
   B. Provision of staff to the EOC, if appropriate.
   C. Provision of transportation services in support of emergency response and recovery efforts (e.g., movement of county personnel, equipment and supplies to designated staging areas).
   D. Removal of debris, clearance of public right-of-ways, and planning for street/route recovery operations, with priority assigned to predetermined critical emergency services routes.
   E. Provision of personnel, equipment and supplies in support of emergency operations (wildfire, search and rescue, flooding, building collapse etc.)
   F. Restoration of damaged county roads and bridges and other related infrastructure.
   G. Restoration of water and waste-water systems
   H. Provision of personnel for structure and facility inspections to determine safety of individual structures (businesses, residences and public buildings) and to identify needed repairs (or to implement condemnation procedures when necessary).
   I. Participation on Gunnison County damage assessment team at EOC and on local-state field damage survey teams, as needed.

Gunnison / Crested Butte Regional Airport – Lead ESF 1; Support 4a, 7 (see Annex A)

1. Pre-Event Activities:
   A. Maintain and exercise Continuity of Operations Plans (COOP).
   B. Office staff trained to appropriate level of the ICS.
   C. Review the Gunnison County EOP on an annual basis.
   D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
   E. Participation in response and recovery trainings and exercises as appropriate.
   F. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management

System.

2. During and Post Event Activities:
    A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
    B. Provision of staff to the EOC, if appropriate.
    C. Coordinate air transport assets in the movement of emergency resources, supplies, equipment, and personnel.
    D. Coordinate air transport assets in the movement of displaced or injured citizens.
    E. Provision of equipment and personnel in support of wildfire incidents.
    F. Provision of Airport facilities for use as temporary shelter and morgue.

Gunnison County Community Development – Lead ESF 11, 14; Support ESF 3, 5, 8, 15 (see Annex A)

1. Pre-Event Activities:
    A. Maintain and exercise Continuity of Operations Plans (COOP).
    B. Office staff trained to appropriate level of the ICS.
    C. Review the Gunnison County EOP on an annual basis.
    D. Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
    E. Participation in response and recovery trainings and exercises as appropriate.
    F. Participation in development and updates of the County Recovery Plan
    G. Participation in long-term disaster recovery and hazard mitigation planning to ensure the compatibility of community redevelopment plans and hazard mitigation measures with the comprehensive county land use plan and other community development plans.
    H. Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
2. During and Post Event Activities:
    A. If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
    B. Provision of staff to the EOC, if appropriate.
    C. Provision of personnel, maps and records to identify hazardous situations/areas which may affect disaster response activities.
    D. Provision of environmental health services and technical support, including the identification of chemical hazards, sources of contamination, or unsanitary conditions that present health hazards to the general public.

Expectations of Non- County Organizations:

Gunnison RE-1J School District – Lead ESF 16; Support ESF 1, 6, 7 (see Annex A)

1. Pre-Event Activities:
    A. Develop, maintain and exercise Continuity of Operations Plans (COOP).
    B. Staff trained to appropriate level of the ICS.
    C. Develop, maintain and exercise District Emergency Operations Plan.
    D. Participation in response and recovery trainings and exercises as appropriate.
    E. Provide for the safety and protection of pupils and school personnel, through planning and training exercises with local public safety organizations.
    F. In coordination with Gunnison County Public Health, identification of and agreements for school facilities as immunization sites for public health emergencies.
    G. In coordination with the American Red Cross, identification of and agreements for school

facilities as temporary evacuation shelters.

2. <u>During and Post Event Activities:</u>
    A. Provide buses for evacuation and transportation, when needed.
    B. Coordinate with American Red Cross to provide schools as temporary shelters, when needed.
    C. Coordinate with Gunnison County Public Health to utilize schools as mass immunization centers in public health emergencies.

Gunnison Valley Health System (Includes Gunnison Valley Hospital, Emergency Medical Services, Palliative Care, Hospice, Home Health and Senior Care) – Lead ESF 8, 8 a; Support ESF 6, 15 (see Annex A)

1. <u>Pre-Event Activities</u>:
    A. Develop, maintain and exercise Continuity of Operations Plans (COOP).
    B. Staff trained to appropriate level of the ICS.
    C. Develop, maintain and exercise Facility Emergency Plans.
2. <u>During and Post Event Activities:</u>
    A. Provision of emergency medical care to injured persons.

Western State Colorado University – Lead ESF 16; Support ESF 1, 6, 7 (see Annex A)

1. <u>Pre-Event Activities</u>:
    D. Develop, maintain and exercise Continuity of Operations Plans (COOP).
    E. Staff trained to appropriate level of the ICS.
    F. Develop, maintain and exercise Facility Emergency Plans.
    G. In coordination with the American Red Cross, identification of and agreements for school facilities as temporary evacuation shelters.
    H. In coordination with Gunnison County Public Health, identification of and agreements for school facilities as immunization sites for public health emergencies.
    I. Provide for the safety and protection of pupils and school personnel, through planning and training exercises with local public safety organizations.
2. <u>During and Post Event Activities:</u>
    A. Coordinate with Gunnison County Public Health to utilize schools as mass immunization centers in public health emergencies.
    B. Coordinate with American Red Cross to provide schools as temporary shelters, when needed.
    C. Provide buses for evacuation and transportation, when needed.

Amateur Radio Operators – Support ESF 2, 5, 7 (see Annex A)

1. <u>Pre-Event Activities</u>:
    A. Development and maintenance of Continuity of Operations Plans.
    B. Staff trained to appropriate level of the ICS.
2. <u>During and Post Event Activities:</u>
    A. Provide emergency communications support, as requested by appropriate authorities.

Gunnison Valley Regional Housing Authority – Support ESF 6, 14 (see Annex A)

1. <u>Pre-Event Activities</u>:
    A. Development and maintenance of Continuity of Operations Plans.
    B. Develop, maintain and exercise Emergency Plans.
    C. Staff trained to appropriate level of the ICS.
2. <u>During and Post Event Activities:</u>
    A. Assist other agencies with the provision of emergency shelters, temporary housing and other assistance to displaced citizens.

B. Contribution of personnel, records and other resources to support damage assessment function (participation on EOC damage assessment team).

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

American Red Cross – Lead ESF 6

1. Pre-Event Activities:
   A. Identification of suitable shelters, and agreements in place with facility owners.
   B. Pre-staging of supplies for shelters.
2. During and Post Event Activities:
   A. Provision of immediate assistance to disaster victims, including food, water, shelter, clothes, physical and mental health counseling and referrals.
   B. Establishment and management of emergency shelters for mass care, in cooperation with Gunnison County and affected municipalities, including registration, feeding, lodging, and responding to public inquiries concerning shelter residents.
   C. Provision of temporary and immediate housing for displaced disaster victims.
   D. Provision of food, beverages and other assistance to emergency response personnel and emergency relief workers.
   E. Provision of damage assessment information upon request.
   F. Coordination of mental health services (in cooperation with Gunnison County Human Services Dept).

Other Government Entities:

1. Ute Mountain Ute Tribe

State Agencies: (Note: In disaster situations, requesting assistance from State Agencies should typically be coordinated through the Colorado Division of Homeland Security and Emergency Management. See Section 5.A.12 above or the Gunnison County Resource Mobilization Plan).

1. Colorado Division of Homeland Security and Emergency Management – ESF 5, 7
2. Colorado State Patrol – ESF 13
3. Colorado Department of Transportation – ESF 1
4. Colorado Division of Fire Prevention and Control – ESF 4a
5. Colorado State Forest Service – Support 4a
6. Colorado Department of Public Health and Environment – ESF 8
7. Colorado Department of Natural Resources – ESF 11
8. Colorado Division of Parks and Wildlife – ESF 11
9. Colorado Department of Local Affairs – ESF 14
10. Colorado Division of Water Resources (Dam Safety Branch)
11. Colorado Water Conservation Board
12. Colorado Bureau of Investigation
13. Colorado Department of Agriculture – ESF 11

Federal Agencies: (Note: In disaster situations, requesting assistance from Federal Agencies should typically be coordinated through the Colorado Division of Homeland Security and Emergency Management. See Section 5.A.12 above or the Gunnison County Resource Mobilization Plan).

1. National Park Service
2. United States Forest Service
3. Bureau of Land Management
4. Colorado River Basin Forecast Center (NOAA)

5. National Weather Service (NOAA)
6. Federal Emergency Management Agency
7. Environmental Protection Agency
8. Bureau of Reclamation
9. Bureau of Indian Affairs
10. Federal Aviation Administration
11. National Transportation Safety Board
12. Federal Bureau of Investigation

Section 7
Continuity of Operations

All Gunnison County departments are required to have an approved Continuity of Operations Plans in place, on which staff have been oriented and trained.

It is recommended that each municipality, governmental agency, governmental department and special district within Gunnison County establish and adopt both a chain of command/succession and Continuity of Operations Plan (COOP) for their respective functions. For the purposes of this EOP, these documents will not be included here.

For incidents overlapping jurisdictional boundaries or requiring mutual aid, each governmental entity will utilize their respective chain of command and/or COOP. In these situations, each governmental entity will abide by the operational guidelines established in and agreed to under the Incident Command System (National Incident Management System (NIMS)).

For incidents occurring in other jurisdictions, for which that jurisdiction has requested mutual aid from Gunnison County, the Gunnison County EOP and chain of command / COOP documents will be utilized in a support role.

1. In accordance with CRS 24-33.5-709 it is the intent of the Gunnison County Board of Commissioners that county government will continue to provide essential services in order to protect the public health, safety and welfare of citizens during an emergency or disaster event by distribution of these disaster chain of command procedures and protocols.
2. The Board, consistent with CRS 24-33.5-709 and Gunnison County Resolution 2017-19 (Section C), identifies the County Manager (or successor pursuant to resolution 2017-19-D-1) as the only person with authority to declare a Gunnison County emergency.
3. All Gunnison County department directors and county elected officials shall be consulted regarding emergency or disaster event-issues that might impact their area of responsibility.
4. Each Gunnison County Department director and/or staff member shall provide support to and cooperation with the County Manager (or serving individual from the Chain of Command in absence of the County Manager).
5. Each Gunnison County department director and county elected official shall work within the framework established by the Gunnison County Emergency Operations Plan, and Gunnison County Resolution 2017-19.
6. If requested, each Gunnison County department shall make available staff to fill appropriate functions in the Emergency Operations Center.
7. GENERAL RESPONSIBILITIES. The director of each County office and County elected office, as appropriate, shall (refer to office COOPs):
    a. Be prepared to respond adequately to all emergency or disaster events.
    b. Consider potential emergency or disaster events in the conduct of regular department functions, particularly those functions essential in time of emergency.
    c. Design preparedness measures to permit a rapid and effective transition from routine to emergency operations, and to make effective use of the period following initial indication of a probable emergency or disaster events. This will include:
        i. Development of a system of emergency actions that defines alternatives, processes, and issues to be considered during various stages of emergency or disaster event;
        ii. Identification of actions that could be taken in the early stages of a emergency or disaster event to mitigate the impact of or reduce significantly the lead times associated with full emergency action implementation

d. Identify areas where additional legal authorities may be needed to assist management and notify the county emergency manager of those authorities.
e. Coordinate with State and local government agencies and other organizations, including private sector organizations, when appropriate.
f. Cooperate, to the extent appropriate, in compiling, evaluating, and exchanging relevant data related to all aspects of emergency or disaster events.
g. Ensure that plans consider the consequences for essential services provided by the county if the flow of State and/or Federal funds is disrupted.

8. CONTINUITY OF OPERATIONS. The director of each county office and each county elected official shall ensure the continuity of essential functions in any emergency or disaster event by providing for: succession to office and emergency delegation of authority in accordance with applicable law; safekeeping of essential resources, facilities, and records; and establishment of emergency operating capabilities.

9. RESOURCE MANAGEMENT. The director of each county department and each county elected official, as appropriate within assigned areas of responsibility, shall:
   a. Develop plans and programs to mobilize personnel, equipment, facilities, and other resources;
   b. Assess essential emergency requirements and plan for the possible use of alternative resources to meet essential demands during and following an emergency or disaster event.
   c. Prepare plans and procedures to share between and among the responsible agencies resources such as energy, equipment, food, land, materials, services, supplies, transportation, water, and workforce needed to carry out assigned responsibilities and other essential functions, and cooperate with other agencies in developing programs to ensure availability of such resources in an emergency or disaster event.

10. PROTECTION OF ESSENTIAL RESOURCES AND FACILITIES. The head of each county department and each county elected official, as appropriate within assigned areas of responsibility, shall:
   a. Identify facilities and resources, both government and private, essential to the public welfare, and assess their vulnerabilities and develop plans to provide for the security of such facilities and resources, and to avoid or minimize disruptions of essential services during any emergency or disaster event.
   b. Participate in interagency activities to assess the relative importance of various facilities and resources to essential community needs and to integrate preparedness and response strategies and procedures.

Section 8
Plan Maintenance, Training and Exercises

Authority for maintenance and regular updates of this plan rests with the **Emergency Manager and the Gunnison County Office of Emergency Management**. The Emergency Management Office may conduct exercises and training sessions to ensure that all departments and offices with assigned responsibilities understand provisions of the plan.

Departments, offices and other organizations with authorities identified in the plan are encouraged 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.

CHECKLIST 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 EOC 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.

Section 9
Signature Pages

Gunnison County Department Directors and Elected Officials:
Signature also indicates receipt of electronic copy of EOP.

Gunnison County Department	**Signature and Date**
Gunnison / Crested Butte Regional Airport	_____
Gunnison County Assessor	_____
Gunnison County Attorney	_____
Gunnison County Clerk & Recorder	_____
Gunnison County Commissioners	_____
Gunnison County Community Development	_____
Gunnison County Coroner	_____
Gunnison County Emergency Management	_____
Gunnison County Facilities Maintenance	_____
Gunnison County Finance Department	_____
Gunnison County GIS/Mapping	_____
Gunnison County Human Resources	_____
Gunnison County Health & Human Services	_____
Gunnison County Information Technologies	_____
Gunnison County Juvenile Services	_____
Gunnison County Manager	_____
Gunnison County Public Works	_____
Gunnison County Sheriff	_____
Gunnison County Treasurer	_____

A copy of the Gunnison County Emergency Operations Plan was issued to the following organizations in the interest of coordination and support for incidents occurring in other jurisdictions:

Organization/Agency	**Signature and Date**
Arrowhead Fire Protection District	_____
American Red Cross	_____
Crested Butte Fire Protection District	_____
Crested Butte Marshal	_____
Crested Butte South Metropolitan District	_____
Crested Butte Town Manager	_____
Gunnison City Manager	_____
Gunnison City Police Chief	_____
Gunnison Regional Communication Center	_____
Gunnison Fire Department	_____
Gunnison Valley Hospital / EMS	_____
Mt Crested Butte Police Chief	_____
Mt Crested Butte Town Manager	_____
Raged Mountain Fire Protection District	_____
Town of Marble	_____
Town of Pitkin	_____
Gunnison RE1J School District	_____
Western State Colorado University	_____