

# **CITY OF ANACORTES**

## **SUMMARY OF EMERGENCY OPERATIONS PLAN**

### **Introduction**

Because of its location, the City of Anacortes is vulnerable to the effects of a variety of natural, accidental, and man-made hazards. The city is located on an island and is accessible by bridges, state and county ferry systems and air transport. Highway 20 runs through the City. The City has various retail, light manufacturing and fish processing facilities within its borders. The oil refineries and chemical plants are located outside of the City to the east. Guemes Channel is a major shipping lane which is used by vessels carrying hazardous material.

Highway 20 runs through the City and downtown core and residential areas. This transportation system poses the threat of a hazardous materials incident that may affect a large portion of the City.

Anacortes Water Department operates and maintains several large water storage tanks located within the City. In the event of a major earthquake these facilities may become damaged and/or destroyed causing localized flooding and related problems within the City of Anacortes. Currently a 3-million gallon storage tank is located at the intersection of Whistle Lake Road and Blue Heron Circle. A 2-million gallon storage tank is located on 29th Street west of B Avenue, and a 2-million gallon storage tank is located east of Clyde Way in the Skyline sub-division.

Response and recovery activities of City government will be prioritized in order of importance due to the peak demand for services during disasters. This is why citizens are asked to do their part by preparing to feed and shelter themselves up to 7 days.

The City currently relies upon countywide mutual aid agreements between fire and law enforcement and public works agencies within Skagit County to augment City response efforts to emergencies.

The Mayor is the only City official authorized to activate the local Emergency Broadcast System to assist in emergency warning and dissemination of information to the public. In the absence of the Mayor, the Emergency Broadcast System must be activated through the Skagit County Department of Emergency Management.

### **Concept of Operations**

The City of Anacortes has an established plan for disasters that is built upon the All-Hazards approach to emergency management. Some plans are specific to specific types of disasters, but are limiting if a community is faced with a disaster not anticipated or which a plan has been developed. The City of Anacortes believes that the All-Hazards approach is more manageable, adaptable, and will serve the community best.

The Mayor, City officials, and employees of City offices and departments, augmented by City Police Department reserve officers and City Fire Department volunteer firefighters, will take all reasonable action to mitigate the effects of an emergency or disaster and expedite recovery. Top priority will be given to the preservation of human life.

City government is the primary provider of emergency response services within the city limits of Anacortes. Additional assistance and support may be requested through in-place mutual aid agreements. Coordination of emergency efforts and requests for outside resources are available through the Skagit County Department of Emergency Management upon the request of the Mayor, or other designated City official.

City government will continue to maintain jurisdictional authority and exercise control of all municipal services to the public. Other governmental entities within the City shall continue to be responsible for the operations within and their respective jurisdictions.

Should it become necessary to establish an Emergency Operations Center (E.O.C.), the following City Officials or their designee must be notified and report to the Emergency Operations Center to oversee operations and assist the Incident Commander in making decisions and overseeing emergency response and recovery efforts:

**Mayor**  
**City Attorney**  
**Finance Director**

**Fire Chief**  
**Police Chief**  
**Public Works Director**

Two sites are established as primary and secondary locations for emergency operations coordination. Designated staff is assigned to report to EOC Emergency Operations Center.

The essential activities of the emergency field units will be coordinated by the Incident Commander. The incident command system utilizing the National Incident Management System (NIMS) as developed and adopted by the Department of Homeland Security will be utilized at all times during emergency response and recovery operations. Upon arrival of first responders at the scene, a command post will be established and the highest ranking fire or police officer at the scene (depending upon the type of emergency) will assume the role of the Incident Commander until relieved by a higher ranking officer.

### **Organization and Responsibilities**

The insuring of public health and safety, and the protection of life and property are the legal responsibilities of government.

The municipal code for the City of Anacortes establishes the organization, responsibilities and authorities of City government.

The Mayor, elected and appointed City officials, and employees of City offices and departments execute and enforce all City ordinances and state statutes within the City and provide services to the public.

It shall be the responsibility of the various Branches of City government, elected and appointed officials, and employees of City offices and departments to insure their ability to perform and support emergency services operations through the adoption of ordinances and resolutions; the establishing of

policies; the writing of procedures and checklists; the maintenance of equipment lists and emergency contact lists; and their participation in scheduled exercises to test this emergency plan and the updating of this plan on a regular basis.

It shall be the responsibility of the City of Anacortes to determine priority and establish a schedule for the conducting of pre-incident (earthquake) safety evaluations of all critical City facilities and to attempt to identify possible structural problems that may lead to either partial or total collapse of these facilities in the event of a major earthquake.

It shall be the responsibility of the City of Anacortes to coordinate and carry out all direction and control activities occurring within its jurisdictional boundaries throughout all phases of an emergency or disaster.

It shall be the responsibility of City government to develop a plan to provide for the rapid contact and notification of employees' immediate family members and to provide for their safety and welfare (including but not limited to shelter, feeding, and day care) during response and recovery operations in the event of a major disaster.

The development of this rapid contact and notification plan shall take into account the possibility that commercial telephone service may not be available immediately following a major disaster.

### **Community Alert Network Emergency Public Notification**

The industries located on Marches Point coordinate mitigation and response activities through an organization called the Community Awareness and Emergency Response (CAER organization). The City of Anacortes is authorized by CAER to utilize a system of public dissemination called the (CAN) Community Alert Network System. This system is an automated phone dialing service that can call and send pre-recorded messages to a portion or all of the residents of the City of Anacortes in few short minutes. This tool is valuable in that specific types of information can be delivered to a wide spread population. This system has greater advantages over the limited siren or public address systems.

In the event of an extreme emergency or imminent danger exists, CAER industry members or the City of Anacortes may elect to activate the CAN system to advise residents to "evacuate" or "shelter in place".

### **Sheltering of displaced Residents**

Many types of disasters have the potential to displace resident from short to long periods of time. Hazardous materials releases, earthquakes, windstorms, tsunami and other disasters may impact a portion of City residents. Several City staff members, the American Red Cross and the Skagit County Department of Emergency Management are responsible to ensure residents are directed to the appropriate shelter and provided for their basic needs for the duration of the disaster.

- Human Resource and Planning departments are responsible for liaison and coordination with the Red Cross all sheltering and mass care activities. The Parks and Recreational department is

responsible to assist in providing emergency welfare services (including, but not limited to shelter, feeding, and day care) to; immediate family members of City employees if necessary. This effort will sustain the emergency providers so that the services can continue to be delivered.

- The Skagit County Department of Emergency Management provides a link between the City of Anacortes and the State Department of Emergency Management. This link is vital to assist the City receiving State resources.
- The primary responsibility for sheltering and mass feeding lies with the Anacortes/San Juan Island Chapter of the Red Cross. These professionals and volunteers are key to setting up shelters sites, provide for cooking/feeding, sleeping arrangements, and personal hygiene facilities for evacuated residents. The Red Cross has use agreements established with the Anacortes School District, many of the local church buildings and the Eagles and Elks Clubs to setup shelters as needed. Primary shelters are the Anacortes Middle School and High School.

### **Hazardous Materials Incidents**

The City of Anacortes has many types of exposure potential to hazardous materials and has a plan in place to minimize the impacts of an accidental release. There are some industries that utilize hazardous materials as well as mobile trucks carrying products. In the event of an accidental release, the Anacortes Fire and Police departments are trained to take defensive actions to minimize the impacts upon citizens.

Through the Skagit County Department of Emergency Management, the City has access to specialized hazardous materials response resources. These resources will be managed under a Unified Command system which is to mean all affected agencies will have a coordination responsibility in the Command Post. This ensures that an effective effort is produced to preserve life, property and the environment from any release.