AGENDA

WORKSHOP
OF THE
BOARD OF DIRECTORS

WEDNESDAY, JUNE 6, 2018
10:00 A.M.

INLAND EMPIRE UTILITIES AGENCY*
AGENCY HEADQUARTERS
BOARD ROOM
6075 KIMBALL AVENUE
CHINO, CALIFORNIA 91708

CALL TO ORDER
OF THE INLAND EMPIRE UTILITIES AGENCY BOARD OF DIRECTORS
WORKSHOP

FLAG SALUTE

PUBLIC COMMENT

Members of the public may address the Board on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Those persons wishing to address the Board on any matter, whether or not it appears on the agenda, are requested to complete and submit to the Board Secretary a "Request to Speak" form which is available on the table in the Board Room. Comments will be limited to three minutes per speaker. Thank you.

ADDITIONS TO THE AGENDA

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.
1. WORKSHOP

IEUA EMERGENCY RESPONSE PLANNING

2. CLOSED SESSION - WORKSHOP

PURSUANT TO GOVERNMENT CODE SECTION 54957(a) – AGENCY FACILITIES SAFETY AND SECURITY REVIEW

INLAND EMPIRE UTILITIES AGENCY RISK & SECURITY

3. ADJOURN

*A Municipal Water District

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary (909) 993-1736, 48 hours prior to the scheduled meeting so that the Agency can make reasonable arrangements.

Declaration of Posting

I, April Woodruff, Board Secretary of the Inland Empire Utilities Agency*, A Municipal Water District, hereby certify that a copy of this agenda has been posted by 5:30 p.m. at the Agency's main office, 6075 Kimball Avenue, Building A, Chino, CA on Thursday, May 31, 2018.

April Woodruff

Proofed by:
IEUA Emergency Response Planning

Claudia Neighbors

June 2018
Low Response Level

An emergency response can be defined as an effort taken to lessen the impact of an incident on human life and property.

**Low level**
An incident that can be handled internally

Small oil spill easily contained with simple cleanup.
Medium Response Level

Medium level
An incident that requires some assistance from outside resources, i.e. fire department, member agencies.

Damage from the rupture of a sewage containment tank.
HIGH Response Level

An incident that impacts a large area which may result in no outside assistance available

Northridge Earthquake 1994
Emergency Operations Plan

- National Incident Management System overview
- Incident Command System / Incident Organization Chart
- FEMA Forms
- Emergency Contact information (compilation in process)
- Mutual Aid Agreement (update in process)
- Operations & Maintenance Emergency Response Plan
- Information Technology Emergency Response Plan
- Evacuation Maps – all locations

- Integrated System Services Emergency Response Plan available upon request due to sensitive Agency information including our network infrastructure and SCADA system
National Incident Management System (NIMS)

- A comprehensive, national approach to incident management
- Created to standardize information and communication during disasters.
- Developed by the Department of Homeland Security, initial release March 2004
- Adoption of NIMS was a condition for receipt of federal preparedness funds, including grants, contracts and other activities.
- The IEUA Board of Directors adopted NIMS in 2005
Incident Command System (ICS)

- Component of NIMS
- A standardized approach to the command, control, and coordination of emergency response providing a common hierarchy.
- ICS was initially developed to address problems of inter-agency responses to wildfires in California and Arizona

FEMA Forms

<table>
<thead>
<tr>
<th>ICS Form #</th>
<th>Form Title</th>
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</thead>
<tbody>
<tr>
<td>ICS 201</td>
<td>Incident Briefing</td>
</tr>
<tr>
<td>ICS 202*</td>
<td>Incident Objectives</td>
</tr>
<tr>
<td>ICS 203*</td>
<td>Organization Assignment List</td>
</tr>
<tr>
<td>ICS 204*</td>
<td>Assignment List</td>
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<tr>
<td>ICS 205*</td>
<td>Incident Radio Communications Plan</td>
</tr>
<tr>
<td>ICS 205A**</td>
<td>Communications List</td>
</tr>
<tr>
<td>ICS 206*</td>
<td>Medical Plan</td>
</tr>
<tr>
<td>ICS 207</td>
<td>Incident Organization Chart (wall-mount size, optional 8½” x 14”)</td>
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<tr>
<td>ICS 208**</td>
<td>Safety Message/Plan</td>
</tr>
<tr>
<td>ICS 209</td>
<td>Incident Status Summary</td>
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<tr>
<td>ICS 210</td>
<td>Resource Status Change</td>
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<tr>
<td>ICS 211</td>
<td>Incident Check-In List (optional 8½” x 14” and 11” x 17”)</td>
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<tr>
<td>ICS 213</td>
<td>General Message (3-part form)</td>
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<tr>
<td>ICS 214</td>
<td>Activity Log (optional 2-sided form)</td>
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<tr>
<td>ICS 215</td>
<td>Operational Planning Worksheet (optional 8½” x 14” and 11” x 17”)</td>
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<tr>
<td>ICS 215A</td>
<td>Incident Action Plan Safety Analysis</td>
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<tr>
<td>ICS 218</td>
<td>Support Vehicle/Equipment Inventory (optional 8½” x 14” and 11” x 17”)</td>
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<tr>
<td>ICS 219-1 to ICS 219-10 (Cards)</td>
<td>Resource Status Card (T-Card) (may be printed on cardstock)</td>
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<tr>
<td>ICS 220</td>
<td>Air Operations Summary Worksheet</td>
</tr>
<tr>
<td>ICS 221</td>
<td>Demobilization Check-Out</td>
</tr>
<tr>
<td>ICS 225</td>
<td>Incident Personnel Performance Rating</td>
</tr>
</tbody>
</table>
IEUA Emergency Response Plan

- Emergency Contact information (compilation in process)
- Mutual Aid Agreement (update in process)
- Operations & Maintenance Emergency Response Plan
- Information Technology Disaster Recovery Plan
- Evacuation Maps – all locations

Carboe Canyon Reclamation Facility
14650 Telephone Avenue
Chino, CA 91710

Primary Assembly Area (A1)
Secondary Assembly Area (A2)

Main Headquarters Evacuation Map
Primary Assembly Area (A1, B1)
Secondary Assembly Area (A2, B2)
Communications

Communication
- Government Emergency Telecommunications Service (GETS)
  - Ensures utilities are a Priority 4
  - Provides priority landline calls at no cost
- Wireless Priority Service
  - Provides an access code to allow GETS use on a cell phone at no cost
- Management will receive a GETS card and WPS code along with instructions on how to preset emergency contacts on their cell phones
Resources

Equipment
- On-hand Inventory under evaluation
- Researching rental options and running cost benefit analysis
- Currently assessing diesel fuel requirements to maintain our generators for up to 3 days

Supplies
- Disaster supply sheds at all locations
- All staff food and water – 3 days
- Medical and sanitation
- Tools and miscellaneous
- NIMS / FEMA Totes
Training

- Agency-wide National Incident Management System training
  - Ensure all staff have familiarization and understanding
- Operations Division - 3 Phase
  - Tabletop drills
  - Scheduled drills, assess staff response
  - Conduct a surprise drill, assess staff response
- Incident Organization Chart members
  - Specialized Section Chief training
- Schedule periodic refresher drills
  - In the future include outside emergency responders and Member Agencies
Questions