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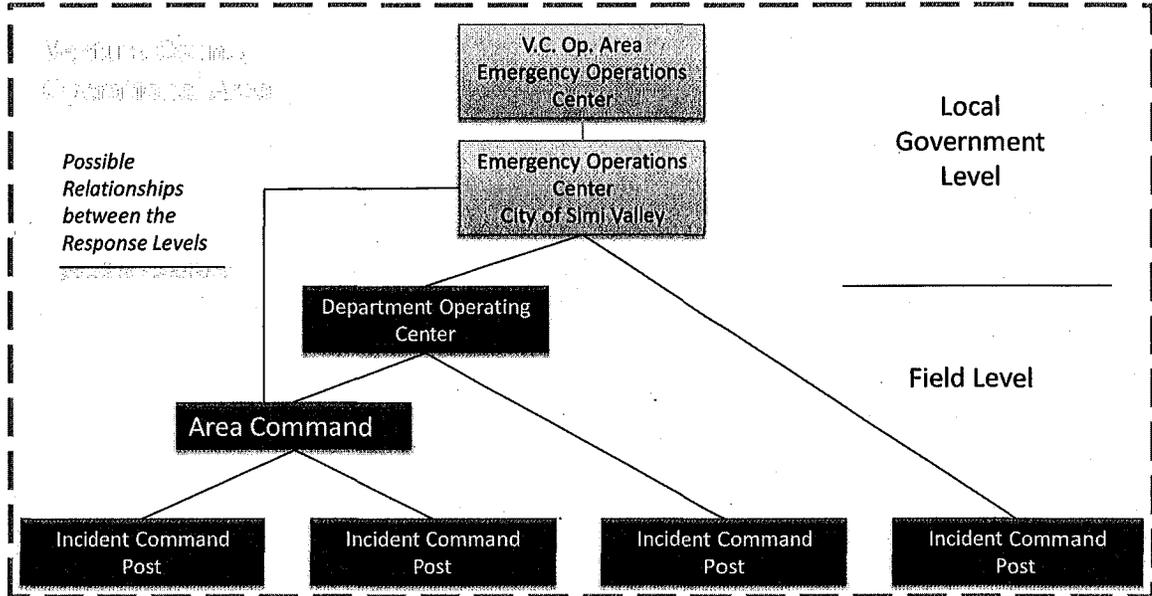
ATC-20 Detailed Safety Assessment Form 118

Part 4

**Operations Section Supporting
Documentation**

**EOC Relationships
Field to EOC**

Emergency Management Elements



COORDINATION WITH THE FIELD RESPONSE LEVEL

Coordination among SEMS levels is necessary for effective emergency response. In a major emergency, the City of Simi Valley's EOC may be activated to coordinate the overall response while the Incident Command System is used by field responders. Incident Commanders may report to department operations centers (DOCs) which in turn will coordinate with the EOC. In some jurisdictions Incident Commanders may report directly to the EOC, usually to their counterpart in the Operations Section. When the EOC is directly overseeing Incident Command teams, the EOC is operating in a centralized coordination and direction mode.

It is also possible for Area Commands to be established between the Incident Command teams and the EOC. During a major citywide disaster, the city may be divided into areas, with an Area Command overseeing the Incident Command teams within each area. The Area Commands would receive policy direction from the EOC.

Another scenario for EOC-Area Command interaction would be the occurrence of several similar type incidents located in close proximity but in different jurisdictions. A Unified Area Command may be established to oversee Incident Commands operating in general proximity to each other. The Unified Area Command would coordinate with activated local government EOCs.

COORDINATION WITH VENTURA COUNTY OPERATIONAL AREA LEVEL

Coordination and communications should be established between activated local government EOCs and the operational area. For the City of Simi Valley, this channel is through the Ventura County Sheriff's Department, Office of Emergency Services. The communications link is telephone, amateur radio, law enforcement radio or runner.

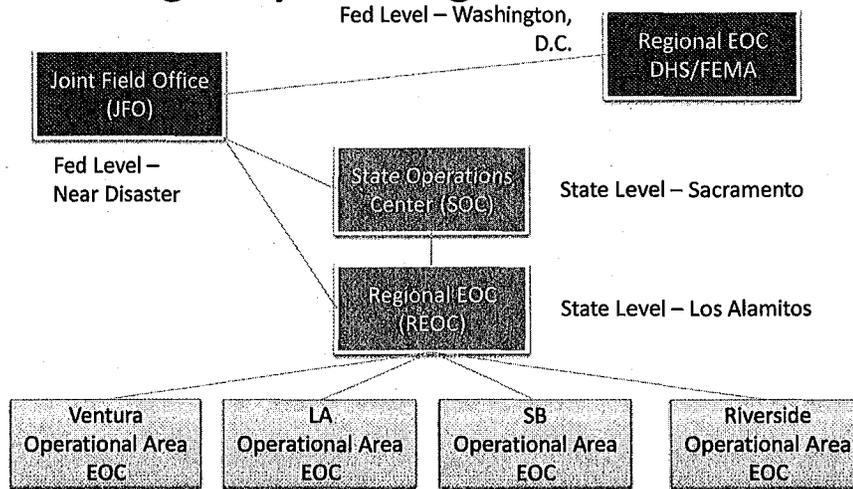
Ventura County will use an Inter-Agency Coordination System IACS concept when developing response and recovery operations. When and where possible, the County will include jurisdictional representatives in planning for jurisdictional support.

If the Ventura County Operational Area is activated, the Sheriff of Ventura County, designated by the Ventura County Operational Area Agreement, will function as the Operational Area Coordinator and will have the overall responsibility for coordinating and supporting emergency operations within the County. The Operational Area will also be the focal point for information transfer and support requests by cities within the County. The Operational Area Coordinator and supporting staff will constitute the Operational Area Emergency Management Staff. The Operational Area Staff will submit all requests for support that cannot be obtained within the county, and other relevant information, to OES Mutual Aid Region I.

The City of Simi Valley requests all mutual aid (except fire) through the Ventura County EOC/Operational Area via the Ventura County EOC or On-Duty West County Watch Commander (when County EOC is not activated). The Ventura County Operational Area then requests law, public works, emergency managers or other mutual aid through its regular channels. Fire mutual aid is coordinated through the designated Regional Fire Coordinator.
Mutual Aid Region Emergency Management

EOC Relationships Operational Area to State and Federal Levels

Emergency Management Elements



The City of Simi Valley is within OES Mutual Aid Region I and the OES Southern Administrative Region. The primary mission of Southern Region's emergency management organization is to support Operational Area response and recovery operations and to coordinate non-law and non-fire Mutual Aid Regional response and recovery operations through the Regional EOC (REOC).

EOC ACTION PLANNING

At local, operational area, regional and state levels, the use of EOC action plans provide designated personnel with knowledge of the objectives to be achieved and the steps required for achievement. Action plans not only provide direction, but they also provide a basis for measuring achievement of objectives and overall system performance. Action planning is an important management tool that involves:

- A process for identifying priorities and objectives for emergency response or recovery efforts,
- Documentation of the priorities and objectives, the tasks and personnel assignments associated with meeting them.

The action planning process should involve the EOC Director and General Staff along with other EOC elements, special district representatives and other agency representatives, as needed. The Planning/Intelligence Section is normally responsible for development of the action plan and for facilitation of action planning meetings.

Action plans are developed for a specified operational period which may range from a few hours to 24 hours. The operational period is determined by first establishing a set of priority actions that need to be performed. A reasonable time frame is then established for accomplishing those actions. The action plans need not be complex, but should be sufficiently detailed to guide EOC elements in implementing the priority actions. Guidelines for developing action plans and example action plan formats are provided at the end of this section.

MULTI-AGENCY OR INTER-AGENCY COORDINATION AT THE LOCAL GOVERNMENT LEVEL

Multi-agency or inter-agency coordination is important for:

- Establishing priorities for response.
- Allocating critical resources.
- Developing strategies for handling multi-agency response problems.
- Sharing information.
- Facilitating communications.

Multi-agency or Inter-Agency Coordination in the EOC

Emergency response is coordinated at the EOC through:

- Representatives from the City of Simi Valley's departments and agencies

- Representatives from outside agencies including special districts, volunteer agencies and private organizations
- Coordination with agencies not represented in the EOC may be accomplished through various methods of communications.

Involvement in the EOC action planning process is essential for effective emergency management.

Multi-agency or Inter-agency Coordination Group

- May be established formally.
- Should develop consensus on priorities, resource allocation and response strategies.
- May function within the EOC, at another location or through conference calls—but should remain in contact with the EOC.
- EOC Action Plan should incorporate group priorities and objectives.
- Group objectives should be implemented through the EOC.
- City of Simi Valley may participate with other local governments and agencies in a multi-agency coordination group organized by another local government, operational area or regional level.

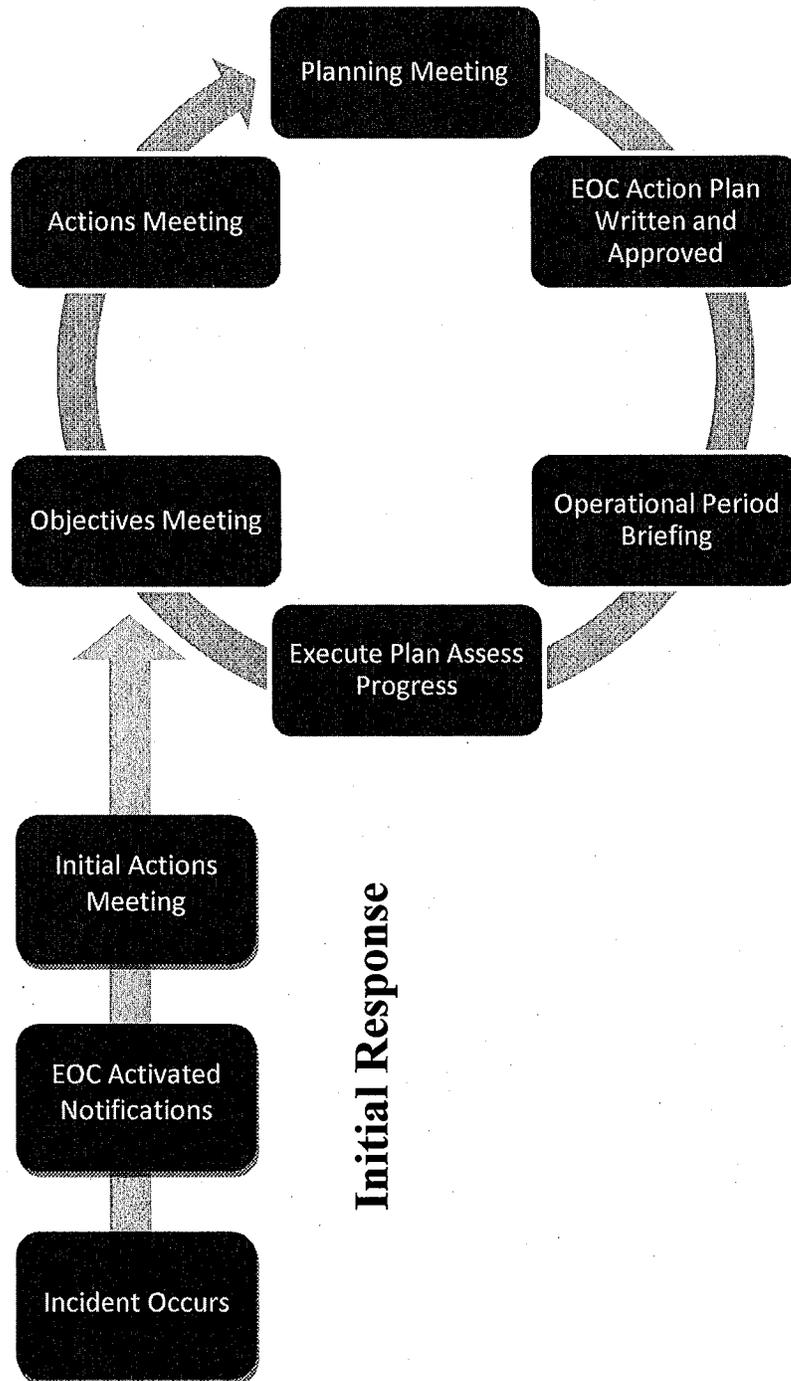
The Planning and Briefing Cycle

Along with the multitude of actions, decisions, and tasks that Operations Section staff must undertake during their shift, they also must participate in the ongoing Planning process. The Planning Section leads this process, but Operations Staff generally provide the most critical input into this process.

It is important to understand that the planning process is laying the foundation for the next shift's activities. The goal of the planning process is to produce an EOC Action Plan that will be implemented during the next Operational Period. This is important not only for the EOC staff, but the DOC and Field level as well. Remember, the EOC Action Plan describes the overall priorities and direction for the entire disaster response as set forth by the City's Director of Emergency Services (who is also the EOC Director). The EOC Action Plan is the basis for all Incident Action Plans beginning produced at the DOC's and Field Command Posts. In a major disaster there could be dozens of incidents in the City, each with their own Incident Action Plan.

It is therefore important that the Operations Section staff not only participate in the EOC planning process, but that you share this information, as it is being produced, with the DOC and Field levels, so that they may produce their Plans. Failure to do this disconnects the Field Level from EOC.

Planning Cycle



Initial Actions Meeting

This meeting occurs in the opening hours of an incident and may therefore not include all of the members of the Command and General Staff. The goal of this meeting is to assess the situation and set preliminary objectives (e.g., staff the EOC, Activate the Police DOC, direct field resources to conduct damage assessment, etc). These initial objectives are noted, but usually not incorporated into a written EOC Action Plan at this stage. There simply isn't enough time or staff to complete a written plan at this juncture in the incident evolution.

Objectives Meeting

This is the first meeting of the Command and General Staff after the initial response objectives are met and sufficient EOC staff has arrived to produce a viable EOC Action Plan.

The goal of this meeting is to simply list the objectives to be met for the next Operational Period, for example:

- *Develop an Evacuation Plan for all potential areas. Submit to ICP at Station 45*
- *Develop situational awareness and the implications for the City;*
- *Provide the public with pertinent information via AM Radio and Website;*
- *Establish EOC and Field Staffing and Organization.*

Following this meeting, the Command/General Staff return to their sections and develop the specific actions that will be required to accomplish the listed objectives.

Actions Meeting

Following the Objectives Meeting, the Command/General Staff return to their sections and develop the actions that will be required to accomplish the listed objectives. At a prescribed time the Command/General Staff come back together in the Actions Meeting to discuss, review and coordinate their proposed actions.

Once the Actions have been agreed upon by the EOC Director, the Command/General staff returns to their Sections to prepare materials for the Planning Meeting.

Planning Meeting

The Planning Meeting provides the opportunity for the Command and General Staff to review and validate the proposed objectives, actions, policies, that make up the EOC Action Plan.

- The Planning Section Chief conducts the Planning Meeting following a fixed agenda.
- The Section Coordinators delineate the amount and type of resources they will need to accomplish the plan.
- A deadline is set for all supporting information to be turned in to the Planning Section to complete the Plan.

EOC Action Planning Written and Approved

The Planning Sections completes the EOC Action Plan and the EOC Director approves the plan. Copies are made of the Plan and it is distributed to all EOC Sections and posted on the wall.

It is important that Operations Section Staff communicate with both the DOC/Field Level and the Operational Area level following the Planning Meeting (while the EOC Action Plan is being prepared) so that they can incorporate relevant directions into their Action Plans.

Operational Period Briefing

This Briefing is conducted as the new shift or new operational period begins. There should be a 30 minute overlap between the shifts, during which time the Operational Briefing occurs. The primary purpose of the Operational Briefing is to review what was accomplished during the last Operational Period and present what the EOC Action calls for during the next Operational Period.

In Simi Valley, all EOC staff attends this meeting. It is conducted in the EOC. The Planning Section Coordinator usually conducts this meeting and each EOC Section is given an opportunity to discuss their accomplishments from the previous operational period and objectives for the next Operational Period.

This meeting should be concise and take about 15-20 minutes to complete.

Execute Plan and Assess Progress

Following the Operational Period Briefing, the current Plan is put into effect. EOC staff accomplishes the actions set forth in the Plan and continually assesses the progress and effectiveness of the actions. As it becomes clear that amendments or corrections to the Action Plan are required, the Planning Section Coordinator shall amend the Plan and advise all EOC staff of the corrections.

The next EOC Action Plan is initiated with the Objectives Meeting and the Planning Cycle starts again.

| PRIORITY 1 | | | |
|--------------------------|---|--------------------------------------|----------------|
| Number | Facility | Location | Contact |
| Police Facilities | | | |
| | Simi Valley Police Department | 3901 Alamo Road | 583-6950 |
| Fire Stations | | | |
| | Fire Station 41 | Church Street | |
| | Fire Station 43 | Katherine Road | |
| | Fire Station 44 | Wood Ranch Parkway | |
| | Fire Station 45 | Pacific Street | |
| | Fire Station 46 | Tapo Street | |
| Civic Facilities | | | |
| | City Hall | 2929 Tapo Canyon Road | |
| | Public Services Center | 501 West Los Angeles Ave. | |
| | • | | |
| | • | | |
| | City Sewer System | Citywide | |
| Transportation | | | |
| | Highway 118 | Rocky Peak to Collins | |
| | City Arterial Roads <ul style="list-style-type: none"> • Alamo Street • Cochran Street • Los Angeles Ave. • Madera Road • First Street • Erringer Road • Sycamore Road • Tapo Canyon Road • Tapo Street • Stearns Road • Yosemite Ave. • Kuehner Drive | | |
| | Southern Pacific Railroad | From Tunnel to Public Service Center | |

| PRIORITY 1 | | | |
|-------------------------|--|--|--|
| Bridges And Overpasses: | | | |
| | 118 Frwy. @ Rocky Peak | | |
| | 118 Frwy. @ Kuehner Dr. | | |
| | 118 Frwy. @ Cochran St. | | |
| | 118 Frwy. @ Yosemite Ave. | | |
| | 118 Frwy. @ Stow St. | | |
| | 118 Frwy. @ Stearns St. | | |
| | 118 Frwy. @ Kadota St. | | |
| | 118 Frwy. @ Tapo St. | | |
| | 118 Frwy. @ Tapo Cyn. Rd. | | |
| | 118 Frwy. @ Sequoia Ave. | | |
| | 118 Frwy. @ Sycamore Dr. | | |
| | 118 Frwy. @ Erringer Rd. | | |
| | 118 Frwy. @ Caldwell Ave. | | |
| | 118 Frwy. @ First St. | | |
| | 118 Frwy. @ Madera Rd. | | |
| | 118 Frwy. @ Land Fill | | |
| | 118 Frwy. @ Alamos Cyn Rd. | | |
| | Railroad Tracks @ Madera Rd. | | |
| | Arroyo Simi Wash @ Madera Rd. | | |
| | Arroyo Simi Wash @ Los Angeles Ave. (Approx. 800' West Of First St.) | | |
| | Arroyo Simi Wash @ First St. | | |
| | Arroyo Simi Wash @ Erringer Rd. | | |
| | Arroyo Simi Wash @ Sycamore Dr. | | |
| | Arroyo Simi Wash @ Royal Ave. | | |
| | Arroyo Simi Wash @ Sequoia Ave. | | |
| | Arroyo Simi Wash @ Tapo | | |

| PRIORITY 1 | | | |
|-------------------|---|------------------|--|
| | Cyn Rd. | | |
| | Arroyo Simi Wash @ Tapo St. | | |
| | Arroyo Simi Wash @ Stow St. | | |
| | Arroyo Simi Wash @ Yosemite Ave. | | |
| | Arroyo Simi Wash @ Oak Rd. | | |
| | Arroyo Simi Wash @ Rory Ln. | | |
| | Arroyo Simi Wash @ Katherine Rd. (East) | | |
| | Arroyo Simi Wash @ Kuehner Dr. | | |
| | Railroad Tracks @ Kuehner Dr. | | |
| | Sinaloa Lake | | |
| | Arroyo Simi | | |
| Utilities | | | |
| | Pacific Bell Telephone | | |
| | Southern California Gas | | |
| | Edison Company | | |
| | City Water System <ul style="list-style-type: none"> • Supply lines • Tanks • Mains | Citywide | |
| | Southern California Water System <ul style="list-style-type: none"> • Supply lines • Tanks • Mains | Citywide | |
| Pipelines | | | |
| | Shell Pipeline | East-West length | |
| | | | |

| PRIORITY 2 | | | |
|---------------------------|--------------------------------|---|---|
| Convalescent Homes | | | |
| | Simi Valley Care Center | 5270 Los Angeles Ave. | |
| Schools (Public) | | | |
| | Santa Susana Business Center.. | 1875-1925 Angus Ave./ 4680 Los Angeles Ave./ 4685 Runway St | |
| | Abraham Lincoln Elementary | 1220 Fourth Street | Principal: Philip Ross Tel: (805)-520-6725 |
| | Atherwood Elementary | 2350 East Greensward Street | Principal: Aileen Buhring 805.520.6730 |
| | Berylwood Elementary | 2300 Heywood St. | Principal: Mr. Peterson 520-6705 |
| | Big Springs Elementary | 3401 Big Springs Ave. | Principal: Elizabeth Silverman (805)520-6710 |
| | Crestview Elementary | 900 Crosby Ave. | Anthony Karch (805) 520-6715 |
| | Garden Grove Elementary | 2250 Tracy Ave. | Lynn Friedman (805) 520-6700 |
| | Hollow Hills Fundamental | 828 Gibson Ave. | Barbara Patten 520-6720 |
| | Justin Elementary | 2245 N. Justin Avenue | Principal Rhonda Oster (805) 520-6619 |
| | Katherine Elementary | 5455 Katherine St. | Beverly Radloff 520-6780 |
| | Knolls Elementary | 6334 Katherine Road | Craig Wells 520-6735 |
| | Madera Elementary | 250 Royal Ave. | Nancy Mason 520-6740 |
| | Mountain View Elementary | 2925 Fletcher Street | Denise Vale (805) 520-6775 |
| | Park View Center | 1500 Alexander Street | Shari Wohlstattar (805) 520-6755 |
| | Santa Susana Elementary | 4300 Apricot Road | Robin Hunter (805)520-6765 |
| | Simi Elementary | 2956 School Street | Barbara Patten 2956 School |

| PRIORITY 2 | | | |
|--------------------------|-----------------------------|------------------------|------------------------------------|
| | | | Street |
| | Sycamore Elementary | 2100 Ravenna St | Sherry Lacost (805) 520-6745 |
| | Inx International | 1850 Tapo St. | |
| | Township Elementary | 4101 Township Street | Dolores Pekrul (805) 520-6770 |
| | Vista Elementary | 2175 Vista Street | Mary Curtis 520-6750 |
| | White Oak Elementary | 2201 Alscot Street | Principal: Ann Eklund 805 520-6617 |
| | Wood Ranch Elementary | 455 Circle Knoll Drive | Karyn Crytser 805.579.6370 |
| | Hillside Middle School | 2222 Fitzgerald Rd. | Don Gaudioso 805-520-6810 |
| | Sinaloa Middle School | 601 Royal Ave | Leslie Frank 520-6830 |
| | Valley View Middle School | 3347 N. Tapo Street | Terry Webb (805)520-6820 |
| | Royal High School | 1402 Royal Ave. | Robert La Belle 520-6875 |
| | Santa Susana High School | 3570 E. Cochran St. | Pat Hauser 520-6800 |
| | Simi Valley High School | 5400 Cochran St | Jan Britz 520-6850 |
| | Apollo High School | 3150 School St | NidiaGrijalva-Imbler 520-6153 |
| | Simi Valley Adult School | 3192 Los Angeles Ave. | Sondra Jones 579-6200 |
| Schools (Private) | | | |
| | Whittaker Inc. | 1785 Voyager Ave. | |
| | Kids 'n Things | 1636 Simaloa Road | 581-1329 |
| | Kids 'n Things | 4221 Cochran Street | 522-1011 |
| | Kids 'n Things | 4832 Cochran Street | 526-0220 |
| | Kids 'n Things | 3802 E. Avenida Simi | 581-0707 |
| | Arroyo Montessori | 225 Ulysses St. | 526-2702 |
| | Building Blocks Pre-School | 3050 Kadota | 527-1127 |
| | Child Development Resources | 2100 Ravenna | 527-9292 |
| | Children's Land | 1250 Tierra Rejada | 520-3624 |

| PRIORITY 2 | | | |
|---|--|------------------------------|----------|
| | Children's World Learning Centers | 5165 Cochran Street | 584-3175 |
| | Congregation B'nai Emet | 3050 Kadota | 522-2214 |
| | Cross Roads Preschool | 2372 Erringer Road | 526-2887 |
| | Family Connection | 5020 Alamo Road | 955-6930 |
| | Good Shepherd Lutheran School | 2949 Alamo Road | 526-2482 |
| | Grace Brethren Preschool | 1350 Cherry Ave. | 522-4602 |
| | Happy Acre Preschool | 3050 Kadota | 581-0277 |
| | Kindercare Learning Centers | 5143 Cochran Street | 527-2766 |
| | Koalaty Care | 1776 Erringer Road | 584-7900 |
| | La Petite Academy | 5020 Alamo | 581-3721 |
| | La Petite Academy | 85 E. Bonita | 526-7846 |
| | Natural Wonders Preschool | 1671 Bonnie Ct. | 520-6457 |
| | Our Savior Lutheran | 4191 Cochran | 526-9069 |
| | The Phoenix Ranch | 1845 Oak Road | 526-1631 |
| | Pinecrest Schools | 4974 Cochran | 527-7764 |
| | Simi Covenant | 4680 Alamo | 527-6011 |
| | Simi Valley Community Church-Little Becomers | 2000 Royal Ave. | 583-8678 |
| | Tiny Tot Preschool | 1680 Patricia Ave. | 526-1959 |
| | Trinity Lutheran | 2949 Alamo | 526-5975 |
| | Chabad of Simi Valley | 2375 Sycamore Drive | 577-0573 |
| | Cochran Baptist School | 4910 Cochran Street | 526-2332 |
| | Good Shepard Lutheran School | 2949 Alamo Road | 526-2482 |
| | Grace Brethren Jr/Snr School | 1350 Cherry Ave | 522-4667 |
| | Seventh Day Adventist Church School | 1636 Sinaloa Road | 583-1866 |
| | Stoneridge Prep School | 1625 Tierra Rejada | 581-9110 |
| Propane, Cylinder Gas, & Welding Supplies: | | | |
| | ABC Balloon | 4685 Runway St. | |
| | Simi-U-Rent | 2054 Tapo St. | |
| | Air-Liquide Corp. | 4753 Los Angeles Ave. | |
| | Suburban Propane | 4440 Los Angeles Ave. (Yard) | |
| | Don's Golf Cart Service | 480 Easy St. | |
| | J B Welding | 165 Easy St. | |
| | RFP Welding | 480 Easy St. # 4 | |
| | Simi Radiators | 1842 Los Angeles Ave. | |
| | Slims Welding | 914 Chambers Ln. | |

| PRIORITY 3 | | | |
|--------------------------|--------------------------------------|---|--|
| Shopping Centers: | | | |
| | Knolls Plaza | 1401-1415 Kuehner Rd. | |
| | Kuehner Shopping Center | 2315-2325 Kuehner Rd. | |
| | Lincoln Shopping Center | 5956 Los Angeles Ave. | |
| | Shopping Center (No Name) | 5924 Los Angeles Ave. | |
| | Vons/ Rite-Aid Center | 5805-5845 Los Angeles Ave. | |
| | 7-11/ Chuy's Center | 5820-5840 Los Angeles Ave. | |
| | Carls Jr. Plaza | 5702-5798 Los Angeles Ave | |
| | Business Center (No Name) | 1965-1985 Yosemite Ave. | |
| | Cfc Mortgage Business Center | 5775 Los Angeles Ave. | |
| | Albertson's/ Chi Chi's Center | 5105-5197 Los Angeles Ave. | |
| | Brunswick/ Erica's Baby Buggy Center | 5255 Cochran St./ 2408-2494 Stearns St. | |
| | Vons/ Blockbuster Center | 2196-2360 Tapo St. | |
| | First Western Bank Center | 2070-2110 Tapo St. | |
| | Tapcot Center | 2488 Tapo St. | |
| | Sunflower Center | 4425-4449 Cochran St. | |
| | Belwood Center | 2804-2830 Tapo St./ 4415-4537 Alamo St. | |
| | El Patio Plaza | 4351-4397 Township St. | |
| | Business Center (No Name) | 2513 Tapo St. | |
| | Tapo Street Plaza | 2387-2395 Tapo St. | |
| | Tapo Oaks Center | 2381-2273 Tapo St. | |
| | Shopping Center (No Name) | 4350-4380 Eileen St. | |
| | Winifred Center | 2140-2164 Winifred St. | |
| | Winifred Square | 2120-2163 Winifred | |

| PRIORITY 3 | | |
|------------|-----------------------------------|-------------------------------------|
| | | St. |
| | Tapo West Plaza | 2149-2159 Tapo St. |
| | Century Square | 2109-2139 Tapo St. |
| | Shopping Center (No Name) | 4371-4395 Valley Fair St. |
| | Shopping Center (No Name) | 4357-4369 Valley Fair St |
| | Shopping Center (No Name) | 4313-4345 Valley Fair St. |
| | Penny Pinchers Center | 4265 Valley Fair St. |
| | Simi Plaza Inc. (Business Center) | 4195-4225 Valley Fair St |
| | Pepper Tree Plaza | 4210 Los Angeles Ave. |
| | Griffin Plaza | 3885-3977 Cochran St. |
| | Tapo Canyon Plaza | 2760-2790 Tapo Canyon Rd |
| | Sequoia Commercial Plaza | 1960-1970 Sequoia Ave. |
| | Sequoia Plaza | 1951 Sequoia Ave. |
| | Troop Real Estate Plaza | 3200-3208 Los Angeles Ave. |
| | Shopping Center (No Name) | 3010 Los Angeles Ave. |
| | Ralphs/ Rite-Aid Plaza | 2714-2820 Los Angeles Ave |
| | Simi Valley Office Park | 3355-3375 Cochran St. |
| | Sycamore Plaza | 2720-3090 Cochran St. |
| | Mervyn's Plaza | 2490-2801 Cochran St. |
| | Target Center | 2931-2975 Cochran St. |
| | Freeway Center | 2585 Sycamore Dr./ 2683 Cochran St. |
| | Shopping Center (No Name) | 2585 Cochran St. |
| | Chief Auto Parts Center | 2375 Sycamore Dr. |
| | 7-11 Shopping Center | 2507-2539 Royal Ave. |
| | El Torito Plaza | 2416-2498 Erringer Rd. |
| | Vons Plaza | 1855 Cochran St. |
| | 7-11 Shopping Center | 1830-1864 Cochran St. |
| | Valley Plaza | 2345 Erringer Rd. |
| | Shopping Center (No Name) | 1925-1985 Erringer Rd. |
| | Popeye's Plaza | 1839-1883 Erringer Rd. |

| PRIORITY 3 | | | |
|-------------------|--|--|--|
| | Smart & Final Center | 1780-1900 Erringer Rd. | |
| | Shopping Center (No Name) | 1706 Erringer Rd | |
| | Shopping Center (No Name) | 1716-1776 Erringer Rd | |
| | Business Center (No Name) | 1791 Erringer Rd. | |
| | Shopping Center (No Name) | 1869-1881 Royal Ave. | |
| | Royal Plaza Shopping Center | 1611-1681 Royal Ave. | |
| | Mountain Gate Plaza | 2022-2090 First St., 1111-1407 Los Angeles Ave. | |
| | Palm Center | 1742-1790 Los Angeles Ave. | |
| | Koby Center | 1729-1737 Los Angeles Ave. | |
| | Regency Center | 1603-1677 Los Angeles Ave. | |
| | Business Center (No Name) | 1180 Patricia Ave. | |
| | Shopping Center (No Name) | 1222-1230 Los Angeles Ave. | |
| | Shopping Center (No Name) | 1236 Los Angeles Ave. | |
| | L.A. Ave. Center | 1266-1276 Los Angeles Ave. | |
| | Taco Bell Center | 1420-1438 Los Angeles Ave. | |
| | Southwest Plaza | 1468-1492 Los Angeles Ave. | |
| | Shopping Center (No Name) | 1902-1950 Hubbard St. | |
| | L.A. Plaza | 1516-1534 Los Angeles Ave. | |
| | Rancho Simi Plaza | 1542 Los Angeles Ave. | |
| | Cedar Plaza | 1720 Los Angeles Ave. | |
| | Galt Center | 1654-1662 Los Angeles Ave. | |
| | Simi At The Plaza (Home Depot, Wal-Mart) | 100-575 Cochran St. | |
| | Westgate Center | 995-999 Los Angeles | |

| PRIORITY 3 | | | |
|--------------------------|--------------------------------|---|--|
| | | Ave | |
| | L.A. 3rd Center | 859-897 Los Angeles Ave. | |
| | Shopping Center (No Name) | 795-801 Los Angeles Ave. | |
| | True Value Center | 711-729 Los Angeles Ave. | |
| | Arroyo Center | 665 Los Angeles Ave. | |
| | Madera Plaza | 585-601 Los Angeles Ave. | |
| | Shopping Center (No Name) | 521 Los Angeles Ave. | |
| | Kmart Center | 51-77 Tierra Rejada Rd. | |
| | Vons/ Pep Boys Center | 530-690 Los Angeles Ave. | |
| | Shopping Center (No Name) | 725-765 California Ave. | |
| | Los Angeles | 1030-1060 Los Angeles Ave. | |
| | Madera Royale Plaza | 1424-1494 Madera Rd. | |
| | Village Center, Wood Ranch | 525-591 Country Club Dr | |
| | Costco Center | 2660 Park Center Dr. | |
| Tilt Up Buildings | | | |
| | Aceomatic Co. | 1355 Kuehner Rd. | |
| | Santa Susana Business Center.. | 1875-1925 Angus Ave./ 4680 Los Angeles Ave./ 4685 Runway St | |
| | Business (No Name) | 4684 Runway St. | |
| | Rovi Products Inc. | 4648 #B Runway St. | |
| | Impressions West | 4684 #A Runway St. | |
| | Liberty | 4585 Runway St. | |
| | Smj Inc. | 4584 Runway St | |
| | Fermionics | 4555 Runway St. | |
| | Natel | 4550 Runway St. | |
| | Scientific Cutting Tools | 4509 Runway St. | |
| | Micron | 4509 Runway St. | |
| | P&H Labs | 4496 Runway St. | |
| | Its Inc. | 4495 Runway St. | |
| | PI Of California | 4485 Runway St. | |

| PRIORITY 3 | | | |
|-------------------|-------------------------------------|--|--|
| | Business (No Name) | 4486 Runway St. | |
| | Di-Tec | 1850 Lucky St. | |
| | Ht Communications Inc. | 4840 Shopping Ln. | |
| | Wj Farley Inc. | 4450 Shopping Ln. | |
| | Alpha Meric Corp. | 4420 Shopping Ln. | |
| | Pql Lighting | 1871 Tapo St. | |
| | Inx International | 1850 Tapo St. | |
| | Business (No Name) | 1831 Tapo St. | |
| | Alco Sales | 1780 Tapo St. | |
| | Public Storage | 4568 Los Angeles Ave. | |
| | Business Center (No Name) | 4735 Industrial Ave. | |
| | Business Center (No Name) | 4685 Industrial Ave. | |
| | Business Center (No Name) | 4645 Industrial Ave | |
| | Metalcrafters | 4600 Industrial Ave. | |
| | Business Center (No Name) | 4615 Industrial Ave. | |
| | Scribners Electronics Inc. | 4586 Industrial Ave. | |
| | Simi Valley Industrial Park | 4565, 4545, 4525, & 4505 Industrial Ave. | |
| | Skate Lab | 4226-4244 Valley Fair St. | |
| | Countrywide | 4100 Los Angeles Ave. | |
| | Whittaker Inc. | 1955 Surveyor Ave. | |
| | California Industrial Electric | 1885 Surveyor Ave. | |
| | Whittaker Inc. | 1915 Voyager Ave. | |
| | Whittaker Inc. | 1785 Voyager Ave. | |
| | Vista Professional Outdoor Lighting | 1625 Surveyor Ave. | |
| | Data Products | 1757 Surveyor Ave. | |
| | Vanderhurst Bros. Inc. | 1715 Surveyor Ave. | |
| | Rainmaster | 1825 Surveyor Ave. | |
| | Nortel Networks | 4100 Guardian St. | |
| | Fields Aircraft Spares | 4175 Guardian St. | |
| | Standard Abrasives | 4201 Guardian St. | |
| | Mountaingate Plaza | 1111-1407 Los Angeles Ave. | |
| | Homebase | 1357 Los Angeles Ave. | |
| | Edwards 10 | 1457 Los Angeles Ave. | |
| | Hillside Business | 940-990 Enchanted | |

| PRIORITY 3 | | |
|-------------------------------------|---------------------|--|
| Center | Way | |
| Countrywide | 994 Enchanted Way | |
| Condor Systems | 996 Enchanted Way | |
| Business (Under Construction) | 900 Enchanted Way | |
| Simi Valley Unified School District | 875 Cochran St. | |
| Industrial Center (No Name) | 709-759 Cochran St. | |
| Reliable Adjustment | 685 Cochran St. | |
| Pharmanex | 625 Cochran St. | |
| The Home Depot | 575 Cochran St. | |
| Imaging Products International | 845 Easy St. | |
| Dataquik | 780 Easy St. | |
| Gemstone | 750 Easy St. | |
| Scope City | 730 Easy St. | |
| S.I. Industries | 2175 Agate St. | |
| West Valley Industries | 2207 Agate St. | |
| Business (No Name) | 2216 Agate St. | |
| Business (No Name) | 2219 Agate St. | |
| Agate Air Corp. | 2231 Agate St. | |
| Raindrip | 2250 Agate St. | |
| Simi Valley Sheet Metal | 2243 Agate St. | |
| Plexcom | 2255 Agate St. | |
| N Lynx Systems | 2267 Agate St. | |
| Business (No Name) | 2279 Agate St. | |
| Simi Commerce Center | 2225-2245 First St. | |
| Patriot Corp. | 650 Easy St. | |
| Countrywide | 2130 Ward Ave. | |
| Pacific Bell | 2250 Ward Ave. | |
| Samport Business Center | 2251-2285 Ward Ave. | |
| WEA | 2280 Ward Ave. | |
| Business (No Name) | 2263 Ward Ave. | |
| Data Products | 2390 #A Ward Ave. | |
| Milgard Windows | 2390 #B Ward Ave. | |
| Business (No Name) | 580 Easy St. | |
| Cerwin-Vega | 555 Easy St. | |
| Familian Pipe Co. | 554 Easy St. | |
| Business (No Name) | 520 Easy St. | |
| Poly-Tainer Inc. | 2220 Shasta Way | |
| A.M.S. | 2222 Shasta Way | |

| PRIORITY 3 | | | |
|------------|---------------------------|-----------------------------|--|
| | Shasta Business Park | 2320-2380 Shasta Way | |
| | Bugle Boy | 355 Easy St. | |
| | Business (No Name) | 2355 Chain Dr. | |
| | Business Center (No Name) | 155-255 Easy St. | |
| | Business (No Name) | 270 Easy St. | |
| | Business (No Name) | 290 Easy St. | |
| | Business (No Name) | 350 Easy St. | |
| | Computer Metal Products | 370 Easy St. | |
| | Business Center (No Name) | 420 Easy St. | |
| | Business (No Name) | 440 Easy St. | |
| | Business (No Name) | 480 Easy St. | |
| | Village View Lighting | 490 Easy St. | |
| | Business (No Name) | 41 Moreland Ave. | |
| | Ampal/ Tire Pros | 51 Moreland Ave. | |
| | Innotel Group Inc. | 61 Moreland Ave. | |
| | Performance Plus | 69 Moreland Ave. | |
| | Schlumberger | 85 Moreland Ave. | |
| | Thermasol | 2255 Union | |
| | F.S.I. Inc. | 2250 Union | |
| | P.S.I. Bearing | 2175 Union | |
| | Business (No Name) | 2121 Union | |
| | Business (No Name) | 460 Easy St. | |
| | Reset | 49 Strathern | |
| | Packsource Systems | 2158 Union | |
| | Honeywell | 2160-2162 Union | |
| | Hydro Systems | 50 Moreland | |
| | Business (No Name) | 440-450 W. Los Angeles Ave. | |
| | Malabar Hydraulics | 220 W. Los Angeles Ave. | |
| | Datron Inc. | 200 W. Los Angeles Ave. | |
| | Easy St. Arena | 131 W. Los Angeles Ave. | |
| | Business (No Name) | 151 W. Los Angeles Ave. | |
| | Public Storage | 120 W. Los Angeles Ave. | |
| | Perfect Data | 110 W. Los Angeles Ave. | |
| | Cryogenic Inc. | 100 W. Los Angeles | |

| PRIORITY 3 | | | |
|----------------------|-------------------------------|---------------------------|--|
| | | Ave. | |
| | Simi Business Park West | 65-67 W. Los Angeles Ave. | |
| | Japan And American Record Co. | 43 W. Los Angeles Ave. | |
| | Business Center (No Name) | 21-27 W. Los Angeles Ave. | |
| | Freedom Design | 2241-2261 Madera Rd. | |
| | Specialty Fabrications Inc. | 2221 Madera Rd. | |
| | Tandon Associates | 2125 Madera Rd. | |
| | Pacific Beverage | 51 W. Los Angeles Ave. | |
| | Business Center (No Name) | 2655-2685 Park Center Dr. | |
| | Business Center (No Name) | 2615-2635 Park Center Dr. | |
| | Adventist Media Center | 101 W. Cochran St. | |
| | Pharmacia & Upjohn | 2674 West Hills Ct. | |
| | H.R.S. Inc. | 2688 West Hills Ct. | |
| | Volutone | 170 W. Cochran St. | |
| | Business Center (No Name) | 74-98 W. Cochran St. | |
| | Counrtywide | 400 Counrtywide Way | |
| | Bugle Boy | 2900 Madera Rd. | |
| Gas Stations: | | | |
| | Mobil | 2340 Kuehner Rd. | |
| | Mobil | 5803 Los Angeles Ave | |
| | Shell | 2404 Stearns St. | |
| | Chevron | 2449 Stearns St. | |
| | Mobil | 5195 Cochran St. | |
| | Union 76 | 2605 Stearns St. | |
| | Texaco | 2390 Tapo St. | |
| | Arco Am/Pm | 2401 Tapo St. | |
| | Union 76 | 2399 Tapo St | |
| | Thrifty Gas | 2211 Tapo St. | |
| | Arco Am/Pm | 25 Tierra Rejada Rd | |
| | Circle K Gas | 1695 Royal Ave. | |
| | Circle K Gas | 510 Los Angeles Ave. | |
| | Mobil | 2500 Tapo Canyon Rd. | |
| | Union 76 | 2706 Los Angeles Ave. | |
| | Union 76 | 2568 Sycamore Dr. | |

| PRIORITY 3 | | | |
|-------------------|-------------------------|-----|-----------------------|
| | Shell | | 2405 Sycamore Dr. |
| | Union 76 | | 2383 Sycamore Dr. |
| | Chevron | | 2395 Erringer Rd. |
| | Shell | | 2627 Yosemite Ave. |
| | Suburban Propane | | 4444 Los Angeles Ave. |
| | Liquid-Air (Welding) | Gas | 4753 Los Angeles Ave. |
| | Arco | | 1356 Erringer Rd. |
| | Union 76 | | 1369 Erringer Rd. |
| | Shell | | 1120 Los Angeles Ave. |
| | Texaco | | 1196 Los Angeles Ave. |
| | Mobil | | 1099 Los Angeles Ave. |
| | Union 76 | | 501 Los Angeles Ave. |
| | Arco | | 706 Los Angeles Ave. |

LOCAL ALERTING AND WARNING PROCEDURES

This section outlines the receipt of warning and alerting and notification by the City of Simi Valley and methods for warning the public if there is a major emergency, especially one requiring evacuation. Such warnings may be necessary for fires, floods, hazardous materials incidents, and, dam failures.

These procedures should be closely coordinated with the Public Information Officer to assure the most complete and conforming information delivery to the public.

LOCAL WARNING SYSTEMS

All warning systems will be coordinated through the Police Department Watch Commander or Incident Commander and the City of Simi Valley's City Manager/EOC Director. The following persons are authorized to activate the warning systems:

- Incident Commander
- Watch Commander
- EOC Director (when EOC is activated)

Activation procedures and geographical boundaries of the systems are detailed below:

Mobile Emergency Vehicle Sirens and Loudspeakers

The primary warning system for the City of Simi Valley will be mobile emergency vehicle sirens and loudspeakers. Vehicles will be dispatched to specific locations and assignments made as directed by the Watch Commander or Incident Commander. For large area evacuations, helicopters could provide low-level flights using PA systems. All areas of the jurisdiction are accessible by vehicle.

Cable TV (Channel 10)

The City has an agreement with Time-Warner Cable Company to provide the public with alerting and notification of various disaster situations. This system includes break into all TVs that are a part of this cable system. The City's Cable Channel 10 will provide directions to the citizens via scrolled information. This includes a "leader" that will scroll across any TV station that is turned on directing viewers to tune to their local cable channel for more information.

The estimated subscriber rate is 70%. Time Warner Cable covers all of the incorporated sections of the City. The PIO may activate this system by contacting the Time Warner Operations Manager directly.

Emergency Alerting System (EAS)

Access to EAS for local emergency events of concern to a significant segment of the population of Ventura County is through the Sheriff's Communications Center via the Station EOC or the East Valley Watch Commander. (See EAS activation procedures on page .)

Automated Notification System

The City's Office of Emergency Services maintains an automated notification system that is capable of calling business and residential telephones and delivering a pre-recorded message. The system can be directed to call a specific geographic location. This permits the notification of the areas impacted by an emergency only. Activation Procedure: Contact the Emergency Services Coordinator or the Emergency Services Community Services Specialist to activate this system.

Low-Power Local Radio Station (WNHI 810)

The entire City is within range of WNHI 810 SIMI VALLEY. WNHI 810 SIMI VALLEY is a 10-watts station and playback is from a digital recording chip. During emergencies, this station will provide information to Simi Valley residents. Activation procedures: The PIO may activate this system by proceeding to the Police Communications Center and following the detailed procedures manual located at the transmitter.

Electronic News Network (ENN)

The City of Simi Valley can access ENN through the main JDIC (Justice Data Interface Controller) terminal located at the Police Communication Center

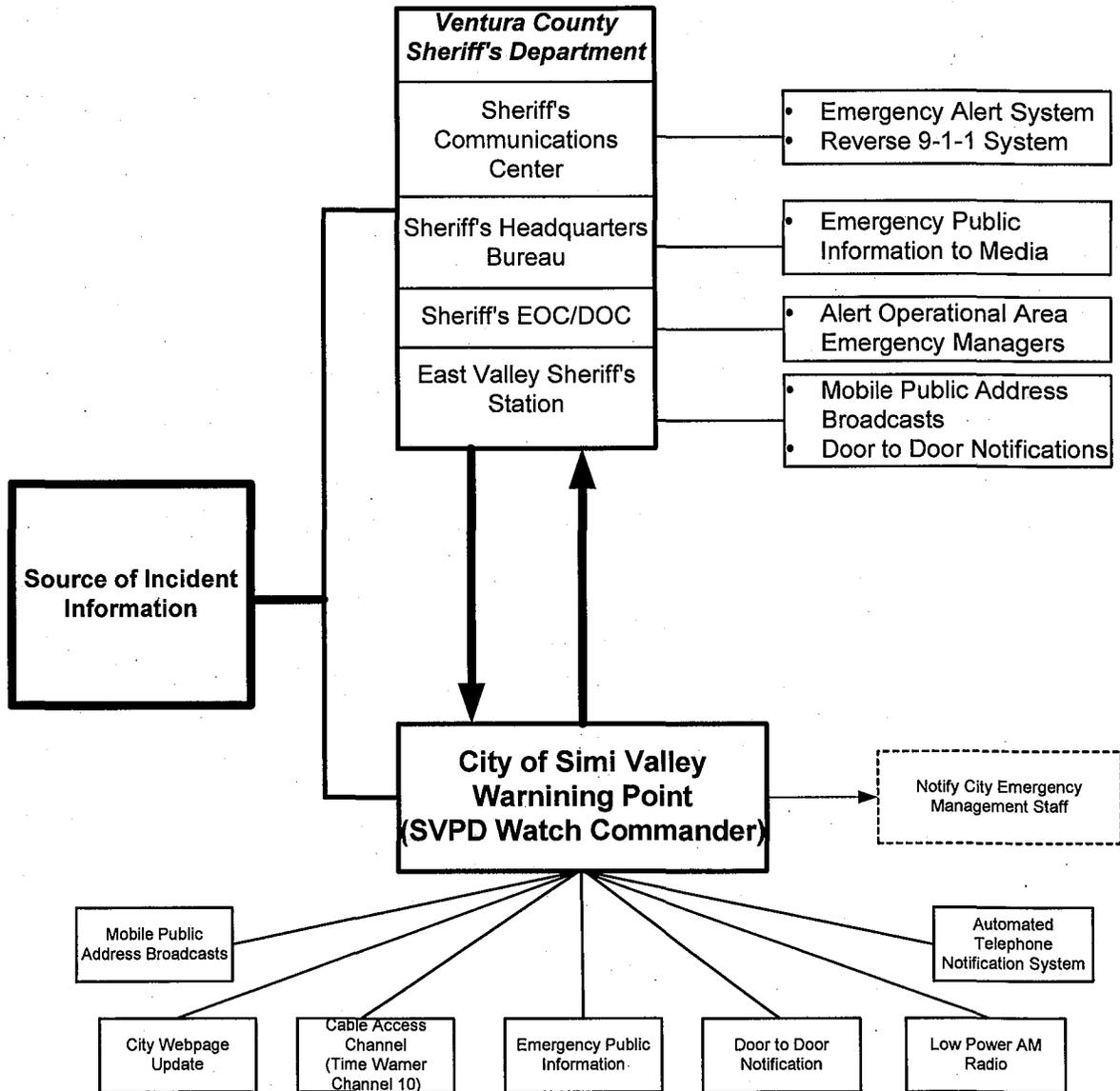
An ENN message should be concise and direct and be approved by the Incident Commander or EOC Director. The Public Information Officer is responsible for creating the message and its content; however, Law Enforcement personnel with JDIC clearance must physically send the message.

To access ENN, type EDIS on a blank JDIC administration screen and fill in the appropriate prompts, including the full text of the message. When the message is sent, it will be rebroadcast by VCSD personnel over VHF frequencies.

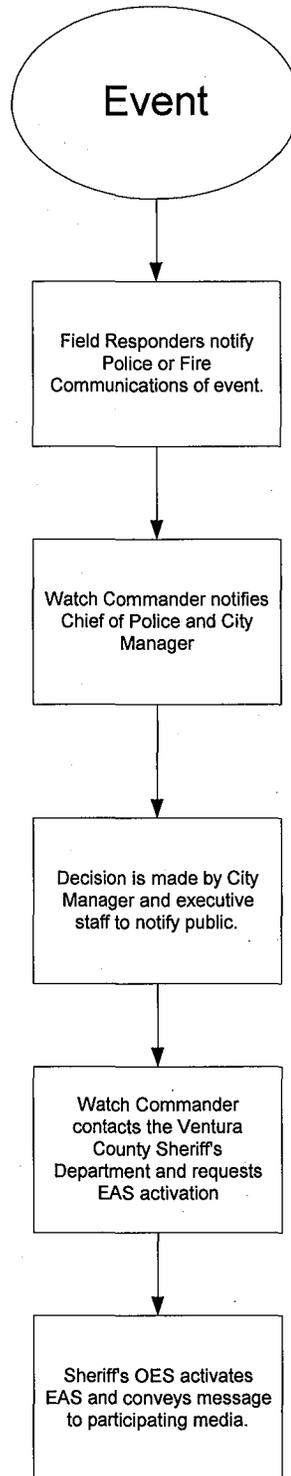
Supporting Warning systems

Local TV and radio, along with Community Emergency Response Team members, Department volunteers, Law Enforcement Officers, Explorers and Reserve Officers and issuing door-to-door warnings to citizens in the threat area.

Emergency Warning and Information System



VENTURA COUNTY EMERGENCY ALERTING SYSTEM (EAS) PLAN



HANDLING DEAD BODIES IN A MASS FATALITY DISASTER

I. The objectives of mass fatality management are to protect the living and to identify and preserve the dead.

A. Protecting the living against contagion and against undue emotional stress.

1. Contagions: from 1% to 10% of given population in Ventura County are carriers of infectious disease (Hepatitis, HIV, Tuberculosis, Salmonellosis, etc.). These can be transmitted from dead bodies to the living by:
 - a. escape of body fluids into the water supply
 - b. insect vectors (mainly flies) contacting the food supply

This is not a large risk because the dead do not move about and are automatically avoided by the living. These germs do remain active in the body after death and constitute at least a minimal health hazard.

Decay bacteria in the early putrefaction period are the stool organisms (coliforms), and, as with sewage from living persons, the water and food supply must be protected against contact with these. In the later decay period, the organisms are solid bacteria, including tetanus bacilli, which also must be kept away from food and water supplies.

2. Emotional stress is the principal hazard of exposed dead bodies. The surviving public will demand that this stressor be removed early in order to make the disaster environment psychologically survivable.
3. Gases of decomposition are physically harmless.

II. The putrefaction process is strongly temperature-dependent and also dependent on exposure.

- #### A. Temperature (the season of the year) makes a big difference in the speed of putrefaction of exposed human bodies in Ventura County. The following approximations are dependent on the temperatures prevailing at the time:

| | Summer | Winter |
|---|-----------|------------|
| Facially identifiable | day 1 | day 5 |
| Bloating | day 2 | day 2 - 6 |
| Putrefaction/external maggots | day 3 | day 3 - 10 |
| Collapse of face and abdomen/internal maggots | day 4 - 8 | week 2 - 3 |
| Skeletonization | week 2 | week 3+ |
| Dismemberment | week 3+ | week 6+ |

B. Wrapping bodies and placing them in an indoor cool structure such as an underground garage remarkably retards the above processes, besides serving other objectives. It tends to stabilize body temperature. It prevents access by flies and inactivates the ones already present. It prevents damage by weathering, as well as human and dog scavenging. It also reduces contact with the living, preventing contagion and greatly reducing psychological stress.

C. Ways of retarding putrefaction and deterioration of bodies:

1. Cooling—basements or underground garages.
2. Wrapping—as above.
3. Burial—deep burial is a good preservative, but used only if rescue seems remote.
4. Embalming—excellent, but probably unavailable.

III. Disaster managers' goals and methods regarding dead bodies.

A. Your goal, as stated above, will be to protect the living and to identify and preserve the dead.

B. Your methods can be summarized in three short words:

Tag
Wrap
Hold

1. **Tag:** before moving the body, write on the ankle tags, toe tags, or body identification form identifying data:
 - a. Name (if known)
 - b. Sex
 - c. Race
 - d. Apparent age

- e. Location found (office, apartment, car license plate, street address, etc.)
- f. Other casualties (living and dead) found with
- g. Number: assign each body a number

(It would be helpful also to keep a **notebook** recording the same information. If possible, take an **ID photo** of the body in its original location.)

2. **Wrap:**

- a. **LEAVE ALL PERSONAL EFFECTS ON THE BODY.** These are crucial identifying tools. Wrap them up as is with the body.

- b. Make sure each body is tagged before wrapping it.

3. **Hold:** Collect the tagged, wrapped bodies in a cool, enclosed, central location out of public view and away from the water supply. Try to provide a measure of security against scavenging. Do not release bodies or property to relatives. This is the job of the authorities after definitive identification has been established.

PROCEDURES TO BE FOLLOWED FOR HANDLING THE DEAD

Overview: The Department of Coroner is responsible for the collection, identification, and disposition of decedents during conditions of disaster or extreme peril. Responsibilities include the following:

1. Identify human remains and provide adequate and decent storage.
2. Determine the cause and manner of death.
3. Inventory and protect personal effects found on the decedent.
4. Locate and notify the next-of-kin.
5. Release of remains.

Assumptions: It is likely that fatalities will occur during a major disaster. Communications and transportation may be disrupted. The Department of Coroner may not be able to provide assistance for 72 hours or longer. Therefore, an organization must take action to ensure the safe handling and storage of decedents until the Coroner or Coroner-designated personnel can respond.

The following is recommended:

1. Train several persons in handling decedents.
2. Select an area as a temporary morgue or collection site for decedents.
3. Notify your law enforcement agency or the Department of Coroner as soon as possible. If you are unable to make contact, listen to your local Emergency Broadcast System and use the procedures in this instruction.

Procedures:

1. Determine if the decedent(s) can be safely moved.
 - a. Structural damage and debris may prevent the safe removal of one or more decedents. If this is the case, clearly mark area for later removal of decedent by the Coroner Team and support personnel. Use an indelible marker or spray paint. Write letters DOA and arrow pointing to the location of the decedent.
 - b. If decedent or body parts can be removed, refer to body-wrapping procedures before removing to fatality collection area.
2. Set aside an area that can be used as a collection point for fatalities. This can be termed the building mortuary. Cement parking structures, covered areas, nearby parks, etc. are ideal for this purpose. Special care should be taken not to place bodies where body fluids can be absorbed, such as wooden floors or linoleum covered floors. The following supplies are recommended to be kept on hand for the number of possible fatalities: body bags, heavy duty gloves, rubber gloves, plastic aprons, face masks, household Clorox, indelible markers.

3. When handling decedents, follow precautions for infection control. Wear rubber or heavy duty leather gloves, facemask, and protective clothing. Always wash hands with antiseptic solution after handling decedents.
 - a. If a body can be moved, perform the following:
 - (1) Secure body in plastic or vinyl body bag. If a body bag is not available, wrap and secure body with plastic sheet approximately .25mm in thickness. Place body in center of sheet cut 4 ft. X 10 ft. or use two heavy duty lawn debris trash bags. Secure in such a manner that fluids are contained using tie wrap or 3 ply cotton rope. Do not damage body when securing (For example, do not secure rope around the face. This may disfigure the body and hinder identification efforts.).
 - (2) Complete Body Identification Sheet (See Attached).
 - a. Record identity, if known, e.g. through personal recognition, and important details on the discovery of the body (i.e. address, location, position).
 - b. Leave valuables such as rings, wristwatches, necklaces, etc. on the body. Place loose valuables found with the body in a ziplock bag and put inside body bag or plastic sheeting. Write brief inventory description on Body Identification Sheet and place with body.
 - (3) Move bagged body to fatality collection area. Establish security to prevent looting of bodies. Keep log sheet for number of bodies stored and a grid showing the location of each body.

FOR MORE INFORMATION, CONTACT THE VENTURA COUNTY MEDICAL EXAMINER-CORONER AT (805) 641-4408.

Mortality Management Guidelines During Disaster Operations

In the event of a major disaster within Ventura County, it may be several days before the dead can be collected and processed by the Department of the Chief Medical Examiner-Coroner.

Therefore, the following guidelines have been prepared to aid local agencies in handling the dead until the Coroner can relieve them of that responsibility

Handling the Dead

When it becomes necessary to remove the dead from disaster sites because rescue work is in progress or the health and safety of the community is threatened, specific procedures **must** be followed:

1. **Do not** remove any personal effects from the body at any time. Personal effects must remain with the body **at all times**.
2. Attach a tag or label to the body with the following information (see attached sample):
 - a. Date and time found.
 - b. Exact location where found, including floor/room number, etc.
 - c. Name/address of decedent, if known.
 - d. If identified, how, when and by whom.
 - e. Name/phone of person filling out tag.
 - f. If body is contaminated, so state with type of contamination.
3. Place each body in a separate disaster pouch or in plastic sheeting and tie securely to prevent unwrapping. Securely attach a second tag with the same information stated in Item No. 2 to the outside of the sheeting or pouch.
4. If personal effects are found and thought to belong to a body, place them in a separate container and labeled as in Item No. 2. **Do not** assume any loose effects belong to a body and do not attach to the body but store separately.
5. Move the properly tagged body with its personal effects to a convenient location, i.e., garage or other cool building, preferably one with refrigeration. In case of extreme heat or direct sunlight, move the body **as soon as possible**.

CORONER'S DISASTER RESPONSIBILITIES

The Medical Examiner-Coroner determines the cause, manner, and circumstances of death and is responsible for:

1. Recovery of human remains.
2. Identification of the dead.
3. Notification to their next-of-kin.
4. Protection of personal property.
5. Final disposition of remains.
6. Files and records death certificates.

Additional responsibilities include:

1. Coordinate with all agencies both public and private for the collection, identification, notification and disposition of human remains and their personal property.
2. Recruit additional, qualified personnel to perform those various duties.
3. Establishes collection points and body staging areas for processing the dead.

Evacuation Guidelines

An evacuation is the control of the movement of people and their property. An evacuation may be a voluntary, where the governing body recommends but does not require the evacuation of an area. Alternately, an evacuation may be mandatory, where the governing body determines that under its police power it can require the citizens of an area to leave in order to protect life, safety, or the general welfare of the population during an emergency. On January 1, 2008, Ventura County amended its evacuation terminology to both simplify the terms and to comply with the statewide standard for evacuation terminology. This training bulletin describes the standard evacuation terminology and the City's Evacuation Notice (attached).

Following the Day Fire in 2006, Ventura County law enforcement and fire agencies agreed upon evacuation terminology that included voluntary and mandatory evacuations, with two levels of voluntary evacuation: "Precautionary Evacuation" and "Recommended Evacuation." These terms were intended to convey levels of urgency within a voluntary evacuation. As of January 1, 2008 the "Precautionary" and "Recommended" terms were dropped in favor of just "Voluntary" and "Mandatory," as defined by the California Constitution, Government Code, Penal Code, Emergency Services Act and case law.

The City uses a standardized evacuation notice (attached) to assist in the notification of residents and businesses. The notice may be distributed in an impacted area to inform occupants of an evacuation or whether they should "Shelter in Place." The notice includes each of the evacuation categories discussed above, including a Shelter-in-Place option and the location of open public shelters and phone numbers to call for more information. The back of the notice provides additional instructions, such as items to take when evacuating and how to safely shelter in place.

Mandatory Evacuations

In practice, mandatory evacuations are rare. Penal Code Section 409.5 provides that specified law enforcement officers may close or restrict access to an area in the event of a disaster. This is the most common method to initiate a mandatory evacuation, and is usually used prior to a resolution by the local governing body.

Government Code § 8558(c) and § 8630 authorize the City to proclaim a "state of local emergency" pursuant to the Emergency Services Act. When a "state of local emergency" has been proclaimed by the Director of Emergency Services (City Manager), the City may issue orders and regulations "necessary to provide for the protection of life and property." An order for mandatory evacuation may be authorized under that section. Failure to comply with such an order is a misdemeanor providing imprisonment for up to six months and/ or a fine.

California law allows credentialed news media access to fires, floods, earthquakes, explosions, accidents, etc. unless their activities prevent law enforcement and other emergency officials from doing their job.

Voluntary Evacuations

Most evacuations fall under the voluntary category and may be ordered when a threat is present, but the Incident Commander determines that occupants may remain at their home or business, at their own risk. The primary value of this type of evacuation is that law enforcement agencies can contact occupants with this type of evacuation order hours before the situation is critical. This gives residents time to gather important materials, make arrangements for pets, advise family member, and so forth. If the situation deteriorates and the resources are available, a voluntary evacuation may be upgraded to a mandatory evacuation, at the Incident Commander's discretion.

Shelter in Place

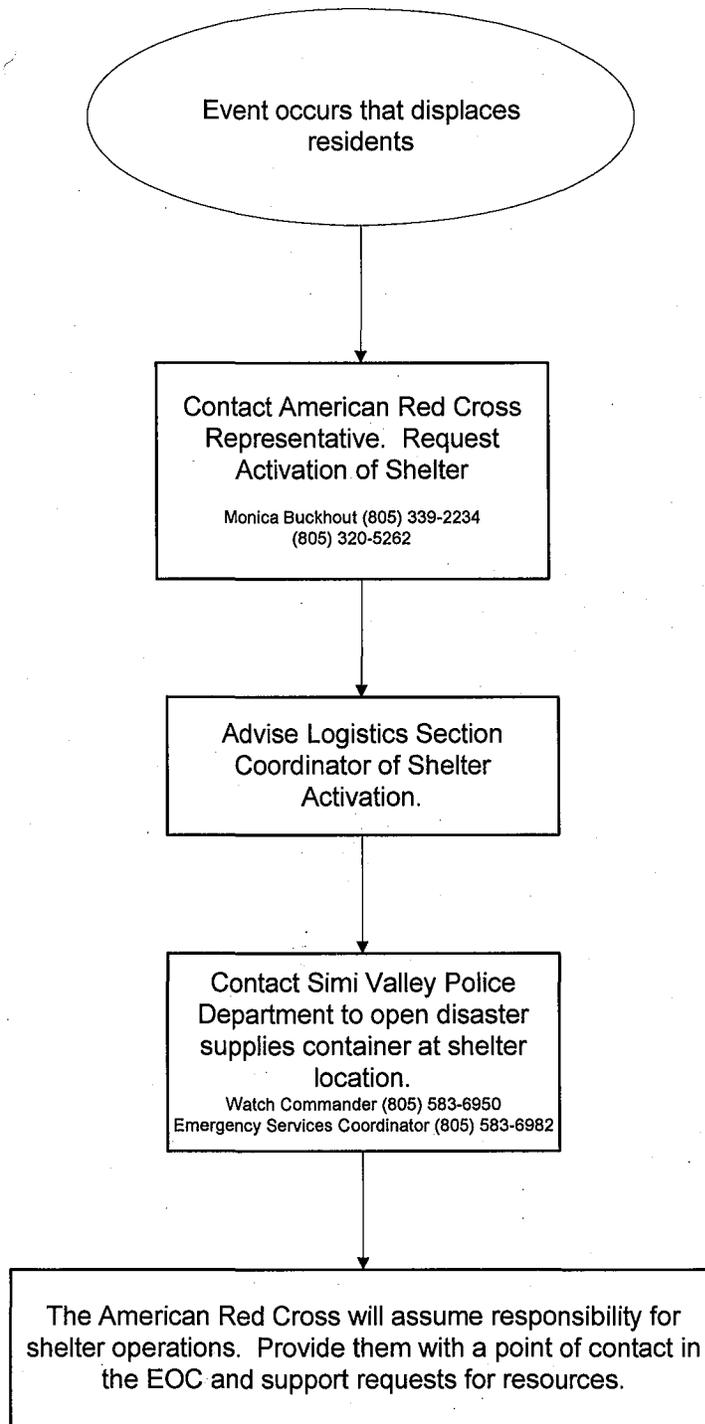
Shelter in Place is not an evacuation term; rather it is an alternative to an evacuation. Shelter in Place originated in the management of hazardous materials releases where an evacuation would actually place persons in greater danger than if they had simply stayed in their occupancy with ventilations systems off and all windows and doors closed. Shelter in place has now been adopted for a variety of incidents including fires, active shooter scenarios, etc. Shelter in Place is the easiest and safest alternative for controlling persons in a hazardous area who are not in imminent physical danger or could avoid danger by remaining in their occupancy.

When a shelter in place order is given, residents must comply with the order and not be outdoors. One benefit of a shelter in place order is that it keeps non responders out of the way of fire, police and medical responders.

Mass Care Operations

Whenever a long term (one day or more) evacuation is ordered is necessary to activate a mass care center. The American Red Cross is responsible for the activation and management of these centers. Use the following Mass Care Activation Procedure to request that an Evacuation Center be set up if a Red Cross Representative is not already in the EOC.

Mass Care Activation Procedures



Evacuation Notices

The Evacuation Notice is used when evacuations are being ordered or a Shelter in Place Directive is being given.



CITY OF SIMI VALLEY

NOTICE

Date: _____ Time Notified: _____

Type of Emergency:

| | |
|--|--------------------------------------|
| <input type="checkbox"/> Fire | <input type="checkbox"/> Flooding |
| <input type="checkbox"/> Hazardous Materials | <input type="checkbox"/> Earthquake |
| <input type="checkbox"/> Dam Failure | <input type="checkbox"/> Other _____ |

Action Required

| |
|--|
| <input type="checkbox"/> Mandatory Evacuation: Pursuant to Penal Code 409.5 and/or a local order of the City Council, you are ordered to Evacuate Immediately . An imminent threat to your life exists. |
| <input type="checkbox"/> Voluntary Evacuation: A hazard poses a danger to you and your property. It is recommended that all occupants and pets relocate to a safe location. See reverse side of this notice for more information. |
| <input type="checkbox"/> Shelter in Place: <u>It Is Safe To Remain Indoors.</u> See reverse side for additional instructions. |

If you need special assistance to evacuate (transportation, medical aid, etc.) notify officials evacuating your neighborhood or call: _____

Public Shelter Location: _____

Follow evacuation instructions on the reverse side (over).

CASUALTY COLLECTION POINTS

A Casualty Collection Point (CCP) is used for the assembly, triage (sorting), medical stabilization and subsequent evacuation of casualties. It may be used for the receipt of incoming medical resources (doctors, nurses, supplies, etc.) Preferably the site should include or be adjacent to an open area suitable for use as a helicopter pad.

CCP OPERATIONAL GUIDELINES

The following guidelines are provided to assist medical facilities in anticipating the needs for successful CCP operations. These guidelines include not only the direct medical care functions, but necessary ancillary functions in support of the medical mission. The CCP may be called upon to perform other functions, and these are identified below.

A. Responsibilities

1. Responsibilities of the medical facility include:

- a. Defining area available for the CCP.
- b. Identifying hospital staff available to be assigned to the CCP, including a CCP site manager (CCP Manager).
- c. Providing equipment, supplies and services which can support CCP operations.
- d. Providing security staff to control entry into the CCP.
- e. Identifying resources needed from County to support CCP.

2. Responsibilities of the County include:

- a. Providing medical, paramedical and clerical staff, as needed, to support CCP operations. This may include Disaster Medical Assistance Teams or military medical units.
- b. Providing equipment, supplies and services needed by CCP, but not available through medical facility.
- c. Providing security for CCP if needed and if available.
- d. Providing a liaison who will serve as a communication link between CCP and Ventura County EOC.
- e. Assisting with the transfer of patients from the CCP site to other health care locations.

B. Activation

1. CCP Set Up

If the County requests to set up a CCP at a medical facility, either on grounds or in building structures, the administration of the CCP will be a collaborative effort between the County and the medical facility administrative staff. However, the

ultimate authority for CCP site management shall rest with the CCP site manager assigned by the medical facility.

2. CCP Shut down

At the end of the response or when no longer needed, the CCP Manager should systematically shut down the operation. This will involve inventorying remaining equipment, supplies and pharmaceuticals; arranging for their storage or safe disposal, disposing of remaining waste products; and, reconciling patient, staff, and financial records.

C. Medical Care

1. Basic medical services to be provided at CCP's include:

- a. Casualty congregation and registration
- b. Triage
- c. Austere (life saving) medical care
- d. Casualty holding
- e. Casualty evacuation

2. Types of injuries

Injuries/health problems which may be presented at CCP's include:

- | | |
|---|--------------------------------|
| a. Lacerations | i. Genital-urinary emergencies |
| b. Fractures | j. Eye emergencies |
| c. Shock | k. Chest injuries |
| d. Burns | l. Spinal injuries |
| e. Hazardous substance contamination/exposure | m. Penetrating body injuries |
| f. Cardiac emergency care | n. Crush injuries |
| g. Respiratory emergencies | o. Psychological emergencies |
| h. Childbirth emergency | |

3. Specific medical procedures include:

- | | |
|------------------------|---------------------------|
| a. Triage | f. Splinting of fractures |
| b. Wound care | g. Pain relief |
| c. Control of bleeding | h. Initial care of burns |
| d. Treatment of shock | i. Mental health |
| e. Fluid replacement | |

4. Medical Supplies

Recommended medical supplies for CCP operations may be obtained from the Ventura County Health Care Agency, Emergency Medical Services.

5. Medical Personnel

Casualty Collection Point operations are very labor intensive. Physicians and nurses are needed to triage, treat, and monitor the condition of casualties. Litter bearers are needed to move casualties between triage and treatment and holding areas as well as to staging areas for evacuation. Additionally, staff are needed for all the logistic support functions.

D. Human Services Support

Human services support functions are the functions required to sustain the physical and mental health of staff and casualties.

1. Sanitation including sanitary facilities

Sanitation facilities will need to be established for solid and liquid human waste disposal and handwashing.

2. Food and Water

Food and water will need to be provided for casualties and staff. Water will be especially critical if normal supplies are interrupted by the disaster. The lack of water will critically limit the ability of CCPs to function. A minimum of 2 quarts of water per person per day are required by each person for drinking and cooking purposes.

3. Shelter

If weather is inclement or night time temperatures low, casualties will need to be sheltered. In any event, casualties should be adequately protected from heat loss through the ground and/or floors of the CCP. CCPs will require an estimated 60 square feet per litter patient just for holding.

4. Child Care

Children are often heavily impacted by disasters. Staff are needed to watch over uninjured children, ensure they are moved to shelters if appropriate or kept from harm at the CCP.

5. Social Services and Mental Health

Although the principal purpose of a CCP is the delivery of medical care, social service and mental health workers can make a substantial contribution. They should be able to provide crisis intervention services and make referrals to shelters and victim assistance programs. They should also be able to reassure the family and friends of casualties remaining at the CCP.

6. Welfare and Inquiry Services

The Welfare and Inquiry function will create a casualty roster and record the destination for each evacuated or discharged casualty. This information will be forwarded to County welfare and inquiry officials.

E. Direction and Control, Setup and Logistical Support**1. Direction and Control**

As with any large medical operation, CCPs will need both administrative and medical direction and control.

2. Set Up

The County Emergency Medical Services Agency will designate a person (and backup) to coordinate the set up and initial operation of each CCP. This person or designee will immediately communicate with the CCP Manager to make the CCP operational.

3. Security/Safety

Law enforcement should establish a perimeter around the CCP to control access and entry. It is especially important to control entry to helicopter operating areas and controlled substance storage areas.

4. Signs/Maps/Layouts

Most of the workers at the CCP will not have participated in drills or exercises there. CCPs should therefore have maps and signs prepared to assist workers' movements.

5. Logistical Support**a. Registration/Record Keeping**

Registration and record keeping should establish a record for all CCP workers.

b. Communications

External - The external communications function should ensure contact with County medical or general emergency services operations. It is through this link that the CCP will request augmentation of supply and personnel resources and report status and evacuation needs to County officials.

Internal - The internal communication function ensures communication between and among the various functions within the CCP. Walkie-talkies work well. If they are unavailable, runners should be employed.

c. Non-medical equipment and supplies

The logistic support demands on a CCP operation are considerable. CCPs will need to maintain stocks of non-medical items such as blankets, food, water, and perhaps fuel for vehicles and generators, batteries for radios, sleeping bags, rope, tape, etc.

d. Inventory Maintenance

The CCP Manager will need to assign staff to manage the inventories of both medical and non-medical resources. These staff members should be experienced in inventory control to ensure timely ordering of critical materials.

e. Power/Utilities

If the disaster interrupts electrical and natural gas utilities, the CCP may need to operate on generator power. Technicians will be needed who can install and maintain generating capability. In addition, the CCP will need fuel for generator operations and, if weather is cold enough, portable heaters to maintain a safe temperature.

F. Transportation and Casualty Evacuation

CCPs will be the focus for tremendous traffic flow. Ground vehicles and aircraft will leave and arrive almost continuously bringing in casualties, relief personnel, supplies and equipment and leaving with evacuees and mutual aid resources. Managing this traffic flow will be extremely important not only to ensure the smooth flow of vehicles, but also to minimize the risk of accidents.

1. Ground Transportation Operations**a. Emergency Vehicles**

If possible, emergency and non-emergency vehicles should be routed differently in and around the CCP. A traffic control officer and staff should be available to guide arriving vehicles to their destinations and to route non-emergency traffic to alternative routes. The traffic control function must also be prepared to route private automobiles carrying casualties to the appropriate destination.

b. Other Vehicles

Non-emergency vehicles also need to be met and routed to their destinations.

2. Air Operations

Air operations are extremely important in planning for CCPs. If the road system is disrupted by an earthquake or ground transportation is unavailable, the CCP will rely heavily on helicopter aircraft for patient movement and resource resupply. Planning for helicopter operations is very important both to ensure the rapid movement of patients and resources and to minimize the risk of accidents.

G. Other Functions**1. Operations Staging**

CCPs may also serve as staging areas for search, rescue and medical operations in nearby areas. Because of the amount of medical and logistical support concentrated at CCPs, they can serve as a base of operations for search and rescue teams. Their proximity to the directly impacted area allows for reduced supply lines to the field and reduced casualty transport distances.

2. Resource Staging

Casualty Collection Points may also serve as staging areas for the receipt of medical personnel and resources provided by State and federal response agencies. These medical response resources may be used for CCP operations only or for support of the overall medical response. If a CCP is to be used as a resource staging area, it should have two landing sites—one for casualty evacuation and one for resource staging.

CRITERIA FOR SELECTION OF CASUALTY COLLECTION POINT SITES

I. Accessibility

- A. Ideally, CCPs should be accessible from more than one major road/highway. Should one damaged road block accessibility, hopefully there will be an alternate route for movement of patients and supplies.
- B. Helicopter landing-site. Preferably a large site capable of handling large transport helicopters. Also, it would be preferable to pre-identify CCP sites with heliports on the ground as opposed to roof-top sites since an earthquake may render a roof-top heliport inoperative.
- C. Optimal space for landing large transport helicopters is 250' x 250'. However, any space that has been previously used for landing smaller helicopters could be considered workable. It is likely that smaller helicopters could be used for delivery of supplies and the transport of small numbers of patients or staff

II. Space

- A. Ideally, CCPs should combine large, open areas with adjacent covered areas. This provides versatility for weather conditions. An example might be a parking structure located adjacent to a parking lot or open, flat grassy area.
- B. The space should be large enough to provide a treatment and holding area for at least 50 stretcher patients. (Each stretcher requires a 10' X 5' space to allow room for the stretcher and walking room around it.)
- C. A treatment area capable of handling 10 ambulatory patients/hour (240/day) at a minimum is desired.
- D. A designated area for mental health counseling is desired.
- E. In addition to patient care areas referred to in "B" and "C", space must be allocated for supplies and equipment, registration, portable restrooms, triage, morgue, waiting areas, food distribution (for staff and patients), administration and communications.

III. Power

Generator capable of supporting emergency lights in CCP desirable. (County would attempt to provide emergency lighting if hospital is unable to do so.)

IV. Water Supply

Outdoor water faucets or connections desirable and would be useful if water system has not been disrupted. (County would attempt to provide water if hospital is unable to do so.)

V. Medical Supplies

Hospital would be relied upon to provide medical supplies for initial 100 patients treated in a CCP. County would attempt to replenish supplies and provide on-going supplies as the CCP becomes more established

VI. Staffing

Medical personnel would initially be provided by hospital and County. As the CCP becomes more established, DMAT (Disaster Medical Assistance Teams) and other volunteer medical teams would be made available.

VII. Food

Hospital dietary would be initially relied upon to provide nourishment for patients and staff. County would attempt to provide on-going food supply as the CCP becomes more established.

VIII. Communications

- A. To coordinate the establishment of a CCP between hospital and County, H.E.A.R. and ReddiNet communications are desirable. Because it is possible that these systems could be nonfunctional in a major disaster, hospitals which are otherwise suitable CCP sites but do not have H.E.A.R. or ReddiNet would still be considered.
- B. Alternative communications between a hospital-based CCP and the County would include placing a vehicle with CWIRS (Countywide Integrated Radio System) or 450 MHZ capability at the hospital or setting up amateur (ham) radio communication.

CASUALTY COLLECTION POINT (CCP) SITES IN SIMI VALLEY

Simi Valley Hospital
2975 Sycamore Drive
Simi Valley, CA 93065

(805) 527-2462

ATC-20 Building Safety Evaluation Forms and Placards

In 1989, with funding from the California Office of Emergency Services, California Office of Statewide Health Planning and Development, and the Federal Emergency Management Agency, the Applied Technology Council (ATC) published the *ATC-20 Procedures for Postearthquake Safety Evaluation of Buildings*, and companion *ATC-20-1 Field Manual: Postearthquake Safety Evaluation of Buildings, Second Edition* (revised in early 2005).

Written specifically for volunteer structural engineers and building inspectors, these reports include rapid and detailed evaluation procedures for evaluating earthquake-damaged buildings and posting them as:

- INSPECTED (apparently safe, green placard),
- LIMITED ENTRY (yellow placard),
- UNSAFE (red placard).

In 1995, with funding from the National Science Foundation and the U. S. Geological Survey, ATC published the *ATC-20-2* report, *Addendum to the ATC-20 Post Earthquake Building Safety Evaluation Procedures*, which contains updates to the ATC-20 procedures, including a revised Rapid Evaluation Safety Assessment Form, a revised Detailed Evaluation Safety Assessment Form, and revised red, yellow (RESTRICTED USE) and green placards.

Green Placard

INSPECTED

LAWFUL OCCUPANCY PERMITTED

This structure has been inspected (as indicated below) and no apparent structural hazard has been found.

Date _____

Time _____

Inspected Exterior Only

Inspected Exterior and Interior

(Caution: Aftershocks since inspection may increase damage and risk.)

Report any unsafe condition to local authorities; reinspection may be required.

This facility was inspected under emergency conditions for:

Inspector Comments:

(Jurisdiction)

Inspector ID / Agency

Facility Name and Address:

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority**

Yellow Placard

RESTRICTED USE

Caution: This structure has been inspected and found to be damaged as described below:

Entry, occupancy, and lawful use are restricted as indicated below:

Facility Name and Address:

Date _____

Time _____

(Caution: Aftershocks since inspection may increase damage and risk.)

This facility was inspected under emergency conditions for:

(Jurisdiction)

Inspector ID / Agency

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority**

Red Placard

UNSAFE

**DO NOT ENTER OR OCCUPY
(THIS PLACARD IS NOT A DEMOLITION ORDER)**

This structure has been inspected, found to be seriously damaged and is unsafe to occupy, as described below:

Do not enter, except as specifically authorized in writing by jurisdiction. Entry may result in death or injury.

Facility Name and Address:

Date _____

Time _____

This facility was inspected under emergency conditions for:

(Jurisdiction)

Inspector ID / Agency

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority**

ATC-20 Detailed Evaluation Safety Assessment Form

ATC-20 Detailed Evaluation Safety Assessment Form

| | |
|--|---|
| <p>Inspection</p> <p>Inspector ID: _____</p> <p>Affiliation: _____</p> <p>Inspection date and time: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM</p> | <p>Final Posting from page 2</p> <p><input type="checkbox"/> Inspected</p> <p><input type="checkbox"/> Restricted Use</p> <p><input type="checkbox"/> Unsafe</p> |
|--|---|

| | |
|---|--|
| <p>Building Description</p> <p>Building name: _____</p> <p>Address: _____</p> <p>Building contact/phone: _____</p> <p>Number of stories above ground: _____ below ground: _____</p> <p>Approx. "Footprint area" (square feet): _____</p> <p>Number of residential units: _____</p> <p>Number of residential units not habitable: _____</p> | <p>Type of Construction</p> <p><input type="checkbox"/> Wood frame <input type="checkbox"/> Concrete shear wall</p> <p><input type="checkbox"/> Steel frame <input type="checkbox"/> Unreinforced masonry</p> <p><input type="checkbox"/> Tilt-up concrete <input type="checkbox"/> Reinforced masonry</p> <p><input type="checkbox"/> Concrete frame <input type="checkbox"/> Other: _____</p> <p>Primary Occupancy</p> <p><input type="checkbox"/> Dwelling <input type="checkbox"/> Commercial <input type="checkbox"/> Government</p> <p><input type="checkbox"/> Other residential <input type="checkbox"/> Offices <input type="checkbox"/> Historic</p> <p><input type="checkbox"/> Public assembly <input type="checkbox"/> Industrial <input type="checkbox"/> School</p> <p><input type="checkbox"/> Emergency services <input type="checkbox"/> Other: _____</p> |
|---|--|

| | | | | |
|--|--------------------------|--------------------------|--------------------------|----------|
| Evaluation | | | | |
| Investigate the building for the conditions below and check the appropriate column. There is room on the second page for a sketch. | | | | |
| | Minor/None | Moderate | Severe | Comments |
| Overall hazards: | | | | |
| Collapse or partial collapse | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Building or story leaning | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Structural hazards: | | | | |
| Foundations | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Roofs, floors (vertical loads) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Columns, pilasters, corbels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Diaphragms, horizontal bracing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Walls, vertical bracing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Precast connections | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Nonstructural hazards: | | | | |
| Parapets, ornamentation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Cladding, glazing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Ceilings, light fixtures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Interior walls, partitions | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Elevators | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Stairs, exits | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Electric, gas | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Geotechnical hazards: | | | | |
| Slope failure, debris | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Ground movement, fissures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| General Comments: _____ | | | | |

Continue on page 2

