



Comprehensive Emergency Management Plan (CEMP) Review & Recommendations

Jurisdiction: Yakima County

The plan provides well written, easy to understand and necessary information for the administration of an emergency management program. The recommendations provided below are separated into three tiers:

Tier III – Lawful Requirements; Tier II – State Suggestions; and Tier I – Optional

State consistency reviews will follow the recommendations identified in Tier III. Tier II identifies the next logical step in the planning process and should be considered guidance to assist with state-wide planning coordination; Tier II is not a requirement, but highly suggested to better prepare your jurisdiction. Tier I identifies entirely optional, accreditation-related elements and remains dependent on individual jurisdictions’ preparedness goals, capabilities and resources; Tier I is not a requirement.

TIER III – Lawful Requirements		
CEMP Location	Recommendation to Meet Legal Obligations	Reference
Basic Plan – Concept of Operations	Consider discussing or touching on what Desired End-States or Outcomes look like. A desired outcome comes from the accomplishment of operational objectives, which in turn are established through Leadership’s Intent within the Emergency Management organization throughout all phases.	Chapter 118-30 WAC, The National Planning Frameworks, WA CEMP, CPG 101
Basic Plan – Concept of Operations	“EOC personnel should use the standard NIMS activation level titles listed in Table 2 [on Pg. 39 of the NIMS 2017 Doctrine], for communication outside their jurisdiction/organization. Additionally, some organizations may opt to use number or color designations of activation levels for internal communications. When numbers are used, the numbers should reflect the standard NIMS approach of descending numbers meaning higher levels of activation (e.g., full activation should be level 1).” ~ Directly from the NIMS Doctrine – it may be beneficial to explore what implementing this NIMS concept would look like compared to the current definitions for your jurisdiction.	Chapter 118-30 WAC, NIMS 2017, WA CEMP, CPG 101

TIER III – Lawful Requirements

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	Currently, your activation levels are reversed.	
Basic Plan – Communications Section	The data used to determine LEP populations in your Plan came from the US Department of Justice’s Civil Rights Division. The data source that is required for all jurisdictions to use is the Washington State Office of Financial Management (OFM); however, the Plan was not inaccurate in determining the Spanish was the only language which meet the criteria. For future reference you can find the OFM data here: https://www.ofm.wa.gov/washington-data-research/population-demographics/population-estimates/special-subject-estimates	E.O. 13166, Title 38.52 RCW, SSB 5046 LEP, WA CEMP, CPG 101
Basic Plan – Communications	Consider expanding on your jurisdiction’s use of After-Action Reports (AAR) to review an incident/exercise for addressing challenges associated with communications efforts, proposed recommendations to address the challenges, and list the resources needed to address the challenges.	Title 38.52 RCW, Chapter 118-30 WAC, WA CEMP, CPG 101
Basic Plan – Administration Section	The Administration section is well-developed, consider also discussing the process, procedures, and/or policies involved in the retention of records. This topic is worth detailing as it can directly impact reimbursements.	Title 40.14 RCW, Chapter 118-30 WAC, WA CEMP, CPG 101
Basic Plan – Finance Section	Consider including in your discussion of Disaster Assistance program the loans which the Small Business Administration (SBA) provides for homeowners, renters, businesses, organizations, and others. https://disasterloan.sba.gov/ela/Information/Index https://www.disasterassistance.gov/	Title 38.52 RCW, National Disaster Recovery Framework, WA CEMP
Basic Plan - Logistics	Another area to explore when discussing how your emergency management organization handles logistics is to discuss specialized resources. There are many types and kinds of specialized resources that may be needed for both emergencies and disasters (e.g. USAR, specialized health professionals, disaster housing inspectors, mobile	EPCRA, Chapter 118-30 WAC, The National Planning Frameworks, WA CEMP

TIER III – Lawful Requirements

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	telecommunications equipment, HAZMAT teams, etc.). Some of these resources may be ordered through the Emergency Management Assistance Compact (EMAC), while others may be identified in mutual aid. While it is not necessary to identify every type and kind of specialized resources it might be beneficial to identify those which are most frequently used, or which may become necessary when you consider the specific hazard profile of your jurisdiction. Specifically, this topic in the Logistics Section is concerned with identifying what is done to manage and procure specialized resources. The specific types and kinds themselves are best identified in your Support Annexes.	
Basic Plan – Development and Maintenance	Identify within your Plan that the CEMP is available online and how to find it. While your CEMP (2014) is available online, and you are obviously complying with requirements, please include a brief statement about the CEMPs availability online.	PPD 8, EPCRA, Title 38.52 RCW, Chapter 118-30 WAC, The National Planning Frameworks, WA CEMP
Basic Plan – Development and Maintenance	Briefly describe any processes or procedures in place for monitoring for and implementing changes in the laws which affect emergency management in your jurisdiction. For example, are legal issues identified in After-Action reports from emergencies or disasters which you yourself or others have identified? If a city, county, or the State government institutes new laws or ordinances what is the process that occurs to ensure the CEMP remains consistent?	Chapter 118-30 WAC, WA CEMP, CPG 101
ESF 3 – Water and Wastewater Systems	Discuss the operational elements involved in repairing and restoring your jurisdiction’s water and wastewater systems. This function should not be confused with providing, distributing, or testing water, rather a responsibility should focus on restoration as a separate task.	PPD 21, Chapter 118-30 WAC, National Response Framework, National Disaster Recovery Framework, WA CEMP, CPG 101

TIER III – Lawful Requirements		
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ESF 3 – Debris Management	Include a reference to a Debris Management Plan. Debris management is a complicated, costly, and time-consuming process which can constitute a plan in and of itself. If a significant disaster were to occur and your jurisdiction were to be eligible for Public Assistance, Debris Management could become covered under cost share. For additional planning considerations please consult FEMA 325 Public Assistance: Debris Management. This guide can assist with the development of a Debris Management Plan that is relevant even if Public Assistance is not available.	Chapter 118-30 WAC, The National Planning Frameworks, WA CEMP, CPG 101
ESF 7 – Mutual Aid	Discuss the procedures to provide projected or anticipated costs, as well as the reimbursement process when mutual aid agreements are activated. Also, consider including as attachments any checklists and forms for requesting and providing assistance.	Title 38.56 RCW, WA CEMP, CPG 101
ESF 7 – Credentialing System	In conjunction with resource typing, a requirement of NIMS is to establish a credentialing system (e.g. personnel, contractors, etc.).	PPD-8, Chapter 118-30 WAC, WA CEMP, CPG 101
ESF 7 – Unsolicited Donations	Excellent job addressing unsolicited donations and assigning the responsibility for its management. Consider briefly highlighting some of the key features of the plan or including a reference to a specific plan.	Chapter 118-30 WAC, WA CEMP, CPG 101
ESF 15 – Concept of Operations	Consider briefly explaining how notices for food and water are delivered/coordinated through this ESF to the public.	Title 38.52 RCW, SSB 5046, National Response Framework, National Disaster Recovery Framework, WA CEMP

TIER II – State Suggestions		
CEMP Location	Recommendation to Meet Legal Obligations	Reference
Basic Plan – Direction, Control, & Coordination	Part of the Comprehensive Emergency Management Plan should include a description of the activities taking place in	The National Planning

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	<p>the other mission areas (i.e. Prevention, Protection, Mitigation, Recovery). While your Annexes demonstrate planning considerations for most of the mission areas, the areas of Prevention and Protection could prove to be a worthwhile investment in your time and effort as your CEMP as a whole is highly developed in most other areas. The State CEMP is currently moving in this direction with its own CEMP which is the reasoning behind offering this recommendation.</p> <p>Review the National Prevention, Protection, and Mitigation Frameworks for areas of consideration in future developments of this Plan.</p>	<p>Frameworks, WA CEMP</p>
<p>Basic Plan – Responsibilities</p>	<p>This CEMP did an outstanding job in covering the responsibilities that many of the stakeholders involved in emergency management activities should be focused on. There are a few areas left to explore in this area surrounding the responsibilities of the State and Federal agencies. The Responsibilities section is an opportunity to not only address what capabilities are, but what they should be. This section should also be considered a place to set expectations. For more information on stakeholder responsibilities, consult the CEMP Evaluation Checklist – Tier II Suggestions tab.</p>	<p>The National Planning Frameworks, WA CEMP, CPG 101</p>
<p>Basic Plan – Finance</p>	<p>Consider discussing how grants are managed in your jurisdiction. For example, consider how the Homeland Security Regions participate in grants management and also how the individual jurisdictions within the region participate in the process. There may be other EM grant funded initiatives and projects that operate outside of the HLS Region, consider discussing what is done to manage those grants as well.</p>	<p>National Disaster Recovery Framework, WA CEMP</p>

TIER II – State Suggestions

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Basic Plan – Logistics	Consider designating locations that will serve as Community Points of Distribution. Also, provide a brief description of those locations.	National Response Framework, National Disaster Recovery Framework, WA CEMP
Basic Plan & Support Annexes – Terms and Definitions / Abbreviations	Consider moving those terms and definitions which only apply to a specific function to a Support Annex. The definitions section within a support annex serves to house unique terms or jargon. Conversely, consider moving terms and definitions which are broad and general to the Basic Plan’s terms and definitions section in order to discuss more general concepts that are appropriate to its intended audience.	WA CEMP, CPG 101
ALL ESFs – Responsibilities	<p>Some of the Support Annexes discuss other departments responsibilities (e.g. ESF 4 responsibilities listed in ESF 13). It is not necessary to include other ESF responsibilities in other ESFs unless it involves a discussion about how they coordinate to accomplish specific goals. In which case it becomes not a description of ESF 4 activities/actions, but rather how ESF 13 coordinates with ESF 4 to accomplish specific tasks. The ESF 4 and ESF 13 illustration was just an example of one such instance.</p> <p>Additionally, Support Agencies that do not fall within the jurisdiction of the county should not be given responsibilities. Rather, you should list how you coordinate with them when the are executing their responsibilities that are detailed in their own plans. For example, State Patrol should not have responsibilities listed, rather what should be listed is how you coordinate together to help accomplish the mission.</p>	WA CEMP, CPG 101
ESF 1 – Incident Management	Building off the described incident management measures implemented for	WA CEMP

TIER II – State Suggestions

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	roadways, aviation, and railroads, consider describing what incident management practices will be implemented for those involving Maritime and Pipeline incidents.	
ESF 2 - Communications	Identify a communications plan which outlines how interoperable communications are established in your jurisdiction.	The National Planning Frameworks, WA CEMP, CPG 101
ESF 3 – Local Bridges	Your plan did an excellent job in describing how both ESF 1 and 3 fit into identifying, prioritizing, and coordinating repair work for roads (including clearance). Also consider addressing how local bridges receive the same attention. Bridges are components of the local road system that require additional resources to inspect and repair which makes them an important aspect to discuss in this ESF.	National Response Framework, National Disaster Recovery Framework, W CEMP, CPG 101
ESF 3 – Water and Wastewater	Discuss how this ESF coordinates the provision of temporary water distribution and arranges for wastewater collection systems to be established.	National Response Framework, National Disaster Recovery Framework, W CEMP, CPG 101
ESF 6 - Shelters	Consider discussing the process and procedures to address unaccompanied children, registered offenders when they arrive at shelters.	National Response Framework, National Disaster Recovery Framework, WA CEMP, CPG 101
ESF 8 – Vector Control	Briefly discuss how vector control services are provided for during an outbreak.	National Disaster Recovery Framework, WA CEMP, CPG 101
ESF 8 – Mass Casualty/Fatality	Consider addressing the methodology behind the establishment of Emergency Treatment Centers or Mass Casualty Collection Centers.	National Response Framework, WA CEMP, CPG 101
ESF 9 – Search and Rescue	Briefly discuss your jurisdiction’s capabilities in performing Waterborne SAR. Also discuss any methods for tracking the location of distressed individuals. Lastly, consider	National Response Framework, WA CEMP, CPG 101

TIER II – State Suggestions		
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	discussing how SAR evacuations are coordinated.	
ESF 12 -Disruption, Extended Outage, Neighbors	Consider discussing what impacts a significant disruption in energy supplies (gas, electricity, natural gas, etc.) would cause. A secondary consideration would then be to discuss a plan to manage and endure those extended energy outages. Lastly, consider discussing how disruptions to energy supplies or suppliers in neighboring geographical areas affect your jurisdiction and others.	The National Planning Framework, WA CEMP, CPG 101
ESF 12 – Energy Providers	Consider listing the energy providers in your jurisdiction. Additionally, list the services and resources that they provide.	WA CEMP, CPG 101
ESF 14	ESF 14 has been superseded by the development of the National Disaster Recovery Framework and is being replaced in the National Response Framework to coordinate lifelines. While a Long-Term Recovery annex is no longer necessary, you may opt to keep it (consider renaming to ESF 21, or 22, etc. to maintain consistency with guidance) or use it to begin building a Recovery Plan to compliment your response efforts (for more information talk to the EMD Recovery Coordinator about the implementation of the Washington Restoration Framework).	National Response Framework, National Disaster Recovery Framework, WA CEMP
ESF 15 – Notices	The topics covered within ESF 15 encompass aspects of nearly all of the activities of other ESFs and is therefore a difficult Support Annex to develop. Considering this, your ESF 15 Annex demonstrates a high-level of development and forward thinking. There are only a few considerations which can be addressed. Discuss how information pertaining to the potential impacts of secondary hazards is relayed to the public. Discuss mechanisms which will be in place for the family reunification process. Discuss the	National Response Framework, National Disaster Recovery Framework, WA CEMP

TIER II – State Suggestions		
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	notifications provided for emergency transportation information. Lastly, discuss the possibility of providing announcements for upcoming community meetings (i.e. involving state officials, local authorities, damage assessments, etc.).	

TIER I – Optional		
CEMP Location	Recommendation to Meet Legal Obligations	Reference
General	The biggest concern with accreditation entities and requirements, is detailed explanations of process and procedures. It is often not enough to simply address that you perform an activity, but rather explain each step of the process involved to accomplish such activities.	EMAP
Basic Plan	Develop and/or reference a multi-year strategic plan complete with goals, objectives, milestones, and implementation methods.	EMAP 3.1.1
Basic Plan – Concept of Operations	Discuss some basic NIMS concepts (i.e. modular, unified command process, span of control, etc.)	EMAP 4.5.1
Basic Plan - Communications	There are a lot of elements to try and provide methods and processes regarding crisis communication, public information, and education.	EMAP 4.11.1 - 4.11.4
Basic Plan - Development and Maintenance	A training and exercise program contains numerous components. Accreditation is primarily concerned with the methods used to train, exercise, and track all this data.	EMAP 4.9 - 4.10

Additional Considerations	
CEMP Location	Recommendation
CEMP Overall	This CEMP is excellently written and constructed. It is evident that a lot of hard work went into this current version of your CEMP and you should be very proud of what you have accomplished. This Plan is one of the few that have ever received such significant score on the Tiered Evaluation Checklist. It was a pleasure to review.

Additional Considerations	
CEMP Location	Recommendation
	The intent of this review is not to find things that are “wrong” in your Plan, rather, it merely serves to give you additional areas to explore during future revisions and updates to your CEMP.
Basic Plan - Pg. 45 ESF 12 – Pg. 12	Spelling – “pre-maid” (pre-made) Spelling – “severe” (sever)
Basic Plan – Appendix 1 (Pg. 61)	Legal authorities are separated out between Federal, State, and Local. Under the local heading there are authorities listed that belong under the Federal and State headings.
ESF 3: Public Works – Responsibilities (Pg. 3- 8)	There are 3 entries under the Response Mission Area (Infrastructure Systems) that have designated Critical Task I.D.s, but do not have activities or actions listed.
ESF 6: Mass Care - ARC	While it is fairly common to rely on the support and capabilities of the American Red Cross, your own capabilities should not be discounted. Consider investing in planning efforts focused on what the capabilities of the County and its Cities are capable of in comparison of those of the ARC. If a significant or widespread disaster were to occur, then the capabilities and resources of the ARC would be severely diminished and prove to be insufficient. Therefore, it is advised that you work closely with them to develop your own plans based on your capabilities which can be instituted in a worst-case scenario. At the very least (as the former is no small task), consider reviewing the ARC’s procedural manuals so that you can describe how the ARC accomplishes certain capabilities. For example, examine what methodology the ARC uses in shelter site selection, qualification, and operations. This can be incorporated into your ESF 6 annex in the case that the ARC is not able to assist you immediately following a disaster or emergency.
ESF 11: Agriculture and Natural Resources (Pg. 11 – 8)	“6.1. ESF #11 is organized in accordance with the National Response Framework (NDRF) and the Washington Comprehensive Emergency Management Plan (CEMP).” Is this referring to the NRF or NDRF? Based on the definition provided on page 11 – 12, I believe you are referencing the NRF not NDRF.