



A Supporting Document to the
Emergency Operations Plan

County of Yolo Emergency Operations Plan

Recovery and Mitigation
Annex E - ESF/EF 14

Version 1.0

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RECOVERY

TRANSITION TO RECOVERY

While the immediate lifesaving activities are occurring, the County's Emergency Manager is simultaneously assessing how soon the response phase can transition to recovery. Critical response phase operations will gradually shift to assisting individuals, households, businesses and governments in meeting basic needs and returning to self-sufficiency.

The recovery phase of an emergency or disaster is often defined as restoring a community to its pre-disaster condition. More realistically, recovery is the process of re-establishing a state of normalcy in the affected communities. The specific approach to recovery operations following a disaster will be determined by the location, type, magnitude and effects of the incident.

The County of Yolo and various cities and special districts within the county boundaries will be involved in recovery operations. In the aftermath of a disaster, many residents, businesses and government itself will have specific needs that must be met before they can return to their pre-disaster lives. There will be a need for services such as:

- Assessment of the extent and severity of damages to homes, businesses and infrastructure
- Restoration of services generally available in communities – water, power, transportation, food and medical assistance
- Repair of damaged homes, businesses and infrastructure
- Professional counseling when the sudden changes resulting from the emergency have resulted in mental anguish and inability to cope

The County can help individuals, families, businesses and community organizations recover by ensuring that these services are available and by seeking additional resources if the community needs them. If the County of Yolo requires State or Federal assistance, a local proclamation of an emergency may be required as a prerequisite to obtaining the assistance. This annex provides an overview of State and Federal assistance programs, including proclamation/declaration requirements.

Please Note: If a local emergency proclamation is required, it must be issued within 10 days of the event.

The recovery process occurs in two phases; short-term and long-term. Those processes are discussed in more detail in the following sections.

SHORT TERM RECOVERY

The goal of short-term recovery is to restore the County to at least a minimal operating capacity. Short-term recovery includes:

- Utility restoration
- Delivery of social, medical and mental health services
- Provision of interim housing
- Re-establishment of County of Yolo government operations
- Re-establishment of transportation routes
- Debris removal
- Cleanup operations
- Abatement and demolition of hazardous structures

The County will coordinate its efforts to restore utility systems and services during recovery operations between County departments, special districts serving the County and investor-owned utilities, including Pacific Gas and Electric, Comcast Cable, and the various telecommunications companies. Medical and other essential services may need to operate from temporary facilities, as necessary. If there is serious damage to the County's housing stock, the County may be asked to identify and assist in the support of interim housing solutions, such as motels or temporary trailer sites. The County may request support to conduct Critical Incident Stress Debriefings for emergency response personnel and victims of the disaster event.

The County will ensure that debris removal and cleanup operations are expedited. The County will need to inspect damaged buildings and facilities¹. Assistance in conducting post-disaster inspections of public and private facilities may be requested through California's Safety Assessment Program, which is accessed through the California Office of Emergency Services (Cal OES). The Safety Assessment Program provides professional evaluators (volunteers) and mutual aid resources to local governments to determine use and occupancy of homes, buildings and infrastructure. On the basis of the County's assessments, structures that pose a public safety concern may be demolished or cordoned off.

If needed for the continuation of government operations and the provision of recovery services, the County may implement its Continuity of Operations Plan (COOP), including relocation of operations from damaged facilities. If such relocation is required, information on alternate service delivery locations will be provided to the public.

For more information on the County's COOP, refer to the Office of Emergency Services.

LONG TERM RECOVERY

The goal of long-term recovery is to restore facilities and the community to pre-disaster condition. Long-term recovery includes hazard mitigation activities, restoration or reconstruction of public facilities, facilitating restoration and reconstruction of damaged homes and businesses, and disaster response cost recovery. The County will be responsible for its own approach to mitigation, which could include zoning variances, building codes changes, plan reviews, seismic safety elements and

¹ For an overview of the damage assessment process see the EOP Basic Plan section 7

other land use planning techniques. Long-term recovery will likely necessitate the need for significant coordination with State and Federal entities, the private sector and with community/faith-based organizations.

With public safety a primary concern, rapid recovery may require adjustments to various County policies, procedures, codes and ordinances to streamline the recovery process. Identification of specific statutes and policies to be adjusted will be disaster-specific and should be identified during the damage assessment process. The County will also determine if temporary modification of State or County statutes are needed to facilitate recovery; if so, those modifications will be requested through the Standard Emergency Management System process.

Depending on the extent of the damage, the County may consider activating a Local Assistance Center (LAC) to provide a centralized location or “one stop shop” for services and resource referrals for the unmet needs of disaster victims. State funding may be available for eligible LAC operations. Historically, LACs have proven to be a key factor for a successful recovery. LAC characteristics include:

- Resource facility for recovery information, services and programs
- Community-based service facilities
- Managed by the County
- Staffed by Red Cross, other non-governmental organizations and various County of Yolo departments, local, State and Federal government, as appropriate
- Local utilities, insurance adjusters and others may be asked to co-locate with the LAC to facilitate access to services

Depending on the extent of damage, State and Federal recovery assistance will also be sought for residents, businesses and community organizations. If Federal assistance for households and businesses is granted, the County may be asked to assist in implementing a Disaster Recovery Center (DRC). A DRC may be activated by key Federal agencies to provide a location for victims and private non-profit organizations to obtain information about Federal recovery programs. The DRC may be co-located with a LAC if one has been established.

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RECOVERY PLANNING CONSIDERATIONS

Rebuilding and restoration efforts require decisions on a number of critical activities that have long-term social, economic and physical recovery implications. Recovery considerations will be disaster specific and will be identified through the post-disaster damage assessment process. Recovery considerations will begin to be identified through the advanced planning process undertaken during the response phase. During development of advance plans that address the transition to recovery, Planning Section staff should consider the applicability of the activities and issues listed below to the specific disaster scenario.

PHYSICAL RECOVERY ACTIVITIES

- Conducting a comprehensive damage assessment and compiling the data into an Initial Damage Estimate to support a local Emergency Proclamation
- Identifying and preserving damaged historical or cultural sites
- Identifying environmental concerns (e.g., damage adjacent to riparian habitat)
- Removing debris from public and private property and managing disposal sites
- Identifying redevelopment opportunities, if appropriate
- Deferring permits, fees, etc. for rebuilding of damaged structures
- Pursuing hazard mitigation projects and advancing mitigation efforts, including upgrading infrastructure and utilities
- Modifying land use and zoning requirements and incorporating changes in construction standards and other codes, both for repair or rebuilding of disaster-damaged structures and for promoting disaster resistant future development
- Evaluating repair and rebuilding options

GOVERNMENTAL RECOVERY ACTIVITIES

- Continuing the performance of governmental functions (“Continuity of Government”)
- Protecting, restoring or replacing essential County facilities, equipment, records, processes, etc. (“Continuity of Operations”)
- Managing donations of goods, services and funds to assist with recovery
- Coordinating voluntary agencies and requests for volunteer assistance to assist with recovery
- Establishing a “long term recovery committee” to aid in building community consensus by engaging stakeholders, special interests groups and the public in decision-making processes
- Updating community plans, including the Emergency Plan and Redevelopment Plan, based on lessons learned from the disaster

- Upgrading communication systems
- Communicating recovery activities to the public
- Addressing community questions about health consequences of the event

SOCIAL RECOVERY ACTIVITIES

- Promoting community participation in recovery efforts through the “Long Term Recovery Committee”, volunteer opportunities and in plan revision
- Supporting distribution of essential commodities and other daily living needs
- Evaluating community stress and providing services for the mental health of individuals
- Supporting restoration of critical community support structure, such as schools, medical services and financial institutions
- Restoring community values
- Promoting family and individual preparedness
- Establishing LACs for “one-stop” disaster recovery services and assisting in establishing a DRC(s) in the County if requested to do so to support delivery of State and Federal recovery programs

ECONOMIC RECOVERY ACTIVITIES

- Establishing a documentation system to collect and store disaster-related cost information to ensure maximum State and Federal reimbursement
- Filing insurance claims, as appropriate
- Identifying economic impact of the disaster on the community, such as impacts on the tax base and employment
- Reviewing the County budget to identify potential sources of available working capital
- Facilitating business recovery by reestablishing commercial services and promoting businesses in damaged areas
- Securing disaster business loans, disaster recovery assistance grants and hazard mitigation project funding

DOCUMENTATION

Documentation is essential to recovering expenditures related to emergency response and recovery operations. For the County, documentation must begin at the field response level and continue throughout the operation of the Emergency Operations Center as the disaster unfolds.

As such, the County of Yolo can incorporate disaster documentation into their current accounting system. To obtain maximum reimbursement for disaster-related expenditures, it is critical that the County:

- Implement the disaster documentation system during a disaster
- Ensure disaster-related expenditures are easily distinguished from on-going activities
- Maintain accurate accounting records for disaster-related expenditures including:
 - Force account labor (timesheets) and equipment
 - Invoices for rented equipment, materials and purchases
 - Photographs of damage and repair
 - Insurance information
 - Environmental and historical preservation issues
 - Records of donated goods and services

Keep these records for a minimum of three years after the last action on a State or Federally funded disaster project (Cal OES will notify the County when the three year-time frame begins).

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RECOVERY OPERATIONS RESPONSIBILITIES

The County has specific responsibilities in recovering from a disaster. The list below summarizes some of the key functional responsibilities:

- Political process management; interdepartmental coordination; policy development; decision making; coordination with community and non-profit organizations; establishment of a long term recovery committee (if needed); and public information
- Conduct Initial Damage Estimate; compile and update damage information; and assist State and Federal agencies in conducting formal Preliminary Damage Assessment, as needed
- Activation of the Safety Assessment Program (if needed); land use and zoning variance; permits and controls for new development; revision of building regulations and codes; code enforcement; and plan review
- Debris removal; demolition; construction; management of and liaison with construction contractors; and restoration of utility services
- Housing programs; assistance programs for those with functional needs; low income and special housing needs
- Public finance; budgeting; contracting; accounting and claims processing; taxation; and insurance settlements
- Redevelopment of existing areas; planning of new redevelopment projects; and financing new projects
- Applications for disaster financial assistance; liaison with assistance providers; onsite recovery support; and disaster financial assistance project management
- Advise on emergency authorities, actions and associated liabilities; preparation of legal opinions; identification of statutes in need of temporary modification; and review and assist in preparation of new ordinances and resolutions
- Implementation of the COOP (if needed); government operations and communications; space acquisition; supplies and equipment; vehicles; personnel; and related support

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STATE AND FEDERAL POST-DISASTER ASSISTANCE PROGRAMS

INTRODUCTION

Depending on the nature and extent of the disaster, State and Federal assistance programs may be available to assist the County, special districts and eligible households, businesses and non-profit organizations that have experienced disaster-related expenses that are not covered by insurance. For public agencies, assistance may be available, on a cost-share basis, for emergency response costs, costs for debris removal and emergency protective measures, and repair or rebuilding of damaged facilities and infrastructure. For households and businesses, assistance may include loans to repair damaged buildings. Households may also be eligible for assistance with other unmet needs and businesses may be eligible for loans for disaster-related loss of revenue. Disaster unemployment assistance and assistance for disaster-related mental health needs may also be available. The following pages describe the assistance programs that may be available under certain criteria, following a disaster.

EMERGENCY PROCLAMATIONS/DECLARATIONS

If the County of Yolo requires State or Federal assistance, it is important to know if a local proclamation of an emergency is a prerequisite to obtaining the assistance. The chart below provides an overview of the programs discussed in this section and indicates proclamation/declaration requirements. **Please Note: If a local emergency proclamation is required, it must be issued within 10 days of the event.** More information on these assistance programs is provided following this section of the annex.

Program Name	Type of Assistance	Local Proclamation Required?	State of Emergency Required?	Federal Declaration or Designation Required?
Safety Assessment Program (SAP)	Provides professional evaluators to determine safety, use and occupancy of homes and buildings	No	No	No
Fire Management Assistance Grant	Reimbursement of emergency response costs for fire suppression	No	No	Yes
State Public Assistance (PA) under CAL OES Secretary's Concurrence	Funding to restore eligible public infrastructure	Yes	No	No
State PA under Governor's proclamation of state of emergency	Reimbursement of eligible local emergency response costs, debris removal and funding to restore eligible public infrastructure	Yes	Yes	No

Program Name	Type of Assistance	Local Proclamation Required?	State of Emergency Required?	Federal Declaration or Designation Required?
Federal PA (major disaster declaration)	Reimbursement of eligible local emergency response costs, debris removal and funding to restore eligible public and allowable private non-profit infrastructure	Yes	Yes	Yes
Federal PA (emergency declaration)	Reimbursement of eligible local emergency response costs	Yes	Yes	Yes
Individuals and Household Program (IHP)	Grants for unmet recovery needs to individuals and families	Yes	Yes	Yes
State Supplemental Grant Program (SSGP)	Supplemental grants for individuals for recovery may be available only when maximum IHP has been reached	Yes	Yes	Yes
SBA Economic Injury Disaster Loan Program	Working capital loans for small businesses that have suffered an economic loss due to a disaster	No	No	Yes
SBA Physical Disaster Loan Program	Loans for individuals, families and businesses that have lost real and personal property due to a disaster	No	No	Yes
U.S. Dept. of Agriculture (USDA) Disaster Designation	Loans for farmers and ranchers for physical and crop production losses due to a disaster	No	No	Yes
Crisis Counseling Programs	Referral/resource services and short-term counseling for emotional and mental health problems caused by the disaster	Yes	Yes	Yes
Disaster Unemployment Assistance	Weekly unemployment benefits and job finding services due to a disaster	Yes	Yes	Yes

DAMAGE ASSESSMENT

When requesting State or Federal disaster assistance, the County of Yolo must provide information to support the request. The chart below describes the mechanisms required to document damages and determine needed assistance in the impacted area.

Report Title	Responsible Party	Description Needed	Purpose of Report
Initial Damage Estimate (IDE)	Local jurisdiction	Initial description of damage including: <ul style="list-style-type: none"> • type and extent of public and private sector damage • basic repair and emergency response costs • any acute public health issues • number of homes and businesses not insured or underinsured 	Provides information for Cal OES to determine if state and/or federal disaster assistance is warranted and to what extent external resources are needed. An IDE should be provided concurrently with request for assistance. Not providing this information promptly can delay recovery assistance.
Preliminary Damage Assessment (PDA)	Cal OES Recovery Branch staff assisted by Cal OES Regional staff, local, state and/or federal government staff	Preliminary detailed damage report including: <ul style="list-style-type: none"> • facility types (e.g., school, road, private residences) and location • facility insurance and/or maintenance records • damage description and repair estimates • local government budget reports • destroyed/damaged residences, personal property, businesses • any identified environmental or historical issues 	Provides information for Cal OES to determine extent and type of state and/or federal disaster assistance. This information is also used by (Federal Emergency Management Agency) FEMA to prepare a regional analysis of the request for consideration by FEMA headquarters.
Damage Assessment by other Federal Agencies	Small Business Administration (SBA)	Includes the number of private homes and businesses damaged or destroyed and estimate uninsured losses. It also may include documentation showing economic injury to businesses.	Ensures minimum damage criteria have been satisfied to implement the Physical or Economic Injury Disaster Loan Program.
	USDA and/or local Agricultural Commissioner (this is usually done by the Ag commissioner)	Includes cause, type and value of crop/livestock losses.	Provides USDA with justification to implement emergency loan program.

COUNTY RESPONSIBILITIES TO ACCESS ASSISTANCE

If a request for assistance is necessary, the County of Yolo (OES Director of Emergency Services) should include the following information in the request:

- A copy of the local proclamation (if required)
- Initial Damage Estimate (IDE)
- Written request/resolution by the County Board of Supervisors (or the County Administrative Officer, if the Board cannot be convened)
- Type of disaster and areas of the county affected
- Date of occurrence and whether situation is continuing
- Type of assistance needed

Submit the request to:

- Inland Region, Cal OES

The County will then forward the request to Cal OES. A City should submit its request separately *only* if the City does not intend to submit the same request as the County. Assistance programs have deadlines for application which must be strictly adhered to; technical assistance is available from Cal OES in identifying those deadlines.

When a request for assistance is submitted, Cal OES will:

- Review the request for completeness
- Request additional information if necessary
- Determine the need to conduct damage assessments
- Make a determination regarding the level of appropriate disaster assistance for the request

APPLICANT BRIEFINGS

If there is a State or Federal declaration, including the provision of public or individual assistance, the Cal OES Recovery Branch will schedule and hold Public Agency Applicant Briefings. Affected public agencies will be notified by letter, e-mail, Cal OES website, Cal OES regional offices or by telephone of the date, location and time of the briefing. The County and any local special districts that have experienced damages or may have eligible response costs should participate in the Applicant Briefing.

At the Applicant Briefing, available Public Assistance (assistance to public agencies) and Individual Assistance (assistance for households and businesses) will be described. Applications for Federal and State Public Assistance will be available and accepted during these briefings. Detailed instructions on Public Assistance applicant eligibility, project eligibility, eligible costs, program criteria, documentation requirements and important deadlines for work completion will also be explained. Public Assistance applicants are assigned a primary point of contact that will process the

application, monitor work progress and provide technical assistance for the duration of the application.

PUBLIC ASSISTANCE PROJECT APPROVAL PROCESS

The Cal OES Recovery Branch encourages applicant agencies to participate fully in the decision-making process of the approved scope of work and cost estimation for each project. The County and other eligible applicants are notified by mail when FEMA or the State has approved the project for funding. This notification includes instructions to request payment of the funds. Additional information regarding both Federal and State public assistance programs are located on the Recovery section of the Cal OES website and technical assistance is available through the Cal OES Recovery Branch or the Regional Office.

Upon a Presidential declaration, local governments that have incurred significant emergency response costs may request the expedited processing of State and Federal funding. Qualifying costs may include:

- Emergency costs (e.g., police and fire overtime salaries)
- Debris removal necessary to protect life and property
- Temporary shelter operating costs

INDIVIDUALS AND HOUSEHOLDS PROGRAM (IHP)

Upon the implementation of the IHP, individuals are required to first "teleregister" with FEMA. Widespread noticing will occur through local media, social media and posting on the County's website to inform the public of the toll-free teleregistration number. Upon teleregistration, FEMA will assign a representative to evaluate the claim and will refer the individual to the appropriate program for loan and/or grant assistance. Individuals will then be provided loan and/or grant application information, instructions, terms and conditions directly from the agency providing assistance (FEMA, SBA, USDA). The County may be asked for assistance in identifying appropriate locations for Disaster Recovery Centers and to participate in the DRC when activated.

SBA AND USDA

When the Small Business Association (SBA) and/or USDA has implemented its disaster program(s) independent of a Presidential declaration, individuals, businesses, private non-profit agencies and/or the agricultural community will be instructed to file an application directly with their local SBA and/or USDA office. If a DRC is not activated, the SBA or USDA will normally administer their programs through an existing local office or, particularly for SBA, in locally leased space.

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HAZARD MITIGATION – IMPROVING CONDITIONS TO PREVENT LOSS

INTRODUCTION

Hazard Mitigation is any cost-effective activity that seeks to eliminate or reduce human suffering and property damage from natural and manmade hazards. Hazard Mitigation includes both pre-disaster and post-disaster activities.

HAZARD MITIGATION PLANNING

Hazard Mitigation Planning includes analyses of ways to eliminate or reduce the impact of future disasters. The Federal Disaster Mitigation Act of 2000 required the State to develop and maintain a State Hazard Mitigation Plan. California’s hazard mitigation planning process is continuous and involves a multitude of Federal, State and local agencies, academia, private non-profit organizations and community-based organizations.

The Hazard Mitigation Plan is approved by FEMA and is also required for the County or a special district to receive grant funds for mitigation projects from the Federal Hazard Mitigation Grant Program and the Federal Pre-Disaster Mitigation Grant Program. Yolo County has an approved Multi-jurisdictional Hazard Mitigation Plan that was approved by FEMA in July 2013.

FUNDING FOR PRE-DISASTER MITIGATION

The Federal Pre-Disaster Mitigation Grant Program provides funds for hazard identification, mitigation strategies and public partnerships. More specifically, it:

- Supports development of the hazard mitigation planning process at the state and local levels and funds high priority projects from these plans
- Provides a continuous flow of funding to states for hazard mitigation, whether the state has experienced a recent disaster or not
- Supports local communities in becoming disaster resistant by providing technical and financial assistance to state and local governments in implementing cost effective pre-disaster hazard mitigation measures
- Helps to reduce injuries, loss of life, and damage and destruction of property, including damage to critical services and facilities under the jurisdiction of state or local governments

Communities that wish to participate in the Pre-Disaster Mitigation Grant program must demonstrate commitment to the implementation of hazard mitigation activities within their jurisdiction. Assistance includes both planning grants and project grants. Planning grants assist the State and its communities in developing a multi-hazard mitigation plan. Planning grants may also be used for technical assistance, including risk assessments, project development, community outreach and education. (Funds applied to planning grants cannot exceed 10 percent of the State’s allocation). Project grants are awarded in accordance with the priorities cited in the State Hazard

Mitigation Plan. Project grants may be used to reimburse costs for acquisitions or relocations of vulnerable properties, structural retrofits, vegetation management (e.g., shaded fuel breaks, defensible space), public information and educational programs.

Flood Mitigation Assistance (FMA) provides funding for measures to reduce or eliminate the long-term risk of flood damage to repetitive loss of buildings, manufactured homes and other structures insurable under the FEMA National Flood Insurance Program (NFIP). Communities requesting FMA planning and project grants must be participating in the NFIP. FMA planning grants are available for the flood portion of any mitigation plan. FMA project grants are available to NFIP-participating communities to implement measures to reduce flood losses. Example FMA projects are elevating structures, acquisitions and watershed management (e.g., detention basins, increased culvert size). FEMA contributes up to 75 percent of total eligible costs for each grant. At least 25 percent of the total eligible cost must be provided from a non-Federal source. The State will evaluate and approve applications for FMA planning grants.

FUNDING FOR POST-DISASTER MITIGATION

The Hazard Mitigation Grant Program (HMGP) provides grants following a disaster to state and local governments, Indian tribes and certain non-profit organizations to develop plans and implement long-term hazard mitigation measures.

Federal funding for the HMGP becomes available only after the President signs a major disaster declaration. The amount of funding available is based on a percentage of the Federal share of the aggregate disaster costs for public and individual assistance. As manager of the HMGP, Cal OES is responsible for soliciting program interest, helping potential applicants develop applications, establishing deadlines for applications, providing technical assistance, establishing funding priorities and forwarding selected projects to FEMA for approval based on those priorities. Cal OES posts grant application instructions and deadlines on the website for a limited time following a Federal declaration of a disaster. Successful applicants are notified by mail when FEMA has approved the grant for funding. This notification includes instructions to request payment of the funds.

Planning and project grants can be funded under HMGP. By regulation, HMGP projects must meet the minimum eligibility criteria, be consistent with the State and local hazard mitigation plans and meet the guidelines and priorities established for a particular disaster. Projects must also demonstrate cost-effectiveness.

DISASTER ASSISTANCE PROGRAMS AND THEIR REQUIREMENTS

PUBLIC ASSISTANCE THROUGH CAL OES

Public agencies include State agencies and departments, cities, counties, school districts, community college districts, special districts and certain private non-profit agencies. The following table describes implementation criteria for the five main public assistance disaster programs administered by Cal OES: Director’s Concurrence, Governor’s Proclamation of a State of Emergency, Fire Management Assistance Grant (FMAG), Presidential Declaration of an Emergency and Presidential Declaration of a Major Disaster.

Type of Assistance	Program Name and Authority	Cost Share Required	Implemental Criteria
Funding to restore damaged public infrastructure (e.g. roads, buildings, utilities)	State Public Assistance California Disaster Assistance Act (CDAA) – Director’s Concurrence with local emergency	75% State 25% Local	Local agency must proclaim an emergency and request a “Director’s Concurrence” within 10 days of an event. A Governor’s proclamation of a state of emergency is not required for the Cal OES Director to provide CDAA funding to repair damaged public facilities.
Reimbursement of local emergency response costs, debris removal, and funding to restore damaged public infrastructure	State Public Assistance CDAA – Governor’s Proclamation of a State of Emergency	75% State 25% Local	Local agency must proclaim an emergency and request the Governor to proclaim a state of emergency within 10 days of an event. The request should include dates of the event, an IDE, areas affected and appropriate type of assistance needed.
Reimbursement for fire suppression costs	FMAG Stafford Act	75% Federal 25% Local	Responsible fire agency CDAA must request FMAG assistance while the fire is still burning out of control. Neither local nor State emergency proclamation is necessary for the implementation of this program.
Reimbursement of local emergency response and debris removal costs	Federal and State Public Assistance Stafford Act and CDAA – Presidential Declaration of an Emergency	75% Federal 18.75% State 6.25% Local	Local agency must proclaim an emergency and request the Governor to proclaim a state of emergency within 10 days of an event. The Governor has 5 days to request Federal assistance. Local government should provide detailed information including date of the event, an IDE, areas affected and appropriate type of assistance needed.

Type of Assistance	Program Name and Authority	Cost Share Required	Implemental Criteria
Funding to restore public infrastructure² and reimbursement of emergency response and debris removal costs	Federal and State Public Assistance Stafford Act and CDAA – Presidential Declaration of a Major Disaster	75% Federal 18.75% State 6.25% Local	Local agency must proclaim an emergency and request the Governor to proclaim a state of emergency within 10 days of an event. The Governor has 30 days to request Federal assistance. Local government should provide detailed information including dates of the event, an IDE, areas affected and appropriate type of assistance needed.
Funding to provide crisis counseling services	FEMA Crisis Counseling Program Stafford Act	75% Federal 25% State	This program is funded by FEMA and administered through the State Department of Health Care Services. Benefits may be short term or long term (up to 9 months).

PUBLIC ASSISTANCE THROUGH OTHER AGENCIES

The following table describes the implementation criteria for disaster assistance programs available to public entities through Federal agencies other than FEMA. Through the California Disaster Assistance Act (CDAA), the State may also cost share with these federal programs.

Type of Assistance	Program Name/Lead Federal Agency and Authority	Cost Share Required	Implemental Criteria
Watershed restoration	Emergency Watershed Program / NRCS Division of the U.S. Department of Agriculture Section 216, P.L. 81-516 and Section 403-405, P.L. 95-334	75% NRCS 18.75% State 6.25% Local	Eligible activities include providing financial and technical assistance to remove debris from streams, protect destabilized stream banks, establish cover on critically eroding lands, repair conservation practices and the purchase of flood plain easements. This program does not require a Presidential declaration before it is implemented. However, in order for the sponsoring agency to be eligible for State cost share, the Governor must have proclaimed a state of emergency for the event.
Emergency flood and post-flood activities	USACE Emergency Operations / USACE Flood Control and Coastal Emergencies Act (P.L. 84-99)	100% USACE	The U.S. Army Corp of Engineers (USACE) may provide manpower, supplies and equipment for flood-fighting, debris clearance and temporary levee repairs during the emergency period and up to a maximum of 10 days thereafter. This program does not require a Presidential disaster declaration before it is implemented.
Restoration of publicly sponsored flood control structures	USACE Rehabilitation Program/ USACE Flood Control and Coastal	100% USACE	The USACE Rehabilitation program provides assistance for permanent repairs to Federal system levees. Although USACE covers the repair costs, the local sponsoring agency may be required to purchase additional soil and must sign “Hold Harmless” agreements and other applicable assurance before work can begin. This program does not require a

² Funding beyond what is necessary to restore a facility may also be approved for hazard mitigation measure to ensure that future similar damage will not occur. These mitigation projects include cost-effective improvements to the current design and capacity of the existing facility

Type of Assistance	Program Name/Lead Federal Agency and Authority	Cost Share Required	Implemental Criteria
	Emergencies Act (P.L. 84-99)		Presidential disaster declaration before it is implemented.
Emergency repairs to Federal roads and highways	Federal Highway Administration (FHWA) Emergency Relief (ER) Program/FHWA Title 23, U.S.C., Section 125	100% FHWA if performed within 180 days of an event	This program may be implemented upon a Presidential Declaration or by special request from the Governor when a state of emergency has been proclaimed. The FHWA ER program is administered through Caltrans.
Permanent restoration of damaged Federal aid highways	FHWA ER Program/FHWA Title 23, U.S.C., Section 125	88.53% FHWA 8.6% State 2.87% Local	FHWA funds 88.53% of repairs upon a Presidential Declaration or by special request from the Governor when a state of emergency has been proclaimed. The FHWA program is administered through Caltrans in close coordination with Cal OES
Long-term economic-redevelopment	Housing & Urban Development (HUD) Disaster Recovery Initiative/HUD Section 122 of the Housing and Community Act of 1974, as amended	75% Federal 18.75% State 6.25% Local	Funds earmarked for certain HUD projects may be transferred to emergency projects if not covered by FEMA and are in the best interest of post-disaster stricken community. California Department of Housing and Community Development administers this program.

INDIVIDUAL AND FAMILY ASSISTANCE

The following table describes the implementation criteria for programs that are available to assist businesses, families and individuals, and Private non-profit (PNPs) agencies in recovering from a disaster.

Type of Assistance	Program Name and Authority	Loan/Grant Maximum	General Implemental Criteria
Low interest loans for losses to real property (primary residences) which may include mitigation measures	SBA Physical Disaster Loan Program 13 CFR Ch.1 Part 123	\$200,000	The SBA Physical loan program may be implemented upon a Presidential declaration of an emergency or major disaster. Victims are required to first seek loan assistance through SBA before they can be considered for a Federal grant through FEMA. SBA also has the authority to independently (without a Presidential declaration) implement the program when at least 25 homes and/or businesses suffer 40% uninsured losses of their estimated fair market or pre-disaster fair market value, whichever is lower. In this case, a request for SBA declaration must be made through Cal OES within 60 days of the occurrence.

Type of Assistance	Program Name and Authority	Loan/Grant Maximum	General Implemental Criteria
Low interest loans for losses to personal property	SBA Physical Disaster Loan Program 13 CFR Ch.1 Part 123	\$50,000	Same as above.
Grants to cover temporary housing needs, home repairs, losses to personal property, transportation expenses, funeral and medical expenses, etc.	Individual and Households Program (IHP) Robert T. Stafford Act Disaster Relief and Assistance Act, 44 CFR Ch. 1, Part 206, Subpart D, Sect. 206.110	\$25,600	This is a Federal grant program managed and administered by FEMA upon a Presidential Declaration of an Emergency or Major Disaster. Victims who are found to be ineligible for an SBA loan are referred to FEMA's IHP program.
Grants to individuals and families that have received the maximum IHP grant but still have unmet needs	State Supplemental Grant Program (SSGP) California Department of Social Services W/I 13600-13601	\$10,000	This program is administered through the State Department of Social Services. It is only implemented when FEMA has activated the IHP. The State has no authority to activate the SSGP independent of a Federal declaration.
Disaster Unemployment Assistance (DUA)	DUA U.S. Department of Labor, 20 CFR, Part 625 44 CFR, Part 206.141	N/A	This program may be implemented by the Department of Labor upon a Presidential declaration. It allows those unemployed due to a disaster up to 26 weeks of unemployment benefits.

BUSINESSES, RANCHERS AND PNP ASSISTANCE

The following table describes the implementation criteria of programs that are available to assist businesses, ranchers and Private non-Profit (PNPs) agencies in recovering from a disaster.

Type of Assistance	Program Name and Authority	Loan Maximum	Implemental Criteria
Low interest loans to businesses and PNP's, for losses to real property	SBA Physical Disaster Loan Program 13 CFR Ch.1 Part 123	\$1.5 Million	The SBA Physical loan program may be implemented upon a Presidential declaration of an emergency or major disaster. SBA also has the authority to independently implement the program when at least 25 homes and/or three businesses have suffered 40% uninsured losses due to a disaster. Typically, when SBA declares a disaster for a county, contiguous counties are also eligible.
Low interest loans to businesses and to help cover working capital	SBA Economic Injury Disaster Loan (EIDL) 13 CFR Ch.1 Part 123	\$1.5 Million	SBA also has the authority to independently implement the program with certification by the Cal OES Director that at least five small business concerns in a disaster area have suffered economic injury and are in need of financial assistance not otherwise reasonably available. The SBA may provide economic injury assistance for a disaster determined by the Secretary of Agriculture. Under these designations, SBA makes economic injury assistance available to eligible small businesses. EIDL loans become available under all SBA physical declarations. The maximum SBA loan assistance is \$1.5 million, whether it is a Physical Disaster Loan, an EIDL loan, or a combination of both programs.
Low interest loans to farmers, ranchers and aquaculturists for physical and/or crop production losses resulting from an unusual natural occurrence (weather pattern, pest, etc.)	Secretarial Designation – Agricultural Disaster U.S. Department of Agriculture, Farm Services Agency 7 CFR, Ch. 18, Part 1945, Subpart A	\$500,000	Emergency loans are made to farmers and ranchers who have suffered at least a 30% loss in crop production or a physical loss to livestock products, real estate or chattel property. The Secretary of Agriculture can implement this program when requested by Cal OES on behalf of a local agricultural commissioner or local government authority, or implemented automatically when the President declares a major disaster or emergency. When requested on its own authority, supporting documentation to the types of crops and level of damage must be submitted. A proclamation of local or state emergency is not required for this program.

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ANNEX MAINTENANCE

The Yolo County Office of Emergency Services will coordinate with the various County departments on any updates and revisions of this Recovery and Mitigation Annex.

Those agencies and organizations listed as having anticipated roles and responsibilities under this annex shall inform the Director of Emergency Services when they are aware that changes need to be made.

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APPENDIX E-7: VERSION HISTORY

(Note: File each revision transmittal letter behind this record page.)

Version Number	Implemented By	Revision Date	Approved By	Approval Date	Description of Change
1.0	Yolo OES	12/01/2013			Initial Draft

APPENDIX E-8: DAMAGE ASSESSMENT GUIDANCE

DAMAGE ASSESSMENT

Damage Assessment is the process of identifying and quantifying damages that occur as the result of a disaster. The objective of the damage assessment is to provide situational awareness to the EOC about the state of critical and essential functions to help facilitate the move from response into recovery. It also facilitates the decisions to appropriately direct resources and teams. Additionally, the damage assessment results are used as the initial basis to justify or determine State or Federal assistance. Damage assessment is conducted in two phases.

Initial Damage Estimate (IDE)

This estimate begins immediately after the incident occurs, is an initial estimate based on the information available and helps to determine life safety issues, identify the hardest hit areas and to estimate the damaged infrastructure. The IDE determines whether more detailed damage assessments are necessary and identifies those areas where further efforts should be concentrated.

Preliminary Damage Assessment

This assessment is done to verify the initial damage assessment (especially for State/Federal assistance) and gather additional information on areas or functions that are going to require additional resources so recovery can be prioritized.

Process

Windshield Surveys

Following a disaster, on-duty Fire, Law Enforcement and Public Works field units perform windshield surveys. The survey is done quickly, without exiting the vehicle and includes a brief observation of the structure or area for obvious damages. The Red Cross may also conduct windshield surveys, if requested. Windshield surveys may also be used to develop the IDE discussed in the previous section.

Safety Assessment

As soon as possible following the emergency event, a Rapid Safety Assessment is conducted on occupied buildings and pre-designated essential facilities (e.g., occupied structures, access roads, bridges, utilities etc.). The assessment involves an immediate visual inspection by Safety Assessment Teams (SATs) assigned by the EOC Operations Section staff to identify unsafe structures/area and obvious hazards.

Unsafe structures are evacuated immediately, hazardous conditions are secured and occupied buildings are posted as Unsafe, Restricted Use or Inspected, as indicated. The inspection and assessment process will be performed in accordance with the Applied Technology Council (ATC-20-2) *Procedures for Post Earthquake Safety Evacuation of Buildings*. Mutual aid for the conduct of these assessments can be obtained through the Safety Assessment Program, overseen by Cal OES.

Detailed Inspection

Based on findings from the SATs, detailed inspections are performed on damaged facilities by personnel assigned by the EOC Operations Section staff. This inspection includes a more thorough examination to document damages, identify repairs, bracing and shoring requirements, evaluate the initial posting of occupied structures and identify facilities that require an engineering assessment. The condition of occupied structures may be upgraded or downgraded based on the results of the inspection.

Engineering Assessment

Licensed engineers conduct detailed assessments on damaged structures and facilities to prepare plans for repairs, reconstruction and engineering cost estimates. Depending on the type of facility and the nature of the damage, civil, structural, mechanical and other specialty engineering services may be contracted, or requested through the Yolo OA EOC.

Damage Assessment Chronology		
Time Frame	Purpose	Method/Teams
Windshield Survey		
0-12 hours post-event	Locate and identify casualties and hazards to aid the direction of response efforts.	<ol style="list-style-type: none"> 1. Windshield Survey Form 2. Law Enforcement, Fire and Public Works field units, and Red Cross
Safety Assessment		
0-24 hours post-event	Identify life safety problems, obvious structural or utility damage. Includes assessment of roads, bridges, tunnels and access areas. Buildings are posted “Unsafe” (Red), “Restricted Use” (Yellow) or “Inspected” (Green). The assessment is also used to identify requirements for barricades.	<ol style="list-style-type: none"> 1. ATC-20-2 Rapid Evaluation Safety Assessment Form 2. SATs assigned by the EOC Safety Assessment staff
Detailed Damage Assessment		
24 hours to 1 week post-event	Identify and document damage and initial cost estimates. Inspect structures, bridges, tunnels, water lines, fire alarm systems, sewer lines, streetlights, and roadways. The assessment is also used to prepare for emergency repairs, bracing and shoring.	<ol style="list-style-type: none"> 1. ATC-20-2 Detailed Evaluation Safety Assessment Form 2. ATC-20-2 Fixed Equipment Checklist 3. SATs assigned by the EOC Safety Assessment staff
Engineering Assessment		

Damage Assessment Chronology		
Time Frame	Purpose	Method/Teams
1 week to 2 months post-event	A quantitative engineering evaluation of damage. This assessment is used to prepare plans for permanent repairs and to prepare engineering cost estimates.	<ol style="list-style-type: none"> 1. Engineers and architects 2. Consulting structural, mechanical and geotechnical engineers

Documenting and Reporting Damage Assessments

Reporting

Any damage that endangers life safety, the operation of a facility or damage that could result in additional damage will be reported immediately to the EOC Operations Section. Copies of all damage reports are forwarded to the Planning Section for review, analysis and posting on status boards, as indicated.

Windshield Survey

Field units report hazards or major damage to the assigned EOC Operations Section Chief or designee.

Safety Assessment

The results of safety assessments are reported by SATs to the assigned Operations Section staff. Based on the results of these assessments, initial response strategies and priorities may be received by the Operations Section Chief.

Detailed Damage Assessment

Each SAT submits its findings in writing to the EOC Operations Section staff. The Operations Section staff arranges for further engineering assessments based on the findings from this assessment. Copies are forwarded to the Planning Section for the Situational Status Report.

Engineering Evaluation

Each SAT submits its findings in writing to the EOC Operations Section staff. The engineering reports will include all supporting materials, such as drawings, calculations, cost estimates, etc. and will be used to develop, repair and reconstruct plans.

Documentation

Law Enforcement, Fire and Public Works field units conduct the Windshield Surveys and document their findings. The information may be reported verbally to the EOC, or to the appropriate Law, Fire or Public Works representatives who in turn records the information.

Inspections and assessments are recorded by assigned SATs on the appropriate ATC-20-2 forms and photographs are taken of all damages observed. Where indicated, appropriate maps and schematics are attached to the ATC-20-2 forms. Completed forms, photographs and schematics are forwarded to the EOC Planning Section as soon as practical.