



This document outlines the response expectations of Yolo County during the recovery operations and serves as a support annex to the Yolo County Emergency Operations Plan

Yolo County Recovery Annex

Annex to the Yolo County
Emergency Operations Plan

Version 1.0

November 2024

PROMULGATION

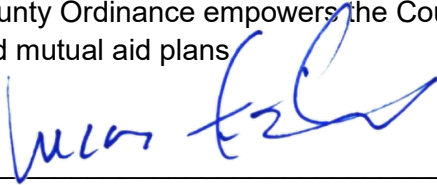
This Emergency Support Function Annex to the County of Yolo Emergency Operations Plan describes how Yolo County will manage an emergency incident or disaster mitigation, preparedness, response, and restoration related to this Emergency Support Function. All Primary and Support agencies identified as having assigned responsibilities in this Emergency Support Function shall perform the emergency tasks described, including preparing and maintaining Standard Operating Guidelines and Procedures and carrying out the training, exercises, and plan maintenance needed to support the plan.

This Emergency Annex plan was developed using the Comprehensive Planning Guide 101 version 3 from the Federal Emergency Management Agency and California's emergency planning guidance documents. Adoption will occur following the established maintenance schedule; however, the plan may be modified in the interim without prior approval and formal adoption under the direction of the Director of Emergency Operations. The revised plan will be relayed digitally to all Primary and Support agencies with assigned responsibilities in this Emergency Support Function. The Primary assigned agency will coordinate the review and update of the plan with the Support agencies as needed at least every three years. This Emergency Support Function plan supersedes any previous versions.

This Emergency Support Function Annex applies to Primary and Support agencies within Yolo County who are assigned responsibilities by Emergency Support Function of the All-Hazard Emergency Operations Plan and identified within the Emergency Support Function Annex.

This plan replaces previous annexes of the same or similar title.

The County of Yolo Board of Supervisors chairperson will formally promulgate this annex. The County Ordinance empowers the County Board of Supervisors to review and approve emergency and mutual aid plans



Lucas Frerichs
Chair of the Board of Supervisors

11/05/2024

Date:

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Recovery Annex

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SECTION 1.0: INTRODUCTION

The Yolo County Operational Area (YOA) Recovery Annex supports, coordinates, and provides guidance to organize and manage recovery processes of impacted communities following a disaster and serves as a supplement to the Yolo County Emergency Operation Plan (YCEOP). This Recovery Annex defines responsibilities, lines of communication, establishes a recovery organization, and is designed to be part of the statewide Standardized Emergency Management System (SEMS) and compliant with the National Incident Management System (NIMS).

This Annex provides direction to the primary and supporting county departments and organizations during the recovery and reconstitution efforts within the Yolo Operational Area that can be accomplished through individual, private sector, nongovernmental organizations, and public assistance programs that identify needs and define resources, provide housing and promote restoration, and address long-term care and treatment of affected persons. Moreover, recovery involves incident-related cost recovery, identification and implementation of mitigation measures to reduce or eliminate effects of future incidents, and evaluation of lessons learned. Recovery operations should begin alongside or shortly after a disaster occurs and can be generally divided into three phases, Short-Term (days), Intermediate (weeks to months) and Long-Term (months to years).

This annex serves as the unifying document for emergency plans of throughout all six Yolo Operational Area (YOA) jurisdictional areas (four incorporated cities, one unincorporated area, and one Tribal Nation), and numerous special districts, sates, and private agencies.

1.1 PURPOSE

The basic premise of the recovery Annex is to restore communities to a pre-disaster state or return the whole community to the “new normal” condition in restoring critical infrastructure, ongoing programs, and vital services. To accomplish this purpose, this Annex defines the roles and responsibilities of the responding agencies and partners in recovery following a disaster, and is intended to ensure flexibility, scalability, and adaptability to the unique and changing conditions of disaster recovery.

This annex provides a framework for the development and implementation of an efficient, integrated, and comprehensive recovery strategy that includes a timely and seamless transition from response to recovery operations; prompt and effective disaster assistance to affected individuals, localities, businesses, and public agencies; long-term reconstruction activities to support and fulfill the recovery vision and strategy; and the incorporation of mitigation considerations throughout the process to make the community safer from, stronger against, and more resilient to any human-caused or natural hazards identified in the hazard identification and risk assessment (HIRA).

Finally, this plan identifies many Whole Community partners, either directly or in the context of Recovery Support Functions and their annexes, which are critical elements to a community’s recovery.

1.2 SCOPE

This annex has been developed to address the needs of the YOA, addressing the issues of recovery from a major disaster event. It addresses both short- and long-term needs, and issues in repairing infrastructure, helping families, individuals and businesses, and acknowledging that not all recovery issues can be anticipated. It is intended to serve as both a stand-alone annex to guide recovery efforts for more localized incidents as well as serve as a bridge for larger, more complex coordination. Subsequently, it sets up a scalable and flexible recovery organization that can provide a basis to respond to emergent needs of the community to restore services, facilities, and infrastructure.

This annex provides the following information:

- Guidance to provide a coordinated recovery organization
- Concept of operations for disaster recovery
- Agencies and organizations involved in disaster recovery
- Roles and responsibilities of jurisdictions and agencies regarding recovery
- Authorities and references that relate to recovery

Additionally, this annex is organized by six Recovery Support Functions (RSFs), outlined in the California Disaster Recovery Framework, that support the jurisdictions by facilitating problem solving, providing technical assistance, improving access to resources, building capacity and promoting community planning. The six RSFs and associated missions are:

1. **Community Planning and Capacity Building Mission:** Support and build the recovery capacities and community planning resources needed to effectively plan for, manage, and implement disaster recovery activities.
2. **Economic Mission:** Sustain and/or rebuild businesses and employment and develop economic opportunities that result in sustainable and economically resilient communities following a major disaster event.
3. **Health and Social Services Mission:** Restore the public health, healthcare, and social services networks to support the health and well-being of affected individuals and communities as well as to promote community resilience following a major disaster event.
4. **Housing Mission:** Address housing issues and coordinate and facilitate the rehabilitation and reconstruction of destroyed and damaged housing as well as develop other new accessible, permanent housing options, whenever feasible, following a major disaster event.
5. **Infrastructure Systems Missions:** Support infrastructure owners and operators in their efforts to achieve recovery goals relating to the public engineering of California's infrastructure systems following a major disaster event.
6. **Natural and Cultural Resources Mission:** Support long-term environmental and cultural resource recovery needs following a major disaster event. Public and Private Sector Stakeholders Recovery is a locally driven endeavor; however, communities differ in their preparation to plan for or enact recovery operations.

1.3 OBJECTIVES AND GOALS

Recovery objectives are different than response objectives. The initial recovery objectives for the County include, but are not limited to, the following:

- Reinstatement of individual autonomy
- Restoration of family unity
- Provision of essential public services
- Permanent restoration of private and public property
- Restoration of normal government operations
- Restoration of public services
- Research to uncover residual hazards, advance knowledge of disasters and improve future emergency operations

The goals of this annex include the following:

- Engage the Whole Community, including those with disabilities and others with access and functional needs as well as stakeholders identified under the Recovery Support Function (RSF) Annexes, to identify impacts, unmet needs, and potential recovery resources within the community.
- Restore services to the public by returning the affected area(s) to pre-disaster conditions after an emergency or disaster
- Assist in coordinating the recovery efforts by addressing the unique needs, capabilities, demographics, and governing structures of the community
- Establish partnerships, organizational structures, communication resources, and access to resources that promote a more rapid and inclusive recovery process
- Facilitate the transition from response to short- and long-term recovery
- Build resilience by focusing on disaster resistance through permanent restoration of infrastructure, housing, agricultural industry, and the local economy with the goal of mitigating future impacts of a similar nature
- Lead the State and FEMA Disaster Cost Recovery efforts
- Partner with the Public Information Officer to execute the public information core capability to deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally or linguistically appropriate methods
- During response and recovery, identify potential mitigation actions for inclusion in After Action Reports/Improvement Plans, updates to the Multi-Jurisdictional Hazard Mitigation Plan, and possible requests for mitigation funding.

Short-Term Recovery

Short-term recovery begins early in the response phase and is focused on restoring critical services and infrastructure such as utilities, government operations, medical services, transportation routes, cleanup debris removal, abatement of dangerous buildings and providing support to residents and businesses.

Within the operational period that damages are first reported, begin the damage assessment process, including activation of trained and equipped all-hazard damage assessment teams, for the assessment of private property, as well as coordination with County departments and external jurisdictions for consolidation at the OA level of public and private property damage assessments.

Long-Term Recovery

Long-Term Recovery will focus on establishing a “new normal” for an economically sustainable Yolo County. Components include:

- Rebuilding public infrastructure
- Ensuring adequate housing stock
- Coordinating delivery of social and health care, including mental health services
- Refined land-use planning to include mitigation goals and lessons learned from the disaster
- Support for businesses to help the economy rebound
- Maximal utilization of federal and state aid to recover disaster costs.

1.4 PLANNING ASSUMPTIONS

Every disaster recovery annex has a foundation of assumptions on which this plan is based. These assumptions limit the circumstances that this plan addresses and these limits define the magnitude of the disaster the organization is preparing to address.

The following assumptions were considered in developing the OA Recovery annex:

- This recovery annex is based on the assumption that the hazards and analysis outlined in the County Emergency Operations Plan (EOP) are correct and present an accurate view of the hazards and effects that could impact Yolo County. It should be noted that there may be hazards and impacts that are unanticipated and disaster response and recovery may require improvisational problem solving.
- Substantial Federal assistance may be requested which includes, but may not be limited to, public assistance to reimburse government jurisdictions for disaster-related losses, and individual assistance to help individuals and small business with disaster-related losses.
- The recovery process may take years and may not be able to bring the County back to the same community that was in existence prior to the disaster; a “new normal” may be the recovery goal.
- Recovery is a complex process that can include special legislation, financial entanglements, massive construction programs and lawsuits.
- Many organizations and businesses have developed their own Recovery annexes that will assist them in their recovery and that of the community.

- Long term recovery will involve different participants and stakeholders, including the traditional first responder community that is primarily involved in the response to a disaster.
- Many businesses and services will not be able to supply basic necessities for a period of time after some disasters.
- Long-term recovery will require cooperation among all sectors of the community, including the public, private and non-governmental organizations sectors
- Small, localized incidents can still create serious and long-lasting impacts on the community. Addressing these issues effectively may require on-going coordination on the part of multiple departments and agencies.
- Larger, more complex recovery processes will require the County to scale up recovery operations and capabilities immediately
- Non-profits, Community Based Organizations (CBOs), and Faith Based Organizations may become key players in recovery coordination, particularly those who are “trusted agents” at the neighborhood level. It is not possible to know in advance which organizations or individuals may play these roles, but they should be anticipated.
- Non-profits, Community Based Organizations (CBOs), and Faith Based Organizations can be matched up with a “mentor” organization to share their experience and recommendations. Peer organizations that have had the experience of serving as a resource and information clearing house on recovery at the neighborhood level may have valuable lessons learned to share.
- In the delivery of response and recovery services, the County will intentionally serve all people including immigrants and refugees, whether documented or not, as well as people with access and functional needs. This includes reaching out, without bias, to those in need of disaster assistance, sheltering, donations, and the like, and meeting the equivalency requirements of the Americans with Disability Act (ADA) Titles II (public facilities) and III (public programs/services).
- During disasters, government facilities can be damaged or destroyed. When altering or rebuilding after a disaster, the County will consider alterations to facilities and the design and construction of new or replacement facilities which comply with all applicable federal accessibility requirements, including Title II of the Americans with Disabilities Act (ADA).
- The County communicates life-safety notifications to the community in ways that can be understood, regardless of language, as a foundational part of response during incidents. Specific communications strategies have been developed to ensure notification to those with access and functional needs can be found in the Alert & Warning Support Annex.

1.5 RECOVERY CONSIDERATIONS

The County and Local government needs to lead their disaster recovery effort. To do this they must take an active role in pre-disaster recovery planning, just as they need to take an active role in being prepared to respond to disaster. If nothing else is done, the County should be aware of the following basic recovery planning concepts:

- **Different than Response:** As in response, recovery will require executive leadership and support; however, it has different participants, different goals, different priorities, different time frames and different funding requirements and opportunities.
- **Long Term Leadership:** The National Disaster Recovery Framework suggests that a jurisdiction must be prepared to identify a “Disaster Recovery Coordinator” or equivalent to provide leadership in recovery planning and prioritization of goals. This leadership is required to manage overall recovery coordination and management at the local level.
- **People:** Both public and private sector jurisdictions and organizations have to be prepared to expand their administrative capacity. Recovery from a disaster will create a large number of “new” tasks that have to be done. The regular processes of government have to be continued as well. Disaster recovery operations traditionally require a combination of adding new people to carry out the additional tasks, and prioritizing day to day government operations to ensure regular and additional tasks are completed. (For example – “Only disaster related Building Permits will be considered until....”)
- **Community Involvement:** The public needs to be informed of the recovery process through media releases, public forums, town hall meetings and the like. Jurisdictions must continue to implement, coordinate and manage awareness and outreach efforts to individuals with disabilities, seniors, children and other members of vulnerable populations – this task cannot end as the focus shifts from response to recovery, and the same public alert and warning communications should be used.
- **Planning:** Jurisdictions must incorporate principles of planning into the recovery process. Recovery that is allowed to just “happen on its own” leads to a variety of future problems for a community. Basic questions such as “Do we put it back the way it was?” or “Do we take this opportunity to mitigate?” need to be considered by the Recovery Coordination Group in discussion with the County Administrator and supervisors. A jurisdiction also needs to communicate post-disaster planning and operational needs to the State and lead an inclusive planning process, facilitating practices that comply with applicable laws, including civil rights mandates.
- **Partnerships:** A community must coordinate with relevant regional planning organizations that provide resources and/or planning expertise. A community should work in pre-disaster planning to promote partnerships between nonprofit organizations, faith-based organizations, the private sector or other relevant organizations and nontraditional and/or underserved communities.
- **Priority Setting:** There are an unlimited number of ways things can go wrong, so there are an unlimited number of ways a community could recover from them; subsequently, everything cannot be planned ahead of time or repaired at once. Priorities will have to be set and a pre-planned process to do this can speed the recovery process. This will also involve the review of pre-existing plans, cross-checking the pre-planning priorities against the post-disaster planning priorities that are set.
- **Transparency:** As part of the community involvement in recovery, a jurisdiction needs to implement a transparent, accountable system to manage recovery resources. The more transparent the process the more cooperative the community will be during the recovery process.

- **Compliance:** Recovery from a major disaster allows few exemptions from environmental, historic preservation, endangered species or other rules and regulations. Yolo County must actively enforce all Federal worker protection laws for workers who are employed to rebuild the impacted community. These Federal laws include the Fair Labor Standards Act, Occupational Safety and Health Regulations, National Labor Relations Act and the laws administered by the Equal Employment Opportunity Commission (EEOC).

1.6 WHOLE COMMUNITY APPROACH

The Yolo Operational Area is committed to achieving and fostering an emergency management system that uses a Whole Community Approach and is fully inclusive of individual needs and circumstances. The Whole Community Approach creates an engaged and resilient communities by which residents, emergency management practitioners, community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their assets, capabilities, and interests.

By engaging communities, we can understand the unique and diverse needs of a population including its demographics, values, norms, networks, and relationships. Yolo County is committed to ensuring that considerations are made for persons with access and functional needs (AFN) at every stage of the emergency management process.

SECTION 2.0: CONCEPT OF OPERATIONS

The concept of operations describes specific organizational approaches, processes, responsibilities, coordination, and incident-related actions required for recovery operation functions and systems within the OA. Emergency response is built on the concept of layers, in adherence to the principles of SEMS and NIMS. This Annex is designed to manage incidents locally with assistance provided from partner agencies, neighboring jurisdictions, and state and federal support if needed and as available.

The various functions that constitute recovery operations occur on the continuum of response, short-term, intermediate, and long-term recovery operations. Very rarely are there distinct start and stop points between the phases, but the different phases help provide a conceptual framework to describe the nature of completed, ongoing, and remaining recovery activities.

2.1 RELATIONSHIP TO RESPONSE OPERATIONS

While response operations provide the foundation of the OA Recovery annex, recovery operations typically begin concurrently with or shortly after commencement of response operations. Evaluation of the incident's impact on the public occurs throughout the response phase and influences the direction of recovery operations related to individuals and businesses. Damage assessment activities begin in the response phase and are intended to support functions such as mapping locations of damaged property and the subsequent application for federal disaster assistance funds.

Within the first operational period of the OA Emergency Operations Center activation, begin the documentation and compilation of known and estimated costs related to response and recovery activities. As the Operational Area, begin the compilation of countywide Initial Damage Estimates from all impacted jurisdictions.

To meet Cal OES deadlines for requesting California Disaster Assistance Act funding within the first 72 hours, and no later than 10 calendar days after the start of the incident, determine if the incident's impacts, damages, and costs are beyond the County's capability and, if so, decide if a Proclamation of Local Emergency with a request for Individual and/or Public Assistance is necessary. Upon receipt, relay to Cal OES Inland Region Staff Duty Officer all local Proclamations of Emergency, requests to the State for response and recovery resources, and submission of Initial Damage Estimates received from impacted jurisdictions, per SEMS guidelines.

In recognition of recovery's close relationship to response, the OA will staff the position of Recovery Coordinator as a member of the OA EOC staff to coordinate recovery activities from impacted jurisdictions within the Operational Area EOC during the incident response phase. The role of the Recovery Coordinator may vary depending on the nature, type, size, severity and jurisdictional location of the disaster. Each jurisdiction is responsible for managing and appointing staff for their own recovery staffing and activities, including communication and coordination with the OA Recovery Coordinator, if activated.

When a disaster impacts multiple jurisdiction within the OA, and requests for State or Federal recovery assistance are made, a Recovery Coordinator from County OES will facilitate communications and coordination between the requesting jurisdictions and Cal OES as well as to deconflict recovery operations and prevent duplication of effort within the OA.

Short-Term Recovery operations may continue to be coordinated from the OA EOC after the response phase is over, as needed. Under the Yolo OA EOP, termination of the emergency's response phase is concurrent with the deactivation of the Operational Area EOC. However, continued coordination from the Response phase into the Recovery phase may be necessary to support ongoing recovery operations.

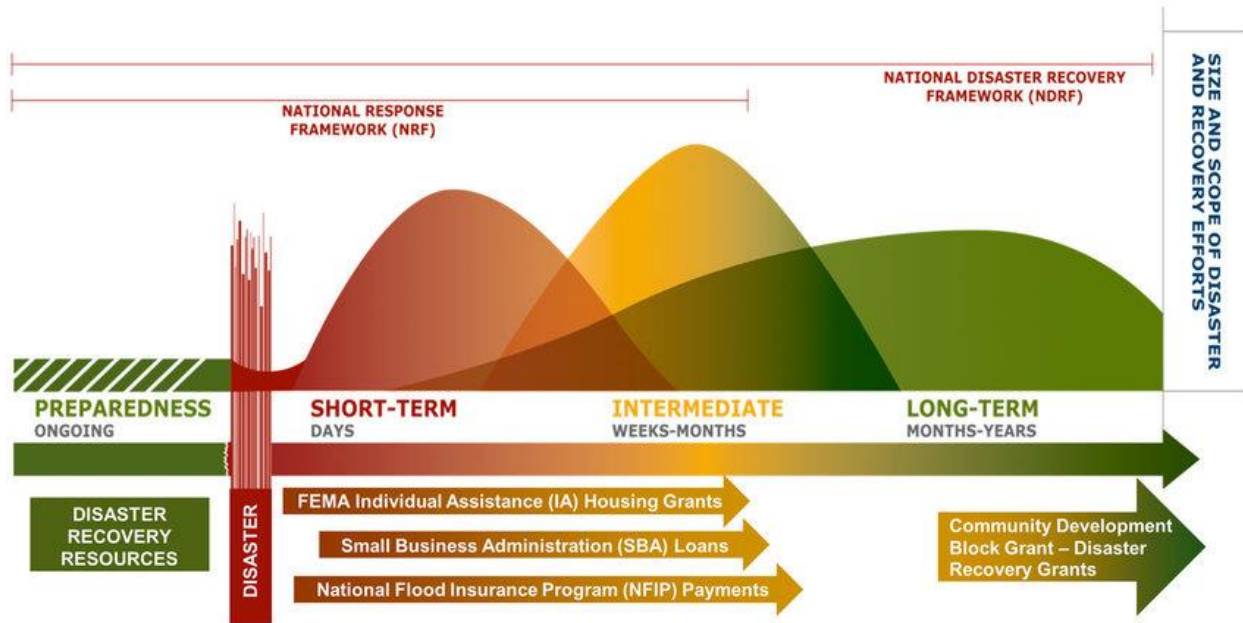
If the OA EOC is deactivated or addressing ongoing or emerging response needs as recovery operations are beginning or ongoing, which require dedicated support beyond routine County operations, a Recovery Organizational Structure may be established in parallel to, or following the EOC structure, to provide dedicated support to recovery operations in the OA of the county. This structure when centrally located within a jurisdiction will be their Recovery Operations Center (ROC).

2.2 PHASES OF RECOVERY

The phases of recovery, or the "recovery continuum," as FEMA refers to them, offer a process of interdependent and often concurrent activities that seek to progressively advance a

community toward a successful recovery. However, decisions made, and priorities set early in the recovery process by a community have a cascading effect on the nature and speed of the recovery progress. The table below indicates how response and recovery functions are related and describes overlapping recovery activities by phase.

Figure 1.0



Note: “The recovery process is best described as a sequence of interdependent and often concurrent activities that progressively advance a community toward a successful recovery. However, decisions made, and priorities set early in the recovery process by a community will have a cascading effect on the nature and speed of the recovery progress. Indicates how response and recovery functions are related in example sectors.” *Recovery Continuum – Description by Phase* (FEMA, 2011) **Figure 1.0** from the National Disaster Recovery Framework: Strengthening Disaster Recovery for the Nation.

2.3 SHORT TERM RECOVERY OPERATIONS

Short-Term Recovery operations include all agencies and jurisdictions participating in the Operational Area’s disaster response, and during the transition into the initial days of recovery. Recovery activities begin during the response phase of the emergency.

The key objectives of short-term recovery operations are to assess damages, identify Whole Community needs and resources, begin restoration of shelter, services, and facilities, and determine if State and/or Federal assistance is needed. Generally, within a jurisdiction these operations may include the implementation and/or coordination of:

- Damage assessment.
- Debris removal and clean-up operations.
- Transportation route restoration.
- Re-establishment of government operations and services.

- Engagement with the Whole Community, including RSF stakeholders and those with disabilities and/or access and functional needs.
- Building safety inspections.
- Abatement and demolition of hazardous structures.
- Proclamations of Local Emergency and/or Local Health Emergency (with County Public Health Officer).
- Expanded social, medical and mental health services (with County Health and Human Services agency).
- Establish temporary or interim infrastructure to support business reopening.
- Reestablish cash flow.
- Provide emergency and temporary medical care and establish appropriate surveillance protocols (with County Health and Human Services).
- Assess and understand risk and vulnerabilities.
- Volunteer and donations management.
- Commodity distribution.
- Establishment of accessible Assistance Centers including virtual, telephonic, Local/Family/Business, FEMA Disaster Recovery Centers (DRCs), etc.
- Request utilities to provide bill relief.
- Waiver of permit fees for damage repairs.
- Provide front-of-line rebuilding service.
- Address need for accessible temporary housing and business space.
- Change or alter traffic patterns (public transit, para-transit, school bus routes, etc.).
- Provide integrated mass care and emergency services accessible to the Whole Community

Under most circumstances, the transition from short-term to intermediate recovery operations will occur within 30 days of the termination of the emergency or close of the incident period. The 30-day time period is intended only as a guide. Transition to intermediate recovery operations may occur at any time within or after the 30-day period, depending on the severity of the emergency and the effectiveness of the coordinated local, state, tribal and/or federal response.

2.4 INTERMEDIATE RECOVERY OPERATIONS

The intermediate recovery phase occurs in the weeks and months following the emergency as more permanent recovery actions are implemented, including actions to assist in rebuilding impacted communities. Intermediate recovery activities within a jurisdiction may include:

- Providing accessible interim housing solutions.
- Initiation of widespread debris removal operations.
- Immediate infrastructure repair and restoration.
- Support reestablishment of businesses, where appropriate.
- Establishment of business recovery centers.
- Engaging community on strengthening facilities during rebuilding and possible mitigation actions.

- Coordinating with County Assessor for Reassessment of Property Damaged by Misfortune or Calamity.
- Engaging support networks for ongoing emotional/psychological care (with County Health and Human Services)
- Ensuring continuity of public health care through accessible temporary facilities (with County Health and Human Services).

As intermediate recovery operations are completed, demobilized, discontinued, or able to be addressed within the standard organizational structure of the jurisdiction while still addressing any remaining long-term recovery needs, the recovery operations structure, and recovery operations center will be deactivated.

2.5 LONG TERM RECOVERY OPERATIONS

The primary goal of long-term recovery operations is to rebuild safely and wisely, reduce future hazards, and optimize community improvements. As with all phases of recovery, long-term recovery should include Whole Community planning, engaging the recovery support function stakeholders and those with disabilities and others with access and functional needs, to best incorporate community input, resources, and needs. The major objectives of these operations within a jurisdiction include efforts to:

- Develop long-term universally accessible housing solutions.
- Rebuild infrastructure to meet future Whole Community needs, including needs of those with disabilities and others with access and functional needs.
- Implement economic revitalization strategies.
- Facilitate applicable funding assistance for business rebuilding.
- Follow up for ongoing counseling, behavioral health, and case management services (with County Health and Human Services).
- Reestablish disrupted health care facilities
- Implement mitigation strategies.
- Recover eligible disaster-related costs through insurance, applicable fees, mutual aid reimbursement, and State/Federal Public Assistance programs.

Hazard mitigation actions will be coordinated and employed in all activities by all jurisdictions, in accordance with the Multi-jurisdictional Hazard Mitigation Plan, in order to ensure a maximum reduction of vulnerability to future disasters. Each affected jurisdiction is responsible for their own approach to mitigation, which could include zoning variances, building code changes, plan reviews, seismic safety elements, and other land use planning techniques.

Local jurisdictions and special districts within the Operational Area will strive to restore essential facilities through repair, reconstruction, improvement, or mitigation during long-term recovery operations. Work with the RSF stakeholders for housing, economic, and infrastructure will play a vital role in rebuilding commercial areas. Jurisdictions and special districts will also continue to assist individual citizens and private businesses through long-term recovery operations with

continued provision of local services and information regarding State and Federal assistance programs.

Local jurisdictions are responsible to manage and direct their jurisdiction’s overall emergency response and recovery activities and may choose to designate a Local Disaster Recovery Manager within their jurisdiction to manage their recovery functions.

When a disaster exceeds local capabilities, local authorities of jurisdiction within the County may request State disaster recovery resources and assistance through the Operational Area in accordance with the requirements of the Emergency Services Act, California State Emergency Plan, SEMS Mutual Aid System, and/or the California Disaster Assistance Act.

2.6 PLAN ACTIVATION

The transition from response to recovery may be gradual and involve multiple minor changes. There will be a formal transition from response to recovery when ultimate authority transfers from the response phase to recovery. Recovery operations coordination may transition from the EOC to a virtual or an offsite Recovery Operations Center. Emergency operations are generally activated in three (3) levels based on the severity and scope of the incident and the availability of resources.

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| Level 3 – Remote Coordination | <ul style="list-style-type: none"> • A Recovery Branch from County OES will appoint a coordinator to organize recovery efforts across impacted jurisdictions. • Short-Term Recovery can be coordinated within the EOC. • Operational Area Recovery needs support within the EOC and the jurisdiction’s existing organizational structure. |
| Level 2 – Partial Activation | <ul style="list-style-type: none"> • Recovery Operations are of such size and complexity that some or all components of a dedicated Recovery Branch are needed. • County OES appointed Recovery Manager to facilitate efforts across the Operational Area. • Recovery Operations initially supported by the EOC may still require dedicated support even after the EOC deactivates. • Field survey and inspection teams will activate to survey individual and public damages. • Damage estimates will be required. |
| Level 1 – Full Activation Highest Level | <ul style="list-style-type: none"> • Full activation of most sections of the Recovery Branch. • Local Disaster Recovery Managers to lead the recovery in their jurisdictions. • EOC coordination with State and Federal resources to support ongoing operational recovery needs as the emergency response transitions to Short-term and Intermediate Recovery, and the EOC begins to deactivate or support new disaster responses. • Full activation of Field survey and inspection teams. • Damage estimates will be required. • Initiation of Full recovery phase. |

Coordination

During the activation of this annex, coordination of recovery efforts and planning across jurisdictional boundaries will be essential. This is because concurrent emergency management and incident recovery programs will also be active within the OA in an incident of significant scale and scope. The OA will generally coordinate with local and regional partners in various ways. These include, but are not limited to, the following:

- Sharing information through periodic conference calls, situation reports, briefings, and other verbal and electronic means of communication.
- Hosting interagency coordination meetings, and community stakeholder forums to ensure information and strategies are shared collaboratively.
- Conducting Initial Damage Estimates, including all cities, special districts, and response organizations and the public.
- Submitting Initial Damage Estimates and Local Proclamations to CalOES for a Gubernatorial Proclamation.

2.7 EMERGENCY PROCLAMATIONS

The local governing body, or a duly authorized local official, may proclaim a local emergency, as described in the California Emergency Services Act. Local emergency proclamations may allow additional emergency powers to local officials per local ordinances. A local decree must be issued within ten days of the incident and ratified by the governing body within seven days to be eligible for State and Federal recovery assistance.

The Director of Emergency Services is empowered to request the Board of Supervisors (Board) to proclaim the existence or threatened existence of a “local emergency” if the Board is in session. The Director may issue such a proclamation if the Board is not in session. Whenever the Director of Emergency Services proclaims a local emergency, the local crisis shall not remain in effect for over seven days unless the Board has ratified it. The Board reviews the need for continuing a local emergency at least once every 60 days until the Board terminates the regional crisis.

The Director of Emergency Services, or designee, may also request the Governor of California to proclaim a “state of emergency” when the locally available resources are inadequate to cope with the emergency, including a request for a Federal Disaster Declaration. The Director of Emergency Operations maintains instructions and templates for Emergency Proclamations.

2.8 DAMAGE AND SAFETY ESTIMATES

Recovery Damage and Safety Assessment is the basis for determining the type and amount of State and/or Federal financial assistance necessary for recovery. Under the Yolo Operational Area Emergency Operations Center's Standard Operating Procedures, an Initial Damage Estimate is developed during the emergency response phase, to support a request for a gubernatorial proclamation and for the State to request a presidential declaration. The Operational Area Coordinator, submits Initial Damage Estimates on behalf of all entities in the OA. Cal OES can assist in the IDE process if requested. OES is responsible for ensuring the completion of damage estimates within the OA. Multiple departments within the County will support the EOC for Damage Estimate Operations.

An IDE is a collection of information resulted from an emergency disaster, gained from field-level responders through inspection of infrastructure and facilities, “windshield surveys” which are used to acquire damage assessments and the potential for human casualties, status calls, and situation reports from other agencies at each governmental level.

During the recovery phase, this assessment is refined to a more detailed level. This detailed damage/safety assessment will be needed to apply for the various disaster financial assistance programs. A list of mitigation priorities will need to be developed by the jurisdictions’ departments.

The recovery damage/safety estimate is the basis for determining the type and amount of local, State, or federal financial assistance available for recovery. The Recovery Branch Coordinator is also responsible for completing and maintaining an environmental impact assessment that identifies all County areas that have suffered ecological degradation due to the disaster (e.g., damage to valley areas, water quality, and wetland areas). The environmental damage assessment will also help determine what programs and resources are available to help the County address damages to the environment resulting from the disaster. Environmental concerns involving hazardous materials should be coordinated with the Environmental Health Division (EHD).

Preliminary Damage Assessment (PDA)

Based on the IDE, a Preliminary Damage Assessment (PDA) may be conducted when pursuing federal assistance to determine the impact and magnitude of damage. PDAs may be conducted to document the need for Individual Assistance (IA) programs and/or Public Assistance (PA) Programs. The PDA will consist of a team of local, state, and federal representatives.

2.9 DOCUMENTATION

Documentation is the key to recovering qualified response and recovery costs. Damage assessment documentation will be critical in establishing the basis for eligibility for incident assistance programs. OES and County Auditor-Controller coordinate cost recovery and contracting procedures for the jurisdictional area of the County. Each incorporated jurisdiction and the individual districts are responsible for developing and implementing cost recovery and contracting processes. OES applies on behalf of the OA to Cal OES and the Federal Emergency Management Agency (FEMA) for incident relief funds. Each incorporated jurisdiction and individual district within the OA also apply to Cal OES and FEMA for incident relief funds. Documentation and contracting are critical cost recovery elements.

Cost recovery begins with an expenditure of local funds during the incident’s response phase. It ends with the completion of applicable local, State, or Federal auditing processes, which can occur well into the incident’s long-term recovery phase. The Finance Section can find specific forms designed to assist recovery.

All County Departments, OA agencies, and special districts are responsible for adequately documenting response and recovery activities. OES and Auditor-Controller prepare and maintain all supporting documentation concerning cost recovery and eligibility for the County. The categories of documentation required include:

- Site Documentation - Law Enforcement, Fire, and Emergency Medical Services (EMS) activities

- Site Documentation - Damage and Clean-up
- Jurisdiction Labor Records
- Jurisdiction Equipment Records
- Rented Equipment
- Material Summary Records
- Contract Work Summary Record
- Emergency Contracting

Whenever the jurisdiction enters an incident period, all involved departments (Fire, Law Enforcement, Public Works, EMS) must begin tracking all the above responses and incident related expenditures. All equipment, material, and regular and overtime labor costs associated with these incidents may be eligible for incident reimbursement. Each County Department will create a departmental file containing the following information:

- Name of contact for further details
- Copies of CAD incident histories for each (regardless of whether only regular-hour personnel responded)
- Copies of invoices or contracts for contracted/purchased materials, equipment, or services
- Force account labor records (Timesheets, activity logs, and sign-in sheets)
- Force account equipment records (Hours and mileage)
- Material records (Procurement documentation, receipts, and purchase orders)
- Rented equipment records.

The documentation is to be maintained and updated by the originating department. It will be turned over to the Recovery Branch Coordinator for processing when the State and Federal inspection teams arrive to complete the Project Worksheets.

Documentation is the key to recovering eligible emergency response and recovery costs. Damage assessment documentation will be critical in establishing the basis for eligibility of disaster assistance programs.

Under the State Natural Disaster Assistance Act (NDAA), documentation is required for damage sustained to the following:

- Public buildings
- Levees
- Flood control works
- Irrigation works
- County roads
- City streets
- Bridges
- Other public works

Under Federal disaster assistance programs, documentation must be obtained regarding damages sustained to:

- Roads
- Water control facilities

- Public buildings and related equipment
- Public utilities
- Facilities under construction
- Recreational and park facilities
- Educational institutions
- Certain private and/or non-profit facilities

Debris removal and emergency response costs incurred by the affected entities should also be documented. It will be the responsibility of the County, jurisdictions, and special districts to collect documentation of these damages and submit them to the Recovery Manager for their respective jurisdiction.

The documenting information should include the location and extent of damage, and estimates of costs for: debris removal, emergency work, and repairing or replacing damaged facilities to a non-vulnerable and mitigated condition. The cost of compliance with building codes for new construction, repair and restoration will also be documented. The cost of improving facilities may be provided under Federal mitigation programs.

For each jurisdiction, documentation must begin at the field response level and continue throughout the operation of their Emergency Operations Center as the disaster unfolds.

2.10 DEACTIVATION

Recovery involves the final disposition of all resources used during the response and recovery phases of the incident. During recovery, resources are rehabilitated, replenished, disposed of, or retrograded. Demobilizing specific resources could signal decision-makers appropriate transitions between response, short-term, and long-term recovery phases. For example, deactivating the EOC and demobilizing related response resources could signal the shift between response and short-term recovery. Similarly, the suspension of curbside debris removal and subsequent demobilization of related resources could indicate a transition between short and long-term recovery. Recovery staff and assets may be deactivated or returned to normal operations at the discretion of the ESF or Recovery annex. Basing the determination on the completion of operational objectives or goals can only be accomplished with support or coordination from the Recovery Operations Center (ROC).

2.11 RESOURCE DEMOBILIZATION

Recovery involves the final disposition of all resources used during the response and recovery phases of the incident.

Demobilization of certain resources could signal to decision-makers appropriate transitions between Response, Short-Term Recovery, and Intermediate Recovery phases of the operation. For example, de-activation of the EOC and demobilization of related response resources could signal the transition between Response and Short-Term Recovery. Similarly, suspension of curbside debris removal activities and subsequent demobilization of related resources could signal transition between Short-Term and Intermediate Recovery.

During the demobilization process, it is essential that any remaining recovery operations be sufficiently supported in the transition from EOC supported operations, up to and including the return to the jurisdiction's routine operations.

Resource demobilization should be planned concurrently with the mobilization process and documented, especially accounting for costs related to mutual aid and contracted resources.

2.12 BEST PRACTICES IN PRE-EMERGENCY PROCLAMATIONS FINANCIAL STRATEGIES

There are a number of best practices and considerations in local funding mechanisms that can speed the recovery process.

Documentation: One of the most important best practices for local government in recovery is documentation. The most common sources of funding for disaster recovery comes from the Federal Emergency Management Agency (FEMA) through their Public Assistance (PA) and Hazard Mitigation (Sections 404 and 406 of the Stafford Act) programs. The foundation for eligibility is that the damage occurred in the incident period and area declared by the President, that it was directly caused by the disaster and that the damages are under the legal authority of the applicant. Once a recovery project is eligible, documentation is the key, especially in the categories of Debris Clearance and Emergency Work.

Accounting: Modify existing accounting systems and develop documentation protocols that can meet both ongoing community requirements and provide sufficient documentation to justify claims for FEMA and insurance. One example is developing fund codes in the normal local accounting and budget processes that relate to FEMA eligibility requirements. This way, eligible overtime and other expenses can be documented separately from day to day costs at the beginning of any event that might lead to a Federal disaster declaration. Attention should be placed on ensuring that information about where work occurred, what equipment was utilized, and how the time and work effort was related to the disaster event is documented and maintained. This particularly can document disaster related work as opposed to increased operating expenses. If the event does end up in a Federal declaration, eligible overtime and emergency expenditures are easily separated for preparation of Project Worksheets, and can be justified against eligible activities and work sites.

Insurance Documentation: Another often major source of recovery funding is through insurance. Many insurance companies require similar documentation as FEMA, although insurance requirements are not always as rigid. Good documentation of specific damage and cost information can be very useful to insurance companies before they make payment on policy claims, particularly for business interruption payments and emergency protective measures work.

Procurement Procedures: It is extremely important the local jurisdictions have clear emergency procurement procedures outlined in their local ordinances, policies and procedures. They need to specify who has the authority to issue an emergency contract, and draw upon expected needs and scenarios to define (broadly) what purposes emergency contracts can be used for and what limits, if any, the community will place on spending in an emergency. Because emergency contracts may be executed absent full competition, it should be understood that jurisdictions may be required to re-compete contracts procured through emergency protocols as soon as the emergency period ends, or shortly thereafter.

Rapid Acquisition: Local jurisdictions should consider the incorporation of procurement procedures into emergency procedures that allow for very rapid and more competitive

acquisitions when time allows (such as limited-detail and/or qualifications-based procurements with very short time-periods for response), the use of the Federal General Services Administration (GSA) schedule if State and local laws permit to access qualified support with minimal time, or establish processes and expectations ahead of time to ensure that shortly after a non-competitive emergency contract award, more competitive acquisition processes are implemented as soon as practicable to re-bid the work for the longer-term.

Financial Reserves: Disasters often place immediate financial pressures / requirements on local jurisdictions, yet most local governments do not maintain sufficient reserves to meet their financial needs after a major disaster event. Not all costs are reimbursed and even when they are, there is often a lengthy delay between when costs are incurred and when reimbursement arrives. For this reason, the availability of financial resources – be it in the form of budgeted reserves, the availability of a “Rainy Day Fund,” or the pre-event establishment of emergency lines of credit becomes extremely important. Also, there may be State statutes, rules and regulations concerning emergency borrowing authority and debt limitations that may limit the availability of resources to a community, even after a catastrophe.

Financial Limitations: It is important that a jurisdiction become familiar with any limitations that they may face, and consider how they can be overcome. This is the type of authority is best considered before the disaster occurs. Pre-planning can considerably shorten the recovery time.

Pre-Disaster Debris Planning: Debris is a major issue after a disaster. It is a specific category (Category A) of the FEMA Public Assistance (PA) Program. A best practice is for local government to have a pre-disaster Debris Management Plan that identifies how debris will be handled, including but not limited to local landfill capacity, local debris management policies, pre-approved temporary sites, pre-executed environment, historic preservation and other permit requirements, and pre-approved local or regional debris contractors. This pre-planning can avoid major costs and delays in dealing with debris after a disaster which is often a very difficult time to set up debris operations.

Contracts and Bargaining Agreements: Local jurisdictions should review existing contracts and bargaining agreements with respect to receiving FEMA PA funds for emergency work. Past experience has shown that some government policies or bargaining agreements with public employees have been in conflict with FEMA regulations for reimbursement (for example, some jurisdictions have contracts with their public safety employees that provide for extra pay during disasters or emergencies, either in the form of multiples of normal hourly wages or the payment for all time in the station whether on duty or not; in many cases, some or all of these additional costs are not eligible for FEMA reimbursement). Local governments need to understand this, and if their goal is to minimize unreimbursed expenses, work to modify policies and collective bargaining agreements to bring them in line with Federal reimbursement guidelines. Even if no such modifications or changes are made, local governments should understand the impacts of these policies on their financial exposure after disasters, and plan for having to pay a larger share of these added expenses.

Salaried Personnel: Another area where local governments sometimes have conflicts with FEMA eligibility rules is the assignment of salaried personnel to disaster work. These people often work many hours and the local government wants to provide some sort of extra compensation. Such onetime extra pay or benefit is not eligible under FEMA rules. If local governments want to be in a position to reward salaried employees for extra work in disaster,

they should consider establishing some sort of documentation method and compensation package that would apply to all emergency work whether there is a presidential disaster declaration or not.

Volunteers: Another best practice is pre-planning the use and documentation for volunteers who do recovery work that is eligible for FEMA reimbursement. Plans can be made ahead of time for sign-in sheets that capture the amount and scope of work that is done. Salary equivalents can be set ahead of time for the equivalent work they are doing. This documented volunteer time can be used to offset the nonfederal share that is a requirement of the FEMA Public Assistance (PA) Program.

COOP Planning: Local governments should review their Continuity of Operations (COOP) plan and ordinances to ensure there are appropriate lines of authority and success for elected and appointed leaders. This can help to avoid the “Who is in charge?” question that often hinders decision making in major disasters and can ensure appropriate authorities make financial decisions to not jeopardize potential FEMA reimbursement.

SECTION 3.0: ROLES AND RESPONSIBILITIES

Recovery from a major disaster will involve the entire community. The Yolo County Office of Emergency Services will lead recovery planning and work to develop relationships with community stakeholders who may be involved in recovery planning and operations.

Department Heads should ensure their management teams and staffs are familiar with recovery planning and recovery operational concepts. Those departments with separate Disaster Plans must review and update their respective plans and ensure they are included in the County’s recovery concept of operations.

Those departments that have been identified as having recovery responsibilities and are tasked to fill positions in the recovery organization must identify the names and emergency phone numbers of the primary individuals, along with three backup names and phone numbers in case the primary person is not available to the Office of Emergency Services. This list is to be developed before the emergency begins, and updated as necessary.

The primary and backup individuals must familiarize themselves with the Yolo County Recovery Annex, and be prepared to assume an active role in managing and coordinating recovery operations. Training sessions and practice exercises will be conducted periodically to ensure the recovery staff is adequately prepared to manage and coordinate recovery operations within the Yolo County Operational Area.

3.1 OES

Yolo County OES is responsible for the Recovery Annex’s oversight and is assigned to lead this annex based on its authorities, resources, and capabilities within the EOP. While OES is the lead agency within the OA, a Recovery Coordinator may be appointed to coordinate information, resources, and priorities among local governments. The EOC coordinates and communicates between OA jurisdictions, special districts, and the California Office of Emergency Services (Cal OES). Ongoing Recovery operations after EOC closure include all aspects of the County’s recovery programs and initiatives, consistent with the National Disaster Recovery Framework (NDRF).

3.2 COUNTY DEPARTMENTS

All County departments and agencies will be responsible for carrying out some aspects of Recovery and assisting in activating this Annex. Select departments and agencies may be required to defer some of their normal day-to-day operations to devote personnel and equipment to carry out functions during the initial period of recovery. Any County department or agency, whether assigned a specific role, may be called upon to assist other departments or agencies involved in recovery. Some departments and agencies may coordinate or assist in coordinating functions between County departments and agencies and outside agencies. Recovery Branch Coordinator and EOC Director expect immediate compliance from departments and agencies with reasonable requests for assistance.

3.3 LOCAL GOVERNMENTS

Each incorporated jurisdiction is responsible for developing a Recovery annex. The adopted document should support the performance of all functions, roles, and responsibilities not provided by the County, utilities, non-profit and community-based organizations (CBOs), or the State and Federal government. Local Governments should assign the following duties within each jurisdiction:

- Determine if a Proclamation of Local Emergency is needed, if not already completed.
- Identify and articulate any recovery needs beyond the local capabilities.
- Document damages, costs, and impacts via an Initial Damage Estimate.
- Assign a regional Recovery Manager as necessary.
- Coordinate with the County Recovery as necessary.

3.4 STATE GOVERNMENT

When the State of Emergency is proclaimed in counties affected by an incident, Cal OES will lead California's Recovery operations and coordinate assistance provided by other State agencies and the Federal government. When Federal assistance is required, Cal OES will work with FEMA and other Federal agencies to ensure the effective delivery of services.

3.5 FEDERAL GOVERNMENT

The Federal government provides recovery support under the National Disaster Recovery Framework (NDRF) following a Presidential Disaster Declaration and mobilizes resources in anticipation of likely needs and provides those resources to state and local governments upon request from the State. FEMA coordinates Federal Recovery operations.

3.6 PRIVATE SECTOR AND NON-GOVERNMENTAL ORGANIZATIONS

The private sector plays a leading role in designing and executing the coordination functions and other priorities of private-public collaboration under this annex. The multi-sector nature of recovery presents unique opportunities for full community integration. The private sector includes:

- For-profit and nonprofit organizations,
- Formal and informal structures
- Commerce
- Industries that comprise the national economy are not part of a government structure.

Non-governmental organizations (NGOs) are a distinct category of organizations within the private sector. They can include voluntary, ethnic, faith-based, veteran-based, access and functional needs, relief agencies, and animal welfare organizations. Infrastructure owners and operators should develop plans and coordination mechanisms for voluntary, prioritized, cross-sector support. Businesses and utilities (private and public) collaborate with companies that offer supplies and services critical to their emergency operations. Many such initiatives also include participation by relevant other government entities. Altogether, these advances provide rapidly expanding opportunities for cross-sector coordination within the private sector and offer a critical foundation for private-public coordination under recovery.

The Recovery Branch Coordinator serves as a point of contact during cross-sector operations for owners and operators not already engaged with a sector-specific ESF. Likely, these organizations would be represented through the Volunteer and Donations Management Annex. In collaboration with agencies at all levels of government, provides businesses, NGOs, and infrastructure owners and operators with an integrated “touchpoint” to:

- Support private sector and cross-sector response operations consistent with the NRF (National Response Framework), applicable laws, and other sources of guidance;
- Incorporate analysis of the request for Federal assistance to secure improved stabilization of community lifelines and National Critical Functions.
- Contribute analytic support on cross-sector susceptibilities and essential nodes for prevent stratagem and collaborate during incidents with situational awareness of business and critical infrastructure disruptions, modeling and simulation, and other computational and analysis prospects.

3.7 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY

The County and its OA partners within Yolo County may provide resources and services such as communications, animal care services, or volunteer coordination to assist with County wide response efforts.

The primary and support agencies to this Annex will act as a team to address animal service functions. Yolo County OES will be the lead in initiating these procedures.

| Roles and Responsibilities | |
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| Department/ Agency | Responsibilities |
| Agriculture Commissioners Officer | <ul style="list-style-type: none"> • Supports OA with subject matter expertise and staffing support, as appropriate. • Provides economic damage assessment information on agriculture infrastructure. • Identify significantly disrupted markets. • Monitors assess and provide technical support on the economic impacts on agricultural and export activities and resumption of trade. • Monitor fuel products sold in the County. • Provide regular inspection of weigh stations to monitor debris removal. • Assist with United States Department of Agriculture (USDA) Financial assistance program. • Assist commercial agricultural and livestock operations with access to restricted areas during or following a natural disaster. |

Recovery Annex

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| Assessor's Office | <ul style="list-style-type: none"> • Follows up on field reports received by a jurisdiction's damage assessment process in order to provide potential property tax relief to owners of damaged private property via a County Assessor Reassessment of Property Damaged by Misfortune or Calamity. • Assist OES in the collection of property value estimates for IDE. • Follows up on field reports received by a jurisdiction's damage assessment process to provide potential property tax relief to owners of damaged private property. • Provide regular situation updates to the EOC. • Provide subject matter expert staff to the EOC |
| Auditor-Controller's Office | <ul style="list-style-type: none"> • Provide staffing to EOC Finance and Administration Section. • Coordinate with OES to develop cost accounting and documentation maintenance procedures and processes. • Coordinate expenditures with CAO. • Performs emergency warrant issuance. • Coordinates and monitors FEMA documentation processes for eligible expenses in coordination with OES. • Executes FEMA filing(s) in coordination with OES. • Continues to administer County payroll. • Continues to perform County accounts payable functions |
| County Administrators Office | <ul style="list-style-type: none"> • Assist all efforts of the EOC during response and recovery. • Provide regular situation updates to the EOC. • Provide subject matter expert staff to the EOC. • Coordinate expenditures with Controller's Office. • Assists in procurement and financial processes during recovery |
| Child Support Serves | <ul style="list-style-type: none"> • Communicate service impacts to clients to facilitate recovery. • Offers services during displacements and sheltering. • Present regular situation updates to the EOC • Provide subject matter expert staff to the EOC |
| County Counsel | <ul style="list-style-type: none"> • Provide advice on emergency authorities, actions, and associated liabilities, preparation of legal opinions, and preparation of new ordinances and resolutions. |
| Financial Services | <ul style="list-style-type: none"> • Provide staffing to EOC Finance and Administration Section. • Provide direction on vendor selection and approval for emergency supplies. • Provide subject matter expertise on purchasing guidelines during a proclaimed emergency. • Acquisition of supplies and equipment, including vehicles, personnel, and related support. • Provides effective and efficient procurement of goods, materials, and services, supporting County departments. • Implements sound procurement processes to acquire the highest quality goods and services at the best price • Disposes of surplus equipment and salvage materials |
| Environmental Health Division | <ul style="list-style-type: none"> • Activate Environmental Health's Departmental Operations Center (DOC) when needed. • Perform health hazard evaluations. • Provide health and safety training to County Staff • Conduct water sampling for drinking water systems. • Conduct debris removal screening for hazardous waste • Conduct initial shelter inspections for sanitation, safety, and housing requirements. • Continued assistance with the disposal of dead or diseased large animals. • Assist in HazMat incidents • In coordination with HHSA, conducts epidemiological outbreak surveillance as it relates to regulated facilities |

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| <p>General Services</p> | <p>Parks and Recreation</p> <ul style="list-style-type: none"> • Inspects and reports on damage to County Park and Recreation facilities. • Debris Removal at County-owned Park areas • Develops repair scope of work and budget estimates. <p>Facilities Management</p> <ul style="list-style-type: none"> • Assistance with IDE of County facilities • Estimates and minor repairs of County facilities. • Develops repair scope of work and budget estimates. <p>Other General Service Staff</p> <ul style="list-style-type: none"> • Provides support to OES for the set-up of assistance centers (local, family, and disaster) if located in County-owned facilities or the unincorporated areas • Responsible for cost recovery documentation of field response/repairs and estimates |
| <p>Innovation and Technology Services</p> | <ul style="list-style-type: none"> • Inspects and reports on the status of communications sites and regional/county facilities in incorporated cities and continues to maintain these facilities throughout the disaster. • Assists County departments in getting systems back online and functioning. • Assist as needed in updating County- maintained websites |
| <p>Health and Human Services Agency</p> | <p>Behavioral Health Services</p> <ul style="list-style-type: none"> • Crisis counseling and mental health referrals to individuals and families impacted by a disaster. <p>Public Health Services</p> <ul style="list-style-type: none"> • Assist individuals with obtaining prescriptions lost during the disaster (As a medical countermeasure strictly). • Assistance, support, and outreach services to older adults, children, people with access and functional needs, and their families. • Assist with medical health for shelter operations |
| <p>Human Resources</p> | <ul style="list-style-type: none"> • Provide documentation and personnel information relevant to the incident for claim recovery. • Assist with personnel at EOC or ROC. • Provide insurance information and staff expertise to the Recovery section • Administer regular situation updates to the EOC • Provide subject matter expert staff to the EOC |
| <p>Office of Emergency Services (OES)</p> | <ul style="list-style-type: none"> • Activate an Information Coordination conference call or meeting that will include essential stakeholders. The purpose is to determine increase situational awareness of the threat, the seriousness of the threat, and what next steps may need to be taken, including beginning public alert, press releases, activating the EOC, etc. • Activate the EOC, in coordination with the County Executive, to the appropriate emergency level. • Serve as the EOC Director. • Notify staff of pending EOC activation, and/or to current activation levels, and coordinate staffing of all needed positions. • Approve release of warnings, instructions, and other emergency public information related to the evacuation effort. • Receive and verify situation reports from a variety of sources and identifies/estimates needs for evacuation transportation. • Request mutual aid assistance from support agencies, and communication resources, as appropriate. • Maintain coordination and communication between the EOC, local jurisdictions that may be affected by the evacuation, and support agencies. • Communicate with Cal OES and keep them apprised. • Coordinate and maintains reports of all Initial Damage Estimates |

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| <p>Public Works</p> | <p>Public Works</p> <ul style="list-style-type: none"> • Inspects and reports on County-maintained Road right-of-way facilities. • Checks and reports on County-maintained drainage/flood control facilities. • Reviews and informs on County-owned water and wastewater facilities. • Manages County debris removal program. • Maintain debris removal records based on FEMA Guidelines. • Operate County-owned landfills for debris removal based on FEMA Guidelines. • Supports law enforcement by opening and closing County-maintained public roads. <p>Road Maintenance</p> <ul style="list-style-type: none"> • Bridge inspection and repair on County roads. • Storm drain and ditch maintenance. • Roadway inspection, maintenance, and repair <p>Design Engineering</p> <ul style="list-style-type: none"> • Road, Domestic Water, Storm Drainage, and Sanitary Sewer. Projects and Studies |
| <p>Yolo County Sheriff's Department</p> | <ul style="list-style-type: none"> • Provide initial field situation reports and updates from field units and Aerial Support. • Maintain perimeter security and patrol recovery activities events, if necessary. • Provide a liaison to the EOC for ongoing assistance needs. • Provides for the critical needs of animals, such as food, shelter, and supplemental medical needs. • Provides for the reunification of animals with owners before, during, and after a disaster |
| <p>Public Works Agencies (Caltrans, utilities)</p> | <ul style="list-style-type: none"> • Perform support activities related to the direction and coordination of construction and engineering projects, evacuation and transportation of evacuees, flood fighting, reconstruction projects and recovery survey programs of damaged or threatened areas. • Work with local utilities to coordinate utility work during times of emergency as well as recovery projects. • Form field survey teams that enter damaged areas to determine re-habitation conditions or other safety threats |
| <ul style="list-style-type: none"> •Community-based Organizations •Faith-based Communities •Non-government Organizations •Non-profit Sector •Operational Area Partners •Private Sector •Volunteer Agencies •Voluntary Organizations Active in Disaster | <p>Provide essential services, supplies, and personnel before, during, and after an event, as requested by the EOC Director.</p> <ul style="list-style-type: none"> • Emergency shelter operation • Search and rescue • Mass feeding • Emergency health care • Psychological counseling • Emergency home repair • Pet rescue and care • Sandbagging • Intel sharing and emergency communications |

3.8 STATE GOVERNMENT

When the State of Emergency is proclaimed in counties affected by an incident, Cal OES will lead California's Recovery operations and coordinate assistance provided by other State agencies and the Federal government. When Federal assistance is required, Cal OES will work with FEMA and other Federal agencies to ensure the effective delivery of services.

CALIFORNIA OFFICE OF EMERGENCY SERVICES

- Coordinates State and Federal resources to aid in disaster recovery for individuals, families, farmers, certain Private Non-Profit (PNP) organizations, and local and State government.

- Coordinates requests for State and Federal emergency declarations.
- Participates in damage assessments.
- Provides environmental/historical, engineering, and technical assistance.
- Administers State and Federal public assistance and hazard mitigation grants, including payment and processing.
- Provides program oversight of other state-administered disaster recovery.
- Leads community relations elements in times of disaster.
- Coordinates the establishment of Joint Field Offices (JFOs), Disaster Resource Centers (DRCs), and Local Assistance Centers (LACs).
- Communicates with the Recovery Coordinator from County OES regarding recovery issues that cross-jurisdictional boundaries within the Operational Area.

CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

- CALTRANS provides reports and estimates on State roads, highways and freeways, including all overpasses, underpasses, and bridges.

CALIFORNIA HIGHWAY PATROL (CHP)

- CHP provides initial reports on damage to roads, highways, and freeways. Coordinates with CALTRANS and local jurisdictions as applicable to barricade or secure unsafe sections of roadway. Monitors truck traffic to ensure safe transport of debris during debris removal and demolition operations.

CALIFORNIA ENVIRONMENTAL AND NATURAL RESOURCES AGENCIES

- Jurisdictions and special districts will be required to coordinate with a number of California environmental and natural resources agencies during recovery. Some of these agencies include the Coastal Commission, Resources Agency, Environmental Protection Agency, Conservation, Fish and Wildlife, and Integrated Waste Management Board.

STATE BOARD OF EQUALIZATION

- This agency provides tax relief services that may allow for the transfer of tax basis to another property, exemptions for property losses, and deferment of a tax bill until the damaged property can be surveyed to reflect its value following a disaster.

FRANCHISE TAX BOARD

- Per Franchise Tax Board Publication 1024, taxpayers may deduct a disaster loss for any loss sustained by a disaster in any city or county in California when the President of the United States or the Governor of California declares there to be a state of emergency. To qualify as a disaster loss for federal purposes, the President of the United States must declare the area in which the disaster occurred as a disaster area, eligible for federal assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

CALIFORNIA VICTIMS COMPENSATION BOARD

- The California Victim Compensation Board (CalVCB) is a State program dedicated to providing reimbursement for many crime-related expenses to eligible victims who suffer physical injury or the threat of physical injury as a direct result of a violent crime. Resources are provided to victims affected by: Child Abuse, Drunk Driving, Domestic Violence, Human Trafficking, Sexual Assault, etc. CalVCB funding comes from restitution paid by criminal offenders through fines, orders, penalty assessments and federal funds and may provide reimbursement for: Crisis Counseling, Income Loss, Legal, Medical, Mental Health, and Relocation Services as well as funeral/burial expenses.

RESPONSIBILITIES – FEDERAL & TRIBAL GOVERNMENT

- The overall responsibility for recovery rests with State and local governments. The National Response Framework (NRF) and the National Disaster Recovery Framework (NDRF) recognize the primacy of State and local governments in defining response and recovery requirements and identifying needs. The Federal Government’s primary role is to complement and supplement State, local, and private resources to facilitate whole community recovery.

3.9 FEDERAL GOVERNMENT

The Federal government provides recovery support under the National Disaster Recovery Framework (NDRF) following a Presidential Disaster Declaration and mobilizes resources in anticipation of likely needs and provides those resources to state and local governments upon request from the State. FEMA coordinates Federal Recovery operations.

FEMA

- FEMA receives reports and requests from Cal OES.
- Determines eligibility and provides federal recovery assistance through the Public Assistance (PA) and Individual Assistance (IA) programs.
- Establishes a Joint Field Office (JFO) to coordinate inter-agency recovery following certain declared disasters.
- Coordinates disaster relief efforts of local and State government agencies as well as other Federal agencies.
- Establishes DRCs to coordinate service delivery to individuals and households.
- Coordinates across the Federal Recovery Support Functions. The Recovery Support Functions (RSFs) comprise the coordinating structure for key functional areas of assistance in the National Disaster Recovery Framework (NDRF). Their purpose is to support local governments by facilitating problem solving, improving access to resources, and by fostering coordination among State and Federal agencies, nongovernmental partners and stakeholders.
- The list of Recovery Support Functions and the leading coordinating agency:
 - Community Planning and Capacity Building Recovery Support Function – FEMA/HUD
 - Economic Recovery Support Function – U.S. Department of Commerce
 - Health and Social Services Recovery Support Function – U.S. Department of Health and Human Services

- Housing Recovery Support Function – U.S. Department of Housing and Urban Development
- Infrastructure Systems Recovery Support Function – U.S. Army Corps of Engineers
- Natural and Cultural Resources Recovery Support Function – U.S. Department of Interior

US SMALL BUSINESS ADMINISTRATION

- The mission of the U.S. Small Business Administration (SBA) Office of Disaster Assistance is to provide low-interest disaster loans to businesses of all sizes, private non-profit organizations, homeowners, and renters to repair or replace real estate, personal property, machinery and equipment, inventory and business assets that have been damaged or destroyed in a declared disaster; and to provide eligible small businesses necessary working capital to help overcome the economic injury of a declared disaster.

US FEDERAL HIGHWAY ADMINISTRATION

- The US Department of Transportation's Federal Highway Administration (FHWA) has an Emergency Relief (ER) Program for Federal-aid highways. The ER Program supplements the commitment of resources by States, their political subdivisions, or other Federal agencies to help pay for unusually heavy expenses resulting from extraordinary conditions. The applicability of the ER Program to a natural disaster is based on the extent and intensity of the disaster. Damage to Federal-aid highways must be severe, occur over a wide area, and result in unusually high expenses to the highway agency. Federal-aid highways include State, County, and City roads based on their functional classification. There are two types of relief, Emergency Repairs and Permanent Repairs. Emergency Repairs are repairs made during or immediately following a disaster to meet the program goals to restore essential traffic, to minimize the extent of damage, or to protect the remaining facilities. Permanent Repairs go beyond the restoration of essential traffic and are intended to restore damaged bridges and roads to conditions and capabilities comparable to those before the event.
- Additionally, Emergency Transportation Operations (ETO) for Disasters provides tools, guidance, capacity building and good practices that aid local and State Department of Transportations (DOTs) and their partners in their efforts to improve transportation network efficiency and public/responder safety when a non-recurring event either interrupts or overwhelms transportation operations.

US DEPARTMENT OF AGRICULTURE

- The US Department of Agriculture offers a variety of programs and services to help communities, farmers, ranchers, and businesses that have been hard hit by many types of disaster. The USDA offers compensation, financial assistance, and loans for many of the following: grazing losses; livestock, honeybee, and farm-raised fish deaths, and orchard or nursery destruction.

US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

- The U.S. Housing and Urban Development Department (HUD) provides a variety of disaster resources. They partner with Federal, State and Local agencies to help implement disaster recovery assistance. Under the National Response Framework, FEMA and the SBA offer initial recovery assistance before HUD's programs are implemented, but often HUD is mission assigned right after a disaster to assist residents or local government with housing recovery. For Presidentially declared disasters, HUD offices activate a variety of offerings which may include: Federal Housing Administration (FHA)-insured loan programs and mortgage assistance; Section 8 rental assistance and other subsidized housing programs, housing counseling; and community development and housing assistance. Following disasters that receive federal Disaster Recovery Community Development Block Grant (CDBG-DR) funding, HUD works with State and Local government to administer these funds.

US DEPARTMENT OF JUSTICE OFFICE FOR VICTIMS SERVICES

- The Department of Justice Office for Victims of Crime (OVC) supports a broad array of programs and services that focus on helping victims in the immediate aftermath of crime and supports them as they rebuild their lives. OVC channels funding for victim compensation and assistance throughout the United States, raises awareness about victims' issues, promotes compliance with victims' rights laws, and provides training and technical assistance and publications and products to victim assistance professionals. Although the specific type of outreach provided varies by need and location, the common goal of OVC is to reach out with a compassionate, skilled, and effective response to victims who have suffered physical, sexual, emotional, and financial harm as a result of crime.

US ARMY CORPS OF ENGINEERS

- Under the National Disaster Recovery Framework (NDRF), the U.S. Army Corps of Engineers (USACE) serves as the coordinating agency for the Federal Infrastructure Systems (IS) Recovery Support Function (RSF). The IS RSF refers to a group of Federal agencies and national organizations that have been identified in the NDRF to have authorities, expertise, and other resources applicable to infrastructure systems recovery and resilience. As the coordinating agency, USACE's key responsibility is ensuring effective communication and collaboration among Federal IS RSF primary agencies, supporting organizations and other partners and stakeholders that include, but are not limited to, local, state, tribal, territorial, insular area, private sector, and non-governmental organizations. USACE does this by facilitating coordination and providing oversight of IS RSF efforts, particularly when activated by FEMA. USACE's coordinating agency responsibilities extend through the preparedness, response, and recovery phases.

TRIBAL NATIONS

- Knowledge of tribally specific cultural beliefs and practices is essential for successfully assisting tribal communities in disasters. Emergency responders will be better prepared to support Tribes if they have the advance training and preparation, along with some level of cultural and linguistic understanding, to provide culturally competent services. Yocha Dehe Wintun Nation has a rich array of culture, traditions, and histories. Because of the cultural characteristics and governmental structures, it is important for those providing disaster-related

support to respect the authority of elected and appointed Tribal Leaders, and their governments, and seek their input and permission before making assumptions regarding what is best for the Tribe. It is equally important to become familiar with the relevant coordination processes, roles and responsibilities of federal, state, tribal, local and non-governmental organizations (NGO) that are integral to tribal disaster response. The Sandy Recovery Improvement Act of 2013 amended the Stafford Act to provide federally recognized Indian tribal governments the option to make their own request for a Presidential emergency or major disaster declaration independently of a state, or to seek assistance under a declaration for a state. Additionally, many faith-based, service-based, and community-based organizations can and do work fluidly across jurisdictional lines and are essential recovery partners in coordinating and addressing recovery needs of the whole community, including tribal nations. Cal OES maintains an Office of Tribal Coordination and can assist in state-tribal recovery planning and response issues. The Bureau of Indian Affairs Office of Justice Services Emergency Management Division can assist in federal-tribal recovery planning and response issues.

3.10 RECOVERY SUPPORT FUNCTIONS (RSF)

OPERATIONAL AREA COMMUNITY PLANNING AND CAPACITY BUILDING RSF

Following the model of the RSFs in the National Disaster Recovery Framework, the mission of the Community Planning and Capacity Building (CPCB) RSF is to enable local jurisdictions to effectively and efficiently carry out community-based recovery planning and management in a post-disaster environment. CBOs and other private agencies differ in size, organizational structure, and capacity, but all share a common bond of addressing the disaster concerns of individuals and the needs of communities. The Operational Area will continue to establish and maintain coordination with CBOs and other private agencies with multi-jurisdictional or countywide recovery roles during Short-Term and Intermediate Recovery operations.

ECONOMIC RSF

Economic Recovery is the ability to return economic and business activities (including agricultural) to a state of health and develop new economic opportunities that result in a sustainable and economically viable community. Following the model of the RSFs in the National Disaster Recovery Framework, integrates the expertise of the whole community to help local, regional/metropolitan, and tribal governments, and the private sector to sustain and/or rebuild businesses and employment and develop economic opportunities that result in sustainable and economically resilient communities after an incident.

HEALTH AND SOCIAL SERVICES RSF

Healthcare is an economic driver in many communities, which if damaged make this sector critical to most communities' disaster recovery. Social services have a major impact on the ability of a community to recover. The support of social services programs for at-risk and vulnerable children, individuals, and families affected by a disaster can promote a more effective and rapid recovery. The Health and Social Services RSF outlines the local framework to support

locally led recovery efforts to address public health, health care facilities and coalitions, and essential social service's needs. Displaced individuals in need of housing will also need health and social services support.

HOUSING RSF

The Housing RSF coordinates and facilitates the delivery of whole community resources to implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience. Housing is a critical and often challenging component of disaster recovery, but must be adequate, affordable, and accessible to make a difference for the whole community.

OPERATIONAL AREA INFRASTRUCTURE SYSTEMS RSF

Following the model of the RSF in the National Disaster Recovery Framework, the Infrastructure Systems RSF works to facilitate the restoration of infrastructure systems and services to support a viable, sustainable community and improve resilience to and protection from future hazards. Objectives include private sector infrastructure owners and operators and related service providers in planning at all levels, as follows:

- Provide technical assistance to all levels of local governments for identifying/prioritizing critical infrastructure systems and assets.
- Create an inter-agency, inter-jurisdictional recovery planning process.
- Coordinate adequate local support and resources to assist affected local jurisdictions with effective community planning and redevelopment efforts.
- Identify legal, policy, and programmatic requirements that may potentially limit efficient recovery and mitigate to the extent possible.
- Encourage the concepts of regional infrastructure resiliency.
- Provide mitigation opportunities that leverage innovative and green technologies.
- Create processes, policies, and timelines that support renewed economic activity.

NATURAL AND CULTURAL RESOURCES RSF

The Natural and Cultural (NCR) RSF facilitates the integration of capabilities of the whole community to support the protection of natural and cultural resources and historic properties through appropriate response and recovery actions to preserve, conserve, rehabilitate, and restore them consistent with post-disaster community priorities and in compliance with applicable environmental and historical preservation laws and executive orders.

SECTION 4.0: DIRECTION, CONTROL, OR COORDINATION

4.1 RESUMPTION OF LOCAL GOVERNMENTAL OPERATIONS

Resumption of local government operations is an essential part of Short-Term, Intermediate, and Long-Term Recovery. Depending on the extent of damage after a disaster, governmental

agencies may be forced to operate from widely scattered, makeshift locations with little or no notice, inadequate communications, and shortages of supplies, staff, and other limitations. Communications amongst agencies will be difficult, and day-to-day interdepartmental processes will most likely be impeded. Provisions for issues such as emergency relocation of government agencies and the reconstruction of public facilities should be addressed in local government plans.

4.2 OPERATION DEBRIS REMOVAL AND MANAGEMENT

OVERVIEW

Major disasters can generate enormous volumes of debris in short periods of time. Debris clearance, removal, and disposal operations must be implemented quickly to protect the public health and safety of the local population.

Due to factors such as the size, severity, concentration, type of debris, local capability, local capacity, and possible volunteer, state, and federal assistance, various options exist for disaster debris removal and management.

Recycling and Waste Diversion

To conserve the regional landfill capacity and comply with State policy to maximize all waste diversion options in order to reduce the amount of solid waste that must be disposed, it is the County's intent that disaster-related debris be processed and diverted from landfills or centrally held until it can be processed for maximum diversion. Processing costs for recycling, reuse, and other methods of waste diversion are considered a cost of debris clearance if local debris management plans, existing prior to the disaster, provide for separate handling and cost accounting for disaster-created debris.

Local jurisdictions are encouraged to develop disaster debris plans that maximize waste diversion as part of individual emergency operations plans.

Debris Clearance

Disaster debris may fall on roadways and block access to certain neighborhoods or communities. Clearance of this debris from roadways to the extent necessary to allow the safe passage of emergency vehicles is an emergency response function, not a recovery function or a routine road maintenance function. Any additional debris removal, whether from publicly maintained roads, the public road right-of-way, private roads dedicated to public use, or other private roads is a recovery function and should be planned and conducted as debris removal.

Curbside Debris Removal

Removal of debris placed within the public right-of-way is referred to as curbside debris removal. When a curbside debris removal program is implemented, disaster debris may be placed within the right-of-way by residents and businesses as private lots are cleaned. Debris located within the public right-of-way is a threat to general public health and safety and its

removal is considered by FEMA and Cal OES to be a response or short-term recovery function that can be eligible for public assistance funding. However, handling firestorm ash and burned debris twice – once to move it to a public right-of-way and again to place the ash and burned debris into bins for removal – would increase the likelihood of releases of ash into the air or in run-off. Removal strategies that pick-up ash and burned debris for direct placement into bins are therefore preferred. Curbside debris removal can be a safe management option for flood, mudflow and windstorm debris, and potentially for inert recyclable firestorm debris.

In some circumstances, a jurisdiction may provide debris bins to assist with collection and removal of disaster debris in their jurisdiction. The placement of bins should take into account both the anticipated means for moving ash and burned debris into bins, and the most current and event-specific guidance available from FEMA (where applicable) and Cal OES.

Private Property Debris Removal

Private property debris removal (PPDR) is generally not eligible for State or Federal recovery funding programs because it is the responsibility of the individual property owner. If the debris on private residential property is so widespread that public health, safety, or the economic recovery of a community is threatened, FEMA may fund PPDR, but FEMA must approve this activity in advance and all appropriate Rights of Entry (ROEs) must be secured. In general, FEMA public assistance eligibility for a PPDR program will require the local health officer to make a formal determination that there is threat to public health that makes it a public agency responsibility to act, before FEMA will consider a PPDR program to be eligible. Other requirements also apply, including monitoring and cleaning sites to a State standard, arranging indemnity protection for the State and the federal government, and requiring local agency efforts to recover available insurance proceeds from owners in order to defray program costs.

Demolition

Demolition of disaster-damaged structures may be eligible for emergency work assistance if the work is necessary to:

- Eliminate an immediate threat to lives, public health, and safety.
- Eliminate immediate threats of significant damage to improved public or private property.
- Ensure the economic recovery of the affected community to the benefit of the community-at-large.
- Mitigate the risk to life and property by removing substantially damaged and associated appurtenances as needed to convert property acquired through a FEMA hazard mitigation program to uses compatible with open space, recreation, or wetlands management practices.

Removal of slabs or foundations and covering of pads and driveways that do not present a health or safety hazard (except for structures in a FEMA-funded buyout program) is not currently eligible for reimbursement.

As with PPDR, demolition of private structures requires approval by FEMA prior to start of work and appropriate agreements with local governments to hold the Federal government free from

damages due to performance of the work must be in place. Demolition also requires condemnation by an authorized local official in accordance with State and local law

DONATED RESOURCES MANAGEMENT

Resource management is a process that ranges from determining needs to finding and staging resources to meet those needs, to their demobilization and return. Volunteer labor (organized or spontaneous), donated equipment, and donated materials are types of resources that can facilitate Short-Term, Intermediate, and in some circumstance, even Long-Term Recovery. If managed effectively, donated resources can complement recovery efforts and enable jurisdiction or special district's personnel to focus on the immediate demands of the disaster. If managed poorly, donated resources can be a distraction and overwhelm or burden recovery efforts.

Because some types of donated resources can be credited against State or Federal cost share requirements for federal programs, use of these resources should be carefully documented in case they may be contributed to the local cost share, if receiving State or Federal financial assistance.

Volunteers

Whenever possible, all volunteer activity within the Operational Area should be coordinated through the Community Emergency Response Team (CERT) and its members. Spontaneous, unaffiliated volunteers, for their safety and for the span of control of any response or recovery operations, should be directed to connect with known established community-based organizations beforehand. By volunteering with established voluntary organizations, volunteers receive training appropriate to any volunteer work they may be engaging in and may receive additional insurance and liability protections.

Donations

Donations can be an important resource for survivors, especially when there are unmet needs following a disaster due to a lack of insurance, underinsurance, or limited federal Individual Assistance programs. However, an overabundance of donations, especially if of a type not needed by survivors, can become a challenge to deal with and take up local government and NGO resources.

Depending on the size of the disaster, community need, and donations available, proactive monitoring, messaging, and management may be needed. In most circumstances, unless there is a specific identified package, or distribute. Additionally, financial donations can be used to acquire the exact resources needed at the time they are needed, as well as help the local economy recover. need for a specific commodity, financial donations are better for the impacted community. They require no storage, transportation, or staff to sort, clean,

Monetary Donations

Financial donations are usually more effective in supporting disaster survivors than commodities. Members of the community looking to donate should be encouraged to consider a

financial gift to a trusted local organization with missions and services that meet the donor's interests and intent.

ASSISTANCE CENTER TYPES

Local Assistance Centers (LAC)

LACs may be activated to provide assistance to individuals. LACs provide a centralized location for services and resource referrals for unmet needs following an emergency or disaster. State and/or Federal funding may be available for LAC operations. Historically, LACs have proven to be a key factor for a successful recovery. LAC characteristics may include:

- Located close enough for ease of access by the whole community, but safely out of the immediate impact area of the disaster.
- Established, managed, and coordinated by the impacted jurisdiction(s).
- Enough space for service providers from local, state, federal agencies, as well as CERT members, insurance providers, and utilities as appropriate (no proselytizing or selling of services).
- Open for a length of time appropriate to the size and severity of the disaster.

If a disaster is of sufficient scale to require Federal Individual Assistance (IA), LAC activation may be coordinated in conjunction with a FEMA Disaster Resource Center (DRC) activation to avoid functional duplication and ensure efficient and cost-effective service delivery.

For disasters that impact multiple jurisdictions in which a LAC is warranted, jurisdictions should communicate with the Recovery Coordinator from County OES to prevent duplication of effort and confusion amongst survivors and service providers and may consider the establishment of one or more joint LACs.

Family Assistance Center (FAC)

Family Assistance Centers (FACs) are facilities often, but not always, established by the American Red Cross (ARC) and operated in coordination with CBOs. FACs are locations where families can receive emergency funds for food, clothing, and emergency medical needs and be placed in temporary lodging if they have no other place to stay.

FACs differ from LACs in that FACs are used primarily for mass fatality incidents involving mass transit incidents or mass violence/terrorism. Transit carriers often have regulatory responsibilities for establishing FACs following an incident. Local government is often responsible for establishing FACs when an incident is mass violence/terrorism related.

Disaster Recovery Center (DRC)

DRCs are established to facilitate recovery for individuals and businesses and are operated generally under the umbrella of FEMA's IA programs. The nature and requirements of a particular disaster will determine which services are provided through the DRC and how long they will be provided.

When a DRC is activated, FEMA assumes responsibility for acquiring and paying for the facility, utilities, telephone, childcare, and other standard custodial functions. The State OES, via the Inland Region and County OES, will be responsible for coordinating staffing support functions for the agencies providing assistance.

INDIVIDUAL ASSISTANCE

Individuals are expected, whenever possible, to provide for themselves and be responsible for their own personal recovery. However, many individuals will need and expect the government to deliver assistance to them well after the disaster. Disaster aid to individuals generally falls into the following categories, based in part on the sequence of delivery when federal Individual Assistance is granted, and survivors are navigating what resources they may be eligible for:

- Emergency Assistance includes assistance provided to individuals and families by family, friends, volunteer organizations, churches, etc.
- Insurance Assistance includes assistance provided from private insurance carriers.
- Housing Assistance may be available for displaced persons whose residences were heavily damaged or destroyed. Funding also can be provided for housing repairs and replacement of damaged items to make homes habitable.
- Other Needs Assistance may be available to help meet other serious disaster-related needs and necessary expenses not covered by insurance and other aid programs. These may include replacement of personal property, and transportation, medical, dental, and funeral expenses.
- Unemployment Assistance may be available through the Federal Disaster Unemployment Assistance (DUA) program that provides unemployment benefits and re-employment services to individuals who have become unemployed because of major disasters.
- Low-Interest Disaster Loans may be available after a disaster for homeowners and renters from the U.S. Small Business Administration (SBA) to cover uninsured property losses. Loans may be for repair or replacement of homes, automobiles, clothing or other damaged personal property. Loans may also be available to businesses for property loss and economic injury.
- Long Term Recovery Committees and Unmet Needs Sub-committees may be established to coordinate amongst the faith-based, service-based, and community-based organizations willing and able to assist with long-term recovery and unmet needs that remain after survivors have navigated through all other available private (insurance) and public (FEMA/SBA/etc.) assistance. The Unmet Needs Sub-committees work to connect survivors remaining needs with the resources, services, and missions of involved Whole Community stakeholders able to assist.
 - o Federal and State disaster assistance programs will only be available when specifically granted, at a county by county level, following declared or proclaimed major disasters. The objective of the Operational Area, its jurisdictions, and special districts is to provide residents with all the necessary information to help them recover from the disaster.

FEMA'S INDIVIDUAL ASSISTANCE PROGRAM

The Federal Emergency Management Agency's Individuals and Households Program (IHP) provides financial help or direct services to those who have necessary expenses and serious needs if they are unable to meet these needs through other means. An adjusted amount is available in financial help, although some forms of IHP assistance have limits. Flood insurance may be required as indicated below. These forms of help are available:

- Housing Assistance (including Temporary Housing, Repair, Replacement, and Semi Permanent or Permanent Housing Construction)
- Other Needs Assistance (including personal property and other items)

Housing Assistance

- Temporary Housing: Money to rent a different place to live or a temporary housing unit (when rental properties are not available).
- Repair: Money for homeowners to repair damage from the disaster that is not covered by insurance. The goal is to repair the primary home to a safe and sanitary living or functioning condition. FEMA may provide an amount for home repair; then the homeowner may apply for a Small Business Administration disaster loan for additional repair assistance. FEMA will not pay to return a home to its condition before the disaster. Flood insurance may be required if the home is in a Special Flood Hazard Area. Repair and replacement items include:
 - Structural parts of a home (foundation, outside walls, roof)
 - Windows, doors, floors, walls, ceilings, cabinetry
 - Septic or sewage system
 - Well or other water system
 - Heating, ventilating, and air conditioning system
 - Utilities (electrical, plumbing, and gas systems)
 - Entrance and exit ways from the home, including privately owned access roads
 - Blocking, leveling and anchoring of a mobile home and reconnecting or resetting its sewer, water, electrical and fuel lines and tanks
- Replacement: Money to replace a disaster-damaged home, under rare conditions, if this can be done with limited funds. FEMA may provide an amount for primary home replacement. If the home is located in a Special Flood Hazard Area, the homeowner must comply with flood insurance purchase requirements and local flood codes and requirements.
- Semi-Permanent or Permanent Housing Construction: Direct assistance or money for the construction of a home. This type of assistance occurs only in very unusual situations, in locations specified by FEMA, where no other type of housing assistance is possible. Construction shall follow current minimal local building codes and standards where they exist, or minimal acceptable construction industry standards in the area. Construction will aim toward average quality, size, and capacity, taking into consideration the needs of the occupant. If the home is located in a Special Flood Hazard Area, the homeowner must comply with flood insurance purchase requirements and local flood codes and requirements.

Other Needs Assistance

The Other Needs Assistance provision of the Individuals and Households Program provides grants for uninsured, disaster related necessary expenses and serious needs. Flood insurance may be required on insurable items (personal property) if they are to be located in a Special Flood Hazard Area. Assistance includes:

- Medical and dental expenses
- Funeral and burial costs
- Repair, cleaning, or replacement of:
 - Clothing o Household items (room furnishings, appliances)
 - Specialized tools or protective clothing and equipment required for applicant's job
 - Necessary educational materials (computers, school books, supplies)
- Clean-up items (wet/dry vacuum, air purifier, and dehumidifier)
- Fuel (fuel, chain saw, firewood)
- Repairing or replacing vehicles damaged by the disaster, or providing for public transportation or other transportation costs
- Moving and storage expenses related to the disaster (including evacuation, storage, or the return of property to a home)
- Other necessary expenses or serious needs (for example, towing, or setup or connecting essential utilities for a housing unit not provided by FEMA)
- The cost of a National Flood Insurance Program group flood insurance policy to meet the flood insurance requirements

PUBLIC ASSISTANCE PROGRAMS

Public assistance refers to disaster assistance provided to public agencies and certain private non-profit entities to restore community infrastructure and services.

Cost recovery is achieved through Federal and State public assistance programs. The Stafford Act limits FEMA's ability to provide disaster assistance to some public agencies or for some public facilities when the statutory responsibility to provide disaster assistance belongs to another Federal agency. For example, the Federal Highway Administration (FHWA) has primary responsibility for repairs to Federal Aid System (FAS) roadways, not FEMA.

County OES will complete the necessary public assistance program application and supporting materials for the County. Special districts will typically assign representatives from their accounting offices to complete application materials and coordinate with State and Federal representatives.

FEMA Public Assistance

FEMA's Public Assistance (PA) grant program provides federal assistance to government organizations and certain private nonprofit (PNP) organizations following a Presidential disaster declaration. PA provides grants to state, tribal, territorial, and local governments, and certain types of PNP organizations so that communities can quickly respond to and recover from major disasters or emergencies. Through the program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly owned facilities, and the facilities of certain PNP organizations. The PA program also encourages protection of these damaged

facilities from future events by providing assistance for hazard mitigation measures during the recovery process. The federal share of assistance is not less than 75 percent of the eligible cost. The Recipient (usually the state) determines how the non-federal share (up to 25 percent) is split with the sub-recipients (eligible applicants). Activities generally eligible for reimbursement include overtime labor hours associated with emergency response operations, equipment usage for response and recovery operations, and repair costs for public facilities. Disaster-related costs are documented by FEMA in Project Worksheets (PWs). Before FEMA makes a recommendation to the President to grant Public Assistance as part of a Major Disaster Declaration, they evaluate a number of criteria, including the aggregate of public sector costs and impacts for the State, and the individual Counties seeking assistance, based on a per capita formula.

Fire Management Assistance Grant Program

Fire Management Assistance is available to states, local and tribal governments, for the mitigation, management, and control of fires on publicly or privately-owned forests or grasslands, which threaten such destruction as would constitute a major disaster. The Fire Management Assistance declaration process is initiated when a state submits a request for assistance to the Federal Emergency Management Agency (FEMA) Regional Director at the time a “threat of major disaster” exists. The entire process is accomplished on an expedited basis and a FEMA decision is rendered in a matter of hours. The Fire Management Assistance Grant Program (FMAG) provides a 75 percent Federal cost share and the requesting jurisdiction pays the remaining 25 percent for actual costs. Before a grant can be awarded, a State must demonstrate that total eligible costs for the declared fire meet or exceed either the individual fire cost threshold - which applies to single fires, or the cumulative fire cost threshold, which recognizes numerous smaller fires burning throughout a State. Eligible firefighting costs may include expenses for field camps; equipment use, repair and replacement; tools, materials and supplies; and mobilization and demobilization activities. Refer to the most recent FEMA Fire Management Assistance Grant Program Guide for more thorough considerations regarding the request and implementation of the FMAG Program.

National Resources Conservation Service Emergency Watershed Protection Program

The National Resources Conservation Service (NRCS) Emergency Watershed Protection (EWP) program is designed to undertake emergency measures, including the purchase of flood plain easements, runoff retardation, and soil erosion prevention to safeguard lives and property from floods, drought, and the products of erosion on any watershed whenever fire, flood, or any other natural occurrence is causing or has caused a sudden impairment of the watershed.

Rehabilitation and Inspection Program

The Rehabilitation and Inspection Program is the U.S. Army Corps of Engineers' (USACE) program that provides for inspection of flood control projects, the rehabilitation of damaged flood control projects, and the rehabilitation of federally authorized and constructed shore protection projects. Inspection of non-Federal flood control works are accomplished under provisions of PL 84-99. Projects initially constructed by the USACE and turned over to the local sponsor for maintenance, including shore protection projects, are inspected under authority of the

Inspection of Completed Works (ICW) program. Should an eligible project require rehabilitation as a result of damage from a significant flood or storm event, project rehabilitation would be accomplished under provisions of PL 84-99.

Federal Highway Administration Emergency Relief Program

The FHWA Emergency Relief (ER) program is for the repair or reconstruction of Federal-aid highways and roads that have suffered serious damage as a result of natural disasters or catastrophic failures from an external cause. This program supplements the commitment of resources by States, their political subdivisions, or other Federal agencies to help pay for unusually heavy expenses resulting from extraordinary conditions. The applicability of the ER program to a natural disaster is based on the extent and intensity of the disaster. Damage to highways must be severe, occur over a wide area, and result in unusually high expenses to the highway agency. Applicability of ER to a catastrophic failure due to an external cause is based on the criteria that the failure was not the result of an inherent flaw in the facility but was sudden, caused a disastrous impact on transportation services, and resulted in unusually high expenses to the highway agency.

US Department of Housing and Urban Development (HUD)

HUD supports community recovery using existing or expanded programs (e.g., CDBG-DR) and leads the Housing Recovery Support Function (RSF) under the NDRF. HUD provides flexible grants to help cities, counties, and States recover from presidentially declared disasters, especially in low-income areas, subject to availability of supplemental appropriations. In response to presidentially declared disasters, Congress may appropriate additional funding for the Community Development Block Grant (CDBG) Program as Disaster Recovery grants to rebuild the affected areas and provide crucial seed money to start the recovery process. Since CDBG Disaster Recovery (CDBG-DR) assistance may fund a broad range of recovery activities, HUD can help communities and neighborhoods that otherwise might not recover due to limited resources. Disaster Recovery grants often supplement the disaster programs of FEMA, the Small Business Administration, and the U.S. Army Corps of Engineers. In addition, HOME Disaster Recovery grants can provide an important resource for providing affordable housing to disaster victims. CDBG-DR funds are made available to states, units of general local governments, Indian tribes, and insular areas designated by the President of the United States as disaster areas. These communities must have significant unmet recovery needs and the capacity to carry out a disaster recovery program (usually these are governments that already receive HOME or CDBG allocations). At times, supplemental appropriations restrict funding solely to States rather than the local cities and/or counties.

US Department of Agriculture Emergency Loans

The US Department of Agriculture's (USDA) Farm Service Agency (FSA) provides emergency loans to help producers recover from production and physical losses due to drought, flooding, other natural disasters, or quarantine. Emergency loan funds may be used to:

- Restore or replace essential property
- Pay all or part of production costs associated with the disaster year

- Pay essential family living expenses
- Reorganize the farming operation
- Refinance certain debts

California Disaster Assistance Act Program

The California Disaster Assistance Act (CDAA) Program is the State disaster program for local governments and special districts. Although CDAA is comparable to FEMA's PA program, State agencies and PNPs are not eligible. The CDAA program may be implemented as a "stand alone" funding source following the State OES Director's concurrence with a local emergency or the Governor's State of Emergency Proclamation when there is no federal declaration. The CDAA program may provide reimbursement for disaster-related costs including emergency response, emergency protective measures, and restoration of public infrastructure. CDAA is not automatically granted or guaranteed to be awarded upon request. The impacted jurisdiction must officially request it via local proclamation of emergency or an equivalent, formal request. They must also suitably demonstrate to the State that the disaster is beyond their local resources and capabilities. Unlike FEMA Public Assistance, CDAA has no specific formula or threshold. Cal OES provides a recommendation to the Governor based on a number of criteria, including their assessment of the assistance needed being beyond the local capabilities and resources.

SECTION 5.0: COMMUNICATION, INFORMATION COLLECTION, ANALYSIS, AND DISSEMINATION

5.1 COMMUNICATION

The role of information after an incident is crucial. If employees, residents, and businesses lack reliable information, they may be paralyzed with fear, leading to anger or distrust in authorities. County and affected jurisdictions must go beyond usual efforts to keep the public aware and informed. Effective communications, therefore, includes providing timely, reliable, and regular information via multiple media channels, including print, broadcast, website(s), news and social media, community organizations and networks, and direct outreach.

All efforts will be made to keep residents and businesses informed of what they can expect from local and County governments, including where and how to access resources and information. Conversely, they should be told what their community expects of them, including where and how to access the support they need to be self-reliant and advance their recovery.

The County has a multitude of tools available to assist in the dissemination of public messages. The PIO is responsible for initiating the use of all applicable communication mediums to reach the intended audience during recovery per ESF-15 Public Information.

The public looks to its elected officials as sources of information and strength during an emergency and recovery. Officials need to advise the people on the status of the recovery efforts, the resources available to them, and what the public needs to do to assist in their recovery. The County will work to give the officials the critical information necessary to guide the masses.

5.2 DAMAGE ASSESSMENT

Damage Assessment is primarily a Short-Term Recovery function that begins during the Response phase and is the basis for determining the type and amount of State and/or Federal financial assistance that may be needed to facilitate Long-Term Recovery. If State and/or Federal Disaster Assistance is requested via a proclamation of local emergency, or through similar official channels, Initial Damage Estimates (IDE) will be requested by the State, and they will be started during or immediately following the emergency response phase in coordination with the Incident Commander, to support a request for a gubernatorial proclamation of a state of emergency, and for the State to request a presidential declaration. Jurisdictions requesting State and/or Federal assistance must submit their IDEs to the State through the Operational Area Staff Duty Officer and/or the County OES Recovery Coordinator, for submission to Cal OES. Per Cal OES, an IDE should include:

- Type and extent of public and private sector damage
- Estimates of damages and emergency response costs
- Any acute public health and environmental issues

5.3 PRELIMINARY DAMAGE ASSESSMENT (PDA)

When an Initial Damage Estimate (IDE) is conducted (preferably on a Cal EMA 95 form or equivalent) and reported to the State as part of a request for State and/or Federal disaster assistance, PDAs are conducted by the State and respective Federal agencies from whom assistance is being requested. Sometimes these inspections are completed jointly; other times they may be held days or weeks apart.

It is the requesting jurisdiction's responsibility to coordinate the availability of sites visits of damaged locations with the appropriate representatives and subject matter experts. PDAs are not meant to search for damages, but to confirm damages already vetted and reported by the requesting jurisdiction.

SECTION 6.0: ADMINISTRATION, FINANCE, AND LOGISTICS

Thorough financial documentation and adherence to all FEMA and Cal OES requirements, including requirements for contracting, are critical financial recovery elements, requiring adherence to the guidance in the FEMA Public Assistance Program and Policy Guide and Code of Federal Regulations Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit requirements of Federal Awards (2CFR200).

Financial recovery begins with expenditure of local funds, during the disaster's response phase, and ends with completion of applicable local, State or Federal auditing processes, which can occur well into the disaster's Long-Term Recovery phase.

Recovery, financial, and procurement staff should be familiar with the Department of Homeland Security Office of Inspector General document Audit Tips for Managing Disaster Related Projects.

SECTION 7.0: PLAN DEVELOPMENT, MAINTENANCE, AND TRAINING

With each disaster, emergency management professionals worldwide gain experience and knowledge that when shared can improve incident response and recovery. Operational Area emergency managers and staff may receive "lessons learned" from updated State and Federal regulations or guidelines, conferences and seminars, and updates to relevant plans and SOPs, as well as training and exercises. This section addresses the maintenance of the OA Recovery Annex, as well as training and exercises designed to facilitate efficient and safe response and recovery operations.

7.1 PLAN MAINTENANCE

The Yolo County Office of Emergency Services (OES) will review and update this plan accordingly following its adoption and after plan activations/exercises. Changes will reflect improvements identified from activations/exercises, and/or to correlate this plan with changes that are made to the County's Emergency Operations Plan or Emergency Operations Center (EOC) Standard Operating Procedures during the prior years. Record of changes, approvals, and dissemination of this annex will also apply.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to Yolo OES.

7.2 AFTER-ACTION REPORT

SEMS regulations require that any local government or special district proclaiming a local emergency, for which the Governor proclaims a State of Emergency, must complete an after-action report. This report must be transmitted to Cal OES Inland Region within ninety (90) days of the close of the incident period (California Code of Regulations, section 2900(q)). The after-action report will provide, at a minimum:

- response actions taken
- application of SEMS
- suggested modifications to SEMS
- necessary modifications to plans and procedures
- identified training needs
- recovery activities to date

The after-action report will serve as a source for documenting emergency response activities within the Operational Area and identifying areas for improvement and successes. It will also be utilized to develop and describe a work plan for implementing improvements.

An after-action report may be EOC or jurisdictionally specific, or even be a composite document for all SEMS levels, providing a broad perspective of the incident, referencing more detailed documents, and addressing all areas specified in regulations. The after-action report will be written to the standards of the Homeland Security Exercise Evaluation Program (HSEEP), in simple language, well structured, brief, well presented, and geared to multiple audiences.

County OES will be responsible for completing and distributing the County's after-action report and will send it to Cal OES Inland Region within the required 90-day period when there is a proclamation of a local emergency that receives a gubernatorial disaster declaration. Completion of the after-action report may be coordinated with the jurisdictions within the Operational Area.

7.3 TRAINING AND EXERCISE

The objective of any emergency management organization is efficient and timely incident recovery. Because recovery operations are rooted in the response phase of an emergency, the EOP is the first step toward this objective. This ESF is the second step toward this objective as a complement to these plans. However, planning alone will not accomplish preparedness for recovery operations. Training and exercises are essential at all levels of government to make recovery personnel operationally ready.

Through its courses and integrated programs, CSTI (California Specialized Training Institute) training assists as a centerpiece for developing and delivering emergency management training to strengthen local government's capabilities in pre-disaster planning and disaster recovery resources. CSTI curricula are measured to meet the needs of a diverse audience with a priority on working together in all-hazards emergencies to save lives and protect property and the environment.

To the extent, feasible and applicable, recovery operations should also be included in functional and full-scale exercises that simulate actual emergencies. Functional exercises are designed to exercise procedures and test the readiness of response personnel, communications, and facilities. These exercises should be completed with an eye on recovery. This is accomplished by reviewing documentation and contracting procedures to facilitate cost recovery and consider demobilization when discussing resource allocation and deployment.

SECTION 8.0: AUTHORITIES AND REFERENCES

Federal

- Audit Tips for Managing Disaster-Related Projects (OIG-16-109-D). Department of Homeland Security Office of Inspector General, July 2016.
- Incident Command System, Field Operations Guide, (ICS 420-1), Department of Homeland Security, Federal Emergency Management Agency, June 2016.

Recovery Annex

- Individuals and Households Program Unified Guidance (FEMA FP104-009-03). Department of Homeland Security, Federal Emergency Management Agency, September 2016.
- National Disaster Recovery Framework, 2nd Edition
- Public Assistance Applicant Handbook (FEMA 323). Department of Homeland Security, Federal Emergency Management Agency, March 2010.
- Public Assistance Debris Management Guide (FEMA 325). Department of Homeland Security, Federal Emergency Management Agency, 2007.
- Public Assistance Program and Policy Guide (FP 104-009-2). Department of Homeland Security, Federal Emergency Management Agency, April 2017.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended by Public Law 93-288, and Related Authorities as of April 2013.

State

- Article 9, Emergency Services, Section 8605 of the Government Code, Operational Areas.
- California Code of Regulations Title 19, Division 2, Chapter, 1, Article 4. Standardized Emergency Management System.
- California Emergency Services Act, as amended,
- California Incident Assistance Act,
- California Recovery Manual,
- California Recovery and Hazard Mitigation Manual,
- A Guide for Establishing a Local Assistance Center,
- Incident Assistance Funding Guidance,
- Incident Service Worker Volunteer Program (DSWVP) Guidance,
- California Department of Finance
- California Government Code 8630- Local Emergency

County

- Yolo County Emergency Operation Plan, 2024

APPENDIX A: TERMS AND ACRONYMS

Assessment: To determine the nature and degree of a hazardous material or a hazardous materials incident from a safe vantage point by any means possible.

California State Emergency Plan: The plan established pursuant to Section 8568 of the California Government Code that addresses the State's response to extraordinary emergency situations associated with natural disasters, technological incident and war emergency operations.

CalOES: California Office of Emergency Services.

Catastrophic Incident: An event that significantly exceeds the resources of a jurisdiction.

Command Post: The location from which all incident operations are directed and planning functions are performed.

DFW: California Department of Fish and Wildlife.

DHS: California Department of Health Services.

DPR: California Department of Parks and Recreation.

EMS: Emergency Medical Services. **EOC:** Emergency Operations Center.

EOC: An EOC is a facility designated for emergency incident support activities at the local, OA, State levels. In Yolo County, local EOC's (city) through their Incident Management Teams (EOC Staff) coordinate local jurisdiction response efforts. When an incident exceeds the capabilities of local resources, the Yolo County Office of Emergency Services activates and staffs the County EOC in the role of OA EOC to provide support and coordination of local government assistance from the OA, State, and Federal governments.

FEMA: Federal Emergency Management Agency.

Hazardous Material: A substance which by its nature, containment and reactivity has the capability of inflicting harm during an accidental occurrence; characterized as being toxic, corrosive, flammable, reactive, an irritant or a strong sensitizer and thereby posing a threat to health and the environment when improperly managed.

HAZMAT: Hazardous Materials.

IC: Incident Commander.

ICS: Incident Command System.

MOU: Memorandum of Understanding.

Mutual Aid: An agreement to supply specifically agreed upon aid or support in an emergency situation between two or more agencies, jurisdictions or political subdivisions.

National Incident Management Systems (NIMS): National Incident Management System describes the incident management structure used by the Federal government for response to disasters. It includes the Incident Command System (ICS), as well as programs and frameworks for managing emergencies throughout all phases of the disaster cycle.

NRF: National Response Framework

OA: Operational Area

OES: Office of Emergency Services.

PA: Public Assistance

PDA: Preliminary Damage Assessment

PIO: Public Information Officer.

RSF: Recovery Support Functions

SEMS: Standardized Emergency Management System. Adopted by the State of California under Government Code Section 8607(a), the SEMS provides guidance on the response to emergencies and the sharing of resources across multiple jurisdictions and agencies. SEMS consists of five operational levels which include: field response; local government; operational area; regional; and the State.

SOP: Standard Operating Procedures

APPENDIX B: RECORD OF CHANGE

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

| Version Number | Implemented BY | Date | Approved By | Approval Date | Description of Change |
|----------------|----------------|---------|-------------|---------------|-----------------------|
| 1 | Yolo OES | 1/16/24 | | | Updated all sections |
| 2 | | | | | |
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APPENDIX C: VERSION HISTORY

| Change Number | Section | Date of Change | Individual Making Change | Description of Change |
|---------------|---------|----------------|--------------------------|-----------------------|
| 1.0 | All | 1/16/2024 | Yolo OES | New Draft |
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