FOREST GROVE OREGON

Emergency Operations Plan

Interim FC Patrick Fale

DATE 06/14/2021

- Plan Adoption

- The current plan covers the cities of Cornelius and Forest Grove
- Adopted in 2014
- The previous administration looked into amending the document in 2019

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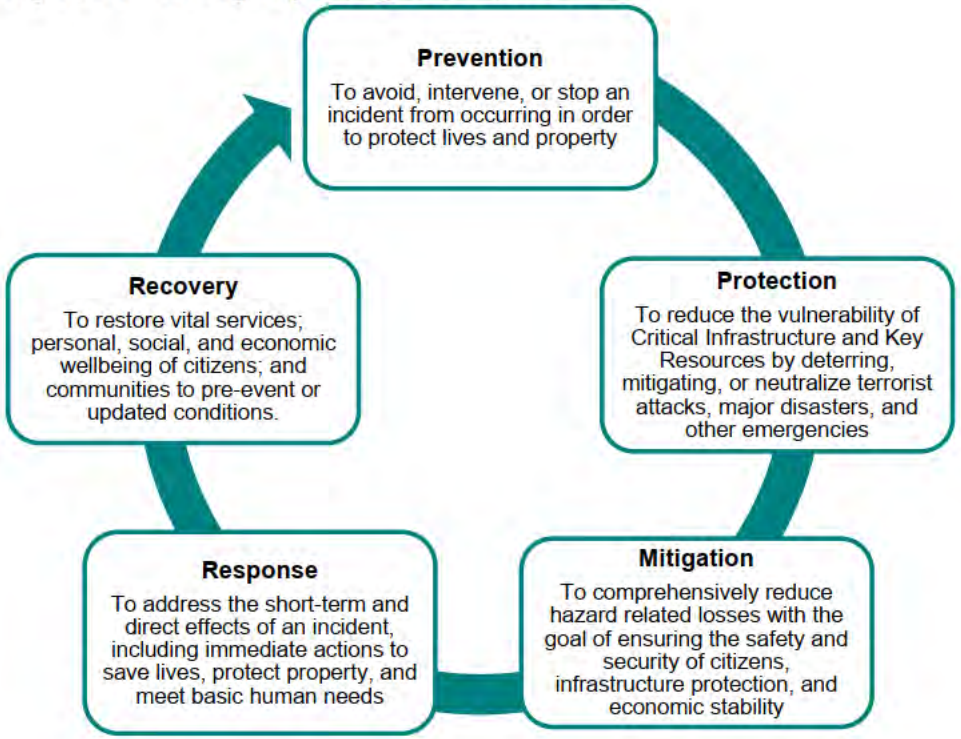
Plan Design

- **All Hazards**
- **Provides the emergency and disaster framework**
- **Compatible with county, state and federal response laws and plans**

Five Mission Areas

Figure 4-1 Emergency Management Mission Areas



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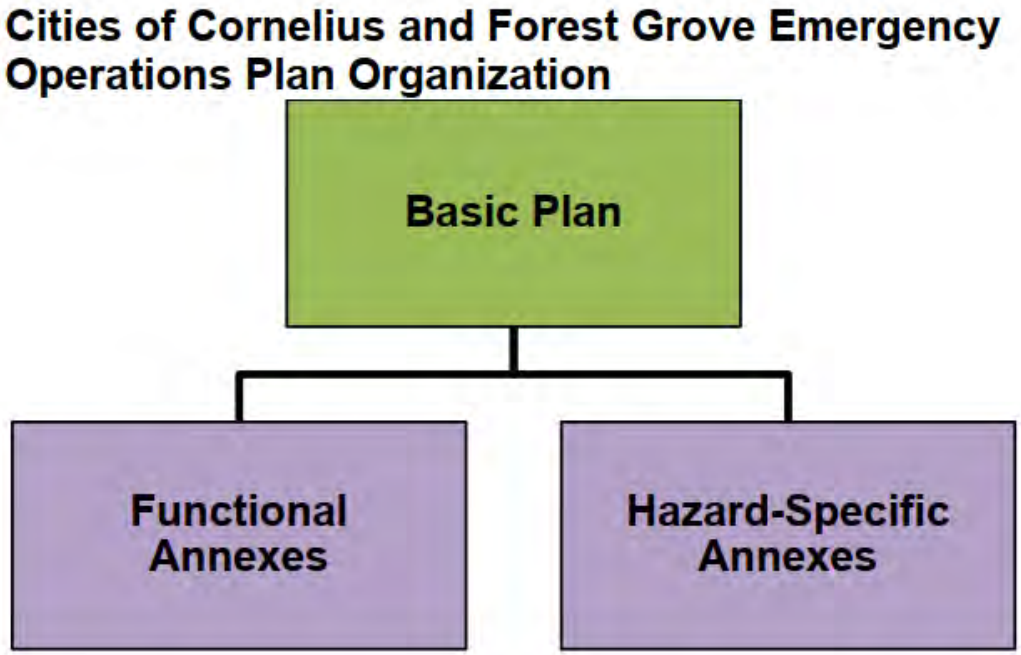
Plan Layout



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Basic Plan

- Legal authorities, including the emergency declaration process, activation of mutual aid agreements, and requests for resources and emergency spending powers.
- Hazards and threats facing the community, including planning assumptions based on each City's response capabilities.
- Roles and responsibilities for elected officials, City departments, and key response partners.
- A concept of operations for the Cities that describes how the Cities will conduct emergency operations and coordinate with other agencies and jurisdictions.
- Each City's emergency response structure, including activation and operation of the EOC and implementation of ICS.
- The Cities' protocols for maintaining and reviewing this EOP, including training, exercises, and public education components.

Functional Annex

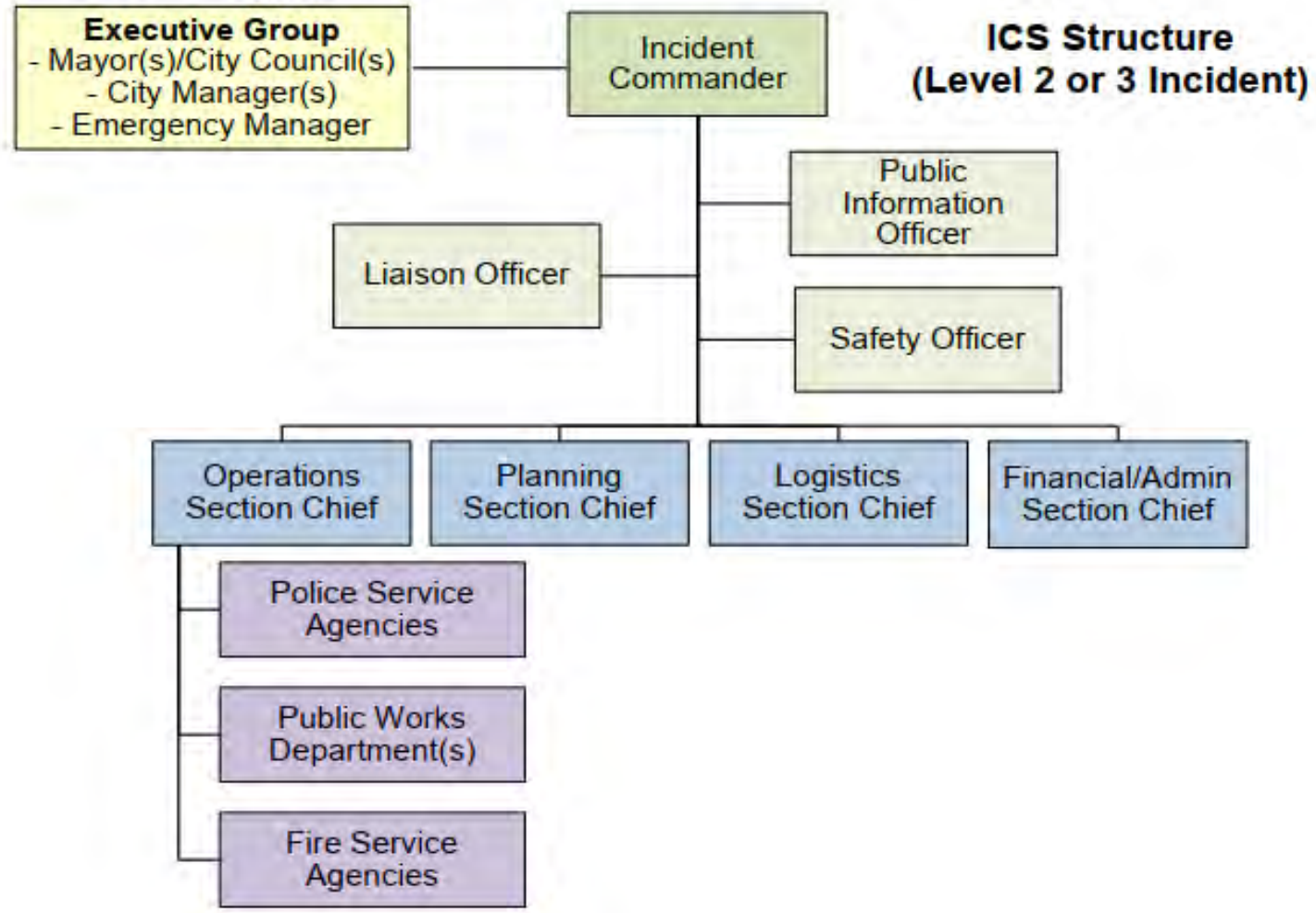
Table 1-1 City FAs relation to County FAs	
City Functional Annex	**County ESF Annex**
FA 1 – Emergency Services	FA A – Alert and Warning FA D – Communications FA H – Emergency Medical Services Resource Management FA I – Emergency Public Information FA K – Fire Resource Management FA L – Law Enforcement FA N – Mass Fatalities FA P – Population Protection FA U – Urban Search and Rescue
FA 2 – Human Services	FA B – Animals in Disaster FA C – Catastrophic Mass Reception FA G – Donations Management FA J – Emergent Volunteer Management FA O – Mental Health FA Q – Public Health FA S – Shelter Care and Temporary Housing
FA 3 – Infrastructure Services	FA T - Transportation Management
FA 4 – Recovery Strategy	FA E – Damage Assessment FA F – Debris Management
Basic Plan	*FA M – Legal and FA R – Resource Management*

Hazard Annex

- HA 1 – Earthquake
- HA 2 – Flood
- HA 3 – Major Fire
- HA 4 – Public Health Incident
- HA 5 – Volcano
- HA 6 – Wind Storm (including Tornado)
- HA 7 – Winter Storm
- HA 8 – Dam Failure
- HA 9 – Hazardous Materials Incident (including Weapons of Mass Destruction)
- HA 10 – Utility Failure/Fuel Shortage
- HA 11 – Civil Disorder and Terrorism
- HA 12 – Zombie Attack

Incident Command Structure

Figure 5-4 Example of a Scalable Command Structure for the Cities



Role & Responsibilities of The Emergency Manager

- Serving as staff advisor to the Mayors, City Councils, City Managers, and Fire Boards on emergency matters.

- Coordinating all components of the local emergency management program, including assessing the availability and readiness of local resources most likely required during an incident and identifying and correcting any shortfalls

- Coordinating the planning and general preparedness activities of the government and maintenance of this plan.

- Analyzing the emergency skills required and arranging the training necessary to provide those skills.

- Preparing and maintaining a resource inventory (including call-down lists).

- Ensuring the operational capability of the EOC.

- Activating the EOC.

- Keeping the governing body apprised of Cities' preparedness status and anticipated needs.

- Serving as day-to-day liaison between the Cities, and County Emergency Management Cooperative.

- Maintaining liaison with organized emergency volunteer groups and private agencies.

- Conducting exercises to test appropriate emergency plans and response capabilities.

- Reviewing and providing input to mutual aid agreements, as needed.

Roles & Responsibilities of The City Manager

- Policy level management under City Charter.
- Ensuring that all City departments develop, maintain, and exercise their respective service annexes to this plan.
- Supporting the overall preparedness program in terms of its budgetary and organizational requirements.
- Participate in the emergency planning process.
- Serve as liaison between elected officials and the EOC.
- Implementing the policies and decisions of the governing body.
- Ensuring that plans are in place to protect and preserve City records.

Roles & Responsibilities of The Council

- Establishing emergency management authority by City ordinance.
- Adopting an EOP and other emergency management–related resolutions.
- Declaring a State of Emergency and providing support to the on-scene Incident Commander in requesting assistance through the County.
- Issuing policy statements as needed to support actions and activities of recovery and response efforts.
- Acting as liaison to the community during activation of the EOC.
- Acting on emergency funding needs.
- Attending Public Information Officer (PIO) briefings.
- Providing the political contact needed for visiting State and federal officials.
- Encouraging citizen involvement and citizen assistance.

Executive Group

- Establishing strong working relationships with local jurisdictional leaders and core private-sector organizations, voluntary agencies, and community partners.
- Leading and encouraging local leaders to focus on preparedness by participating in planning, training, and exercises.
- Supporting staff participation in local mitigation efforts within the jurisdiction, including the private sector, as appropriate.
- Understanding and implementing laws and regulations that support emergency management and response.
- Ensuring that local emergency plans take into account the needs of:
  - The jurisdiction, including persons, property, and structures
  - Vulnerable populations, including unaccompanied children and those with service animals
  - Individuals with household pets
- Leading and encouraging all citizens (including vulnerable populations) to take preparedness actions.
- Encouraging residents to participate in volunteer organizations and training courses.

Emergency Operations Center

- Receiving emergency warnings and disseminating warnings to the public.
- Providing and coordinating emergency information and instructions to the general public and private institutions, businesses, industries, and disaster relief organizations.
- Coordinating command decisions and prioritization of response activities.
- Collecting, collating, displaying, and assessing situation reports.
- Coordinating and disseminating situations and resource status information to the County EOC/Multi-Agency Coordination System and other local EOCs.
- Setting strategic goals for County and Countywide actions.
- Coordinating IDA in the Cities Organizing and implementing large-scale evacuations/shelter-in-place.
- Organizing and implementing mass shelter and arrangement for evacuees.
- Requesting assistance from County and other external resources.
- Prioritizing resource allocations.
- Receiving requests for assistance and emergency information from the public.

Emergency Operations Center Activation

The Emergency Manager, City Managers, Incident Commanders, Fire Chief, or Police Chief has authority to activate the EOC.

Pre-designated EOC Incident Commanders include the Emergency Manager, Fire Chief, Police Chief, and their respective management officers.

Generally speaking, Command and General Staff positions will be filled by public safety officers (Police and Fire) with advanced training and experience in incident management, NIMS, and ICS.

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Emergency operations Center Locations

Forest Grove Fire and Rescue
1919 Ash Street, Forest Grove, Oregon

Figure 5-1 Primary EOC Location

Cornelius City Hall
1355 N Barlow Street, Cornelius, OR 97113

Figure 5-2 Alternate EOC Location

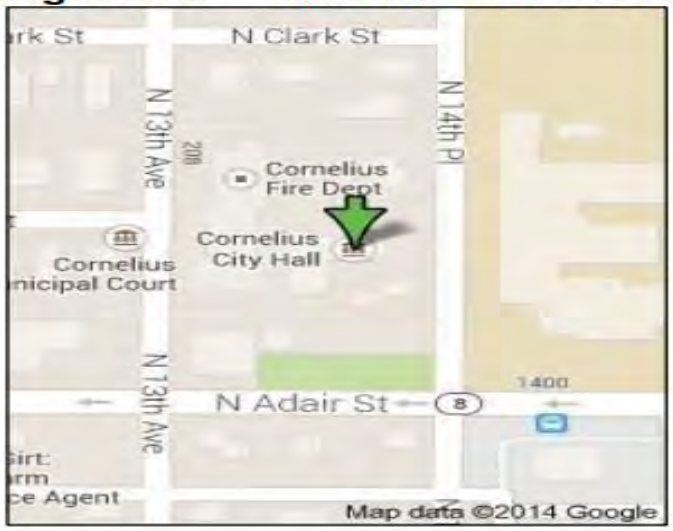
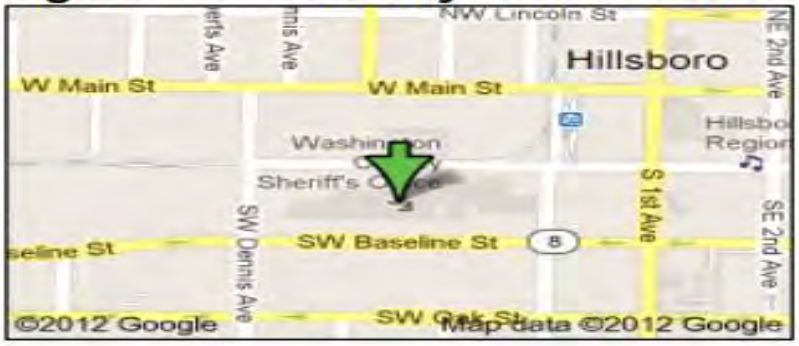


Figure 5-3 County EOC Location



Law Enforcement Center
215 SW Adams Avenue
Hillsboro, OR 97123

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Incident Types

Level 1 incident- A minor and localized incident that is quickly resolved within existing City resources or limited outside help.

Level 2 incident- A major event or threat that requires response by more than one department/response agency due to special or unusual characteristics, or is beyond the scope of available local resources. Level 2 incidents may require partial implementation of this EOP and the EOC.

Level 3 incident- A major disaster or imminent threat involving the coordinated response of local, regional, State, and federal resources to save lives and protect the property of a large portion of the population.

Additional Local Plans

- Emergency Operations Plan
- Continuity of Operations (COOP) Plan
- Natural Hazard Mitigation Plan
- Emergency Fuel Management Plan
- Disaster Communications Plan
- Scoggins Dam Failure Plan
- Windshield Survey Procedures
- Oregon Resilience Plan
- Evacuation Plan
- 2021 Oregon Mobilization Plan
- Community Wildfire Protection Plan
- WebEOC

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