



ESF 10 –Hazardous Materials

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ESF 10 Tasked Agencies	
Primary County Agency	Fire Defense Board
Supporting County Agency	Clackamas County Disaster Management (CCDM) Department of Health, Housing, and Human Services (H3S) Information Services Public and Government Affairs Sheriff's Office Transportation and Development/Public Works Water Environment Services
Community Partners	Local Fire Agencies American Medical Response American Red Cross Clackamas Amateur Radio Emergency Services CHEMTREC
State Agency	Department of Environmental Quality, Oregon State Fire Marshal Regional Hazardous Materials Team No. 3
Federal Agency	Environmental Protection Agency
*See Section 3 for more information about Tasked Agencies.	

1 Introduction

1.1 Purpose

Emergency Support Function (ESF) 10 outlines roles and responsibilities in responding effectively to a hazardous materials release or threatened release, and provides a framework for response and mitigation activities to prevent or minimize injuries, environmental impact, and property damage.

1.2 Scope

Hazardous materials incidents may occur during the manufacture, use, storage, or transport of hazardous materials, or they may be deliberately caused by vandalism, sabotage, or terrorism.

1.3 Policies and Authorities

The following policies and agreements are currently in place:

- Hazardous Materials are discussed in Oregon Revised Statutes (ORS) Chapter 453.

2 Situation and Assumptions

2.1 Situation

Substances classified as hazardous materials are used, stored, and transported in Clackamas County every day. Over 5,560 facilities in Clackamas County report manufacturing, using, or storing chemicals in the County, and approximately 116 facilities (included in the 5,560 noted

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above) use reportable quantities of Extremely Hazardous Substances as defined in the Superfund Amendments and Reauthorization Act Title III/Community Right-to-Know Act. Unknown quantities of hazardous materials are transported through the County by road, rail, air, barge, and pipeline.

Fourteen fire agencies serve Clackamas County and manage routine hazardous materials incidents in their service areas with local and mutual aid resources. The Clackamas County Fire Defense Board (FDB) coordinates fire resources during a major emergency or disaster.

The party responsible for the hazardous materials is also responsible for cleanup and disposal of any spill or release. The following government agencies provide oversight and confirmation that cleanup and disposal are conducted safely according to applicable laws and regulations:

- On State or Federal property- the government agency having jurisdiction.
- Involving nuclear/radioactive materials - the Oregon Departments of Energy and Human Services.
- Involving military weapons/materials - U.S. Departments of Defense or Energy.
- Involving spills in waterways - the U.S. Coast Guard, U.S. Environmental Protection Agency (EPA), or the Oregon Department of Environmental Quality.

A hazardous materials incident involving a credible threat or a confirmed deliberate or terrorist/chemical, biological, radiological, nuclear, or explosive (CBRNE) act involves multiple agencies, jurisdictions, and levels of government.

2.2 Assumptions

ESF 10 is based on the following planning assumptions:

- A natural or technological disaster could result in one or more situations in which hazardous materials are released into the environment.
- Fixed facilities (chemical plants, tank farms, laboratories, and industries operating hazardous waste sites that produce, generate, use, store, or dispose of hazardous materials) could be damaged so that existing spill control apparatus and containment measures are not effective.
- Hazardous materials that are transported may be involved in railroad accidents, highway collisions, waterway accidents, or airline incidents.
- Damage to, or rupture of, pipelines transporting materials that are hazardous if improperly released will present serious problems.
- Emergency exemptions may be needed for disposal of contaminated materials.
- Laboratories responsible for analyzing hazardous material samples may be damaged or destroyed in a disaster.

3 Roles and Responsibilities of Tasked Agencies

The County has identified primary and supporting agencies and community partners to ensure that ESF-related activities are performed in an efficient and effective manner during all phases of

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the emergency management cycle. This document does not relieve tasked agencies of the responsibility for emergency planning, and agency plans should adequately provide for the capability to implement their assigned tasks.

- **Primary County Agency(s)** – County agency(s) may be assigned as the primary agency based on the agency’s responsibilities, authority, functional expertise, resources, and capabilities in managing incident activities. Primary agencies may not be responsible for all elements of a function, and will work with supporting agencies to manage capabilities and resources to support ESF-related activities.
- **Supporting County Agency(s)** - County agency(s) may be assigned as supporting if they may have a substantial support role during incidents based on their capabilities and resources.
- **Community Partners** – may be assigned tasks if they meet one or more of the following criteria: the organization’s self-defined mission includes emergency response (e.g., disaster relief non-profit organizations); the organization receives formalized tasking by governmental agencies (e.g., American Red Cross); the entity’s jurisdictional authority, or the entity’s resources and capabilities.

Roles and responsibilities for state and federal agencies are identified in the State of Oregon Emergency Operations Plan (EOP) and National Response Framework, respectively.

See Appendix B for a checklist of responsibilities for tasked agencies by phase of emergency management.

4 Concept of Operations

4.1 General

The local fire district would initially respond and assess the emergency situation and then request activation of the regional hazardous materials team for carrying out field response operations.

All hazardous materials-related activities will be performed in a manner that is consistent with the National Incident Management System and the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

- In accordance with the Basic Plan and this ESF Annex, the responding fire services agency is responsible for coordinating hazardous materials-related activities. Plans and procedures developed by the primary and supporting agencies provide the framework for carrying out those activities.
- Requests for assistance with hazardous materials will first be issued in accordance with established mutual aid agreements and once those resources have been exhausted, a request may be forwarded to the State Emergency Communications Center (ECC).
- The County Emergency Operations Center (EOC) will provide guidance for the coordination of hazardous materials resources.

4.2 EOC Activation

When a disaster occurs, the Clackamas County Disaster Management (CCDM) may, based on the size and complexity of the incident, activate the County EOC and assume the role of EOC Manager. The EOC Manager will establish communications with leadership and gather situational information to determine an EOC staffing plan and set up operational periods.

Notification will be made to the Primary County Agencies listed in this ESF. The Primary County Agencies will coordinate with Supporting County Agencies to assess and report current capabilities to the EOC and activate Departmental Operations Centers as appropriate. Primary and Supporting County agencies may be requested to send a representative to staff the EOC and facilitate hazardous materials-related activities.

4.3 EOC Operations

When hazardous materials-related activities are staffed in the EOC, a fire department/district representative will be responsible for the following:

- Serve as a liaison with supporting agencies and community partners.
- Provide a primary entry point for situational information related to hazardous materials.
- Share situation status updates related to hazardous materials to inform development of the Situation Report.
- Participate in, and provide hazardous materials-specific reports for, EOC briefings.
- Assist in development and communication of hazardous materials-related actions to tasked agencies.
- Monitor ongoing hazardous materials-related actions.
- Share hazardous materials-related information with the Public Information Officer (PIO) to ensure consistent public messaging.
- Coordinate hazardous materials-related staffing to ensure the function can be staffed across operational periods.

4.4 Disabilities, and Access and Functional Needs

Provision of hazardous materials-related activities will take into account populations with disabilities, and access and functional needs (DAFN). The needs of children and adults who experience disabilities or access and functional needs shall be identified and planned for as directed by policy makers and according to state and federal regulations and guidance.

4.5 Early Response

Hazardous materials response involves many interdependent activities, among them: identification of the substance; protection of responders; rescue of at-risk or injured persons; triage; determining exposure potential and pathways; public notifications, preventing/addressing health impacts; decontamination; containment of substance, scene and runoff; and notification to treatment facilities of the materials involved. Early response to a hazardous materials incident includes these core tasks:

- Identification of the material and its associated hazards.

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- First responding units assess the scene from a safe distance, approaching from up-wind, up-stream, and up-grade; avoiding contact with materials, fumes, or dust; and eliminating ignition sources. If possible to do so safely, responders take initial emergency actions to save lives and protect the environment, determine the type of incident and containers involved, and attempt preliminary identification of the material, its hazards, and likely routes of exposure. Information sources include Material Safety Data Sheets, shipping papers, U.S. Department of Transportation (DOT) Emergency Response Guidebook, DOT and National Fire Protection Association placards, railroad car numbers, facility or shipper representatives, and CHEMTREC and poison centers.
 - On-Scene Command may direct local responders to conduct initial reconnaissance and situation assessment, contain the site, and consult with and/or wait for specialized assistance, e.g., Regional Hazardous Materials Response Teams or Explosive Disposal Units.
- Establishment of the protective zones:
- The Exclusion Zone (Hot Zone) is the area of the release or threatened release and the surrounding area in which personnel and the public are in danger. Only personnel with approved training, personal protective equipment (PPE), and response assignments are authorized to enter.
 - The Contamination Reduction Zone (Warm Zone) includes the area for personnel and equipment decontamination and hot zone support. Only authorized personnel with approved training, PPE, and response assignments are allowed to enter.
 - The Support Zone (Cold Zone) contains the command post and other functions necessary to control the incident. Only authorized personnel are allowed.
 - Responders to a hazardous material incident should not enter any zone or perform any task for which they are not properly trained and equipped. In addition, members of the Clackamas County Sheriff's Office (CCSO)/law enforcement and Department of Transportation and Development (DTD)/public works first responders are trained to the hazardous materials awareness level.
- Determination of appropriate public protection actions, including shelter-in-place or evacuation.
- On-scene Command must determine the response they believe will reduce the exposure risk for most people. Considerations include hazards associated with the material, size of release, weather conditions, plume/dispersal direction and speed, people and facilities in the danger area, including critical facilities and vulnerable or

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special needs populations, and the time available for warning the public and implementing an evacuation. See Support Annex A – Evacuation.

- Resources to help determine the proper course of action are available through local fire agencies, Hazardous Materials teams, and the EOC:
 - The Chemical Reactivity Worksheet program provides reactivity information for over 6,000 hazardous chemicals and allows responders and EOC support personnel to determine the likely reaction when multiple chemicals are involved in an incident.
 - The Emergency Response Guidebook (ERG 2008) developed by the DOT to assist first responders to a transportation incident involving a hazardous material. It is designed to help first responders identify the material(s) involved and protect themselves and the public during the initial response phase.

4.6 Supporting the Incident

The local fire district/department agency normally assumes On-Scene Command during emergency response to a hazardous materials incident and, if safe to do so, will take action to prevent, minimize, contain, or mitigate the release; assess the extent of contamination and exposure risks; provide rescue and emergency medical services (EMS); and conduct decontamination operations.

EMS in Clackamas County are coordinated by the FDB and Clackamas County Department of Health, Housing, and Human Services (H3S). The FDB directs the initial EMS response to most incidents and works with H3S to coordinate ambulance services. All local fire agencies in Clackamas County provide initial EMS response. Three agencies—Clackamas County Fire District #1, Lake Oswego Fire Department, and Tualatin Valley Fire and Rescue—provide EMS advanced life support first response. Ambulance service in the County is provided by three different providers—Molalla Fire District, Canby Fire District, and American Medical Response—who cover emergencies in their ambulance service area. H3S activates the Contingency Plan for Emergency Ambulance Service if necessary.

Law enforcement agencies provide security; coordinate evacuation; and conduct criminal investigations.

Local law enforcement serves as the lead agency when hazardous materials incidents involve threatened or actual sabotage or interference with a shipment of hazardous materials) require that law enforcement agencies serve as the lead agency in addressing the security aspects of the incident and work with fire and other response agencies in Unified Command. State, and possibly Federal, assistance will likely be required.

Health agencies identify vulnerable and special needs facilities in the areas potentially at risk, determine appropriate public health protective measures, coordinate health operations, and may conduct sampling and monitoring activities.

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Public works, special districts, and environmental agencies help contain the release to minimize spread through water or sewer systems; identify mitigation options; assist in decontamination operations and runoff control; conduct sampling and monitoring; oversee environmental cleanup and waste disposition; and assist law enforcement with perimeter and traffic control.

The facility/shipper having responsibility for hazardous material at the time of the incident is responsible for cleaning up and disposing of contaminated material. Only qualified contractors conduct clean-up, and disposal operations will be conducted only by qualified contractors and will be overseen by appropriate government agencies.

4.7 Coordination with Other ESFs

The following ESFs support hazardous materials–related activities:

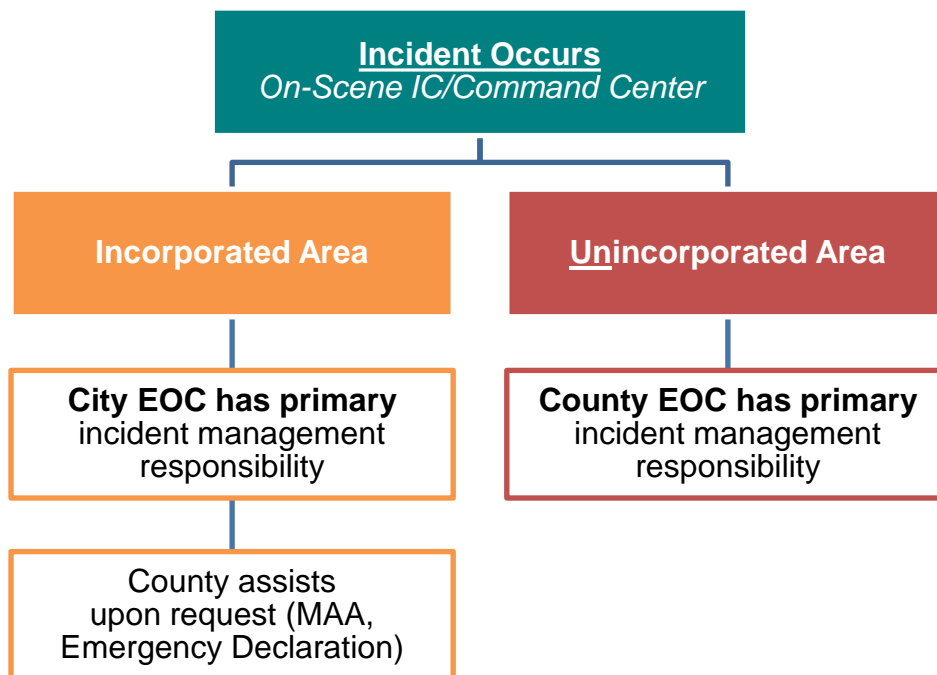
- **ESF 4 – Firefighting.** Provide specialized resources to support hazardous materials operations.
- **ESF 8 – Health and Medical.** Provide emergency first aid to contaminated victims.
- **ESF 16 – Law Enforcement.** Provide specialized resources to support hazardous materials operations.

5 Direction and Control

5.1 General

emergencies with day-to-day personnel and resources. While fire is generally the lead agency for hazardous materials response, On-Scene, Command often takes the form of unified command to accommodate the jurisdictional authority and functional responsibility of participating organizations.

If the hazardous materials release occurs within municipal boundaries, the city has jurisdictional authority and primary incident management responsibility. If two or more cities are impacted, the cities share incident responsibility for the incident. If the incident occurs in an unincorporated area, the County has jurisdictional authority and primary responsibility for incident management. The County will assist any city that requests its help, coordinate resources when multiple jurisdictions in the County are involved, and coordinate with outside agencies, adjoining counties, and the Oregon Office of Emergency Management (OEM).



All jurisdictions with incident management responsibility are likely to activate their EOCs in a major hazardous materials incident. EOC staffs coordinate resources in support of On-Scene Command, share incident information, conduct multi-agency planning, and operate the JIS. All participating agencies/jurisdictions collaborate to establish and maintain a Common Operating Picture.

5.2 Cities

Cities are responsible for emergency operations within their jurisdictions and usually delegate incident management responsibility to fire and law enforcement agencies.

Cities are asked to notify the County immediately of a hazardous materials incident within their boundaries and to advise the County that the city intends to request mutual aid assistance or enact an Emergency Declaration. The County will alert adjoining jurisdictions and, insofar as possible, coordinate resource needs, Emergency Declarations, emergency area boundaries, and emergency measures.

Cities are encouraged to develop an EOP and to work closely with CCDM to integrate response and recovery activities. An intergovernmental mutual aid agreement between the County and cities is available to all jurisdictions that choose to participate. The agreement establishes procedures for requesting and providing mutual aid resources in an emergency. A copy of the agreement and current participants is available in the EOC library.

Cities may enact emergency ordinances granting them the authority to declare an emergency and impose emergency measures within their jurisdictions. Cities typically declare an emergency to invoke emergency powers or request resource assistance. Cities may request County assistance through a mutual aid agreement or by including the resource request in an Emergency Declaration to the County.

5.3 County

Clackamas County is responsible for incident management in the unincorporated areas of the county and for response to health emergencies anywhere in the County. The County delegates incident management responsibility to On-Scene and EOC Command and will support city requests for assistance.

When the EOC is activated, EOC Command coordinates resource and information activities in support of On-Scene Command. EOC support activities include mobilizing local resources; organizing and implementing large-scale evacuation; coordinating transportation and care for casualties; facilitating shelter and mass care for evacuees; and liaison with external agencies.

The EOC PIO establishes a Joint Information Center (JIC) in the County EOC staffed by representatives from agencies involved in incident response and recovery. The JIC uses the Joint Information System (JIS) to collect, process, and disseminate information to the media, county employees, and the public. The JIS provides the framework for coordinating interagency messages; developing and implementing public information plans and strategies; advising Command on public affairs issues; and controlling rumors and inaccurate information.

Fire agencies in Clackamas County have adopted an intra-county mutual aid agreement that details request and response procedures, and the FDB has mutual aid agreements with neighboring county Fire Defense Boards. The Fire Chief or designee of each fire agency serving the county is a member of the Clackamas Fire Defense Board (FDB) and the chiefs elect one of their members to serve as FDB Chief or designee. When the EOC is activated, the FDB Chief or designee participates in EOC Command and assigns fire service representatives to staff positions in EOC Operations, Planning and Logistics sections and in the JIC.

The Sheriff/designee participates in EOC Command and coordinates law enforcement activities countywide. Law enforcement representatives staff EOC positions in the Planning, Operations and Logistics sections, in the JIC, and the intelligence unit.

The Director, Health, Housing and Human Services (H3S), participates in EOC Command and coordinates health and medical services. Human Services support activities may be conducted from the EOC or in the Department Operations Center. If H3S elects to manage health activities at the DOC, the Director will ensure effective liaison with the EOC.

EOC Command recommends a Declaration of Emergency to the Board of County Commissioners (BCC) if available resources will be insufficient to meet incident needs or if emergency measures are needed to effectively manage the incident. EOC staff submits the approved declaration to OEM for submission to the governor. OEM coordinates state resources and seeks a state declaration if necessary.

5.4 Special Districts

Special districts provide essential services to the citizens of Clackamas County. Their service areas frequently overlap city and county boundaries, and their facilities and/or services could be impacted by a hazardous materials release. County officials collaborate with special districts in coordinating emergency preparedness, response and recovery operations. Many districts have

their own sites and facility security measures and collaborate with the Sheriff and other County officials regarding additional measures to be enacted during emergencies.

An intergovernmental mutual aid agreement between the County and special districts is available to all jurisdictions that choose to participate. The agreement establishes procedures for requesting and providing mutual aid resources in an emergency. A copy of the agreement and current participants is available in the EOC library.

5.5 Regional

Fire districts in Clackamas County have inter-county mutual aid agreements with fire agencies in Multnomah and Washington Counties. Clackamas County is also a participant in the Inter-County Omnibus Mutual Aid Agreement, which provides a framework for counties to request mutual aid from each other in emergencies. Emergency assistance may include equipment, supplies, and personnel, or the direct provision of services. A copy of the agreement and current participants is available in the EOC library.

The Intra-State Mutual Assistance Compact provides for non-reimbursable assistance among local governments. To receive reimbursement for resource assistance provided under this statute, participants must agree in writing to a formal reimbursement request before resources are dispatched.

Regional response teams are available to assist local responders in incidents involving explosive devices or hazardous materials:

- The Metro Explosive Disposal Unit (MEDU) is a multi-disciplinary team trained and equipped to provide detection and render safe operations when explosives are suspected or confirmed. CCSO deputies serve in the MEDU.
- Hazardous Materials Response Teams are specially trained and equipped to provide technical expertise in detection, identification, containment, and decontamination operations. Clackamas County is in Hazardous Materials Region 3 served by Gresham Fire and Emergency Services, with back-up teams located in Tualatin Valley Fire and Rescue and Portland Fire and Rescue. These teams are available for telephone consultation as well as on-scene response.

5.6 State and Federal Assistance

5.6.1 State

The State Fire Marshal manages the Regional Hazardous Materials teams and can mobilize trained Incident Management Teams to assist local agencies during emergencies. Oregon fire services during major emergency operations through the Conflagration Act (ORS 476.510) which mobilizes firefighters and equipment from around the state. The State Fire Marshal can also activate three incident management teams, the regional Hazardous Materials teams, and urban search and rescue teams.

The State Fire Marshal also inventories businesses to determine the chemicals that are manufactured, stored, or used at their locations. This information is combined with data from

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companies reporting Extremely Hazardous Substances into a Haz-Com data system accessible by local fire districts/departments and Regional Hazardous Materials Teams.

The Oregon State Police Arson/Explosives Section Bomb Squad includes hazardous device technicians trained to conduct render safe operations, destroy unwanted explosive items, conduct post-blast investigations, and respond to CBRNE incidents.

OEM coordinates State resource support for local emergency operations.

The Oregon Poison Center offers 24-hour assistance regarding hazardous materials exposure, including antidotes, health issues, and decontamination procedures. If needed, the center can get proprietary information quickly to assist in response recommendations.

The Oregon Department of Environmental Quality is responsible for protecting Oregon's water and air quality; for cleaning up spills and releases of hazardous materials; and for managing disposal of hazardous waste.

The Oregon Department of Energy oversees the cleanup and transport of radioactive waste and develops and implements emergency plans for accidents involving radioactive materials.

The Oregon Department of Human Services provides water quality monitoring, communicable disease monitoring and control, technical assistance, and laboratory support. Ongoing information regarding a public health emergency will be posted on the secure Health Alert Network website, and public information will be posted on the public access site at www.oregonhealthemergency.org

The Public Health Division has EMS and Radiation Protection Services staff on-call to respond to radiological emergencies; provide information to educate the public on radiation hazards and protective measures; and support follow-up investigations.

The Oregon State Public Health Laboratory provides testing and laboratory services; analyzes unidentified substances for the presence of chemical or biological agents; and ensures that chain of evidence procedures are followed.

The Oregon Disaster Medical Team is an independent, nonprofit organization of volunteer health care professionals from Oregon and Southwest Washington that provides relief health care services when local, County, and mutual aid reserves are overwhelmed. The team can be requested through the State Emergency Coordination Center.

The Oregon Department of Transportation (ODOT) provides staff and support during a hazardous materials incident and works with OEM to coordinate resources when incidents impact highways, roads, bridges, railways, and public transportation services.

The Oregon National Guard's 102nd Weapons of Mass Destruction - Civil Support Team (CST) provides assistance to local, State, and Federal authorities in incidents involving weapons of mass destruction. If a Hazardous Materials incident is thought to involve CBRNE agents, the CST can mobilize rapidly to assist with detection and analysis of biological, chemical, or radiological agents, and to advise local command regarding appropriate response and public protection actions. The 102nd CST is based in Salem and includes 22 full-time Army and Air National Guard members, all of whom are trained to the level of hazardous materials technicians.

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The team deploys with mobile laboratory facilities, as well as decontamination and communications equipment. The CST is available for telephone consultation as well as response.

6.6.2 Federal

The EPA supports response and recovery operations relating to environmental contamination and is the lead Federal response agency for oil spills occurring in inland waters. The EPA's Radiological Emergency Response Team works with other federal agencies and State and local governments to monitor, contain, and clean up radioactive materials.

The [U.S. Coast Guard](#) is the lead response agency for spills in coastal waters and deepwater ports, and its National Strike Teams are on-call 24 hours a day to respond to accidents and spills.

The Department of Defense (DOD) is responsible for incidents involving military weapons or materials and may provide technical support for incidents involving non-DOD weapons.

The Oregon Department of Energy coordinates assessment operations involving nuclear material and may assist with incidents involving other types of radioactive materials upon request.

The Federal Emergency Management Agency coordinates the non-technical aspects of emergency response and recovery and administers disaster assistance programs.

The Department of Health and Human Services is the lead Federal agency for public health and medical support functions during response to a major emergency. The National Disaster Medical System (NDMS) is a Federally coordinated system to augment medical response capability following a disaster and to care for military casualties. The NDMS provides state-of-the art medical care, including teams, supplies, and equipment, at a disaster site, in transit from the impacted area, and to participating definitive care facilities. NDMS response teams that may be deployed include:

- Disaster Medical Assistance Team (DMAT) - Rapid response team to supplement local medical care. DMATs deploy to disaster sites with supplies and equipment to sustain their medical services for 72 hours.
- Disaster Mortuary Operational Response Team (DMORT) - Provide victim identification and mortuary services, including establishing temporary morgue facilities and processing and disposition of remains.
- Disaster Portable Morgue Units Team - Support DMORT teams through management of Federal mortuary assets.
- Veterinary Medical Assistance Team - Assist in assessing the extent of disruption, and the need for veterinary services following major disasters.
- National Nurse Responses Team - Specialty team to assist in chemoprophylaxis, a mass vaccination program, or any scenario that overwhelms the nation's supply of nurses.

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- National Pharmacy Response Team - Assist in chemoprophylaxis, vaccination or other operations requiring hundreds of pharmacists, pharmacy technicians, and students.

The Strategic National Stockpile (SNS), managed by the Centers for Disease Control and Prevention, contains large quantities of medicine and medical supplies to protect the public in a public health emergency. The SNS includes antibiotics, chemical antidotes, antitoxins, life-support medications, IV administration, airway maintenance supplies, and medical/surgical items. Push Packages of pharmaceuticals, antidotes, and medical supplies designed to respond to an ill-defined threat can be deployed within 12 hours. Additional managed inventory supplies tailored to the suspected or confirmed agent(s) can arrive within 24 to 36 hours. One component of the SNS provides locally stored supplies of antidotes for people who have been exposed to nerve agents or organophosphates. These Chempack assets are stored at hospitals and EMS sites throughout Oregon and are available for immediate use during an emergency for which locally available supplies are insufficient. See the SNS Reception Plan in the EOC library.

Many other federal agencies may assist in a widespread hazardous materials incident that involves significant risk or damage to the public and/or the environment. Federal agencies will deploy according to the National Response Framework and associated annexes, with incidents managed according to National Incident Management System (NIMS)/Incident Command System (ICS) and coordinated with State and local response agencies. The EOC Logistics Section will coordinate ESF activities for the County, with departments and agencies providing assistance as requested.

6 ESF Annex Development and Maintenance

The Chief of the Clackamas County Fire Defense Board will ensure that this annex and supporting plans and documents are reviewed and updated at least every two years or when changes occur, such as lessons learned from exercises or actual incidents. CCDM is available to assist as requested.

7 Appendices

- Appendix A – ESF 10 Resources
- Appendix B – ESF 10 Responsibilities by Phase of Emergency Management
- Appendix C – ESF 10 ESF Representative Basic Checklist

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Appendix A ESF 10 Resources

The following resources provide additional information regarding ESF 10 and hazardous materials-related issues at the local, state, and federal level:

County

- EOC Library
 - Fire Resource Management Plan (needs to be updated)
 - Companies Reporting Extremely Hazardous Substances (available on CD)
 - 2008 US DOT Emergency Response Guidebook
 - NIOSH Pocket Guide to Chemical Hazards

State

- Emergency Operations Plan
 - ESF 10 – Hazardous Materials

Federal

- National Response Framework
 - ESF 10 – Oil and Hazardous Materials
- Northwest Area Contingency Plan
- National Contingency Plan

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Appendix B ESF 10 Responsibilities by Phase of Emergency Management

The following checklist identifies key roles and responsibilities for ESF 10 – Hazardous Materials. It is broken out by phase of emergency management to inform tasked agencies of what activities they might be expected to perform before, during, and after an emergency to support hazardous materials function. All tasked agencies should maintain agency-specific plans and procedures that allow for them to effectively accomplish these tasks.

Preparedness

Preparedness activities take place **before** an emergency occurs and include plans or preparations made to save lives and to help response and recovery operations. Preparedness roles and responsibilities for ESF 10 include:

All Tasked Agencies

- Develop operational plans for ESF 10 activities.
- Participate in ESF 10 related trainings and exercises as appropriate.

CCDM

- Coordinate regular review and update of the ESF 10 annex with supporting agencies.
- Facilitate collaborative planning to ensure County capability to support ESF 10 activities.
- Develop and maintain a Hazardous Materials Response Plan for the County.
- Maintain operational capacity of the County EOC to support a hazardous materials response capability.
- Ensure that staff are identified and adequately trained to fulfill the finance function in the County EOC to include assets utilized during a hazardous response.

Response

Response activities take place **during** an emergency and include actions taken to save lives and prevent further property damage in an emergency situation. Response roles and responsibilities for ESF 10 include:

All Tasked Agencies

- Provide situational updates to the County EOC as required to maintain situational awareness and establish a common operating picture.
- Provide a representative to the County EOC, when requested, to support ESF 10 activities.

Area Fire Districts/Departments

- Identify material and determine appropriate protective measures and notifications.
- Command firefighting forces and coordinate responding support forces; tactical units remain under the command of the responding command officers.
- Coordinate decontamination and urban search and rescue operations.

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- Activate Mass Casualty Incident protocol if necessary, and coordinate EMS and transport to appropriate medical facilities according to Regional Hospital Coordination System.
- Assist in warning, evacuation, traffic control, and staging; coordinate evacuation operations requiring specialized PPE and hazardous materials operations level training.
- Maintain communications with the FDB Chief (or designee) and the EOC.
- Coordinate On-Scene PIO activities with City/County EOC Command and the EOC JIC.

Fire Defense Board Chief

- Serve as a member of Unified EOC Command and represent fire agencies Countywide.
- Provide fire service personnel to staff to perform EOC position functions.
- Coordinate response and resource requests from On-Scene Command.
- Support Coordinate On-Scene Command requests for fire response and resources, including hazardous materials, extrication and triage.
- Direct initial EMS response and work with H3S to coordinate ambulance services.
- Ensure fire service protection for the county at-large.
- Request assistance from agencies not covered under mutual aid agreements.
- Facilitate coordination with Assign liaison to work with fire officials from other affected jurisdictions.
- Coordinate requests for State Fire Marshal assistance or county Emergency Declaration with EOC Command and CCDM primary and support activities at the EOC level, including a request for invocation of State Conflagration Act or an Emergency Declaration (note: conflagration act is only applicable to wildfire emergencies).
- Coordinate with EOC PIO to provide warning and other emergency information for Joint Information System (JIS)/JIC operations.

CCSO

- Sheriff or designee: participate in EOC Command representing law enforcement Countywide.
- Provide law enforcement personnel to staff EOC positions.
- Coordinate law enforcement response activities.
- Analyze law enforcement resource needs and request assistance through the EOC.
- Work within NIMS/ ICS/EOC JIC to provide public information.
- Coordinate evacuation operations.
- Provide explosive disposal unit expertise.
- Provide/coordinate security for shelters, critical facilities, Point of Dispensation (POD) locations, and feeding centers.
- Enforce mandatory public health and safety actions.

CCDM

- Activate the EOC.
- Assist On-Scene and EOC Command.
- Advise the County Administrator and BCC.
- Facilitate the Emergency Declaration process.
- Coordinate with city, regional, and State counterparts.
- Assist in multi-agency/multi-jurisdictional and resource coordination.

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- Request Clackamas Amateur Radio Emergency Services (CARES) activation.

C-COM

- Serve as County Warning Point for Clackamas County.
- Serve as primary 9-1-1/Public Safety Answering Point for the County excluding the Lake Oswego Communications (LOCOM) and Washington County (WCCCA) service areas, including receiving emergency calls, dispatching emergency responders, making required notifications, and coordinating public safety communications.
- Notify emergency managers, emergency medical staff, and other on-call personnel; activate emergency callout procedures.
- Use any/all means of communications technology as appropriate: computer-aided dispatch, telephones, 800-megahertz (MHz) radio systems, and patching responders using 800-MHz and VHF systems to enable cross-system communications.
- Provide ongoing situation status reports and update EOC Command.
- Coordinate communications among responders, cities, and EOC.
- Notify LOCOM and WCCCA and arrange for mutual backup support as necessary.

H3S

- Participate in EOC Command.
- Provide personnel to staff EOC positions.
- Coordinate ambulance services and activate the Contingency Plan for Emergency Ambulance Service.
- Assist in development of emergency information related to human services, health impacts, and protective measures.
- Coordinate with local, regional, State, and Federal public health agencies.
- Provide public health information to first responders, hospitals, nursing homes, and other facilities and providers regarding hazardous materials agents.
- Provide safety information about public health safety issues and exposure effects of hazardous materials agents.
- Coordinate with the County Medical Examiner for redistribution of deceased persons.
- Coordinate environmental health services with local, regional, and State public health agencies.
- Coordinate behavioral health services.
- Serve as the Point of Contact liaison with hospitals, clinics, independent physicians, nursing homes, extended care facilities, pharmacies, mass shelter locations, and EMS providers.
- Coordinate outside medical resources, including the Strategic National Stockpile (SNS).
- Assist in identifying (PODs) for medications from the SNS as needed.
- Assist in identification of vulnerable populations.
- Assist in the acquisition and coordination of transportation resources and other services for special needs individuals.
- Assist with shelter and other services for evacuees.
- Coordinate medical and social services for people with access and functional needs and vulnerable clients.
- Coordinate with appropriate agencies to evaluate the safety of temporary housing.

Information Services

- Provide staffing for the EOC Communications Unit.
- Manage/coordinate emergency communications capabilities, including telephone, computers, and computer networks.
- Manage geographic information systems and provide hazard, response, and recovery mapping.
- Coordinate with private providers of telephone services.
- Serve as the radio frequency coordination point.
- Set up EOC equipment; provide technical support for computers and networking systems.

Medical Examiner's Office

- Coordinate with On-Scene Command to preserve scene, and protect and remove remains.
- Determine cause and manner of death.
- Develop and execute Mass Fatality Plan and protocols to manage death investigations and mortuary services.
- Identify victims and notify next of kin.
- Release remains for final disposition.

Public and Governmental Affairs

- Staff the EOC PIO position.
- Establish and operate a JIC.
- Develop and coordinate JIS to ensure timely and accurate information dissemination.
- Develop general and agent-specific information for media and public, including exposure control and self-protection measures, and locations and hours for PODs and other prophylaxis/treatment facilities.
- Ensure that updated information is distributed regarding incident status, evacuation routes and detours, traffic conditions, transportation options for those who need assistance, shelter locations and updates, and systems for locating family, friends, and pets, and other information needed for public safety and welfare.
- Work with local, State, regional and federal jurisdictions' PIOs, and with responder groups to provide information to public and employees.
- Gather, prepare, and obtain On-Scene and/or EOC Command approval for release of all communications sent to media, jurisdictions and employees.

CCSO/Local Law Enforcement Agencies

- Sheriff or designee: participate in EOC Command representing law enforcement Countywide.
- Provide law enforcement personnel to staff EOC positions.
- Coordinate law enforcement response activities.
- Analyze law enforcement resource needs and request assistance through the EOC.
- Work within NIMS/ ICS/EOC JIC to provide public information.
- Coordinate evacuation operations.
- Provide explosive disposal unit expertise.

ESF 10. Hazardous Materials

- Provide/coordinate security for shelters, critical facilities, POD locations, and feeding centers.
- Enforce mandatory public health and safety actions.

DTD/Public Works

- Participate in EOC Command.
- Provide personnel to staff EOC positions.
- Support decontamination, containment, urban search and rescue, evacuation, and debris removal operations as appropriate.
- Attempt to identify the source and route/speed of travel if substance enters storm drains.
- Provide damming and absorbent materials.
- Provide signs, barriers, equipment, and personnel to assist in traffic and crowd control; assist in road closures.
- Coordinate transportation routes and resources with adjacent cities, counties, and ODOT.
- Monitor the condition of, and amount of traffic on, emergency transportation routes and implement emergency repairs to streets and bridges as necessary to support emergency operations and restore essential traffic flow.
- Conduct preliminary assessment of wastewater and drainage systems and damage to structures, streets, and utilities; conduct emergency repairs as appropriate.
- Provide public works and engineering support for emergency operations as necessary, including heavy equipment and skilled equipment operators.

Water Environmental Services

- Assist in assessing the route/speed of travel if substance enters storm drains or wastewater system.
- Assess impact to storm water and sewer systems.
- Serve as liaison between EOC.
- Provide personnel and equipment to support emergency operations.

American Medical Response

- Provide triage, treatment, and patient ambulance transport.
- Work closely with other emergency responders to coordinate care and transport of victims.

American Red Cross

- Provide and manage shelter and mass care operations for victims of disaster, and feeding and support services for emergency responders.
- Manage inquiries from concerned family members outside the disaster area.
- Coordinate with CCDM and the EOC regarding non-Red Cross shelters and shelters for pets.

CARES

- Provide and manage emergency communications through its network of trained and licensed amateur radio operators.

CHEMTREC

- Provide a hotline for emergency responders to obtain information and assistance for chemical/hazardous materials emergencies. CHEMTREC includes a large database of chemicals, linkages to emergency medical and hazardous materials technical experts, and the ability to establish direct communications among these experts, CHEMTREC personnel, and field responders.

Recovery

Recovery activities take place **after** an emergency occurs and include actions to return to a normal or an even safer situation following an emergency. Recovery roles and responsibilities for ESF 10 include:

All Tasked Agencies

- Demobilize response activities.
- Maintain incident documentation to support public and individual assistance processes.

CCDM

- Compile and keep all documentation collected relating to the management of hazardous materials response operations.
- Coordinate all after-action activities and implement corrective actions as appropriate. All after-action activities and implement corrective actions as appropriate.

Mitigation

Mitigation activities take place **before and after** an emergency occurs and includes activities that prevent an emergency, reduce the chance of an emergency happening, or reduce the damaging effects of unavoidable emergencies. Mitigation roles and responsibilities for ESF 10 include:

All Tasked Agencies

- Participate in the hazard/vulnerability identification and analysis process.
- Take steps towards correcting deficiencies identified during the hazard/vulnerability identification and analysis process as appropriate.

Appendix C ESF 10 Representative Checklist**Activation and Initial Actions**

- Report to the EOC Manager, Section Chief, Branch Coordinator, or other assigned supervisor.
- Become familiar with available job resources (e.g., plans, equipment, and staff) and EOC plans and forms
- Review the EOC organization and staffing chart and understand your role in working with the various branches and sections.
- Equip your work station with necessary equipment and supplies and test functionality of all equipment
- Obtain situation report(s), EOC Action Plan, and/or receive briefings from EOC and/or field personnel

Initial Operational Periods

- Obtain a briefing from the person you are replacing.
- Attend meetings and briefings, as appropriate.
- Establish and maintain your position log with chronological documentation.
- Follow procedures for transferring responsibilities to replacements.
- Follow staff accountability and check-in/-out procedures when temporarily leaving your assigned work station.

Final Operational Periods

- Complete and submit all required documentation
- Ensure that all materials are returned to their proper storage location and file requests for replacement of resources that are expended or inoperative
- Follow check-out procedures.
- Share lessons learned at After-Action Conferences to contribute to the After-Action Report and inform future activations.

Keys to Success: Information Management

Information management is getting the right information to the right people, in the right form, at the right time. It includes receiving, sorting, prioritizing, and delivering information.

- The EOC information management role for ESF Leads and agency representatives includes:
- Filter information for what is accurate, distill that information to what is useful, and push it to the appropriate people within the EOC or agency, contributing to a Common Operating Picture.
- Serve as a conduit of information to and from agencies.
- Supply accurate, appropriate, and up-to-date information to the Situation Report.

Keys to Success: Resource Management

Resource management is getting the right resources to the right place, at the right time. The resource request process is at its core and supports coordinated management of resource requests by local, state, and federal partners. Resources include equipment, supplies, and personnel.

The EOC Resource Management support role for ESF Leads and agency representatives includes:

- Coordinate the contribution of resources from an agency to the response and recovery.
- Request resources from other sources and agencies.
- Keep the lines of communication open and provide specific information about what an agency can and cannot provide. The more specific and timely the information held by the Logistics Section is, the more efficiently it will support the request.