

6. Plan Development, Maintenance and Implementation

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Plan Development, Maintenance and Implementation

This section of the EOP outlines the plan development process, prescribes plan maintenance and improvement processes, and provides plan training and exercise requirements.

6.1 Plan Review and Maintenance

The EOP will be re-promulgated when a new senior elected or appointed official takes office or at a minimum of every five years to comply with State requirements. If awarded monies through the Emergency Management Performance Grant, this EOP will be reviewed every two years throughout the period of performance of the award. This review will be coordinated by the CCDM Director and will include participation by members from each of the departments assigned as lead agencies in this EOP and its supporting annexes. This review will:

- Verify contact information.
- Review the status of resources noted in the plan.
- Evaluate the procedures outlined in the plan to ensure their continued viability.

In addition, lead agencies will review the annexes and appendices assigned to their respective departments.

Recommended changes should be forwarded to:

Clackamas County Disaster Management
2200 Kaen Road
Oregon City, OR 97045

6.2 Training Program

To assist with training and preparing essential response staff and supporting personnel to incorporate ICS/NIMS concepts in all facets of an emergency, each agency and department is responsible for ensuring that critical staff are identified and trained at a level that enables effective execution of existing response plans, procedures, and policies.

The CCDM coordinates training for County personnel and encourages them to participate in training sessions hosted by other agencies, organizations, and jurisdictions throughout the region.

Current training and operational requirements set forth under NIMS have been adopted and implemented by the County (see minimum training requirements in Table 6-1). CCDM maintains records and lists of training received by County personnel. Training requirements apply to all first responders and disaster workers, including first-line supervisors, middle management, and Command and General Staff, as well as:

- EMS personnel

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- Firefighters
- Law enforcement personnel
- Public works/utility personnel
- Skilled support personnel
- Other emergency management response personnel
- Support/volunteer personnel at all levels
- The public
- EOC staff

Emergency Personnel	Training Required
All personnel with a direct role in emergency management or emergency response	ICS-100 IS-700
First-line supervisor personnel in emergency management and incident response operations and other personnel that require higher-level ICS/NIMS training	ICS-100, -200 IS-700
Personnel who may assume a mid-level management role (strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, etc.) in expanding incidents or have a staffing role in a multi-agency coordination center (Multi-Agency Coordination Centers, EOCs, etc.)	ICS-100, -200, -300 IS-700
Personnel who are expected to perform in a management capacity in an area command situation or multiagency coordination center (Multi-Agency Coordination Centers, EOCs, etc.)	ICS-300, -400 IS-100, -200, -700, -701
Public information officers with a role in emergency management or response	IS-702
Emergency management or response personnel	IS-703
Emergency management and response personnel with a role in the development of mutual aid agreements and/or mutual aid operational plans	IS 706
All emergency management/response personnel	IS-800
<i>Additional information about training requirements can be found on the OEM website at http://www.oregon.gov/OMD/OEM/plans_train/docs/nims/nims_who_takes_what.pdf. Independent study courses can be found at http://training.fema.gov/IS/crslis.asp.</i>	

6.3 Exercise Program

The County will conduct exercises throughout the year to test and evaluate this EOP. The County will coordinate with agencies; organizations (nonprofit, for profit, and volunteer); neighboring jurisdictions; and State and federal government to participate in joint exercises. These exercises will consist of a variety of tabletop exercises, drills, functional exercises, and full-scale exercises.

As appropriate, the County will use Homeland Security Exercise and Evaluation Program procedures and tools to develop, conduct, and evaluate these exercises. Information about this program can be found at <http://hseep.dhs.gov>.

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CCDM will work with County departments and agencies to identify and implement corrective actions and mitigation measures, based on exercises conducted through disaster management.

6.4 Event Critique and After Action Reporting

In order to document and track lessons learned from exercises, CCDM will conduct a review, or “hot wash,” with exercise participants after each exercise. CCDM will also coordinate an AAR, which will describe the objectives of the exercise, document the results of the evaluation, and improve the County’s readiness.

Reviews and AARs will also be facilitated after an actual disaster. All agencies involved in the emergency response will participate in the AAR. The AAR following an incident should describe actions taken, identify equipment shortcomings and strengths, and recommend ways to improve operational readiness. Recommendations may include future exercise events and programs. Success stories and lessons learned should be submitted to the Homeland Security Digital Library (www.HSDL.org). CCDM will ensure that equipment, training, and planning shortfalls identified following an incident are addressed by the County’s EMO.

6.5 Community Outreach and Preparedness Education

The County will educate the public about threats, disasters, and what to do when an emergency occurs. The County maintains an active community preparedness program and recognizes that citizen preparedness and education are vital components of the County’s overall readiness.

Information about the County’s public education programs, hazard and mitigation information, and other disaster management and emergency services can be found on the County’s website at <http://www.clackamas.us/dm/>.

6.6 Funding and Sustainment

It is a priority of the County to fund and maintain an EMO that ensures the County’s ability to respond to and recover from disasters. CCDM will work with the County Administrator, BCC and community stakeholders to:

- Identify funding sources for disaster management programs, personnel, and equipment.
- Ensure that the BCC is informed of progress toward building emergency response and recovery capabilities and is aware of gaps to be addressed.
- Leverage partnerships with local, regional, and State partners to maximize use of scarce resources.

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