Onboarding
Emergency Services Council - Onboarding

Authorities and Background

Authority: California Emergency Services Act and California Code of Regulations

Disaster Council accredited 1947

Emergency Services Council (formerly Disaster Council) formally established in Municipal Code 1996

Last Meeting 2004

Today's Meeting of Expanded Membership 2018
Emergency Services Council - Onboarding

**Purpose**

- Review and recommend approval to City Council
- Review and approve for volunteer groups
- Advise on revision concepts and/or new ones

**Plans and Agreements**

- Review and recommend approval to City Council

**Registration, Training, and Integration**

- Review and approve for volunteer groups
- Advise on revision concepts and/or new ones
Emergency Services Council - Onboarding

Membership

City

Next-level Government Organizations

Partner Organizations

6

4

9
No response role
Quorum of Members required to meet
Subject to Brown Act
Use Rosenberg’s Rules of Order
Each Designated Attendee has one vote
Emergency Services Council - Onboarding

**Meeting Frequency**

- Semi-annually first 2 years
- Annually thereafter
- Any others needed

December 10, 2018
Emergency Services Council - Onboarding

Questions and Answers
Requested Actions

• Approve the City of San José Emergency Operations Plan, Base Plan.

• Recommend approval by the City Council.
What is the Emergency Operations Plan?

- Establishes the foundational policies and procedures
- Overview of the jurisdiction’s approach
- Identifies emergency response policies
- Describes the response and recovery organization
- Assigns specific roles and responsibilities to City departments, agencies, and community partners
How was the plan created?

- APTIM Consulting firm
- Review of After Action Report to Flood
- Six Workshops with city staff
- Review of County and State Plan
- Three opportunities for input
- Two exercises
Compliance

• Developed in compliance with:
  – National Incident Management System (NIMS)
  – National Response Framework (NRF)
  – Standardized Emergency Management System (SEMS)
  – Incident Command System (ICS)

• Is in alignment with:
  – Santa Clara Operational Area Emergency Operations Plan
  – California State Emergency Plan (SEP)
How does the plan work?

- Assigns specific roles and responsibilities to City departments, agencies, and community partners

<table>
<thead>
<tr>
<th>ICS Functions</th>
<th>Management</th>
<th>Operations</th>
<th>Plans</th>
<th>Logistics</th>
<th>Finance</th>
<th>Recovery</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Departments</td>
<td>EOC Director</td>
<td>Assistant to the Director</td>
<td>Safety Officer</td>
<td>Liaison Branch</td>
<td>Public Information Branch</td>
<td>City Attorney</td>
</tr>
<tr>
<td>Auditor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Council</td>
<td>A</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Attorney</td>
<td>L</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Manager</td>
<td>L</td>
<td>S</td>
<td>L</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
What else does the plan describe?

- Outlines the response organization at the city Emergency Operations Center, and its relation to other organizations.
Next Steps

• Further develop the 6 EOP Support Annexes:
  ❑ Crisis Communication
  ❑ All Hazards Evacuation Guidance
  ❑ Damage Assessment
  ❑ Debris Clearance
  ❑ Mass Care and Shelter
  ❑ Recovery

• Annual Exercise

• Update every 4 years
Your Role

• Approval from the Emergency Services Council today will allow the Office of Emergency Management to present the updated Emergency Operations Plan to the City Council for adoption and bring us back into compliance with Municipal Code 8.08.030.
Emergency Services Council

Disaster Service Worker Volunteer (DSWV) Program

Emergency Services Council
December 10, 2018
Requested Action

• Authorize an Administrator for the City of San Jose Disaster Service Worker Volunteer Program

• Authorize the registration of Disaster Service Worker Volunteers for pre-emergency training and emergency conditions in the City of San Jose
Authority of the Emergency Services Council

• Create a local Disaster Service Worker Volunteer Program
• Register Volunteers as Disaster Service Workers
  – Provide financial protection
  – Immunity for actions
  – Workers Compensation for injury
• Classify the volunteers
• Ensure training for commensurate with volunteer assignment
Administrator

• Identify Administrator
• Facilitate Registration and Classification
• Administer Loyalty Oath
• Oversee Training
Classification

- Animal Rescue, Care and Shelter
- Communications
- Community Emergency Response Team Member
- Emergency Operations Center/Incident Command
- Human Services. (Care and Shelter)
- Laborer
- Logistics
- Safety Assessment Program Evaluator
- Search and Rescue
Loyalty Oath

• File form with City Clerk
• Maintain copy by Administrator
• Administration
  – During Preparedness
  – During Emergency
• City Charter Section 904
Next Steps

• Administration
  • Establish the DSWV Program
  • Monitor compliance with CalOES Guidance

• Classification and Registration
  • Utilize CalOES Forms

• Training
  • Ensure training curriculum utilized
  • Ensure training schedule updated

• Loyalty Oath
  • Preparedness, OEM Swears in
  • Emergency, Extend by memo
Focus of Presentation

• Approve the national Community Emergency Response Team Training Curriculum for local delivery.

• Adoption of proposed San Jose Community Emergency Response Team Training schedule.
What is Community Emergency Response Team (CERT)?

- Educates and trains volunteers about disaster preparedness for the hazards that are most likely to occur in San José.

- Train to respond safely, responsibly and effectively to emergency situations, such as fire safety, light search and rescue, team organization and disaster medical operations.

- 20-hour training commitment

- Nationwide volunteer training program that professional responders can rely on during disaster situations, which allows them to focus on more complex tasks.
Unit 1 – Disaster Preparedness

Learning Objectives:

• Identify the roles and responsibilities for community preparedness.

• Describe the types of hazards most likely to affect their community and their potential impact on people, health, and infrastructure.

• Undertake personal and organizational preparedness actions.

• Describe the functions of CERTs and their role as a CERT member.
Unit 2 – Fire Safety and Utility Controls

Learning Objectives:

• Explain and understand the role of CERTs in fire safety.

• Identify and reduce potential fire and utility risks in the home and workplace.

• Extinguish small fires using a fire extinguisher
Learning Objectives:

• Identify the “killers.”

• Apply techniques for opening airways, controlling bleeding, and treating for shock.

• Conduct triage under simulated disaster conditions.
Unit 4 - Disaster Medical Operations - Part 2

Learning Objectives:

• Take appropriate sanitation measures to help protect public health.

• Perform head-to-toe patient assessments.

• Establish a treatment area.

• Apply splints to suspected fractures and sprains and employ basic treatments for other injuries.
Unit 5 – Light Search and Rescue

Learning Objectives:

• Identify sizeup requirements for potential search and rescue situations.

• Describe the most common techniques for searching, both interior and exterior.

• Use safe techniques for debris removal and survivor extrication.

• Describe ways to protect rescuers during search and rescue.
Unit 6 – CERT Organization
Learning Objectives:

- Describe the disaster and post-disaster emotional environment for survivors and rescuers.

- Describe the steps that rescuers can take to relieve their own stress and that of other disaster survivors.
Learning Objectives:

• Define terrorism
• Identify potential targets in the community
• Identify the eight signs of terrorism
• Identify CERT operating procedures for a terrorist incident
• Describe the actions to take following a suspected terrorist incident.
Unit 9 – Review, Final Exam, Disaster Simulation
## Proposed CERT Training Schedule

<table>
<thead>
<tr>
<th>Month/Year</th>
<th>Location</th>
<th>Course and Objectives</th>
<th>Supervisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2019</td>
<td>District 3</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Spring 2019</td>
<td>District 6</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Spring 2019</td>
<td>District 5</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Summer 2019</td>
<td>District 7</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Summer 2019</td>
<td>District 1</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Summer 2019</td>
<td>District 8</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Fall 2019</td>
<td>District 10</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Fall 2019</td>
<td>District 2</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Fall 2019</td>
<td>District 4</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Winter 2019</td>
<td>District 9</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Winter 2020</td>
<td>San Jose State University</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
<tr>
<td>Winter 2020</td>
<td>TBD</td>
<td>National CERT Curriculum</td>
<td>2 CERT Qualified Instructors</td>
</tr>
</tbody>
</table>
Actions for Today

• The adoption of proposed curriculum addresses both Emergency Services Council responsibilities.

• Ensure disaster training is approved, documented, and supervised.
Questions

Aurelia Bailey
Executive Senior Analyst
Office of Emergency Management
Aurelia.bailey@sanjoseca.gov
408.794.7055
Desired Outcomes:

Approval of:

- Proposed RACES Curriculum
- Proposed Training Schedule
Definitions:

Radio Amateur Civil Emergency Services (RACES)
Amateur Radio Emergency Services (ARES)
Auxiliary Communications System (ACS)
Background:

When normal local public safety radio, phone and cellular services are affected, alternate Methods for communication Become necessary.

These RACES volunteers will provide a variety of professional skills including administrative, technical and operational for emergency communications between local and county agencies.
Training Process:

City of San José ARES/RACES/ACS New Member Training Flow

**Training Elements**
- Membership Application
- DSWV Form and Oath
- Amateur Radio License
- IS-100, IS-200, IS-700 FEMA Classes
- SEMS, IS-800 Classes

**Member Status and Results**
- RACES Trainee
- RACES name badge Issued.
- RACES Trainee may accompany a RACES Responder during an actual RACES Activation.
Training Process:

RACES Responder
The RACES Responder certificate and uniform are issued. The RACES Responder may now be dispatched for any regular RACES assignment unaccompanied.

Notes: Prerequisites are indicated by arrows. Status changes occur upon completion of all listed prerequisites.

* Denotes currently waived
Mutual Aid Communicator Training:

- Introduction to Emergency Communications
- Fundamentals of Emergency Communications
- Message Passing
- Field Operations
- Shadowing
- Net Control
- Packet Operations
- Antenna Fundamentals & Safety
- Cross-Band Repeating
Call to Vote:

Approval of:
- Proposed RACES Curriculum
- Proposed Training Schedule
Next Steps:

Following the approval of the proposed RACES training curriculum and schedule –

Perform annual reviews of the training curriculum and propose updates as the Emergency Operations Plan is updated, technological innovations and progression in the emergency management programs occur.
Questions?

Office of Emergency Management
OEMgroup@sanjoseca.gov
408.794.7055
Thank You

- Appreciate your participation
- The City of San José is committed to Emergency Management and the City’s Preparedness
- Next Meeting in August 2019