

Bethel

Emergency Operations Plan

2015



Developed by

City of Bethel and the State of Alaska

Division of Homeland Security and Emergency Management

Bethel
Emergency Operations Plan

Promulgation

Bethel Emergency Operations Plan

Revisions

1. This revision of the Bethel Emergency Operations Plan is meant to replace the 2005 version.
2. The format and overall content of the plan has changed.
3. Check lists have been included for ease of use to make an actionable plan.

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Administrative Overview

Bethel
Administrative Overview

I Purpose

A This Emergency Operations Plan (EOP) is the community of Bethel's basic plan for managing and coordinating major emergency and/or disaster response and recovery services. This plan's intention is to:

1. Provide a single comprehensive plan for directing emergency and/or disaster response and recovery services by utilizing available resources for the protection of lives, property, the environment and the continuance of government.
2. Identify and assign roles, responsibilities and tasks to Bethel departments and agencies for emergency and/or disaster response operations.
3. Identify hazards that threaten Bethel.

B This EOP is organized into four sections.

1. Section 1 contains the Administrative Overview. It contains background information as well as policy and procedures for the implementation and maintenance of this plan.
2. Section 2 contains Hazard Specific Checklists. Each checklist outlines the tasks during the Warning, Response and Recovery phases of a specific emergency.
3. Section 3 contains functional annexes
4. Section 4 contains appendices and reference information.

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II Situation and Assumptions

A Situation

- Bethel is located at the mouth of the Kuskokwim River, 40 miles inland from the Bering Sea. It lies in the Yukon Delta National Wildlife Refuge, 400 air miles west of Anchorage. The community lies at approximately 60.792220° North Latitude and -161.755830° West Longitude. (Sec. 09, T008N, R071W, Seward Meridian.) Bethel is located in the Bethel Recording District. The area encompasses 43.8 sq. miles of land and 5.1 sq. miles of water.

Precipitation averages 16 inches a year, and snowfall averages 50 inches per year. Summer temperatures range from 42 to 62 °F. Winter temperatures range from -2 to 19 °F.

Bethel is vulnerable to numerous hazards. These have been evaluated in the 2008 Hazard Analysis.

Hazard Matrices – City of Bethel

Hazard Matrix – City of Bethel					
Flood	Wildland Fire	Earthquake	Volcano	Avalanche	Tsunami & Seiche
Y-H	Y-L	N	N	N	N
Severe Weather	Landslides	Erosion	Drought	Technological	Economic
Y-H	N	Y-H	N	Y	Y-L
Hazard Identification:					
Y:	Hazard is present in jurisdiction but probability unknown				
N:	Hazard is not present				
U:	Unknown if the hazard occurs in the jurisdiction				
Risk:					
L :	Hazard is present with a low probability of occurrence. Event has up to 1 in 10 years chance of occurring.				
M :	Hazard is present with a moderate probability of occurrence. Event has up to 1 in 3 year's chance of occurring.				
H :	Hazard is present with a high probability of occurrence. Event has up to 1 in 1 year chance of occurring.				

Source: Alaska State All-Hazards Plan, 2010

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Previous Occurrences and Extent of Hazards

Previous Occurrences and Extent – City of Bethel					
Flood	Wildland Fire	Earthquake	Volcano	Avalanche	Tsunami & Seiche
13 - L	0	0	0	0	0
Severe Weather	Ground Failure	Erosion	Drought	Technological	Economic
5 - L	0	2 - L	0	3 - L	0

Extent Z - Zero - Used for historical information. An event occurred but may not have caused damage or loss.

L - Limited – Minimal through maximum impact to part of community.

Falls short of the definition for total extent.

T - Total – Impact encompasses the entire community.

Number: Number of occurrences

Source: Alaska State All-Hazards Plan, 2010

2. In the event of a major emergency and/or disaster, it is likely that the Bethel government may be overloaded and response to some situations delayed. The public should therefore be prepared to provide for their basic survival needs for the first seventy-two (72) hours after a major emergency.

B Assumptions

1. It is the Policy of Bethel to safeguard life, property and the environment by maximizing available resources to minimize the effects of natural, technological and manmade disaster emergencies.
2. Access to emergency services shall not be denied because of race, color, national origin, religion, gender, age or disability.
3. A major emergency could happen at any time and response often requires decisions to be made quickly under adverse conditions. The time of day, week, year, as well as weather conditions are important variables that affect the seriousness of the incident and Bethel's response capabilities.
4. Outside assistance from State and Federal agencies as well as neighboring communities may be available. However, it may be hours or even days before these agencies are able to mobilize and render aid. Therefore, Bethel must be prepared to carry out response on an independent basis.

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Administrative Overview

5. Local government officials and employees recognize their responsibilities for the safety and well-being of the public. Each is conversant with this plan and is fully capable of executing their roles, responsibilities and tasks. Government officials and employees complying with this plan shall not be liable for injury, death or loss of property except in cases of willful misconduct or gross negligence.

III Concept of Operations

A General

1. Emergencies such as fires, emergency medical incidents, search and rescue operations, and violations of the law occur frequently. Infrequently, public safety departments are confronted with larger scale emergencies that go beyond the norm. These events, which are distinguished as major emergencies, exceed the capacity of one or two departments to handle alone. Bethel has identified Three (3) levels of EOP activation to respond to these emergencies:
 - a **Level 1, Normal Operations:** Bethel departments and agencies are conducting normal daily activities with incidents being handled with existing resources, policies, and procedures. The EOC has is not activated and conditions are monitored by appropriate departments and agencies.
 - b **Level 2, Partial Activation:** An emergency has developed, or is imminent, that requires Bethel departments and agencies to take coordinated action. Partial activation of the EOC may occur during regular business hours or additional hours as needed. Conditions are being monitored with information sharing between the EOC and the appropriate departments and agencies.
 - c **Level 3, Full Activation:** An emergency has developed requiring full activation of the EOC on a 24-hour rotational basis with all trained Bethel staff participating or on call. An emergency declaration is being considered or has been issued and the appropriate departments and agencies are performing a coordinated response.
 - d **Recovery:** Activities are shifting from response operations towards recovery operations and programs. While many Bethel departments and agencies may still be involved, Bethel is returning to Normal Operations.
2. During a major emergency tasks and functions, Bethel departments and organizations will parallel normal day-to-day tasks and functions. However, it may be necessary to utilize employees' talents in areas of greatest need. Therefore, in some instances, day-to-day tasks and functions that do not directly contribute to emergency operations may be suspended for the duration of the emergency. The efforts that would be directed towards those suspended tasks and functions will be redirected towards the accomplishment of emergency tasks and functions.

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3. When an emergency declaration is made, Bethel will respond as outlined in this plan to protect life, property and the environment from the consequences of the emergency. When a major emergency exceeds Bethel's capability to respond, assistance will be requested from the State government through Alaska Division of Homeland Security and Emergency Management (AK DHS&EM). If the magnitude of the event exceeds the State's capabilities, the State will request assistance from the Federal government.
4. Emergency management in the United States of America is a partnership between local, state and federal governments. Each government body has certain responsibilities and duties in this partnership. In a major emergency, all levels of government will work together.

B Emergency Declarations

1. When an emergency exceeds or threatens to exceed Bethel's normal emergency services capability, the official in charge of the incident will inform the City Manager or City Council who will then request a declaration of emergency. In the event that an emergency declaration must be made without delay, the City Manager or City Council may do so.
2. An emergency declaration activates the response and recovery aspects of this plan and grants authority for the use of emergency procedures and assets to which this plan outlines.
3. During the duration of the emergency, the City Manager or City Council may delegate command authority by appropriate orders or regulations.
4. If the City Manager or City Council recognizes that local resources will be insufficient for the response, the City Manager or City Council will seek assistance from the State through AK DHS&EM.

C Incident Command System

1. Bethel's emergency response is organized according to the Incident Command System (ICS). ICS allows rapid incorporation of personnel from a variety of agencies into a common management structure.
2. Bethel utilizes ICS for day-to-day situations and major emergencies. In a small day-to-day incident, the Incident Commander (IC) and one or two individuals perform all the necessary tasks and functions. In a larger incident, each task and function may be assigned to a separate individual. During infrequent major emergencies, the ICS structure will be expanded and the Emergency Operations Center (EOC) will be activated to support field operations.
3. The IC is responsible for overall coordination and management of all incident operations. In a large event with multiple emergency sites, overall coordination and management occurs at the EOC.

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4. Unified Command (UC) may be implemented during a large-scale emergency with multiple agencies sharing incident jurisdiction to ensure a coordinated, multi-agency response. Agencies work together through their designated IC at the EOC to establish a common set of objectives, strategies, and a single Incident Action Plan (IAP).

IV Direction and Control

A Field Operations

1. Whenever a hazard is discovered, the most senior, first on scene person shall assume initial command of the situation. Once the first response units from the initial response department arrive on scene, the senior qualified official on scene from this "lead department" will assume command. It will then be up to each department to decide if command is to be transferred should officials with greater seniority arrive on scene.
2. The department responsible for assuming operational command during an emergency response is generally the department with the most resources committed to the effort. If there is no clear choice for "lead department", the person with the greatest qualifications and experience in the field shall be selected for operational command.
3. If there is uncertainty or disagreement on the part of field supervisors over which department is to assume operational command, it will be resolved by immediate referral to the IC.
4. Some incidents may involve more than one hazard. The hazard posing the greatest risk to life, property and/or environmental damage will be considered the primary hazard. The department with the most resources committed to the primary hazard will provide operational command. As an incident evolves, the original primary hazard may be downgraded and a subsequent hazard may become the primary hazard. A transfer of command may occur from the "lead department" of the previous primary hazard to the department with the most resources committed to the subsequent primary hazard

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B Emergency Responsibilities by Department

P=Primary
Responsibility
s=Secondary
Responsibility

	City Council	City Clerk	Finance Director	City Manager	Police Department	Fire Department	Public Works	Clinic Administrator	Superintendent of Schools	Emergency Dispatcher	Administrative Staff
Direction and Control	S			P							
Planning		P									S
Finance			P								S
Communications						S				P	
Alert and Warning				P	S	S			S		
Public Information				P							
Evacuation	S			P							
Food/ Shelter	S								P		
Health, Medical and Human Services						S		P			
Law Enforcement					P						
Public Works							P				
Fire and Rescue						P					
CBRNE Protection						P					
Logistics							P				
Damage Assessment		P		S							

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C The Emergency Operations Center (EOC)

1. The Bethel Fire Hall is the primary EOC. If the primary EOC is unavailable, the IC will select another municipal facility to be used as an EOC.
2. The EOC is the central location for planning, coordinating and directing emergency management tasks and functions in the field. The EOC reconciles competition for resources and/or eliminates conflicting or duplicated efforts. The EOC's role does not eliminate the requirement that responding departments and agencies have for tactical level coordination of labor and resources. Common EOC tasks include:
 - a Taking a global view of the emergency in order to anticipate direct and indirect impacts, and interpret policy, financial and legal matters.
 - b Assembling timely and accurate information on the emergency and current resources in order to make informed decisions on courses of action both short term and long term.
 - c Providing information to the public, and disseminating warning and emergency instructions through all available means.
 - d Determining the priority of response actions, coordinating their implementation and providing resource support to field operations.
 - e Suspending or curtailing government services, recommending closure of schools and businesses, organizing evacuations and organizing shelter arrangements for evacuees.
3. The EOC may be activated by the Bethel Fire Chief, City Manager, or the City Council.
4. When the decision is made to activate the EOC, the official activating the EOC will request the Police and Fire Dispatch Center notify the EOC Staff to report to the EOC. The EOC Staff will take action to notify and mobilize the appropriate departments and agencies, which they are responsible for coordinating.
5. If a disaster occurs in an isolated area, or if the disaster requires extensive coordination or emergency service forces, an on scene Incident Command Post (ICP) may be established. A facility near the disaster site will be set up and communications will be provided. An on scene ICP Commander and staff will be designated by the IC. Selection of the Site Commander will depend upon the nature of the disaster and "lead department" requirements. The EOC is capable of being operated continuously for the duration of a disaster. Each position within the EOC has a line of succession of at least two persons. Shift changes will occur at least every 12 hours. The hours of EOC operation will depend upon the disaster situation and the necessity of a 24-hour response.

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6. Contact between the EOC staff and their departments will be maintained through telephone and/or radio communications. All field units will be in contact with the EOC through telephone and/or radio communications as well.
7. Only those individuals required to perform incident management duties will be allowed in the EOC or by discretion of the IC.

D Plan Administration

1. Administration of this plan is divided into 5 sections, using the Incident Command System. They are: the Command Section, the Operations Section, the Planning Section, the Logistics Section, and the Finance Section.
 - a **The Command Section.** This section is composed of the Incident Commander (IC), the Legal Officer, Public Information Officer, Safety Officer and Liaison Officer. The Command Section provides overall command, control and coordination to the forces employed in responding to the disaster.
 - b **The Operations Section.** This section is composed of the heads of departments or their representatives that will coordinate implementation of response and recovery duties in the field. Each operations official is responsible for directing or coordinating the personnel and resources of that functional area. The Operations Chief is responsible for managing and coordinating all field tasks and ensuring assigned tasks are completed.
 - c **The Planning Section.** This group is responsible for collecting and assessing data and making the information available to the Command and Operations Sections for use in response and recovery. The Planning Chief is responsible for developing the Incident Action Plan (IAP).
 - d **The Logistics Section.** This group is responsible for providing the labor, equipment and facilities needed in support of incident activities.
 - e **The Finance and Administration Section.** This section keeps track of personnel, costs and handles all financial transactions associated with the disaster.

V Roles and Responsibilities

A The City Manager/City Council or Designee

1. Provides the overall direction for the incident and is responsible for overall administration and strategic planning. Tasks include:
 - a Assessment of the situation and declaration of an emergency.
 - b Formulating, reviewing and approving operational guidelines including the Incident Action Plan (IAP).
 - c As necessary, appropriate and expend funds, make contracts, obtain and distribute equipment, materials and supplies for disaster purposes.
 - d Authorize and control information given to the public via the Public Information Officer (PIO).
 - e Make available and provide overall direction and coordination of disaster response and recovery forces and equipment.
 - f Provide for the health and safety of persons and property, including emergency assistance to victims of the disaster and recommend appropriate protective measures.
 - g Appoint, employ, or provide disaster workers.
 - h Establish shift schedule to permit 24-hour coverage of EOC as needed.

B Command Staff

1. Appointed by the IC and may consist of a PIO, Safety Officer and Liaison Officer support the IC. Tasks include:
 - a Public Information Officer
 - i Formulate and release information about the incident as directed by the IC.
 - ii Maintain, throughout the incident, a summary of the incident information for release to news media and for general use by incident personnel.
 - iii Distribute information as periodic news releases at briefings and in response to special requests.

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iv. Continually act as official liaison between the news media, handling requests for meetings between media and incident personnel, and arranging interviews and incident observation trips.

v. Locate a news briefing area in a secure place away from the EOC.

b Safety Officer

i Obtain information from a variety of sources concerning the incident area and potential hazardous conditions.

ii Attend planning meetings, review strategies and tactics for safety factors, and advise staff.

iii Investigate all accidents and injuries which occur within the incident area, and prepare an incident report for submissions at conclusion of the incident.

c Liaison Officer

i Contact cooperating and assisting agency personnel and act as point of contact.

ii Respond to requests from incident personnel for interagency contact.

C Section Chiefs

1. Report to the IC, and along with the IC comprise the Incident Command Team. These are:

a Operations Chief. The Operations Chief is responsible for the management of all operations directly applicable to the response and recovery effort. He or she activates and supervises operations and organizational elements in accordance with the IAP. Assists in the formulation and execution of field operational plans, requests or releases resources, and makes expedient changes to the IAP (as necessary). The Operations Chief is selected by the IC, usually from the department with the most resources committed to the effort. The responsibilities are:

i Participate in preparation of the IAP.

ii Brief operations personnel on IAP.

iii Supervise operations.

iv Determine need for additional resources.

v Review suggested list of resources to be released.

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- vi Assemble response teams from resources assigned to operations sections.
- vii Initiate recommendation for release of resources.
- viii Report special incidents and/or accidents.
- ix Coordinate emergency shelter effort.
- b Planning Chief. The Planning Chief is responsible for the collection, evaluation, dissemination, and use of information regarding the development of the incident and status of resources. Information is needed to understand the current situation, predict course of events, prepare alternative strategies and control operations for the incident. The major duties are:
 - i Supervise preparation of IAP.
 - ii Activate planning section unit.
 - iii Schedule and conduct daily briefings.
 - iv May recommend reassignment of personnel to incident response positions.
 - v Assemble information on alternative strategies.
 - vi Identify need for use of specialized resources.
 - vii Provide periodic predictions on incident potential.
 - viii Compile and display incident status information including damage assessment.
 - ix Advise EOC staff of any significant changes in incident status.
 - x Prepare and distribute IC's orders.
 - xi Prepare recommendations for release of resources.
 - xii Establish weather data collection system when necessary.
- c Logistics Chief. The Logistics Chief is responsible for providing facilities, services, and material in support of the incident response and recovery. The Logistics Chief duties include the following:
 - i Identify, obtain, and coordinate the use of resources in support of the response and recovery effort.

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Administrative Overview

- ii Participate in preparation of the IAP.
 - iii Coordinate the logistical aspects of EOC operation. (Food, auxiliary power, etc.)
 - iv Establish and maintain staging areas for the response and recovery.
 - v Designate and maintain staging areas for inter/intra agency response.
 - vi Establish and maintain a communications system for EOC, field teams, and support agencies.
- d Finance and Administration Chief. The Finance and Administration Chief is responsible for cost accounting, purchasing, personnel and related administrative functions. The Finance and Administration Chief Duties include the following.
- i Provide for all aspects of financial support in support of the response and recovery efforts.
 - ii Compile cost estimates.
 - iii Maintain records of personnel time and expenditures.
 - iv Establish billing procedures.
 - v Organize system for compensation and claims.
2. Depending on the size of the response and recovery effort, Section Chiefs may have Branch Directors, Division Supervisors or Group Supervisors reporting to them

D Continuity of Government

1. The line of succession for City Manager is:
 - a Fire Chief
 - b Police Chief
 - c Public Works Director
2. The line of succession for Mayor/City Council decisions is:
 - a Vice Mayor
 - b Mayor Pro tem

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Administrative Overview

3. The line of succession for each department is established in accordance with the operating procedures of each department.
4. In order to provide normal government operations following a disaster, vital records must be protected. Vital records are those considered essential to the continuous operation of government essential to Bethel's ability to fulfill its responsibilities to the public. It is the responsibility of each department to identify vital records and to coordinate with the City Clerk to establish the means of protecting these records before, during and after emergencies.

VI Plan Development and Maintenance

A Responsibilities

1. The City Manager shall oversee the development and maintenance of this plan and ensure that the plan is reviewed and updated on an annual basis.
2. Each Bethel Department is responsible for the development and maintenance of their emergency operating procedures. Each department will submit these procedures to the City Manager and City Council as they are developed for approval. It is recommended that each department review their emergency operating procedures on an annual basis.
3. The City Manager shall ensure appropriate training; drills or exercises are performed to test the effectiveness of this plan.

B Revisions

1. Revisions to this plan will be distributed to all parties with a controlled copy. The City Manager will maintain a distribution list for the controlled copies of this plan.
2. Revisions will be listed on the revisions log found on page 2 of this plan.

Bethel
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C Distribution List

1. Bethel City Hall
2. Bethel Fire Department
3. Bethel Police Department
4. Bethel Public Library
5. Lower Kuskokwim School District-Bethel Schools and Administration
6. Bethel Public Works
7. Bethel Recreation Center
8. Yukon Kuskokwim Regional Hospital
9. State of Alaska Division of Homeland Security and Emergency Management (AK DHS&EM)
10. Alaska State Troopers, Bethel Post
11. Association Village Council Presidents (AVCP)
12. Association Village Council Presidents AVCP-RH
13. Bethel Native Corporation
14. State of Alaska Department of Transportation - Bethel Airport
15. State of Alaska Division of Health & Social Services-Public Health Nursing
16. University of Alaska Fairbanks Kuskokwim Campus

VII AUTHORITY

A Local

1. Bethel Municipal Code Chapter 2.36 (Civil Defense)

B State

1. AS 26 Chapter 20 (Civil Defense Act)
2. AS 26 Chapter 23 (Alaska Disaster Act)
3. AS 29 Chapter 25 (Emergency Ordinances)
4. AS 29 Chapter 35 (Emergency Disaster Powers)

C Federal

1. PL 81-920 (Civil Defense Act of 1950 as amended)
2. PL 93-288 (Disaster Act of 1974)
3. PL 96-342 (Improved Civil Defense 1980)
4. PL 106-390 (Disaster Mitigation Act of 2000)

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Hazard Specific Checklists

Bethel

Hazard Specific Checklists

How To Use The Hazard Specific Checklists

This manual has been developed as a general checklist guide to help facilitate a safe and efficient response to a variety of emergency situations. *Many items on each checklist may not need to be followed because they are not applicable in all situations.* Also, some details may need to be added to cover unusual situations. This manual is *not* a substitute for common sense or intelligent decision making that is always necessary in any emergency situation.

If immediate warning or evacuation is essential, go to the Alert and Warning Annex.

The Bethel Fire Department and Police Department, in all cases requiring a disaster response, will be the first agencies notified.

For general use:

1. Go to the *Hazard Specific Checklist Section*. The tabs are located along the *right hand edge* of this manual.
2. Determine which response phase is appropriate for the hazard in question and refer to that specific phase.

If a disaster threatens
Use the Warning Phase

If a disaster is occurring:
Use the Response Phase

After a disaster has occurred
Use the Recovery Phase

Bethel
Hazard Specific Checklists
Civil Disorder

Civil Disorder Warning Phase

- Confirm and assess the situation**
 - Police Department 907-543-3781 After hours call 911
 - Fire Department 907-543-2131 After hours 911
 - What type of incident is anticipated
 - Where will the incident occur
 - When will the incident occur
 - What type of problems are anticipated
 - How many individuals may be involved
 - What structures may be involved
 - Are the conditions that precipitated the incident improving or deteriorating
 - Are individuals likely to be under the influence of alcohol or drugs
 - What measures can be taken to avoid or decrease the problem

- Evaluation of the emergency**
 - Can local law enforcement handle the problem without outside help
 - How many additional personnel are needed
 - Is additional special equipment needed
 - What facilities may be isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800) superintendent (907-543-4912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities may require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications

- Immediate actions**
 - Issue advisories or warnings if appropriate
 - Identify the location of the Emergency Operations Center
 - Is evacuation appropriate
 - Should traffic be diverted or stopped

Bethel
Hazard Specific Checklists
Civil Disorder

- Preparedness actions**
 - Establish liaison with Regional, State and Federal agencies, if appropriate
Federal Bureau Of Investigations-Anchorage 907-276-4441
 - Establish curfews if appropriate
 - Review and update emergency communications network capabilities
 - review and update amateur radio capabilities
 - review and update cell phone capabilities
 - Inventory and restock food and supplies for emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Identify evacuation routes if appropriate
 - Identify safe areas for emergency shelters if needed
 - Identify staging area for equipment and supplies

- Alert appropriate emergency personnel of *possible* activation**
 - Police Department (warning, security, help the infirm)
Police Department 907-543-3781 After hours call 911
 - Fire Department (fire, rescue, hazardous materials)
Fire Department 907-543-2131 After hours call 911
 - Emergency Medical Services (trauma, medical transport)
EMS 907-543-2131 After hours call 911
 - Search and Rescue (help with warning & evacuation in remote areas)
Bethel SAR 907-545-4357 Cell 907-545-4502
AST SAR 800-478-9112 To request assistance
 - School Superintendent (possible school closure, use of school buildings)
School Superintendent 907-543-4912
 - Facilities that may be isolated by the storm (medical facilities, utilities, fuel depots, telephone links, radio and TV etc.)

- If appropriate, distribute preparedness information**

Bethel
Hazard Specific Checklists
Civil Disorder

Response Phase

- Confirm and assess the situation**
 - Police Department 907-543-3781 After hours call 911
 - Fire Department 907-543-2131 After hours call 911
 - What type of incident has occurred
 - When did the incident occur
 - What is the location of the incident
 - Are the conditions that precipitated the incident improving or deteriorating
 - What type of problems are anticipated
 - Do individuals involved with the disturbance appear to be under the influence of alcohol or drugs
 - What measures are being taken to control the problem
 - What measures are being taken to resolve the problem
 - Do the surrounding areas need to be evacuated

- Evaluation of the emergency**
 - How many people are involved
 - Are there victims or hostages
 - how many
 - Are there injuries or fatalities
 - how many
 - Are more disturbances expected
 - What facilities are isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800, Superintendent 907-543-4912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Radio (KYUK 90.3 AM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing from Clinic)
 - What critical infrastructure and supply facilities require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel Suppliers (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-907-543-2271,Delta Western 907-543-5591)
 - Emergency Communications

- Immediate actions**
 - Initiate a warning and alert if appropriate
 - Open and staff an Emergency Operations Center (EOC)
 - Disseminate public information
 - Establish evacuation routes and roadblocks
 - Police Department 907-543-3781 After hours call 911
 - Public Works 907-543-3100 After hours call 911
 - State DOT Central Region 907-543-2495 After hours call 911
 - Initiate an evacuation if necessary
 - Estimate the number of evacuees
 - Open emergency shelters.

Bethel
Hazard Specific Checklists
Civil Disorder

- Actions to be taken as soon as possible**
 - Establish curfews, if appropriate
 - Establish meeting size limitations, if appropriate
 - Initiate patrols to protect and secure evacuated areas
 - Police Department 907-543-3781 After hours call 911
 - If people are injured alert hospitals
 - Bethel PHS Hospital 907-543-6300
 - YK Delta Regional Hospital 907-543-6000
 - Alert Fire Department of any fire, HAZMAT or rescue situations
 - Fire 907-543-2131 After hours 911
 - Activate Search and Rescue if appropriate (locate missing persons, support EMS)
 - SAR 907-545-4357 Cell 907-545-4502
 - Inventory Emergency communications network capabilities
 - Initiate the restoration of damaged communication links
 - Inventory cell phone capabilities
 - Inventory and distribute food and supplies to emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Request assistance from mutual aid partners, if appropriate
 - Request additional assistance from State and Federal agencies, if appropriate
 - AK DHS&EM (24 hours) 800-478-2337
 - State of Alaska Office of the Governor 907-465-3500 24hrs not available
 - Identify a staging area for equipment and supplies
 - Arrange for the security of incoming supplies by land, sea and air
- Secondary actions**
 - Issue a Disaster Declaration if appropriate
 - Form a task force to document and estimate damage to public and private property
 - Document the cost of material and labor involved with the emergency

Bethel
Hazard Specific Checklists
Civil Disorder

Recovery Phase

- Stabilization actions**
 - Initiate a survey of the area to identify and correct safety hazards as soon as possible
 - Initiate cleanup of debris
 - Initiate restoration of facilities, utilities, telephone service and transportation links.
 - Essential facilities such as clinics, emergency operations center, fire, police, emergency shelters and schools will be given priority
 - Open volunteer resource center
 - Request special personnel: interpreters, clergy, counselors, technicians, retired medical (Listing in reference)
 - When safe access is established, arrange for the return of evacuees to assess damages.
 - Use roadblocks and a permit system to control access and maintain security
 - Initiate services to help victims cope with the situation and to provide food, clothing, basic supplies and temporary shelter for people displaced by the disaster
- | | |
|---|--------------|
| American Red Cross – Disaster Coordinator | 907-646-5423 |
| Salvation Army-Fairbanks | 907-452-3103 |
| AK DHS&EM (24hrs) | 800-478-2337 |

Bethel
Hazard Specific Checklists
Civil Disorder

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Bethel
Hazard Specific Checklists
Energy Shortage

Energy Shortage Warning Phase

- Confirm and assess the situation**
 - Police Department* 907-543-3781 *After hours call 911*
 - Utilities* 907-543-2949
 - Southwest Fuel* 907-543-2632 *Northstar Gas 907-543-4277*
 - Crowley Marine* 907-543-2271 *Delta Western 907-543-5591*
 - What type of energy shortage is anticipated
 - Can a time frame be projected
 - How long before the problems can be resolved
 - What areas will be involved
 - Are the conditions that precipitated shortage improving or deteriorating
 - What measures can be taken to avoid or decrease the problem
 - What are the current weather conditions
 - What is the forecast

- Evaluation of emergency**
 - How many people will be affected
 - Is special equipment needed
 - what type?
 - What facilities may be isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800) Superintendent (907-543-4912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities may require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Utilities (907-543-2949)
 - Water and sewage (Public works 907-543-3100)
 - Fuel supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications

- Immediate actions**
 - Issue advisories or warnings if appropriate
 - Identify the location of the Emergency Operations Center
 - Is immediate evacuation appropriate or should a "shelter in place" advisory be issued
 - Estimate number needing shelter
 - Should traffic be diverted or stopped

Bethel
Hazard Specific Checklists
Energy Shortage

- Preparedness actions**
 - Establish liaison with State, Federal agencies
DHS&EM (24hrs) 800-478-2337
 - Review and update emergency communications network capabilities
 - review and update amateur radio capabilities
 - review and update cell phone capabilities
 - Inventory and restock food and supplies for emergency personnel
(special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Inventory location and availability of heavy equipment and supplies
(trucks, bulldozers, front loaders, graders, snowplows, fuel, barricades, etc.)
 - Pre-position if appropriate
 - Inventory and update auxiliary power equipment
 - Identify evacuation routes
 - Identify areas for emergency shelters
 - Identify staging area for equipment and supplies

- Alert appropriate emergency personnel**
 - Police Department (crowd control, security, evacuation)
Police Department 907-543-3781 After hours call 911
 - Fire Department (fire, hazardous substance and rescue)
Fire Department 907-543-2131 After hours call 911
 - Emergency Medical Services (trauma care, medical transport)
EMS 907-543-2131 After hours call 911
 - Search and Rescue (help with warning & evacuation in remote areas)
Bethel SAR 907-545-4357 Cell 907-545-4502
AST SAR 800-478-9112 To request assistance
 - School Superintendent (possible school closure, use of school buses and school buildings)
School Superintendent 907-543-4912
 - Facilities that may be affected by the energy shortage (medical, utilities, fuel depots, telephone, radio, TV, etc.)

- If appropriate, distribute preparedness information**

Bethel
Hazard Specific Checklists
Energy Shortage

Response Phase

- Confirm and assess the situation**
 - Police Department 907-543-3781 After hours Call 911
 - Utilities 907-543-2949
 - Southwest Fuel 907-543-2632 Northstar Gas 907-543-4277
 - Crowley Marine 907-543-2271 Delta Western 907-543-5591
 - What type of energy shortage has occurred
 - When did the energy shortage occur
 - What area is affected
 - How long before the problems can be resolved
 - What measures are being taken to correct the problem
 - Are the conditions that precipitated shortage improving or deteriorating
 - What are the current and predicted weather conditions

- Evaluation of emergency**
 - How many people are affected
 - Is special equipment needed
 - what type
 - What facilities are isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800, superintendent 907-543-4912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - emergency facilities
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications
 - How many people are in need of temporary shelter

- Immediate actions**
 - Initiate a warning and alert if appropriate
 - Open and staff an Emergency Operations Center (EOC)
 - Arrange for emergency power for essential facilities (mobile portable generators, portable electric welding machines)
 - Disseminate public information (mobile public address systems may need to be used)
 - Arrange for security, crowd and traffic control, establish roadblocks, evacuation or transportation, if appropriate
 - Police Department 907-543-3781 After hours call 911
 - Identify evacuation routes if needed
 - Initiate evacuation, if appropriate
 - Estimate the number of evacuees
 - Identify areas to establish emergency shelters
 - Open emergency shelters
 - Request special personnel: interpreters, clergy, counselors, technicians, retired medical (Listing in reference)

Bethel
Hazard Specific Checklists
Energy Shortage

- Actions to be taken as soon as possible**
 - Initiate patrols to protect and secure evacuated areas
 - Police Department 907-543-3781 After hours call 911
 - If people are injured alert medical facilities
 - Bethel PHS Hospital 907-543-6300
 - YK Delta Regional Hospital 907-543-6000
 - Alert Fire Department of any fire, HAZMAT or rescue situations
 - Fire 907-543-2131 After hours call 911
 - Activate Search and Rescue if appropriate (locate missing persons, support EMS)
 - SAR 907-545-4357 Cell 907-545-4502
 - Inventory Emergency communications network capabilities
 - Initiate the restoration of damaged communication links
 - Inventory cell phone capabilities
 - Inventory auxiliary power equipment
 - Inventory and distribute food and supplies to emergency personnel
(special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Request assistance from mutual aid partners as needed
 - Request additional assistance from State and Federal agencies, if appropriate
 - DHS &EM (24hrs) 800-478-2337
 - Identify which facilities contain products that may become dangerous or be damaged by the energy shortage or power fluctuations
 - If there is a shortage of heating fuel, encourage people to set thermostats to the lowest setting possible consistent with safety and health conditions of the residents
 - Determine the possibility of using government stockpiles of fuel
 - If there is a shortage of gasoline, inventory & reserve fuel for emergency vehicles
 - Consider travel restrictions, car-pooling, reduction of bus routes, decreased non-essential road maintenance
- Secondary actions**
 - Document the cost of material and labor involved with the emergency
 - Issue a Disaster Declaration if appropriate
 - Form a task force to document and estimate damage to public and private property

Bethel
Hazard Specific Checklists
Energy Shortage

Recovery Phase

- Stabilization actions**
 - Initiate a survey of the area to identify and correct safety hazards as soon as possible
 - Initiate cleanup of debris
 - Initiate restoration of facilities, utilities, telephone service and transportation links.
 - Essential facilities such as clinics, emergency operations center, fire, police, emergency shelters and schools will be given priority
 - Open volunteer resource center
 - Request special personnel: interpreters, clergy, counselors, technicians, retired medical (Listing in reference)
 - When safe access is established, arrange for the return of evacuees to assess damages.
 - Use roadblocks and a permit system to control access and maintain security
 - Initiate services to help victims cope with the situation and to provide food, clothing, basic supplies and temporary shelter for people displaced by the disaster
 - American Red Cross – Disaster Coordinator 907-646-5423
 - Salvation Army-Fairbanks 907-452-3103
 - AK DHS&EM(24hrs) 800-478-2337

Bethel
Hazard Specific Checklists
Energy Shortage

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Bethel
Hazard Specific Checklists
Fire

Fire Warning Phase

- Confirm and assess the situation**
 - Fire Department 907-543-2131 After hours call 911
 - Alaska Division of Forestry 907-524-3010 Secondary Contacts 907-524-0037,
McGrath Regional office 907-356-5850
 - Alaska Division of Fish and Game 907-543-2979
 - What are the current fire danger conditions
 - What areas are involved
 - What fire restrictions are currently in effect
 - What are the current weather conditions
 - What is the forecast

- Evaluation of emergency**
 - Are there any special groups that may be affected (hikers, campers, hunters, scouts, cross-country skiers, snowmobile clubs, etc.)
 - How many people could be isolated by the fire
 - How many structures are in the area
 - What facilities may be isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800, Superintendent 907-543-4912)
 - Medical Facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Emergency Facilities
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities may require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel Supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications

- Immediate actions**
 - Issue advisories or warnings if appropriate
 - Identify the location of the Emergency Operations Center
 - Is evacuation appropriate or should a "shelter in place" advisory be issued
 - Estimate number needing shelter
 - Should traffic be diverted or stopped

- Preventative actions**
 - Should fire bans be issued
 - Should fire lines be constructed in sensitive or dangerous areas
 - Should access be limited or stopped
 - Should firefighting equipment be placed in staging areas

Bethel
Hazard Specific Checklists
Fire

- Preparedness actions**
 - Contact special groups that may be caught in the fire area
 - Review and update emergency communications network capabilities
 - review and update amateur radio capabilities
 - review and update cell phone capabilities
 - Inventory and restock food and supplies for emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Inventory location and availability of heavy equipment and supplies (trucks, bulldozers, front loaders, graders, snowplows, fuel, barricades, etc.)
 - Pre-position if appropriate
 - Identify evacuation routes if needed
 - Identify safe areas for emergency shelters
 - Identify staging area for equipment and supplies

- Alert appropriate emergency personnel**
 - Fire Department (fire, hazardous substance and rescue)
 - Fire Department 907-543-2131 After hours call 911
 - Police Department (crowd control, security, warning, evacuation)
 - Police Department 907-9543-3781 Afterhours call 911
 - Emergency Medical Services (trauma, medical transport)
 - EMS 907-543-2131 After hours call 911
 - Search and Rescue (help with warning & evacuation in remote areas)
 - Bethel SAR 907-545-4357 Cell 907-545-4502
 - AST SAR 800-478-9112 To request assistance
 - School Superintendent (possible school closure, use of school buses and school buildings)
 - School Superintendent 907-543-4912
 - Facilities that may be affected by the fire (medical, utilities, fuel depots, telephone, radio, TV, etc.)

- If appropriate, distribute preparedness information**

Bethel
Hazard Specific Checklists
Fire

Response Phase

- Confirm and assess the situation**
 - Fire Department 907-543-2131 After hours call 911
 - Alaska Division of Forestry 907-543-3010
 - Alaska Division of Fish and Game 907-543-2979
- When did the fire start
 - What areas are involved
 - What percentage of the fire is under control
 - Are conditions improving or deteriorating
 - Current weather
- Current wind direction
- Forecast
- Evaluation of the emergency**
 - How many structures are in the area
 - How many structures have been destroyed
 - Are there injuries
 - How many
 - What type
 - Are there casualties
 - How many
 - What facilities are isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800) Superintendent (907-543-4912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Emergency Facilities
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications
 - How many people are in need of temporary shelter
 - Are any roads blocked by the fire
- Immediate actions**
 - Initiate a warning and alert if appropriate
 - Open and staff an Emergency Operations Center (EOC)
 - Disseminate public information
 - Initiate the inspection of road conditions, if necessary
 - Public Works 907-543-3100 After hours call 911
 - Police Department 907-543-3781 After hours call 911
 - Dept. of Transportation 907-543-2495 After hours call 911
 - Establish evacuation routes and roadblocks
 - Initiate an evacuation if necessary
 - Estimate the number of evacuees
 - Identify areas to establish emergency shelters
 - Open emergency shelters.

Bethel
Hazard Specific Checklists
Fire

- Actions to be taken as soon as possible**
 - Initiate patrols to protect and secure evacuated areas
 - Police Department 907-543-3781 After hours call 911
 - If people are injured alert medical clinics
 - Bethel PHS Hospital 907-543-6300
 - YK Delta Regional Hospital 907-543-6000
 - Alert Fire Department of any fire, HAZMAT or rescue situations
 - Fire 907-543-2131 After hours call 911
 - Activate Search and Rescue if appropriate (locate missing persons, support EMS)
 - SAR 907-545-4357 Cell 907-545-4502
 - Inventory Emergency communications network capabilities
 - Initiate the restoration of damaged communication links
 - Inventory cell phone capabilities
 - Inventory and distribute food and supplies to emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Inventory location and availability of heavy equipment and supplies (trucks, bulldozers, front loaders, graders, snowplows, fuel, barricades, etc.)
 - Request assistance from mutual aid partners as needed
 - Request additional assistance as needed
 - AK DHS&EM (24hrs) 800-478-2337
 - Identify a staging area for equipment and supplies
 - Arrange for the security and tracking of incoming supplies by land, sea and air

- Secondary actions**
 - Issue a Disaster Declaration if appropriate
 - Form a task force to document and estimate damage to public and private property
 - Document the cost of material and labor involved with the emergency.

Bethel
Hazard Specific Checklists
Fire

Recovery Phase

- Stabilization actions**
 - Initiate a survey of the area and correct safety hazards as soon as possible
 - Initiate the restoration of facilities, utilities, telephone service and transportation links.
 - Essential facilities such as clinics, emergency operations center, fire, police, emergency shelters and schools will be given priority
 - Open volunteer resource center
 - Request special personnel: interpreters, clergy, counselors, technicians, retired medical (Listing in reference)
 - Arrange for return of evacuees
 - Use roadblocks and a registration system to keep the area secure
 - Initiate services to help victim's cope with the situation and to provide food, clothing, basic supplies and temporary shelter for people displaced by the disaster
 - American Red Cross-Disaster Coordinator 907-646-5423
 - Salvation Army-Fairbanks 907-452-3103
 - AK DHS&EM(24hrs) 800-478-2337

Bethel
Hazard Specific Checklists
Fire

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Bethel
Hazard Specific Checklists
Flood

Flood Warning Phase

- Confirm and assess the situation**
 - NWS, Forecast Office(24hrs) 800-472-0391 24hrs
 - Bethel Weather Service Office 907-543-2236 Secondary Contact
907-271-5133
 - AK DHS&EM (24hrs) 800-478-2337 24hrs
 - Department of Transportation 907-543-2495 After hours call 911
 - When is the river expected to crest
 - How high above flood stage
 - What areas will be involved
 - How long will the flooding last
 - Are conditions improving or deteriorating
 - What measures can be taken to prevent or decrease the damage
 - What are the current weather conditions
 - What is the forecast

- Evaluation of emergency**
 - Are there any special groups that may be effected (hikers, campers, hunters, scouts, cross-country skiers, snowmobile clubs, etc.)
 - How many people could be isolated or displaced by the flood
 - What facilities may be isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800) Superintendent (907-543-4912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Emergency Facilities
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities may require alternative energy sources, special shut down procedures or need to be fortified
 - emergency facilities
 - Water and Sewage (Public Works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications

- Immediate actions**
 - Issue advisories or warnings if appropriate
 - Identify the location of the Emergency Operations Center
 - Is evacuation appropriate
 - Estimate number needing shelter
 - Should traffic be diverted or stopped

Bethel
Hazard Specific Checklists
Flood

- Preparedness actions**
 - Inspected and repair existing controls (dikes, overflow channels, air-filtering system)
 - Identify measures that may be taken to clear river channels
 - Identify means of diverting floodwaters
 - Outline on maps the areas that may be covered by water
 - Identify a safe location to move fire and EMS equipment
 - Contact special groups that may be caught in the flood
 - Review and update emergency communications network capabilities
 - review and update amateur radio capabilities
 - review and update cell phone capabilities
 - Inventory and restock food and supplies for emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Identify and mark evacuation routes
 - Identify safe areas for emergency shelters
 - Inventory sandbags, sand and put in place or stockpile in staging areas
 - Inventory location and availability of heavy equipment and supplies (trucks, bulldozers, front loaders, graders, fuel supplies, barricades, etc.)
 - Pre-position if appropriate
 - Inventory public and private 4WD vehicles and buses
 - Inventory public and private boats, operators, fuel supplies and safety equipment
 - Inventory auxiliary power equipment with KW rating and fuel supplies
 - Inventory portable pumping equipment and hoses
 - Identify staging area for equipment and supplies
 - Organize volunteer work crews, and motor pools for vehicles and boats

- Alert appropriate emergency personnel**
 - Police Department (crowd control, security, warning, evacuation)

<i>Police Department</i>	907-543-3781	After hours call 911
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 - Fire Department (fire, hazardous substance and rescue)

<i>Fire Department</i>	907-543-2131	After hours call 911
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 - Emergency Medical Services (trauma, medical transport)

<i>EMS</i>	907-543-2131	After hours call 911
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 - Search and Rescue (help with warning & evacuation in remote areas)

Bethel SAR	907-545-4357	Cell 907-545-4502
AST SAR	800-478-9112	To request assistance
 - School Superintendent (possible school closure, use of school buses and school buildings)

<i>School Superintendent</i>	907-543-4912	
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 - Personnel of essential facilities that may be affected by the flooding (medical, utilities, fuel depots, telephone, radio, TV, etc.)

- If appropriate, distribute preparedness information**

Bethel
Hazard Specific Checklists
Flood

Response Phase

- Confirm and assess the situation**
- | | | |
|------------------------------|--------------|----------------------|
| NWS, Forecast Office(24hrs) | 800-470391 | |
| AK DHS&EM(24hrs) | 800-478-2337 | |
| Department of Transportation | 907-543-2495 | After hours call 911 |

- When did the flooding begin
- What areas are involved
- How much higher will the water rise
- What other areas are expected to be involved
- Are conditions improving, holding steady or deteriorating
- What measures can be taken to prevent or decrease the damage
- What are the current weather conditions
- What is the forecast

Evaluation of emergency.

- How many structures are now flooded
- How many structures may become flooded
- How many people have been displaced
- How many people may be displaced
- How many people are in need of temporary shelter
- Are any roads blocked by the flood
- What facilities are isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800, Superintendent 907-543-4912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Emergency Facilities
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
- What critical infrastructure and supply facilities require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications

Immediate actions

- Initiate a warning and alert if appropriate
- Open and staff an Emergency Operations Center (EOC)
- Disseminate public information
- Initiate the inspection of road conditions, if necessary

<i>Public Works</i>	<i>907-543-3100</i>	
<i>Police Department</i>	<i>907-543-3781</i>	After hours call 911
<i>Dept. of Transportation</i>	<i>907-543-2495</i>	After hours call 911
- Establish evacuation routes and roadblocks
- Initiate an evacuation if necessary
- Estimate the number of evacuees
- Identify areas to establish emergency shelters
- Initiate the inspection of buildings to be used for shelters, if necessary
- Open emergency shelters.

Bethel
Hazard Specific Checklists
Flood

- Actions to be taken as soon as possible**
 - Initiate patrols to protect and secure evacuated areas
 - Police Department 907-543-3781 After hours call 911
 - If people are injured alert medical clinics
 - Bethel PHS Hospital 907-543-6300
 - YK Delta Regional Hospital 907-543-6000
 - Alert Fire Department of any fire, HAZMAT or rescue situations
 - Fire 907-543-2131 After hours call 911
 - Activate Search and Rescue if appropriate (locate missing persons, support EMS)
 - SAR 907-545-4357 Cell 907-545-4502
 - Inventory Emergency communications network capabilities
 - Initiate the restoration of damaged communication links
 - Inventory cell phone capabilities
 - Inventory and distribute food and supplies to emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Inventory location and availability of heavy equipment and supplies (trucks, bulldozers, front loaders, graders, snowplows, fuel, barricades, etc.)
 - Request assistance from mutual aid partners as needed
 - Request additional assistance as needed
 - AK DHS&EM (24 hrs) 800-478-2337
 - Identify a staging area for equipment and supplies
 - Arrange for the security of incoming supplies by land, sea and air
- Secondary actions**
 - Issue a Disaster Declaration if appropriate
 - Form a task force to document and estimate damage to public and private property
 - Document the cost of material and labor involved with the emergency

Bethel
Hazard Specific Checklists
Flood

Recovery Phase

- Stabilization actions**
 - Initiate a survey of the area to identify and correct safety hazards as soon as possible
 - Initiate cleanup of debris
 - Initiate restoration of facilities, utilities, telephone service and transportation links.
 - Essential facilities such as clinics, emergency operations center, fire, police, emergency shelters and schools will be given priority
 - Open volunteer resource center
 - When safe access is established, arrange for the return of evacuees to assess damages.
 - Use roadblocks and a permit system to control access and maintain security
 - Initiate services to help victims cope with the situation and to provide food, clothing, basic supplies and temporary shelter for people displaced by the disaster
 - American Red Cross-Disaster Coordinator 907-646-5423
 - Salvation Army-Fairbanks 907-425-3103
 - AK DHS&EM (24hrs) 800-478-2337

Bethel
Hazard Specific Checklists
Hazardous Materials

Hazardous Materials Response Phase

**If the local fire department has not been notified, do so immediately.
The Fire Chief will be the Initial Incident Commander.**

- Confirm and assess the situation**
 - Fire Department 907-543-2131 After hours call 911
 - DEC Spill Response-Bethel Office 907-543-3215
 - DEC Central Area Response Team 907-269-3063
 - DEC after Hours Spill Reporting 800-478-9300
 - AK DHS&EM (24hrs) 800-478-2337
 - When did the accident occur
 - Where did the accident occur
 - What type of hazardous substance has been released
 - Does the release involve air, water or ground contamination
 - Are radioactive hazards involved
 - What are the boundaries of the affected area
 - What are the current weather conditions
 - What is the forecast

- Evaluation of the emergency**
 - Have injuries been reported
 - How many
 - What type
 - Have casualties been reported
 - How many
 - What facilities are isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800, Superintendent 907-5434912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Emergency Facilities
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public Works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications
 - Initiate an evacuation of the area and areas downwind of the accident, if necessary
 - Estimate of the number of evacuees

Bethel
Hazard Specific Checklists
Hazardous Materials

- Immediate actions**
 - Initiate a warning and alert if appropriate
 - Open and staff an Emergency Operations Center (EOC)
 - Disseminate public information
 - Isolate the area to insure the safety of all persons
 - Is it appropriate to "shelter in place"
 - Establish road blocks if needed
 - Identify evacuation routes out of the contaminated areas.

Police Department	907-543-3781	After hours
Dept. of transportation	907-543-2495	911
 - Initiate an evacuation of the area/s downwind of the accident, if necessary
 - Estimate of the number of evacuees
 - Identify areas to establish emergency shelters and staging areas
 - Open emergency shelters

- Actions to be taken as soon as possible**
 - Initiate patrols to protect and secure evacuated areas

<i>Police Department</i>	<i>907-543-3781</i>	<i>After hours 911</i>
--------------------------	---------------------	------------------------
 - If people are injured alert medical clinics

Bethel PHS Hospital	907-543-6300	
YK Delta Regional Hospital	907-543-6000	
 - Alert Fire Department of any fire, HAZMAT or rescue situations

Fire	907-543-2131	After hours call 911
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 - Activate Search and Rescue if appropriate (locate missing persons, support EMS)

SAR	907-545-4357	Cell 907-545-4502
-----	--------------	-------------------
 - Inventory Emergency communications network capabilities
 - Initiate the restoration of damaged communication links
 - Inventory cell phone capabilities
 - Inventory and distribute food and supplies to emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Inventory location and availability of heavy equipment and supplies (trucks, bulldozers, front loaders, graders, snowplows, fuel, barricades, etc.)
 - Request assistance from mutual aid partners as needed
 - Request additional assistance as needed

AK DHS&EM(24hrs)	800-478-2337	
------------------	--------------	--
 - Identify a staging area for equipment and supplies
 - Arrange for the security of incoming supplies by land, sea and air

- Secondary actions**
 - Issue a Disaster Declaration if appropriate
 - Begin to document the cost of material and labor involved with the emergency
 - Form a task force to document and estimate damage to public and private property

Bethel
Hazard Specific Checklists
Hazardous Materials

Recovery Phase

- Stabilization actions**
 - Determine that all hazardous materials have been disposed of or neutralized
 - Initiate a survey of the area to identify and correct safety hazards as soon as possible
 - Initiate cleanup of debris
 - Initiate restoration of facilities, utilities, telephone service and transportation links.
 - Essential facilities such as clinics, emergency operations center, fire, police, emergency shelters and schools will be given priority
 - Open volunteer resource center
 - When safe access is established, arrange for the return of evacuees to assess damages.
 - Use roadblocks and a permit system to control access and maintain security
 - Initiate services to help victims cope with the situation and to provide food, clothing, basic supplies and temporary shelter for people displaced by the disaster
- | | |
|---|--------------|
| American Red Cross-Disaster Coordinator | 907-646-5423 |
| Salvation Army-Fairbanks | 907-452-3103 |
| AK DHS&EM(24hrs) | 800-478-2337 |

Bethel
Hazard Specific Checklists
Transportation Accident

Transportation Accident Response Phase

- Confirm and assess the situation**
 - Police Department 907-543-3781 After hours call 911
 - Fire Department 907-543-2131 After hours call 911
 - What type of accident has occurred
 - Where did the accident occur (Airport related accidents; refer to appendix)
 - When did the accident occur
 - Is there any evidence of the release of a hazardous substance
 - Are radioactive hazards involved

- Evaluation of the emergency**
 - Have injuries been reported
 - How many
 - What type
 - Have fatalities been reported
 - How many
 - Are any roads blocked by the accident

- Immediate actions**
 - Initiate a warning and alert if appropriate
 - Open and staff an Emergency Operations Center (EOC)
 - When an airport or airfield is involved, or when a marine vessel is involved the Incident Commander will work with the advice of FAA or Coast Guard officials
 - Disseminate public information and instructions
 - Isolate the area to insure the safety of all persons
 - Police Department 907-543-3781 After hours call 911
 - Contact AST 907-478-9112
 - Initiate an evacuation of the area and areas downwind of the accident, if necessary
 - Estimate the number of evacuees
 - Identify areas to establish emergency shelters and staging areas
 - Open emergency shelters
 - Request special personnel: interpreters, clergy, counselors, technicians, retired medical (Listing in reference)

Bethel
Hazard Specific Checklists
Transportation Accident

- Actions to be taken as soon as possible**
 - Initiate patrols to protect and secure evacuated areas
 - Police Department 907-5433781 After hours 911
 - If people are injured alert medical clinics
 - Bethel PHS Hospital 907-543-6300
 - YK Delta Regional Hospital 907-543-6000
 - Alert Fire Department of any fire, HAZMAT or rescue situations
 - Fire 907-543-2131 After hours 911
 - Activate Search and Rescue if appropriate (locate missing persons, support EMS)
 - SAR 907-545-4357 Cell 907-545-4502
 - Inventory Emergency communications network capabilities
 - Initiate the restoration of damaged communication links
 - Inventory cell phone capabilities
 - Inventory and distribute food and supplies to emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Inventory location and availability of heavy equipment and supplies (trucks, bulldozers, front loaders, graders, snowplows, fuel, barricades, etc.)
 - Request assistance from mutual aid partners as needed
 - Request additional assistance as needed
 - AK DHS&EM (24hrs) 800-478-2337
 - Identify a staging area for equipment and supplies
 - Arrange for the security of incoming supplies by land, sea and air
- Secondary actions**
 - Issue a Disaster Declaration if appropriate
 - Form a task force to document and estimate damage to public and private property
 - Document the cost of material and labor involved with the emergency

Bethel
Hazard Specific Checklists
Transportation Accident

Recovery Phase

- Stabilization actions**
 - Determine that all hazardous materials have been disposed of or neutralized
 - Initiate a survey of the area to identify and correct safety hazards as soon as possible
 - Initiate cleanup of debris
 - Initiate restoration of facilities, utilities, telephone service and transportation links.
 - Essential facilities such as clinics, emergency operations center, fire, police, emergency shelters and schools will be given priority
 - Open volunteer resource center
 - When safe access is established, arrange for the return of evacuees to assess damages.
 - Use roadblocks and a permit system to control access and maintain security
 - Initiate services to help victims cope with the situation and to provide food, clothing, basic supplies and temporary shelter for people displaced by the disaster
- | | |
|---|--------------|
| American Red Cross-Disaster Coordinator | 907-646-5423 |
| Salvation Army-Fairbanks | 907-452-3103 |
| AK DHS&EM (24hrs) | 800-478-2337 |

Bethel
Hazard Specific Checklists
Transportation Accident

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Bethel
Hazard Specific Checklists
Weather Extremes

Weather Extremes Warning Phase

- Confirm and assess the situation**
 - NWS, Forecast Office 800-472-0390 24hrs
 - Bethel Weather Service Office 907-543-2236 907-271-5133
 - Dept. of Transportation 907-543-2495 After hours call 911
 - What is the degree of danger
 - What are the boundaries of the area affected by the extreme weather
 - How long is the storm expected to last
 - Are conditions improving or deteriorating
 - What are the current weather conditions
 - What is the forecast

- Evaluation of emergency**
 - Are there any special groups that may be effected
(hikers, campers, hunters, scouts, cross-country skiers, snowmobile clubs, etc.)
 - How many people could be isolated by the storm
 - What facilities may be isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800)Superintendent 907-543-4912
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Emergency Facilities
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities may require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications

- Immediate actions**
 - Issue advisories or warnings if appropriate
 - Identify the location of the Emergency Operations Center
 - Is immediate evacuation appropriate or should a "shelter in place" advisory be issued
 - Estimate number needing shelter
 - Should traffic be diverted or stopped

- Preparedness actions**
 - Contact special groups that may be caught out in the storm
 - Inventory and restock food and supplies for emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Review and update emergency communications network capabilities
 - review and update amateur radio capabilities
 - review and update cell phone capabilities
 - Inventory location and availability of heavy equipment and supplies (trucks, bulldozers, front loaders, graders, snowplows, fuel, barricades, etc.)
 - Pre-position if appropriate
 - Identify staging area for equipment and supplies
 - Inventory auxiliary power equipment with KW rating and fuel supplies

Bethel
Hazard Specific Checklists
Weather Extremes

- Alert appropriate emergency personnel of *possible* activation**
 - Police Department (warning, security, help the infirm)
 - Police Department 907-543-3781 After hours call 911
 - Fire Department (fire, rescue, hazardous materials)
 - Fire Department 907-543-2131 After hours call 911
 - Emergency Medical Services (trauma, medical transport)
 - EMS 907-543-2131 After hours call 911
 - Search and Rescue (help with warning & evacuation in remote areas)
 - Bethel SAR 907-545-4357 Cell 907-545-4502
 - AST SAR 800-478-9112 For assistance
 - School Superintendent (possible school closure, use of school buses and school buildings)
 - School Superintendent 907-543-4912
 - Facilities that may be isolated by the storm (medical facilities, utilities, fuel depots, telephone links, radio and TV etc.)

- If appropriate, distribute preparedness information**

Bethel
Hazard Specific Checklists
Weather Extremes

Response Phase

- Confirm and assess the situation**
 - NWS, Forecast Office(24hrs) 800-470391
 - AK DHS&EM(24hrs) 800-478-2337
 - Department of Transportation 907-543-2495 After hours call 911
 - What type of storm is occurring
 - What is the extent of the damage
 - What are the boundaries of the affected area
 - What is anticipated duration
 - What are the current weather conditions
 - Are conditions improving, holding steady or deteriorating
 - What is the forecast

- Evaluation of the emergency**
 - Are people believed to be in need of special help
 - How many
 - Were any structures damaged or destroyed
 - What facilities are isolated, in need of supplies, need to be evacuated, closed, or provided with alternative energy sources
 - School (907-543-4800) Superintendent (907-543-4912)
 - Medical facilities (Bethel PHS Hospital 907-543-6300, YK Delta Regional Hospital 907-543-6000)
 - Emergency Facilities
 - Radio (KYUK 90.3 FM 640 AM)
 - Homes with special needs, elderly or infirm residents (Get listing if available)
 - What critical infrastructure and supply facilities require alternative energy sources, special shut down procedures or need to be fortified
 - Emergency Facilities
 - Water and Sewage (Public Works 907-543-3100)
 - Utilities (907-543-2949)
 - Fuel Supplies (Southwest Fuel 907-543-2632, Northstar Gas 907-543-4277, Crowley Marine 907-543-2271, Delta Western 907-543-5591)
 - Emergency Communications
 - How many people are in need of temporary shelter
 - Are any roads blocked by the storm

Bethel
Hazard Specific Checklists
Weather Extremes

- Immediate actions**
 - Initiate a warning and alert if appropriate
 - Open and staff an Emergency Operations Center (EOC)
 - Disseminate public information
 - Initiate the inspection of road conditions, if necessary
 - Public Works 907-543-3100
 - Department of Transportation 907-543-2495 After hours call 911
 - Develop an emergency snow removal system for essential roads if appropriate
 - Limit travel if necessary
 - Police Department 907-543-3781 After hours call 911
 - Department of Transportation 907-543-2495 911
 - Establish evacuation routes and roadblocks
 - Initiate an evacuation if necessary
 - Estimate the number of evacuees
 - Identify areas to establish emergency shelters
 - Open emergency shelters.
 - Request special personnel: interpreters, clergy, counselors, technicians, retired medical (Listing in reference)
- Actions to be taken as soon as possible**
 - Initiate patrols to protect and secure evacuated areas
 - Police Department 907-543-3781 After hours call 911
 - If people are injured alert medical clinics
 - Bethel PHS Hospital 907-543-6300
 - YK Delta Regional Hospital 907-543-6000
 - Alert Fire Department of any fire, HAZMAT or rescue situations
 - Fire 907-543-2131 After hours call 911
 - Activate Search and Rescue if appropriate (locate missing persons, support EMS)
 - Bethel SAR 907-545-4357 Cell 907-545-4502
 - AST SAR 800-478-9112 For assistance
 - Inventory Emergency communications network capabilities
 - Initiate the restoration of damaged communication links
 - Inventory cell phone capabilities
 - Inventory and distribute food and supplies to emergency personnel (special clothing, hard hats, road barriers, flashlights, batteries, barrier tape, rescue tools, etc.)
 - Inventory location and availability of heavy equipment and supplies (trucks, bulldozers, front loaders, graders, snowplows, fuel, barricades, etc.)
 - Request assistance from mutual aid partners as needed
 - Request additional assistance as needed
 - AK DHS&EM 800-478-2337 (24hrs)
 - Identify a staging area for equipment and supplies
 - Arrange for the security of incoming supplies by land, sea and air
- Secondary actions**
 - Issue a Disaster Declaration if appropriate
 - Form a task force to document and estimate damage to public and private property
 - Document the cost of material and labor involved with the emergency

Bethel
Hazard Specific Checklists
Weather Extremes

Recovery Phase

- Stabilization actions**
- Initiate a survey of the area to identify and correct safety hazards as soon as possible
- Initiate cleanup of debris
- Initiate restoration of facilities, utilities, telephone service and transportation links.
- Essential facilities such as clinics, emergency operations center, fire, police, emergency shelters and schools will be given priority
- Open volunteer resource center
- Request special personnel: interpreters, clergy, counselors, technicians, retired medical (Listing in reference)
- When safe access is established, arrange for the return of evacuees to assess damages.
- Use roadblocks and a permit system to control access and maintain security
- Initiate services to help victims cope with the situation and to provide food, clothing, basic supplies and temporary shelter for people displaced by the disaster
 - American Red Cross-Disaster Coordinator 907-463-646-5423
 - Salvation Army-Fairbanks 907-452-3103
 - AK DHS&EM 800-478-2337 (24hrs)

Bethel
Hazard Specific Checklists
Weather Extremes

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Bethel
Hazard Specific Checklists
Functional Annexes

Functional Annexes

Bethel
Functional Annexes
Alert and Warning

Alert and Warning Annexes

I PURPOSE:

- A This section outlines the methods and procedures employed by Bethel to alert and warn the public of highly probable and immediate dangers.

II SITUATION AND ASSUMPTIONS:

A Situation

- 1 The need to alert and warn the public is common to all disasters.
- 2 Disasters vary markedly in predictability and speed of onset. Time available for notifying the public may vary from ample to none.
- 3 Bethel uses a number of methods for notifying the public of impending disaster situations.

B Assumptions

- 1 Due to the redundancy of warning methods used by Bethel, most residents of the area will receive some notification of an impending disaster.
- 2 The emergency information conveyed to the public will include the following information:
 - a Nature of the emergency
 - b Location of the emergency
 - c Effects of the emergency
 - d What action to take
 - e Where to get help
 - f When the situation is expected to be remedied
- 3 Notifications will be coordinated with adjacent jurisdictions when appropriate

III CONCEPT OF OPERATIONS:

A General:

- 1 Alerting and warning the public of hazardous situations or an impending disaster is one of the primary responsibilities of government. Timely issuance of warnings can prevent loss of life and property, and may turn a potentially disastrous situation into a minor incident. Although there are situations when disasters strike with no advance notice, i.e., a major earthquake; in most instances, there is sufficient time to notify at least a portion of the people in the affected area.
- 2 The method used to notify the public of a potentially hazardous situation will vary according to the circumstances. It can be as simple as sending a fireman next door to advise neighbors that a nearby structure is burning out of control to more complex situations such as an impending severe weather or hazardous materials spill where large numbers of people must be notified.

B Direction and Control:

- 1 When time permits, i.e., in slowly developing disasters, the decision to disseminate emergency information will be coordinated with and approved by the City Manager. As an example, after an extended period of heavy rainfall some of the streams in the area may be approaching flood stage. Although flooding is not imminent, it could occur if the rain continues for another 24-48 hours. In such a situation, it may be appropriate for Bethel to issue an advisory through the television and radio stations and mobile P.A. systems so that residents can begin taking precautionary measures.
- 2 There are other instances, however, where notification must be initiated only by field personnel due to a rapidly deteriorating situation. An example would be a protective dike that is failing due to rapidly rising water. Time may not permit coordination through the normal chain of command and it may be necessary for on-scene public works personnel to warn nearby residents of the threat. Any situation calling for private citizens to be notified will be reported to the EOC and the Incident Commander. If the EOC has not yet been activated then the City Manager will be notified as soon as possible to permit him or her to evaluate the action that has been taken.
- 3 Fire and law enforcement officials are authorized to carry out large-scale warning and evacuation operations on their own initiative in accordance with department policies and procedures. However, the City Manager or Incident Commander should be notified as soon as possible after such actions are initiated.

Bethel
Functional Annexes
Alert and Warning

C Sources of Information:

- 1 Reports of situations that may endanger the public come from a variety of sources, including private citizens, responding emergency services personnel, news services, National Weather Service, government agencies, businesses and utilities. Reports from unofficial sources should be verified prior to release to the public.
- 2 The Emergency Alert System (EAS) consists of a nationwide network of broadcast stations, which have been authorized by the Federal Communications Commission to operate in a controlled manner during a war, state of public peril or disaster, or other national emergency. Use of the EAS is not limited to wartime events and is used by state and local communities to get information to the public regarding all types of disaster or hazards. Alerts pass from station to station and then aired automatically, without human intervention. The primary EAS station in Bethel is KYUK 90.4 FM 640 AM.

D Dissemination of Alerts and Warnings:

- 1 Depending on the characteristics of the hazard, and the size and population of the area threatened, one or more of the following methods will be used to notify the public:
 - a Mass media, i.e., radio and television stations possibly through the Emergency Alert System.
 - b Outdoor warning system – siren located on the Fire Department Roof.
 - c Mobile Sirens of police and Fire Department vehicles.
 - d Door-to-door contact by Police Department, Fire Department and other departments' personnel.
- 2 Notification of Public Officials, Off Duty Personnel and Volunteers:
 - a The normal method of notifying public officials of impending disaster or other hazardous situations is by telephone, initiated through the Police and Fire Dispatch Center.
 - b Volunteer Fire Department personnel are assembled via Fire Department pagers.
 - c Off-duty Bethel personnel may also be notified by telephone; initiated through Police and Fire Dispatch Center.

Bethel
Functional Annexes
Alert and Warning

IV RESPONSIBILITIES:

- A The City Manager is primarily responsible for issuing warnings and alerting the public to potentially hazardous situations.
- B The Police and Fire Department operate a central dispatch section and all calls pertaining to emergencies are channeled through this section. The dispatcher on duty will activate appropriate warning systems and alert response units in accordance with established departmental procedures. Residents of the area can contact the Dispatch Center for emergency assistance by dialing 911.

Bethel
Functional Annexes
Alert and Warning

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Bethel
Functional Annexes
Communications

Communications Annex

I. PURPOSE:

- A. The purpose of this section is to describe the communications systems currently available within Bethel during times of emergency.

II SITUATION AND ASSUMPTIONS:

B. Situation:

1. The need to communicate effectively is of paramount importance during disaster response and recovery operations. History is replete with examples of operations that have failed due to the inability of response agencies to communicate and coordinate with each other.
2. Although the telephone remains one of the most effective means of communicating information, even during emergency operations, it is not without shortcomings. Despite technical improvements that have occurred in recent years, telephones are still subject to failure and/or system overload and may be of little use in communicating with response forces in the field.
3. It is essential that control centers, response agencies and field units have available fixed, mobile and hand held radio devices to effectively coordinate disaster response activities.

C. Assumptions:

1. During major disaster situations, normal telecommunications may be disrupted for an extended period. In the absence of normal telecommunications, fixed, mobile and hand-held radios may be the only method of communicating.

III CONCEPT OF OPERATIONS:

- D. The Emergency Operations Center, located at the Bethel Fire Hall is the focal point for coordinating all response and recovery efforts during major emergencies. Police and Fire dispatch has VHF radio capability and is able to stay in contact with fire and police response units at all times.

Bethel
Functional Annexes
Communications

- E. The following agencies within Bethel have mobile and/or hand held VHF radios available for day-to-day and emergency use:
 - 1. Fire Department
 - 2. Police Department
- F. In order to stay in constant communications with the above-mentioned agencies, it is essential that the EOC staff members have programmable, hand-held radio capability available. As a minimum, radios should be assigned to the Incident Commander, Operations Chief, Planning Chief, Logistics Chief and Finance Chief, and the Directors and Supervisors who report to them.
- G. Appendix 1 to this Section contains a listing of all radio assets assigned to the various departments within Bethel.
- H. Amateur radio (HAM) Operators provide valuable communications assistance during time of emergency. A listing of known amateurs in the local area is included as Appendix 2 to this Section.

IV RESPONSIBILITIES:

- I. Each Department is responsible for purchasing, maintaining and assigning radio assets within their individual departments. It is the responsibility of each department to maintain an inventory of their radio communications assets and to keep the Public Safety Commission apprised of changes.

Bethel
Functional Annexes
Evacuations

Evacuation Annex

I PURPOSE:

This section establishes policies and procedures for handling Citywide and area-to-area evacuations within Bethel.

II SITUATION AND ASSUMPTIONS:

A Situation

- 1 Bethel has limited roads leading out of the community. Other options include flying evacuees out from Bethel airport, or possibly utilizing the recreational vehicles available to residents.
- 2 A Citywide evacuation or area-to-area evacuations may be the result of incidents such as hazardous materials accident, flooding, major fire, or transportation accident.

B Assumptions

- 1 Evacuation assistance will not be denied because of race, color, national origin, religion, gender, age or disability.
- 2 Evacuations will be coordinated with adjacent jurisdictions when appropriate.

III CONCEPT OF OPERATIONS:

C The City Manager, Police Chief, Fire Chief or Public Works Director may order an evacuation to protect lives and property.

D Bethel will provide for evacuation from any area within the community that is stricken or threatened by an emergency that jeopardizes human life.

E Evacuation will be coordinated to locations that will provide safety and shelter. Sheltering in place or remaining at home may be a safe alternative when evacuation is not possible.

Bethel
Functional Annexes
Evacuations

- F Evacuation information will be coordinated through the Emergency Operations Center (EOC) and will be disseminated by one of the following means:
- 1 Mass media, possibly through the Emergency Alert System (EAS)
 - 2 Mobile sirens of Police and Fire Department vehicles
 - 3 Door-to-door contact by Police, Fire and other departments' personnel.
- G Area-to-area evacuations will be initially managed on-scene by the Fire Department, the Police Department or Public Works, who will immediately alert the EOC if the size and scope of the evacuation exceeds their capabilities.
- H Public transportation entities may be used to transport persons from designated evacuation assembly areas.
- I When the conditions that caused the evacuation cease to exist, the EOC will coordinate reentry with the Police Department, Fire Department and Public Works.

IV RESPONSIBILITIES

- A The City Manager has overall responsibility for ordering evacuations whenever necessary to protect lives and property and for the dissemination of emergency evacuation information to the public. He or she coordinates the identification and establishment of evacuation routes, detour routes, road closures and ensures evacuation routes remain open. He or she will request additional resources through state and federal agencies as needed.
- B The Police Department is responsible for identifying and protecting evacuation routes, providing traffic and crowd control for evacuations and for managing access to, and protecting property within, evacuated areas.
- C Public Works is responsible for providing traffic control signs and barricades and installing communication equipment to provide communications capabilities between the EOC, evacuation centers and other critical locations.

Bethel
Functional Annexes
Evacuations

IV EVACUATION CHECKLIST

- INCIDENT COMMANDER**
 - Identify the area that is at risk.
 - Compare the risks associated with evacuation with the risks of “sheltering in place”
 - Identify the area of lower risk.
 - Identify evacuation routes.
 - Consider the time needed for
 - Notification
 - Evacuee Preparation
 - Travel time to leave the risk area
 - Identify alternative transportation for people who are without private transportation
 - Consider special facilities such as schools, medical facilities and essential utilities that need to be maintained.
 - Open emergency shelters.
 - Prepare evacuation instructions to include:
 - Nature of the problem
 - Area involved
 - Evacuation routes
 - Shelter locations if known
 - Pet specific information
 - What to bring to a shelter
 - medications
 - glasses
 - important documents
 - personal hygiene items
 - blankets
 - change of clothing
 - supplies for infant care
 - Contact Information (for returning to Bethel)

Bethel
Functional Annexes
Evacuations

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Bethel
Functional Annexes
Public Information

Public Information Annex

I PURPOSE:

This section establishes policies and procedures for disseminating accurate and timely information on potential and actual large-scale emergencies to the public within Bethel.

II INTRODUCTION:

- A One of the more important functions of government is to keep the public informed during times of emergency. Experience has shown that people will respond far more effectively to crises if they are kept abreast of the situation as it develops.
- B Emergency information is disseminated to the public within Bethel by various means. The Alert and Warning Annex focuses on the means and procedures to be employed in warning the public whenever an immediate threat faces any segment of the population.
- C Although issuance of warning is an integral part of any emergency public information program, it is only one aspect of the total picture. An effective emergency public information program begins well before disaster ever strikes in the form of educating the public on potential threats and procedures they should follow if and when an emergency occurs. It continues through the emergency response phase by keeping the public informed with the most up-to-date and accurate information available regarding the progress of the response effort and actions that should be taken to prevent injury, loss of life and damage to property. The job providing the public with information does not end when the immediate threat is over. Those responsible for the program must ensure that people impacted by the disaster are made aware of the recovery effort and the steps that are being taken to alleviate their suffering.
- D The primary objective of this section is to outline responsibilities, procedures and the overall concept of operations of the Emergency Public Information Program within Bethel.

III SITUATION AND ASSUMPTIONS:

A Situation:

- 1 Emergency Public Information may be disseminated to the public via radio and television stations, newspaper, informational brochures and public forums.
- 2 In time of emergency, a public information section will be established to organize and coordinate the dissemination of information. It will serve as the official public information point of contact to prevent unfounded rumors and inaccurate information.

B Assumptions:

- 1 During emergencies, the public is entitled to information about the emergency and instructions on proper survival and/or response actions.
- 2 The media will request information about emergencies. The local media, particularly broadcast, will perform an essential role in providing emergency instructions and up-to-date information to the public. Depending on the severity, real and/or perceived, of the emergency, state or national media will also cover the story and demand information and comment from local officials.
- 3 Depending on the severity of the emergency, telephone communications may be sporadic or impossible. Radio and television may also be off the air due to power failure.
- 4 Disaster may strike without warning and the public information system may not be able to react quickly enough to inform the public about the hazard.

IV CONCEPT OF OPERATIONS:

A General:

- 1 The Incident Commander will establish a centralized Emergency Public Information Office separate from the EOC as the official point of contact for release of emergency information during major disaster situations.
- 2 Newspaper offices, radio and television stations throughout the area will be requested to assist in the coordinated dissemination of emergency information to the public.
- 3 The Public Information Officer (PIO), in coordination with the Incident Commander or the Borough Manager, will approve all emergency information and instructions prior to dissemination to the public.

B Coordination of Public Information:

- 1 It is essential that the PIO coordinate his or her information releases with members of the EOC to ensure accuracy. In large-scale disasters, he or she should also coordinate with state and federal public information offices to keep all departments and agencies abreast of the current situation and actions that are being taken.

V ORGANIZATION AND RESPONSIBILITIES:

A Organization:

- 1 Bethel does not have a full time PIO on staff. During Normal Operations, the overall responsibility for the dissemination of disaster related public information rests with the Incident Commander. The Superintendent of Schools also plays a vital role in ensuring that students and faculty receive emergency response training for the types of disasters anticipated in the Bethel area.
- 2 During Partial Activation or Full Activation of The Emergency Operations Center (EOC), the Incident Commander or the City Manager may designate an official PIO for the incident. Additional staff members may be designated to assist the PIO if necessary. The person selected to serve as the PIO should have experience in working with the media and be generally familiar with the operations and policies of the local government.

Bethel
Functional Annexes
Public Information

- 3 The PIO is a member of the EOC staff and reports directly to the Incident Commander. He or she will serve as the primary focal point for all information releases pertaining to the emergency. The PIO also provides his or her services to the City Manager in matters pertaining to the dissemination of emergency public information.

B Responsibilities:

- 1 During times of increased readiness or during an actual emergency, the PIO is responsible for keeping the public and the news media apprised of the current situation.
- 2 Rumors frequently abound during emergencies and the PIO will establish procedures to counter rumors with factual information.
- 3 When the EOC has been activated, all requests for disaster related public information will be channeled to the PIO.
- 4 The PIO will stay abreast of the current situation and will coordinate his or her information releases with the Incident Commander or the City Manager as appropriate.
- 5 Checklists containing specific duties of the PIO are included at the end of this annex.

Bethel
Functional Annexes
Public Information

PUBLIC INFORMATION OFFICER CHECKLIST

- PLANNING AND PREPAREDNESS PHASE**
 - Organize and train public information staff assigned to emergency responsibilities
 - Establish procedures for the collection and verification of authenticity of official information during an emergency
 - Develop procedures to assure that all information for dissemination to the public conforms to Homeland Security requirements
 - Update existing plans for the dissemination of emergency public information, and develop a priority system governing the release of emergency information
 - Coordinate with other Municipal officials
 - Disseminate emergency planning information to the general public

Bethel
Functional Annexes
Public Information

PUBLIC INFORMATION OFFICER CHECKLIST

- WARNING PHASE**
 - Report to the EOC upon order from the City Manager or Emergency Management Coordinator
 - Review and recommend changes to this section
 - Prepare for the collection, authorization and dissemination of emergency information
 - Initiate and coordinate all press releases with EOC staff and the Incident Commander
 - Direct the printing and distribution of community evacuation and shelter plans and emergency information documents on orders of the Incident Commander explaining emergency dangers, effects and protective measures
 - Develop and maintain a file of pre-scripted news releases (i.e., medical self-help guidelines, warning system operations, emergency preparedness information)
 - Prepare and disseminate advisory bulletins based on factual information provided by local, state and federal officials (i.e., city evacuation route movement, meaning of warning signals, when and where to listen to official broadcasts, and home shelter protection/upgrading information and designs)
 - Determine needs for additional staff, equipment and supplies for effective emergency information dissemination

Bethel
Functional Annexes
Public Information

PUBLIC INFORMATION OFFICER CHECKLIST

- EMERGENCY PHASE**
 - Distribute all information releases on a regular basis upon direction from the Incident Commander
 - Keep the public advised of evacuation movement patterns and related actions
 - Prepare and disseminate information and instructions to the public regarding welfare, health and medical, and other assistance available within the shelter areas
 - Inform the public about places of contact for missing relatives, continued emergency services and restricted areas
 - Prepare and disseminate news releases to keep the public informed of an impending emergency, its projected effects and actions to take for self-protection
 - Coordinate distribution of news releases with the EOC staff and the Incident Commander on a continual basis
 - Provide special evacuation news bulletins for dissemination to the public to minimize psychological stress, and to clarify the existing emergency situation
 - Prepare to counter unfounded rumors with facts
 - Inform public officials of current state and national requirements and situations affecting emergency information
 - Monitor EOC situation reports so as to provide the public with accurate and up-to-date information concerning emergency situation
 - Inform the public of additional shelter space, as made available
 - Coordinate emergency announcements with the EOC staff and the Incident Commander to aid movement to shelter
 - Insure that all emergency public information communication facilities operable under emergency conditions are manned and activated
 - Disseminate information relating to emergency and executive instructions and bulletins through active emergency communication networks
 - Continue to monitor messages received from local shelters and the State to keep informed on local situations about which the public should be provided information and advice

Bethel
Functional Annexes
Public Information

PUBLIC INFORMATION OFFICER CHECKLIST

- RECOVERY PHASE**
 - Coordinate with EOC staff and the Incident Commander to release information and instructions regarding return from shelter sites, conditions, resource situations, welfare, and medical and health assistance
 - Assist as possible, through timely announcements, the orderly return of evacuees from the shelter areas
 - Stimulate and sustain the public determination and capability to survive and recover
 - Contact Information (For returning to Bethel)

Bethel
Functional Annexes
Emergency Shelter

Emergency Shelter Annex

I. PURPOSE:

This section provides information regarding the location, establishment and operation of shelters and congregate care facilities during emergency situations.

II. SITUATIONS AND ASSUMPTIONS:

A. Situation:

1. It is highly unlikely that, during the non-tourism season, Bethel would be faced with sheltering large numbers of people. However, conditions such as fire, hazardous materials release, floods, earthquakes, power outages and severe inclement weather are all possible situations that may require emergency sheltering.
2. During the summer tourism season, Bethel could be faced with sheltering several tourists or non-residents. Natural disasters may be the reason for this as well as an incident such as HAZMAT, mass illness or transportation accident. Appendix 1 to this section contains a listing of potential emergency shelters.
3. Though Bethel has a reasonable amount of congregate space and sheltering facilities, Bethel could easily overwhelm those resources during the tourism season if the need arose to shelter a large number of tourists.

B. Assumptions

1. Depending upon the nature of the emergency and the time of year, many evacuees will be able to seek shelter with family or friends, thus reducing the need for public shelters. There are, of course, exceptions to this general statement. Another would be in the event of a major earthquake or hazardous materials incident in which large segments of the population are displaced from their residences.
2. In some instances, some advanced warning of impending disasters will be received, thus allowing a portion of the community to seek shelter.
3. During a large-scale incident other agencies such as the American Red Cross or the military may be able to provide assistance with sheltering. It will take some time before either option could be possible in Bethel.

Bethel
Functional Annexes
Emergency Shelter

C. Limitations:

1. Some of the shelters may not have cooking facilities
2. Survival supplies are not available at all of the shelters.
3. Structural damage may limit the use of some of the shelters after an earthquake, flood or severe weather.

III. CONCEPT OF OPERATIONS:

A. General:

The number of people to be sheltered depends on the type of situation and time of year. Experience has dictated that people generally look at public shelters as a last resort, preferring to stay with friends or relatives if that option is available. In small scale incidents, where only a few people are involved, use of motels or hotels are often the preferred alternative for those that have nowhere else to go. Conversely, major events such as wide spread flooding would require an extensive sheltering effort by the local government. It will require a coordinated effort on the part of all public officials and volunteer agencies and will normally require activation of the Emergency Operations Center (EOC).

B. Direction and Control:

The decision on whether or not to open public shelters rests with the City Manager. Disaster events requiring the sheltering of only a few individuals or families may be handled through volunteer organizations or churches within the community. Once the EOC has been activated to deal with a sheltering emergency, the Operations Chief has primary responsibility. The Operations Chief must work closely with all functional elements in the EOC to ensure sheltering needs of the public are being met. The Operations Chief will assign an individual to be the shelter coordinator.

IV. RESPONSIBILITIES:

- A. The selection of shelter sites that will be used for a particular disaster situation is the responsibility of the Shelter Coordinator. In making this decision, the Shelter Coordinator must determine that the proposed shelters are available for use; that they are accessible; and that sufficient personnel and supplies are available to operate the facilities.

Bethel
Functional Annexes
Emergency Shelter

- B. The Public Information Officer must use every means possible to notify the public of the location and anticipated opening of the shelter.
- C. The Police Department will provide traffic control and security for the selected shelter sites.
- D. The Public Works Department will maintain access roads to the various sites.
- E. Requests for additional supplies such as equipment, food, etc., needed within the shelters will be channeled to the Logistics Chief by the Shelter Coordinator.
- F. Any available trained volunteers will be asked to manage the shelters and congregate care facilities once the evacuees have reached the designated sites. Shelter managers will keep the Shelter Coordinator apprised of their operational status and any requirements they may have for additional personnel or supplies.

Bethel
Functional Annexes
Emergency Shelter

V APPENDIX 3

NAME	ADDRESS	CONGREGATE CARE
Church of JC of LDS	Tundra Ridge, Bethel	88
Kilbuck Elementary	Fourth Ave, Bethel	840
Bethel Primary School	Ridgecrest Dr., Bethel	396
Lower Kuskokwim School District	Ridgecrest Dr., Bethel	837
Bethel Regional High	Ridgecrest Dr., Bethel	1474
Bethel Community College	Akiak Dr., Bethel	660
Bethel Assembly of God	Sixth Ave., Bethel	120
National Guard Armory	Fourth Ave., Bethel	278
US Fish & Wildlife	State Highway., Bethel	261
Moravian Church	Third Ave., Bethel	115
Moravian Office Bldg	Third Ave., Bethel	46
Bethel Covenant Church	State Highway, Bethel	53

SHELTER COORDINATOR CHECKLIST

- PLANNING AND PREPAREDNESS PERIOD**
 - Obtain a listing of shelters and congregate care facilities from the EOP
 - Develop plans to provide for the welfare of the sheltered population in the event of a disaster or emergency. This plan should contain provisions for special needs groups such as the handicapped, elderly and those incarcerated in jail.
 - Identify local resources for emergency welfare operations
 - Establish liaison and coordinate with Alaska Department of Homeland Security & Emergency (AK DHS&EM) Management and appropriate local public agencies, private agencies, non-profit and volunteer disaster relief organizations.
 - Coordinate with AK DHS&EM and American Red Cross to obtain formal training as a shelter manager.
 - Identify shelter's volunteer managers and staff.
 - Train volunteer managers and staff on shelter and congregate care operations.
 - Review and update this section annually to reflect facility and personnel changes.

SHELTER COORDINATOR CHECKLIST

- WARNING PHASE**
 - Develop emergency record keeping system to monitor the supply and distribution of shelter services resources
 - Develop information program with the Public Information Officer (PIO) regarding operations of shelter services for release to residents
 - Establish liaison with local and private support services for the provision of resources and personnel required to augment operations of the shelter system
 - Prepare to activate and monitor emergency operations of the shelters
 - Assign unit supervisors and support staff and brief them on emergency responsibilities
 - Arrange for the marking of unmarked facilities. Report to EOC operations regarding shelter readiness
 - Designate facilities within commuting distance of the hazardous area for essential workers
 - Determine arrangements necessary to accommodate sheltered population requiring hospitalization, medication, or special care
 - Distribute necessary forms for sheltered population as required (i.e., registration forms, meal cards, food stamps, etc.)
 - Coordinate food supply and storage requirements for mass feeding sites with EOC staff. Assign volunteers to perform mass feeding requirements
 - Coordinate with Medical Services to conduct inspections of sanitary conditions in shelter facilities and mass feeding sites
 - Coordinate with the Public Safety to provide security and protection for shelters
 - Coordinate with the Public Works to improvise shelters through upgrading of existing facilities and construction of expedient shelters. Expedient shelters will be used only after all appropriate upgradeable facilities have been used
 - Review and update shelter allocations for the residents in coordination with the Operations Section Chief
 - Review and update shelter assignments
 - Consult with the Logistics Section Chief to obtain additional supplies for shelters as required (i.e., bedding, clothing, personal hygiene supplies)

SHELTER COORDINATOR CHECKLIST

- RESPONSE PHASE – EVACUATION RECEPTION**
- Direct staff to report for duty to designated shelters.
- Direct and supervise operations of shelter services.
- Compile census reports of the sheltered population.
- Report daily to the Incident Commander and Operations Section Chief regarding status and needs of sheltered population.
- Implement emergency record keeping system to be submitted to the logistics section to monitor the supply and distribution of resources
- Monitor surpluses/deficiencies of supplies, equipment and staff
- Maintain liaison with private support services
- Continue to coordinate operations with the EOC and auxiliary personnel, as noted under increased readiness phase
- Monitor the upgrading of existing facilities and construction of expedient shelters in coordination with the Public Works
- Direct the stocking of shelters with public works, health and medical, and food services staff, in accordance with operational readiness requirements
- Coordinate release of emergency information regarding shelter operations to the public with the PIO
- Coordinate with the Public Works to provide adequate water supply, emergency construction, engineering assistance
- Coordinate with medical services to conduct inspections and arrange for first aid training, emergency medical treatment including preventive measures, and handling of deaths among sheltered population
- Coordinate with the Police Chief to provide security for shelters and supply storage areas
- Coordinate with the Fire Chief to enforce strict fire prevention measures at all shelter facilities
- Provide emergency welfare services (i.e., care of handicapped, elderly and crisis counseling) for the relocated population
- Provide for the distribution of information regarding fallout shelter locations to residents

SHELTER COORDINATOR CHECKLIST

- RECOVERY PHASE**
 - Determine post-emergency environment in conjunction with Bethel officials and the State regarding the return of evacuees
 - Coordinate and initiate the return of relocated population to evacuated area as soon as feasible
 - Coordinate transportation and traffic control for returning population to evacuated areas
 - Develop public information with the PIO to disseminate recovery and disaster assistance information
 - Submit expenditure reports, personnel costs, unpaid supply requisitions and other emergency records for reimbursement to the Finance Section Chief

Bethel
Reference

Reference

Alaska National Guard 103rd Civil Support Team Resources

I Personal Protective Equipment

- A OSHA Level "A" through "C" protective clothing with self-contained breathing apparatus(SCBA), closed-circuit breathing apparatus (Rebreather), or air purifying respirators(APR)
- B Personal Decontamination Kits

II Reconnaissance. Detection. Sampling Gear

- A Digital Still and Video Camera
- B Commercial multi-gas monitor with Photo-Ionization Detector, Oxygen, LEL, and Toxic vapor sensors
- C Improved Chemical Agent Monitor (ICAM) - point-detection of Nerve and Blister Agents
- D M-22 Chemical Agent Detector and Alarm (ACADA) - remote detector of Nerve and Blister Agents
- E M-8 Paper; M-9 Paper - detection of Nerve and Blister Agents in liquid
- F M-256 Kit -"wet chemistry" detection of Nerve, Blister, Blood Agents
- G Portable Gas Chromatograph/Mass Spectrometer - identification of over 150,000 Volatile Organic Compounds (VOC) and most military chemical agent vapors
- H AN/UDR-13, ANNDR-2, AN/UDR-77 Radiac Sets, Gamma Spectrometer - detection and measurement of Alpha, Beta, Gamma, and X-Ray radiation sources
- I Handheld Immunoassay tickets - presumptive identification of eight Biological Agents
- J Colorimetric Tubes, and Draeger colorimetric "Chip Sets" - detection of Toxic Industrial Chemicals
- K Sampling equipment with a capability for collecting viable liquid, powder, and other samples in a wide variety of matrixes with secure chain of custody.

III Computer Modeling and Response Database Systems

- A Consequence Assessment Tool Set Joint Assessment of Catastrophic Events CATS - JACE) GIS-based hazard plume modeling

Bethel
Reference

- B Hazard Prediction and Assessment Capability (HPAC) - simulate effects of customized NBC/R weapons.

IV Unified Command Suite (UCS)-Communications Van

- A 15 kW power supply and environment control unit
- B KU-Band SATCOM - wide bandwidth for data and voice reach back; secure capable
- C INMARSAT - B portable data and voice SATCOM
- D Motorola VHF/UHF AM/FM Transceiver - intra-team communications and Responder Communications.
- E Military VHF/UHF/UHF SATCOM Radios
- F Team Radios - Motorola XTS-3000
- G Cellular Telephone and Local Area Network for Laptop Computers.
- H Multilane Scanner

V Analytical Laboratory System (ALS)

- A 6 kW power supply and bench workspace
- B Gas Chromatograph/Mass Spectrometer with Headspace Sampler – identification of over 150,000 Volatile Organic Compounds (VOC) and most chemical warfare agents, from solid, liquid, or vapor samples
- C Handheld Immunoassay Tickets - presumptive detection of select Biological Agents
- D Gamma Spectrometer - radioisotope identification
- E Polymerase Chain Reaction (PCR) analysis - allows DNA identification of biological organisms
- F Fourier Transform Infra Red Spectrometer - quick analysis of chemical makeup of substances
- G HAZCAT and HEINZ 5- Step hazard categorization kits - allow chemical reactivity - based identification of chemicals by hazard class

Bethel
Reference

VI Contact

A Emergent requests for assistance follow established emergency mutual aid notification, to the State Emergency Operations Center (SEOC).

B Non-emergent

CPT Bernard A. Smith
Operations Officer
103rd Civil Support Team
(WMD) Cell: 907-980-6078
benard.a.smith.mil@mail.mil

Center for Disease Control (CDC)- Anchorage

I Emergency Response Resources

- A 24x7 Emergency Response Support
- B Countermeasures and prophylaxis support and delivery
- C Biological Agent storage use and transfer guidance
- D State and Local Jurisdiction guidance and technical assistance
- E Laboratory and lab capacity building
- F Information Management and Exchange
- G Post Event Remediation and health monitoring
- H Law Enforcement and public health coordination
- I Emergency and risk communication guidance
- J Strategic National Stockpile
 - 1 Repository of antibiotics, chemical antidotes, antitoxins life-support medications IV systems, and medical surgical items. Designed to supplement and re-supply state and local capability in a national emergency.
 - 2 12 hour "push-packs"
 - 3 24-36 hour Vendor Managed Inventory

Bethel
Reference

Telephone List

State and Federal

Agencies	Contact	Office Phone Numbers	After hour numbers
Alaska Division of Homeland Security and Emergency Management	State Emergency Operations Center (SEOC)	907-428-7000 800-478-2337	24hrs
Alaska River Forecast Center	Hydrologist	907-266-5160	
Alaska Dept. of Commerce, Community & Economic Development	Flood Insurance Program	907-269-4567	
Alaska Dept. of Environmental Conservation	Health (EH) and Hazardous Material Spills	Anchorage EH 907-269-7500 Bethel Office 543-3215 Central Area Response Team 907-269-3063	After Hours 800-478-9300
American Red Cross, Anchorage Office	Disaster Services	907-646-5400 888-345-4376	24hrs
Alaska Div. of Forestry		907-465-2491	
Alaska Div. of Natural Resources		907-766-2120	
Alaska Government Directory Assistance		907-465-2111	
Alaska State Troopers	(Local or Regional Office)	24 hr #800-478-9112	24 hr
AVEC		1-800-478-1818	
Alaska Army National Guard	Headquarters:	(907) 428-6294	
Alaska Air National Guard:	Headquarters, Camp Denali:	(907) 428-6085	
Army Corp of Engineers		907-790-4490	
FBI		907-463-3461	
Governor's Office		907-465-3500	
Bethel PHS Hospital YK Delta Regional Hospital		907-543-6300 907-543-6300	

SAMPLE LOCAL GOVERNMENT DISASTER DECLARATION
WITH REQUEST FOR STATE ASSISTANCE

WHEREAS, commencing on (date, year), the City/Village of _____, Alaska sustained severe losses and threats to life and property from strong winds and higher-than-normal storm surges that caused widespread flooding of the entire village and severe damage or destruction of the city's power plant and transmission lines, sewer and water collection facilities, and transportation infrastructure; and,

WHEREAS, the City/Village of _____ is a political subdivision that has jurisdictional boundaries outside of a recognized borough; and,

WHEREAS, the following conditions exist as a result of the disaster emergency: widespread flooding within the village area resulting in inundation of, and severe damage to, approximately 14 homes, requiring evacuation and sheltering of the residents; severe damage to four local businesses and five public buildings; severe damage to personal and real property and subsistence equipment; deposition of vegetation and building debris on major roads and the airport runway requiring debris removal; loss of electrical power citywide, which required temporary repair and future permanent repairs; reduced capability of the water and sewer lines, which will require professional inspection and permanent repairs; washouts along four major roads and significant loss of embankment along the north side of the airport runway, requiring emergency protective measures to be taken; and,

WHEREAS, the severity and magnitude of the emergency is beyond the timely and effective response capability of local resources; and there are insufficient regularly appropriated funds to cover these expenses; and,

THEREFORE, be it resolved that the mayor of _____ does declare a disaster emergency per AS 26.23.140 to exist in the City/Village of _____.

FURTHERMORE, it is requested that the governor of the State of Alaska declare a disaster emergency to exist as described in AS 26.23 and provide disaster assistance to the City/Village of _____ in its response and recovery from this event. The City/Village specifically requests individual disaster relief for 14 homeowners with flooded homes and damaged personal, real, and subsistence property, public disaster assistance for emergency protective measures, temporary and permanent repairs to the city sewer, water, and transportation infrastructure, with technical assistance and funding to evaluate the damage to, and perform needed repairs to, the city water collection and transmission systems.

FURTHER, the undersigned certifies that the City/Village of _____ has or will expend local resources in the amount of \$_____ as a result of this disaster, for which no State or Federal reimbursement will be requested.

SIGNED this 2nd day of Month, Year

Signature _____

John Q. Doe, Mayor
City/Village of _____

Bethel Aircraft Accident Checklist

You are the Incident Commander, until relieved by the Airport Manager

Call 911

- o Fire 907-543-2131
- o Police 907-543-3781
- o State Troopers 907-543-2294/800-478-9112

Notify Kenai Flight Service Station (FSS) 800-478-3576

- o Close the movement area, if necessary, and issue a Notice To Airmen or NOTAM

If hazardous materials are involved, consult Emergency Response Guidebook (ERG) and notify first responders:

- o Notify the State DEC Bethel Office 543-3215
Central Area Response Team 907-269-3063
Outside normal business hours 800-478-9300

Notify the Central Regional Aviation Safety and Security Officer 907-269-0760

- o Call FAA duty officer in Anchorage 907-271-5936
- o FAA will notify the NTSB and allow you to remove wreckage

Prevent further injury to victims, set up triage center, coordinate transportation for injured

Coordinate transportation of uninjured persons to a designated receiving area

- O Assign an EMT for the uninjured

If U.S. Mail involved, contact local US Post Office 907-543-2525

Take detailed pictures from numerous angles

Keep a running log of events

Notify the aircraft owner, if other than the pilot

You may remove wreckage that is causing a safety issue. Obtain the aircraft owner's signature on the Aircraft Release Form.

Use State Troopers and local police to protect wreckage, cargo, crowd control, and traffic control for emergency vehicles, and general airport security

Designate a PIO to find a central place for the media

Reopen the airport at the earliest practical time, inform Kenai FSS

Glossary

Activation

Implementation of the Emergency Operations Plan, whether in whole or in part. Also, applies to the process by which a facility is brought up to emergency mode from a normal mode of operations.

AK DHS&EM

Alaska Division of Homeland Security and Emergency Management.

Alert

A notification or advisory that an emergency has occurred or that a hazard is approaching but is less imminent than implied by warning message.

All-Hazards Plan

An Emergency Operations Plan (EOP). It recognizes flexibility in disaster and hazards planning and the need to combine hazard specific activities with a core approach that encompasses responses that are appropriate to all hazards.

Assumptions

Basic understandings about unknown disaster situations that the emergency management plan is based on.

Attack

Hostile actions taken against the U.S. by foreign forces resulting in destruction of military targets, civilian targets or both.

Avalanche

Mass of sliding snow, occurs in mountainous terrain where snow is deposited on slopes of 20 degrees or more.

CBRNE

Weapons that are Chemical, Biological, Radiological, Nuclear or Explosive.

Civil Disorder

Terrorist attack, riot, violent protest, demonstrations or illegal assembly.

Chain of Command

A series of management positions in order of authority.

Clear Text

Use of plain language in radio communications transmissions. Ten codes or agency specific codes do not constitute clear text. Example: Instead of saying "10-4", use "okay".

Cold Zone

The clean area outside of the contamination control line. Equipment and personnel are not expected to become contaminated in this area. Assembly area for emergency response.

Command

The act of directing, managing and/or controlling personnel and resources by virtue of explicit legal, agency or delegated authority.

Command Center

A facility used for direction and control of response and recovery operations. (See also, Emergency Operations Center).

Command Staff

An Incident Command System (ICS) term. The Command Staff consists of the Legal Officer, Public Information Officer, Safety Officer, and Liaison Officer. The Command Staff reports directly to the Incident Commander.

Control

The authority to direct strategic and tactical operations in order to complete an assigned function. "Control" includes the ability to direct the activities of other agencies engaged in the completion of a function. "Control" of an assigned function also carries a responsibility for the health and safety of those involved.

Damage Assessment

The appraisal or determination of the actual effects resulting from a disaster emergency. This estimate serves as the basis for the Governor's request for a Presidential Disaster Declaration.

Direction and Control

The exercise of authority and direction by a properly designated commander, chief, or director over a staff in the accomplishment of a mission or assignment.

Disaster

Occurrence or imminent threat of wide spread or severe damage, injury, loss of life or property resulting from a natural or manmade cause including: Attack, Avalanche, Civil Disorder, Earthquake, Fire, Flood, Haz-Mat, Passenger Accident, Power Failure, Radiation (fixed), Tsunami, Volcano, Winter Storm

Division

A unit arranged by geography, along jurisdictional lines if necessary, and not based on the makeup of the resources within the Division. Lead by a Division Supervisor who reports, depending on the size of the response, to either a Branch Director or Section Chief.

Earthquake

A sudden motion of the ground which may cause surface faulting ground rupture, ground shaking, and ground failure.

Emergency

An unexpected situation or event, which places life, property and/or natural resources in danger and requires an immediate response to protect life and property.

Emergency Alert System (EAS)

Formally the Emergency Broadcast System. Consists of broadcast stations and interconnecting facilities that have been authorized by the Federal Communications Commission to operate in a controlled manner during emergencies.

Emergency Operations Center (EOC)

A facility from which management officials exercise direction and control in an emergency or disaster. It is equipped and staffed to provide support in coordinating and guiding emergency operations. EOCs are activated on an as needed basis.

Emergency Operations Plan (EOP)

A document that contains policies, authorities, concept of operations, responsibilities, and emergency functions to be performed. Agency response plans, responder SOPs, and specific incident action plans are developed from this strategic document.

Emergency, Declaration of

Grants authority for the use of emergency procedures and assets in order to safeguard life, property and natural resources as outlined in an Emergency Operations Plan. A State of Emergency will be declared and terminated at the discretion of the Assembly.

EMS

Emergency Medical Services.

EOC

Emergency Operations Center.

EOP

Emergency Operations Plan.

EPCRA

Emergency Planning and Community Right-to-Know Act of 1986.

Evacuation

The removal of potentially endangered, but not exposed, persons from an area threatened by a hazard. Entry into the evacuation area should not require special protective equipment.

Exercise

Bethel Glossary

A simulated emergency condition involving planning, preparation, and execution; carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of emergency operations plan.

Federal Emergency Management Agency (FEMA)

Agency established to oversee federal assistance to local government in the event of major disasters. Also administers the Emergency Management assistance program, which provides emergency management funds to local governments through the states.

Finance/Administration Section Chief

Tasked with tracking incident related costs, personnel records, requisitions, and administering procurement of required contracts.

Fire Wild land

Any instance of uncontrolled burning in grasslands, brush, or woodlands.

Fire Urban

Uncontrolled burning in residential, commercial, industrial, or other properties in developed areas.

Flood Coastal

Flooding along coastal areas associated with severe storms, hurricanes or other events.

Flash Flood

Quickly rising small streams and rivers after heavy rain or rapid snow melt

Riverine Flood

Periodic overbank flow of rivers and streams.

Urban Flood

Overflow of storm sewer system usually due to poor drainage, following heavy rain or rapid snowmelt.

Group

A unit arranged for a purpose, along agency lines if necessary, or based on the makeup of the resources within the Group. Lead by a Group Supervisor who reports, depending on the size of the response, to either a Branch Director or Section Chief.

Hazard

A situation or condition that presents the potential for causing damage to life, property, natural resources, and/or or other types of harm or loss.

Hazard Mitigation

The process of alleviating hazards or reducing the risk of hazards by the use of proactive measures.

Hazardous Material (HAZ-MAT)

Any material which is explosive, flammable, poisonous, corrosive, reactive, or radioactive, or any combination thereof, and requires special care in handling because of the hazards it poses.

Hot Zone

The inner most of the three zones of an emergency site. Special protection is required for all personnel while in this zone. The area where contamination does or could occur.

Incident

An occurrence or event, either natural or man-made, that requires action by emergency service personnel to prevent or minimize loss of life or damage to property and/or natural resources

Incident Action Plan (IAP)

Contains general control objectives reflecting the overall incident strategy, and specific action plans for the next operational period. The Incident Action Plans will have a number of attachments. All incidents require an action plan. For simple incidents, the action plan is not usually in written form. Large or complex incidents will require that the action plan be documented in writing.

Incident Commander (IC)

The individual responsible for overall management of all incident operations.

Incident Command Post (ICP)

A facility located at or in the immediate vicinity of the incident site and is the focus for the conduct of direct, on-scene control of tactical operations. The ICP may perform local Emergency Operations Center-like functions in the context of smaller or less complex incidents. An ICP Commander and staff will be designated by the Incident Commander.

Incident Command System (ICS)

Allows rapid incorporation of personnel from a variety of agencies into a common management structure to effectively accomplish stated objectives pertaining to an incident.

Interoperability

The ability of systems or communications to work together.

Legal Officer

Under the Incident Command System (ICS), a member of the Command Staff responsible for providing legal advice on all aspects of emergency response and recovery. The Legal Officer should be aware of response operations and provide guidance to the Incident Commander.

Liaison Officer

Under the Incident Command System (ICS), a member of the Command Staff responsible for serving as the primary contact for supporting agencies assisting at an incident.

Logistics Section Chief

Tasked with providing all resources, services, and support required by the incident.

National Warning System (NAWAS)

The Federal portion of the Civil Defense Warning System, used for the dissemination of warning and other emergency information from Federal and State warning points. It is a dedicated, nationwide, party-line telephone system operated on a 24-hour basis.

National Interagency Incident Management System (NIIMS)

A common system consisting of five major sub-systems that collectively provide a total systems approach to all risk incident management. The sub-systems are the Incident Command System, standardized training, Qualifications and certification system, publications management and supporting technologies.

National Response Team (NRT)

The national body responsible for coordinating Federal planning, preparedness, and response actions related to oil discharges and hazardous substance releases.

NOAA

National Oceanic and Atmospheric Administration

NWS

National Weather Service

Operations Section Chief

Tasked with directing all actions to meet the incident objectives.

Passenger Accident

An accident involving passenger air, highway, rail, or marine travel that threatens or results in death or injury.

Planning Section Chief

Tasked with the collection and display of incident information, primarily consisting of the status of all resources and overall status of the incident.

Preparedness

Those activities, programs, and systems that exist prior to an emergency that are used to support and enhance response to an emergency or disaster.

Power Failure

Interruption or loss of electrical services for an extended period of time requiring emergency operations to provide food, water, heat or other necessities.

Public Information Officer (PIO)

Under the Incident Command System (ICS), a member of the Command Staff responsible for interfacing with the public, media, and others as to information about an incident.

Radiation (fixed)

Uncontrolled release of radioactive materials at a commercial power plant or other reactor facility.

Safety Officer

Under the Incident Command System (ICS), a member of the Command Staff responsible for identifying and giving notice on undue risks. The Safety Officer, when acting on behalf of the Incident Commander, may enforce best practices for personal safety in the conduct of a response to an incident.

SAR

Search and Rescue.

Superfund Amendments and Reauthorization Act of 1986 (SARA)

Title I deals with health and safety issues for hazardous waste workers and emergency response personnel. Title III specifies requirements for organizing the planning and community right-to-know process at the state and local level. Also known as the Emergency Planning Community Right-to-Know Act (EPCRA).

Staging Area

Located at or near an incident scene where tactical response resources are stored while they await assignment. Resources in staging area are under the control of the Operations Section and are always in available status. Staging Areas should be located close enough to the incident for a timely response, but far enough away to be out of the immediate impact zone. There may be more than one Staging Area at an incident.

Tsunami

A series of traveling ocean waves of great length and long period, usually generated by submarine geophysical displacement. May or may not be preceded by an earthquake.

Unified Command (UC)

Used on larger incidents usually when multiple agencies are involved. A Unified Command typically includes a command representative from major involved agencies who act as the spokesman for the their agency, though not designated as an Incident Commander. A Unified Command acts as a single entity.

Vital Records

Records, documents, or other information which are essential to the continuous operation of government and essential to fulfill governments responsibilities to the public. If damaged or destroyed, would cause considerable inconvenience and/or require replacement or recreation at considerable expense.

Vulnerability

Susceptibility to hazards or attack.

Volcano

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An eruption from the earth's interior producing lava flows or violent explosions issuing rock, gases and debris

Warm Zone

That area between the Hot Zone and Cold Zone. This zone contains the personnel decontamination station and may require a lesser degree of personnel protection than the Hot Zone. This area separates the contaminated area from the clean area and acts as a buffer to reduce contamination of the clean area.

Warning

Dissemination of a message signaling an imminent hazard, which may include advice on protective measures.

Winter Storm

Includes ice storm, blizzard and extreme cold.

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