

## **EMERGENCY SUPPORT FUNCTION - ONE TRANSPORTATION**

**PRIMARY AGENCY:** Kittitas County Public Works Department  
City Streets and Public works Departments

**SUPPORT AGENCIES:** Kittitas County Board of Commissioners  
Mayors / Councils of area cities  
Emergency Management  
KCAC (Public transportation system)  
County & City Law Enforcement agencies  
School District's transportation services

### **INTRODUCTION**

**A. Purpose**

To ensure effective coordination of all available transportation resources.

**B. Scope**

This support function is to assist in the coordination of vehicles, equipment, and the transportation facilities necessary for support of long term response and recovery operations.

### **POLICIES**

Transportation planning will be directed to coordinate and provide transportation assistance necessary to respond to an emergency or disaster. All responses will follow all applicable Laws of the State of Washington and local ordinances.

### **SITUATION**

**A. Emergency/Disaster Conditions and Hazards**

Due to the unique geography of the Kittitas County area transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:

1. Wildfire
2. Flood
3. Severe weather
4. Earthquake
5. Hazardous Materials incident
6. Terrorists Activity

Not only can these hazards interrupt transportation by damage to the road system, the facilities that house the equipment could be damaged. The personnel used to provide the transportation could be killed or injured by a hazard, thus this would affect the transportation ability.

**B. Planning Assumptions**

1. Most of the population will utilize private transportation methods to leave a disaster area.
2. Limited number of resources will be available at the onset of an emergency or disaster.
3. Increases in population will create a strain on the road systems which will affect emergency transportation.
4. In a gubernatorial proclaimed disaster, state resources may become available to assist local governments in their disaster response.

**CONCEPTS OF OPERATIONS****A. General**

1. In a severe emergency or disaster Kittitas County responders may require the use of local vehicles, equipment and other assistance for moving heavy equipment, supplies, or people. Utilization of available ground transportation for local emergency operations will be on a first priority basis. Depending upon the circumstances though, air or water transportation services may also be required. These are normally considered as second priority carriers for most localized operations but may be necessary for isolated incidents.
2. In the event of a severe disaster damaging ground transportation systems in the Kittitas County area an immediate survey of the county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Kittitas County Emergency Management for public information purposes as soon as possible.
3. When requested by Kittitas County Emergency Management, the state Emergency Management and the state Utilities and Transportation Commission may assist in the procurement and delivery of outside transportation resources as possible.
4. In a Presidential declared disaster the regional FEMA director may assist in further provision of emergency transportation resources within the disaster area as required.

5. During an emergency, transportation provided will operate within the concepts of the Incident Command System, becoming part of the system, yet maintaining their own internal structure.

## **B. Organization**

1. Kittitas County and or City Public Works Departments:

The Director of Public Works will act as the transportation coordinator and is responsible for coordination of transportation support. Public Works is responsible developing procedures on how to coordinate transportation related needs and for ensuring that personnel receive training in order to carry out their responsibilities.

Public Works Departments will work with support agencies to develop and maintain a working relationship and procedures to activate needed transportation resources.

- a. Assess nature and scope of emergency and take appropriate measures as outlined in ONM load-shedding and restoration procedures.
- b. Provide for the restoration of electricity, gas, water and sewer to utility customers.
- c. Provide technical advice and limited resources for emergency energy and gas issues.
- d. Provide light duty construction equipment and supplies.
- e. Provide for the identification and preservation of essential Utility Dept. records
- f. Provide damage assessment for sewer facilities.
- g. Consider hazard mitigation in the design and maintenance of light and water facilities.
- h. Provide for the restoration of gas and electricity to its utility customers.
- i. Comply with the requirements relating to curtailment of customer demands, restoration of services and provision of emergency services.

NOTE ; The Ellensburg gas division issues may be greater in nature than the restoration of supplies. Gas division managers should be an integral part of the EOC team.

2. Kittitas County Commissioners and or applicable City Councils

As the legislative authority, the Board of County Commissioners is responsible for ensuring that the Public Works Department carries out their responsibilities in transportation coordination, as the primary agency. The Legislative authority is also responsible for

ensuring that the necessary funding for transportation support is made available, as appropriate.

3. Emergency Management

Will develop and maintain a resource list of all available transportation resources. This includes rolling stock and locations of potential fueling points.

4. Support agencies

All support agencies will work with the primary agency to develop and maintain a workable transportation function. Support agencies will also develop and maintain their own Suggested Operating Procedures and checklist for response to request for transportation support.

**C. Procedures**

1. Upon the need for transportation coordination the primary agency will activate their transportation SOP's and checklists.
2. As appropriate, the primary agency will assign personnel to the Emergency Operations Center, or appropriate command post location. This personnel will be responsible for coordinating transportation request from the command agencies and coordination with the support agencies representatives at the Emergency Operations Center.
3. Transportation request will be made through the primary agency at the EOC or other command location.

**D. Mitigation activities**

1. Kittitas County Public Works / City Street Departments:
  - a. Regularly inspect public roadways/right-of-ways for deterioration and make necessary repairs to keep roadways and right-of-ways in good condition.
  - b. Ensure, to the extent possible, that potential slide areas and areas of slippage do not interfere with county roadways.
  - c. Keep equipment in operating condition.
2. All agencies:
  - a. Keep equipment in operating condition.

**E. Preparedness Activities**

1. Kittitas County Public Works / City Street Departments:
  - a. Develop and maintain Suggested Operating Procedures and checklist dealing with transportation response.
  - b. Assure that all personnel are trained in their responsibilities according the departmental SOP's and checklists.
  - c. Develop and maintain a chain of command to ensure continuity within the department(s).
  - d. Assign and train personnel to function at the County EOC, to assist in coordination of transportation issues.
  
2. All agencies:
  - a. Develop and maintain Suggested Operation Procedures and checklist dealing with transportation response.
  - b. Assure that all personnel are trained in their responsibilities.
  - c. Maintain a current inventory of all transportation and fuel resources available and make this inventory available to the department of Emergency Management.
  
3. Vital infrastructure - The following is a list of roads, bridges, and transportation points that if damaged, could affect transportation within the Kittitas County area. All agencies should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable:
  - a. Interstate 90 (Main route east and west - winter storms, slide and fires could close this route
  
  - b. State Route 97 & I-82 (Main link with I-90)
  - c. Yakima & Cle Elum River bridges (Both in Ellensburg and Cle Elum)
  - d. Columbia River Bridge
  - e. Teanaway River Bridge
  - f. Bowers Field Airport
  - g. Burlington Northern main line
  
4. Evacuation  
Evacuation cannot be realistically predetermined within the Kittitas County area. Evacuation must be dealt with on a case by case basis. However, local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.

#### **F. Response activities**

1. All agencies / departments / jurisdictions affected by this Emergency Support Function shall:
  - a. Development and maintain Suggested Operating Procedures that should, at a minimum address:
    1. Lines of authority of their department during a response phase.
    2. Individual responsibilities, by position, to undertake during an emergency or disaster.
    3. Coordination with the primary agency.
    4. Communications between agencies.
    5. Training a line of successors to insure adequate
  - b. Assure representation at the EOC or command post, as appropriate.
  - c. Report any known or suspected damage to infrastructure to the primary agency or agency responsible for the maintenance of damaged infrastructure.

#### **G. Recovery Activities**

The primary agency will, after an emergency or disaster, make sure that inspections of infrastructure are completed. The appropriate agency for the repair of damaged infrastructure or facilities will prioritize the repair so that essential service will be given first priority.

All agencies involved in recovery efforts will ensure that detailed cost accounting is done in the event of a Presidential declared disaster and there is a potential for federal and state assistance.

### **RESPONSIBILITIES**

#### **A. Primary Agency**

1. Developing and implementing Suggested Operation Procedures for their personnel.
2. Documenting all emergency related costs and expenditures for and auditing purposes.
3. Providing specialized support functions, resources, or emergency personnel as agreed upon, contracted for, or provided for in mutual assistance agreements.
4. Reporting to designated staging areas as directed for assignments.
5. Designating a transportation coordinator who will coordinate their equipment in conjunction with Emergency Management.

6. Designate personnel to coordinate transportation efforts in conjunction with the overall operation from a point, such as the EOC.

## **B. Support Agencies**

1. Legislative authorities are responsible for:
  - a. Activation for use of the jurisdictions transportation capabilities.
  
2. Kittitas County Emergency Management is responsible for:
  - a. Maintains and updates an inventory of local transportation resources which identifies transportation capabilities and fuel sources.
  - b. Assisting with the coordination of local transportation resources to support emergency transportation efforts.
  - c. Initiating requests for additional transportation resources if required.
  - d. Updating local emergency resource guidebook, which shows all available transportation capabilities available
  
3. All agencies are responsible for:
  - a. Developing and maintaining departmental SOP's
  - b. Coordinating transportation activities with the primary agency
  - c. Working within the concepts of the Incident Command System (ICS) during an incident.

## **RESOURCE REQUIREMENT**

In order to accomplish the purpose of this annex, equipment suitable for transportation and keeping vital routes open is necessary.

Refer to the Kittitas County resource inventory book for a listing of available resources and fueling locations, which include both private and public locations.