

**OKANOGAN COUNTY  
Comprehensive Emergency Management Plan**

**EMERGENCY SUPPORT FUNCTION 3**

**PUBLIC WORKS AND ENGINEERING**

**RESPONSIBILITY SUMMARY:**

Primary Response

Public Works & Engineering Departments  
Okanogan County Department of Emergency Management

Supporting

Fire Services  
Law Enforcement  
Emergency Medical Services  
Okanogan County Planning Department

Plan Preparation & Maintenance

Leads - Public Works & Engineering Departments  
Okanogan County Department of Emergency Management

**I. INTRODUCTION**

A. Purpose

1. To provide public works and engineering support to assist the county in meeting needs related to emergency support response and recovery.
2. To provide demolition of unsafe structures, debris clearance and wreckage clearance, protection and temporary repair of essential facilities, emergency traffic safety signs, the inspection of bridges and roads for damage or safety problems, and taking actions to keep critical streets and roads open.

B. Scope

1. Okanogan County Public Works (PW) is responsible for county roads and road signs, bridges, and public works property and unincorporated areas within the county. Public Works provides a variety of specialized and heavy equipment, trained equipment operators, plus technical and engineering staff.
2. In addition, county PW operates the Okanogan Central Landfill and Transfer Stations. Solid waste service, in most areas, is provided by private haulers.
3. Cities/towns in Okanogan County have their own public works departments. They are responsible for their jurisdictions, and provide services similar to county PW, plus water, sewer, and wastewater treatment.
4. Okanogan County Building Department has a building inspection program. The inspectors work with new construction and major

remodeling projects in all unincorporated portions of the county and the Town of Conconully. Other cities/towns have their own building inspectors.

## II. POLICIES

Okanogan County Public Works provides services based on county ordinances. The cities/town's Public Works function under city/town ordinances.

## III. SITUATION

### A. Emergency/Disaster Hazards and Conditions

During an emergency or disaster, a variety of hazards and disruptions to services could occur. Streets, roads and bridges could be damaged or destroyed, covered with water, mud or deep snow, or blocked by debris. Signs may be destroyed or may not be visible due to the event. Water systems and/or wastewater facilities may be damaged or threatened, storm drains may be damaged or plugged, and many structures may be damaged. Portions of the county may be physically isolated because of the event. Public Works facilities or equipment may be damaged or inaccessible, and some employees may not be able to report for work. Normal communication systems may be damaged or overloaded. There will be a significant need for damage assessment information. Damaged structures may pose a grave safety risk to emergency workers and the public. There could be scattered or large areas affected by power outages, loss of water, or loss of sewage collection and treatment facilities. Need for public works and engineering services may exceed resources within the county.

### B. Planning Assumptions

1. Rapid assessment of the involved area(s) will be initiated to determine critical needs and priorities. Resources, including personnel, will be identified, prioritized, and managed based on critical needs.
2. Actions to support immediate lifesaving response, such as clearing debris and emergency repair of critical roads and streets will be given high priority
3. The magnitude of the event will require extensive coordination and assistance from all the public works departments within the county. Further assistance from other agencies, private contractors, and/or resources outside the county may be necessary.
4. Transportation may be severely disrupted within the county, as well as adjacent counties. Communication and coordination will be necessary to assure functional routes and modes of transportation are identified.
5. The county will declare an Emergency (via County Commissioners), and legal authority will be granted for emergency actions to protect life and property, and for disposal of debris and materials cleared.

#### IV. CONCEPT OF OPERATIONS

##### A. General

1. PW will have the lead for events requiring an extensive public works response, if the needed response is outside the cities/towns of Omak, Okanogan, Oroville, Tonasket, Brewster, Pateros, Conconully, Nespelem, Elmer City, Coulee Dam, Riverside, Twisp and Winthrop. Likewise, if the needed response is inside a city/town, the respective city/town Public Works will have the lead for events requiring an extensive public works response.
2. County PWs will provide a representative to the EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC.
3. County and city/town building inspectors may be requested to assist public works with damage assessment, and may be asked to take a lead role regarding inspections and damage assessment of buildings. This request, prioritization, coordination, and support will take place at the EOC. (See ESF 14 – Long Term Community Recovery)
4. Cities/towns and the county may enter into emergency contracts with businesses and contractors for assistance with inspections, provision of specialized and/or heavy equipment, and trained operators.
5. If needs exceed local resources, the county EOC can contact the WAEMD/EOC for assistance. The federal government may render assistance if needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.
6. All public information and news release information regarding public works and/or building inspectors will be coordinated by the Okanogan County Public Information Officer (PIO) (See ESF 15 – Public Affairs).

##### B. Organization

County Public Works is responsible for the unincorporated areas of the county. The city/town's public works departments are responsible for their jurisdictions. County and city/town jurisdictions will provide public works and engineering assistance, as resources permit, to meet the needs of Okanogan County regarding emergencies or disasters.

##### C. Mitigation

Public works departments, in partnership with Okanogan County Emergency Management, are responsible for identifying potential natural and technological disasters. Public works departments will provide current development support along with monitoring and coordinating implementation of mitigation measures aimed to reduce or prevent damages caused by these events. Building a strong alliance with the emergency management family is key to promoting mitigation action plans such as floodplain and floodwater plots, storm water and drainage plans, and transportation and roadway (including bridges) plans. Mitigation action plans should include strategies for implementing the mitigation measures, including information on the responsible agency, time frame, cost estimate, funding source, and a statement of measurable results.

D. Preparedness Activities

Public works departments maintain personal protection and identification supplies and equipment for their employees. They maintain some stock of extra parts, emergency/temporary signs, sand and gravel, and other resources. Some employees are cross-trained, so they can function where the greatest need is. Contact lists of supervisor and employee names, phone numbers, pager numbers, etc., are maintained. Emergency contact names and numbers are provided to the Okanogan County Communication Center (9-1-1/Dispatch).

E. Response Activities

Many response activities may have been initiated prior to the EOC being activated. However, once the EOC is activated, the appropriate lead county or city/town public works department needs to send a representative to the EOC or maintain direct contact with the EOC as requested. The EOC and public works representative will provide coordination and prioritization of the following response activities:

1. Gather as much information regarding road conditions as possible. Identification of personnel and equipment needed to maintain, repair or clear roadways as needed, and sending resources to high priority areas.
2. Inform, and coordinate with law enforcement, Washington State Department of Transportation, and others as needed, regarding what roads are open, and if any restrictions apply.
3. Coordinate with other agency representatives in the EOC, regarding performing emergency debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protect lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.
4. Take protective measures to protect roads, critical facilities, and other property, as needed. (For example: sandbagging, building dikes, or digging drainage ditches to prevent mud or flood waters from entering a water treatment facility).
5. Begin damage assessment, coordination with other departments and agencies as necessary. High priority will be given to critical facilities such as hospitals, extended care facilities, schools, and mass care shelters.
6. Conduct inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plant, as needed. Initiate backup systems and/or make emergency repairs, as needed. Notify EOC if fire hydrant systems are non-functional. Obtain and test water samples if there is a possibility of contamination. Coordinate with local health department as needed, and for inspection and testing of private wells and septic tanks.
7. Assist with alert and warning, if requested by the EOC.

F. Recovery Activities

Each department, agency and individual shall maintain accurate records of the incident. They will be responsible for maintaining disaster and recovery expense

records for future possible reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime, and other costs require documentation before reimbursement is issued. If emergency vehicles, communications equipment, or stations are damaged, special contracts may be needed for their quick repair or replacement, and temporary or long-term arrangements may be needed. During the recovery phase, it is imperative to maintain communication and coordination with the EOC. Public works departments and districts may provide public information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster should participate in post event reviews and critiques, and contribute to written reports regarding observations and recommendations.

1. Support for the public works personnel is also part of recovery and returning to normal operations. Counseling support maybe available through Okanogan County Behavior Health or via DEM.
2. PWs departments will continue to communicate with the EOC and coordinate recovery activities, as priorities and resources allow. They will continue to assist with damage assessment reports and other requirements necessary for obtaining financial assistance for the county and involved cities or towns.

## **V. RESPONSIBILITIES**

### **A. PWs Departments**

1. Coordinate construction, repair, maintenance, and signing of roads in their jurisdictions.
2. When feasible, coordinate mobilization of personnel and equipment for the repair or reconstruction of damaged critical facilities, as appropriate.
3. Coordinate emergency highway traffic regulations based upon instructions from the PW Director and Incident Commander.
4. Initiate or coordinate for emergency contracting of private resources.
5. Provide inspection of facilities to determine structural condition and safety factors.
6. Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage.
7. Develop, maintain, and test this plan.

### **B. County Commissioners or the Director of Emergency Management**

The County Commissioners or the Director of Emergency Management (Sheriff) or his representative has the authority to declare an emergency or disaster. In addition, he/she has the authority to set policies and make decisions, including authorization of expenditures.

### **C. County DEM/EOC**

1. DEM is responsible for maintaining and organizing the EOC.
2. The EOC coordinates with public works, private contractors, and other departments and agencies as necessary, to obtain resources and assets to

provide public works and engineering services, and medium and heavy rescue. The EOC maintains contact with the WAEMD/EOC, as necessary.

VI. RESOURCE REQUIREMENTS

- A. Light machinery such as painting equipment.
- B. Heavy equipment such as excavator and backhoes.
- C. Vehicles such as trucks and passenger cars.
- D. Supplies such as sand, sandbags, and rocks.

VII. REFERENCES

See Appendix 2 of the Basic CEMP.