Montezuma County Incident Support Plan

For

MC 2023 Water Runoff

Operational Period:

Date From:	03/30/23	Date To:	04/07/23
Time From:	0700	Time To:	1900



EOC Manager Jim Spratlen

EOC COORDINATION DIRECTION

	-				
1. Incident Name: MC 2023 Water Runoff	2. Operational	Date From: 5/13/23	Date To: 6/1/23		
	Period:	Time From: 0700	Time To: 1900		
 Objective(s): Provide for the safety and security of EOC personnel, incident responders, and others who are part of the response to water runoff in Montezuma County. Establish a physical EOC based on trigger points at Level 3 or higher at designated locations pre-selected by Logistics. Assist the Sheriff, Incident Commands and ESF partners with consequence management. Each EOC section will work with their ESF counterparts to allow for better information sharing. Develop and implement a demobilization plan. Keep the public informed with current, accurate information through social media and alert and warning systems. Ensure accountability of EOC personnel and tasks through the submission of ICS 214 logs to Operations. Share information with the Agency Administrators on a schedule based on the trigger points. Follow trigger points guidelines and re-evaluate them daily. Utilize WebEOC for situational updates Continue to support Incident Commands with critical logistical needs 					
4. Operational Period Command Emphasis: Trigger points for the Emergency Operations Center (EOC) Montezuma County have been established. They are established to assist in resource readiness, preparation, and consequence management for Incidents occurring within the County. This incident is complex in nature and has various indicators that could cause any resource to be utilized at any time. Indicators and situational awareness are, but are not limited to, changes in weather, water runoff, soil saturation, hydrology in water tables and rivers, values in secluded areas, debris management in water flows, and public safety concerns. These trigger points allow the EOC Staff to utilize valid information in decision-making.					
General Situational Awareness Communication is vital to a successful outcome. Be sure to share information within the EOC for a continued situational awareness.					
5. Site Safety Plan Required? Yes No X Approved Site Safety Plan(s) Located at:					
6. Incident Support Plan (the items checked below are included in this Incident Support Plan):					
x ICS 203 □ ICS 207		Other Attachments:			
☐ ICS 204 ☐ ICS 208		X Trigger Points			
☐ ICS 205 x Map/Chart		x <u>EOC Activation</u>	Levels		
□ ICS 205A x Weather Fore	cast/Tides/Currents	x <u>Lifelines</u> x <u>ICs 214 Unit Lo</u>	<u> </u>		
□ ICS 206					
7. Prepared by: Name: Jim Spratlen Position/Title: EOC Manager Signature:					
8. Approved by: EOC Manager Name: Jim Spratlen Signature:					
ICS 202 ISP Page 1 Date/Time: 5/12/23 @ 1500 hrs					

EOC ASSIGNMENT LIST (ICS 203)

INO 2020 Francii Ranon		2. Operatio	nal Period:	Date From: 5/13/23	Date To: 6/1/23	
				Time From: 0700	Time To: 1900	
3. EOC Command Staff:			7. Operations Section:			
EOC Manager	Jim Spratten	n Spratlen		Bonnie Anderson		
Liaison	Susan Lisak	san Lisak		Matt Shethar		
Safety Officer	Matt Shethar		ESF 1	Transportation	Jennifer Morris/J. Palme	
Public Info. Officer	Vicki Shaffer		ESF 2	Communications	Eric Simmons/L.Johnson	
			ESF 3	Public Works	Randy McGuire (Dolores	
					Brian Peckins (Cortez)	
					Terry Jennings (Mancos	
4. Agency/Organiza	tion Representatives:		ESF 4	Fire	Mike Zion (Dolores)	
Agency/Organization	Name				Rick Spencer (Cortez)	
MC Administration	Travis Anderson				Tony Aspromomte (Mancos	
DHSEM Field Manag	er Tom McNamara		ESF 5	EM	Jim Spratlen (MC)	
MCSO Sheriff	Steve Nowlin				Keith Keesling (DC)	
UMUT EM	Tom Stephenson		ESF 6	Sheltering	Sean Kiloy	
Town of Dolores	Ken Charles		ESF 7	Logistics	Jim Spratlen	
Town of Mancos	Heather Alvarez		ESF 8	Public Health	Bobbie Lock	
City of Cortez	Drew Sanders		ESF 9	SAR	Tyson Cox	
5. Planning Section			ESF 10	Hazmat	Roy Wilkinson	
Ch	nief Jim Spratlen		ESF 11	Ag & Nat Resources	Tiereny Wilson/J.Dietrich	
Dep			ESF 12	Energy	Ken Tarr	
Resources L				Public Safety	Steve Nowlin (Dolores)	
Situation U	Jnit		ESF 13		Andy Brock (Cortez)	
Documentation L	Init				Justen Goodall (Mancos)	
Demobilization U	Init		ESF 14	Long-Term Recovery	J. Dietrich/J.Thurman	
Technical Speciali	sts GIS - Nolan Notah			,		
6. Logistics Section						
Ch	ief Jim Spratlen					
Depo	uty Vicki Shaffer					
Support Bran	ch					
Direc	tor					
Supply U	nit Matt Shethar	Matt Shethar				
Facilities U	nit Bonnie Anderson		8. Finance/Adm	inistration Section:		
Ground Support U	nit			Chief Jennifer Morris		
Service Bran			Deputy			
Direct	tor		Time Unit			
Communications U	nit Eric Simmons	Eric Simmons				
Medical U	Medical Unit		Comp/Claims Unit	21		
Food U	nit		Cost Unit			
9. Prepared by:	Name: Jim Spratlen	Positio	n/Title: EOC Ma	nager Signatu	re	
CS 203	ISP Page 2	Date/Time	e: 5/12/23 @ 150	00 hours		

GENERAL MESSAGE (ICS 213)

1. Incident Name: MC 2023 Water Runoff		
2. To: EOC/ESF Staff		
3. From: EOC Manager		
4. Subject: EOC Activation Levels	5. Date: 5/12/2023	6. Time 1500

7. Message:

EOC Activation Levels:

Since all incidents are unique, EOC activations must remain flexible and may expand and contract as needed. The EOC will be activated at the appropriate level to support the complexity of the incident. The level of activation will be determined by the EOC Manager.

- Level 4 Activation: This activation is virtual in nature and intended for situational awareness monitoring only. This is primarily used for special events or weather monitoring.
- Level 3 Activation: This activation involves EM staff only. The EOC is opened and staff assumes basic roles in the EOC. This level of activation is used in the early phases of an incident that has the potential to grow into something large enough to require EOC coordination capability, but does not currently require it. It is also used for special events monitoring when additional resource support is warranted and for severe weather events requiring added coordination activities. The EOC is in a "leaning forward" mode, providing situational awareness and ready to call in additional staff if the situation escalates. Upon notification of a possibly expanding incident requiring resource support and coordination, the EM or Cortez/Montezuma County Communication Center (via the NIXLE Alert System) will contact the EOC Staff with initial scene information and further instructions. At this level, response and activation of the EOC are not necessary. Instead, this level gives all EOC staff valuable information about an incident that could lead to a full activation.
- Level 2 Activation: The incident has grown and requires EOC coordination and support, however, not all of the Emergency Support Functions (ESF) are required to manage the particular incident. The EM or EOC Manager will determine which ESFs and support activities will be activated depending upon the incident. Once on-scene personnel have determined that the incident will involve additional ESFs, multi-agency coordination, extended resources or multiple operational periods, the EOC staff will be contacted and additional people will be notified to respond. The message will give the following information:
- Incident type and location
- EOC Location
- Staff that is needed to support operations (not all EOC Staff will be required for every incident)
- Briefing time and location
- Special instructions

Once an activation has occurred, EOC Staff should prepare for extended hours of operation and should have supplies to meet all personal needs, including change of clothing, food, water and specialized supplies needed to support the operation. Because the EOC location may change, many departments will need to create and maintain their own kits and equipment that will need to be brought to the EOC location once activated. This equipment may include:

- Laptop computer if available
- Radio
- Cellular telephone
- Supporting documents, plans or forms
- Level 1 Activation: The incident has grown to a level of complexity requiring support from all of the ESFs and multiple partners and support entities.

8. Approved by: Name: Jim Spratlen Signature:

Position/Title: EOC Manager

GENERAL MESSAGE (ICS 213)

1. Incident Name: MC 2023 Water Runoff				
2. To: EOC and ESF Staff				
3. From: EOC Manager				
4. Subject: EOC Trigger Points for Consequence Management	5. Date: 5/12/2023	6. Time 1500		

7. Message:

The following trigger points for the Emergency Operations Center (EOC) Montezuma County have been established to assist in resource readiness, preparation, and consequence management for incidents occurring within the County. These incidents are complex in nature and have various indicators that could cause any resource to be utilized at any time. Indicators and situational awareness are, but are not limited to, changes in weather, water run-off, soil saturation, hydrology in water tables and rivers, values in secluded areas, debris management in water flows, and public safety concerns. These trigger points allow the EOC Staff to utilize valid information in decision-making. These points are to give a general plan on ESF responses, resource mobilization, alert and warning and communication plans to be activated at specific locations by specific resources available as requested. The terminology is based on the Alert and Warning Plan and the Evacuation and Re-Entry Plan on file.

"Get Ready" - EOC Manager will coordinate with the Agency Administrators, elected officials and the Sheriff on a daily basis. LOFR will assist the EOC Manager in the coordination and scheduling of those meetings and documentation. The JIC Manager will begin notification to administrators, public, EOC and EFS Staff using pre-approved JIC messaging. Media will be updated by JIC accordingly. All messages must be approved by the JIC Manager before sending. Operations Section will continue with situational awareness and communication with assigned ESFs. The Planning Section will meet with EOC Staff daily to continue revision of the next ISP. The Planning Section will prepare the Salamander Credentialing System for use on accountability of evacuees, responders and EOC Staff. Logistics Section will begin checking on resources and have them on standby for deployment as needed by the IMTs. Finance will have a daily 209 Incident Status Summary report to the EOC Manager by 1500 hours. All EOC Staff will prepare for consequence management as needed. Cortez Communication Center will be notified on the situation. Alert and warnings will be utilized by EOC Manager, UC and Sheriff for notification to the public. EOC staff will operate on the SW RIC A radio frequency. All EOC staff will brief one another on a daily basis. All EOC staff will utilize information sharing application "WhatsApp". Consequence management for the EOC will include, but is not limited to, Critical Resource Management, Alert and Warning, Debris Management, Financial Tracking, DHSEM/IMT/Administrator/Elective officials' coordination, Evacuation/Re-Entry, Sheltering people and animals, Situational awareness, Documentation collection, and any request from the County and Municipalities. EOC will be at Level 3 and will review the Emergency Operations Center Maintenance Plan.

"Get Set" – Follow the direction listed in "Get Ready" trigger point. Resources will be notified and will prepare for deployment to a staging area developed for that specific deployment. This will be coordinated by Logistics and Operations with direct guidance from the IMTs. Operations Section will meet with their ESF's and prepare for deployment and to stage as requested. JIC Manager will have specific messages that will be approved by UC, Sheriff and EOC Manager that will be sent out to the public, media, and Administrators. The EOC, once notified, will prepare for consequence management as needed. LOFR will assist EOC Manager in notification processes to Agency administrators. Cortez Communication Center will be notified to prepare and the JIC manager will consider the establishment of a "Call Center". Alert and warnings will be utilized by UC and Sheriff for notification through the EOC. EOC staff will operate on the SW RIC A radio frequency. EOC will activate to Level 2.

"Go" – Follow the direction listed in the "Get Ready" and "Get Set". EOC manager and LOFR will notify Agency Administrator and BOCC. ESF resources will be dispatched as arranged by IMT and EOC Operations Section. Resources deployed will be notified to arrive at selected staging areas designated by the IMT and will deploy as directed. EOC, PIO, JIC and the Communications center will be notified to initiate their pre-arranged plans. Alert and warning systems and specific notifications will be utilized as needed by EOC Manager to notify the public and various group entities. EOC staff will operate on the SW RIC A radio frequency. EOC will remain at Level 2, with the possibility of moving to Level 1 if needed, and will begin to account for evacuees and sheltering of people and animals as needed.

8. Approved by: Name: Jim Spratlen Signature: Position/Title: EOC Manager



























Fred Card









Communications
Infrastructure
Averages
Wernings, and
Wesponder

Responder

Communications

Finance



































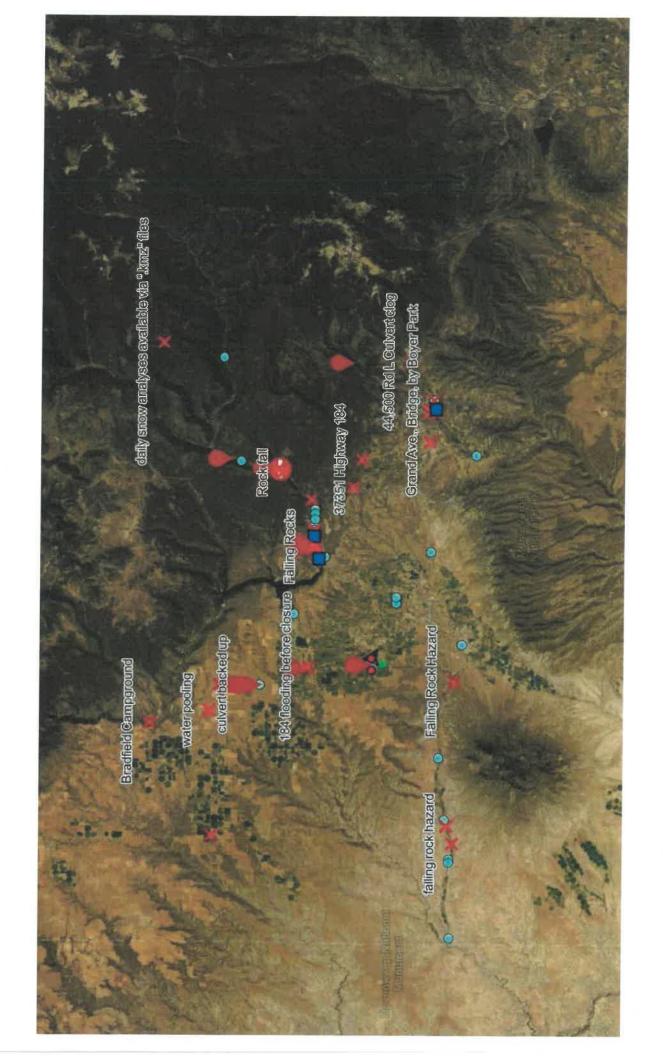












ACTIVITY LOG (ICS 214)

1. Incident Name:		2. Operational Period: Date From Time From		n: Date To: n: Time To:	
3. Name:	4. ICS		S Position:		5. Home Agency (and Unit):
6. Resources Assi	igned:				
Na			ICS Position		Home Agency (and Unit)
7. Activity Log:					
Date/Time	Notable Activities				
				12	
-					
			=		
8. Prepared by: Na	ame:		Position/Title:		Signature:
ICS 214, Page 1			Date/Time:		