

ELARC

**Emergency Operations Plan
Annex G**

Levels of Emergency

1.0 LEVELS OF EMERGENCY

This annex is provided to assist in assessment of emergency situations. It should be considered as a guide to decision making. The Executive Director will assess and designate levels of emergency. In doing so, the agency can then better provide communication to staff and community (reference Annex H: Communication Plan) and begin more efficient operations and response during the event.

Any member of Management staff may be in the position to designate a level of emergency in the event of a disaster and is expected to act within his/her realm of responsibility when experience and prudence indicate that emergency conditions warrant such a designation.

For the purpose of this plan, one level is designated as “Information Only.”

0.1 Information Only Notice

An Information Only Notice does not warrant any action. Such notices will be marked “Information Only.”

For the purpose of this plan, five levels of emergency are considered as having possible or probable emergency response requirements for ELARC Management.

1.1 Emergency Alerts

An Emergency Alert does not warrant activation of the ELARC Emergency Operations Plan (EOP.)

An alert is defined as any occurrence which requires review and possible action by ELARC. An alert may be the result of a state action, a county warning, or local traffic incident. Action by ELARC may include, but is not limited to: targeted use of the Reverse Notification System, web posting, individualized phone calls to consumers, families, and/or service providers.

Emergency Alert examples include, but are not limited to:

- a. State Heat Contingency Plan activation
- b. County Wind Warning
- c. Flu Season Public Health Alert
- d. Utility Company notice of power outage
- e. Cal Trans closures

Should the Emergency Alert occur outside of business hours, ELARC Management Staff may be in communication after hours about an Emergency Alert.

Refer to Annex H on Communication

1.2 Minor Emergency

A minor emergency should not warrant activation of the ELARC EOP.

A minor emergency is defined as an occurrence which requires some special action(s) to mitigate the effects of the occurrence. A minor emergency might be handled totally with ELARC personnel and equipment; with support from response personnel from local municipal agencies; or solely by local agencies personnel.

A minor emergency does not warrant activation of the ELARC EOP.

Minor emergencies might occur on or within ELARC's facilities or off-site with an impact upon ELARC personnel or operations.

Minor emergency examples include, but are not limited to:

- a. Facility power outages or utilities losses
- b. Equipment failures
- c. Computer or other equipment fire of a controllable nature
- d. Employee and visitor medical emergencies which may require 911 emergency assistance.
- e. Hazardous material incident/accidents within the area which would require short-term evacuation of the building while the problem is handled by the affected firm or industry
- c. Minor earthquake with little or no damages within catchment area or to ELARC buildings
- d. Fire which threatens either ELARC facility and requires short-term evacuation
- e. Freeway or street problems which will deny ELARC operations or staff and/or ELARC accessibility for an abnormal period of time
- f. High water or flooding which will deny ELARC operation or staff and/or ELARC accessibility until water subsides

Should the Minor Emergency occur outside of business hours, ELARC Management Staff should expect to be in communication after hours about the Minor Emergency; after tending to their own personal safety needs. Refer to Annex H on Communication

1.3 Major Emergency

A major emergency will require activation of ELARC's EOP.

A major emergency is defined as an event which adversely affects ELARC operations, has a deleterious effect upon the work force, results in some injuries or deaths and which requires intense emergency response efforts. Implementation of the EOP would be in conjunction with response personnel from local agencies. The local agencies' response capabilities could be limited given the total of the area involved.

Examples of major in-house emergencies include, but are not limited to:

- a. Major fires
- b. Internal flooding of the building
- c. Bomb threats or bomb detonations
- d. Earthquake causing substantial damage within catchment area, potential damage to ELARC buildings
- e. Active Shooter

Major emergency off-site examples include, but are not limited to:

- a. Hazardous material accidents which produce adverse environmental conditions for a localized area
- b. Localized area flooding
- c. Severe disruption of utilities services which requires extensive restoration action by the utilities
- d. Localized Fire in catchment area
- e. Earthquake causing substantial damage within catchment area
- f. Significant threat to another Regional Center or Affiliated Agency

Should the Major Emergency occur outside of business hours, ELARC Management Staff should expect to make all efforts to be in communication after hours about the

Major Emergency; after tending to their own personal safety needs. Refer to Annex H on Communication.

1.4 Major Emergency - Area Wide

A major emergency will require activation of ELARC's EOP.

Such events will require the mobilization of the emergency response system of both city and county governments, the probable activation of the state Mutual Aid System and the coordination of private sector resources and actions with those of government agencies. City and/or County proclamations of a local emergency must be anticipated. An area wide major emergency may result in a Gubernatorial Proclamation of an emergency. Follow-on actions may result in a Presidential Declaration of a major emergency.

Under such conditions a broad range of response forces can be expected within the impacted area. A closely controlled and coordinated response management effort will be required within ELARC.

Major area wide emergencies can require independent ELARC response actions. They may also result in ELARC personnel and equipment supporting the efforts of governmental personnel. Under such circumstances, ELARC resources will respond to requirements under the control of ELARC personnel.

Examples of major area wide emergencies include, but are not limited to:

- a. Wide spread flooding
- b. A localized earthquake
- c. Major hazardous materials accident
- d. An act of terrorism in the state of California

Should the Major Emergency occur outside of business hours, ELARC Management Staff should expect to make all efforts to be in communication after hours about the Major Emergency; after tending to their own personal safety needs. Refer to Annex H on Communication.

1.5 Catastrophic Disaster Event

A catastrophic disaster will require activation of ELARC's EOP.

A catastrophic disaster is defined as a sudden natural or man-caused event which results in wide spread distress, injury, death or property damage. The results of a catastrophic disaster will require mobilization of all types of resources from local, state and federal government agencies. The supplementing of government resources by those from the private sector will be an immediate requirement. In catastrophic disasters, depletion of critical materials and trained, organized response crews is a rapid occurrence. The State of California has a system to establish priority for action within a pre-established set of policies and objectives that would be activated.

Catastrophic disasters which can impact ELARC include, but are not limited to:

- a. The catastrophic earthquake postulated by the scientific community for the Southern California area segments of the San Andreas Fault
- b. A major earthquake on one of the other large faults in or near the East Los Angeles, San Gabriel Valley, or Whittier areas.
- c. A one hundred year flood impacting Southern California
- d. An attack of terrorism in the Los Angeles Basin.
- e. Firestorm

Should the Catastrophic Disaster occur outside of business hours, ELARC Management Staff should expect to make all efforts to be in communication after hours about the Catastrophic Disaster; after tending to their own personal safety needs. Refer to Annex H on Communication.