

VI. Plan Development and Maintenance

A. On-going Review

1. This plan shall be reviewed on an on-going basis. Review may be adjusted to comply with future guidance from the WSEMD. The PCEMA will coordinate the review of the basic plan. Lead agencies or agencies identified in the ESF Responsibility Matrix, will participate in the review of applicable ESFs. The PCEMA Director will recommend adoption of the CEMP to the PCEMA Council on a four year rotational basis.
2. Emergency Support Functions (ESFs) delineate how the responsibilities listed in the plan are to be carried out. ESFs can be subject to frequent and significant change in response to new procedures, policies, or technologies, to lessons learned, and to accommodate new organizations or organizational structures. Accordingly, they may be revised by the functional lead agency or agencies, with the concurrence of applicable support agencies, if they are consistent with the basic plan and neither change nor establish policy.

B. Post Activation

1. Following all exercises and actual EOC activations a debrief will be conducted and an after action review and plan developed, including a prioritized list of corrective actions required to address deficiencies and sustain strengths.
2. The Basic Plan and applicable ESFs will be revised within to incorporate corrective activities and identified strengths. Lessons learned/recommendations made will be presented to the PCEMA Council for approval.

C. Training and Exercises

1. EOC staff are required to take FEMA Independent Study Courses IS-100 and IS-700 and are encouraged to take training specific to their assigned position that creates and maintains their preparedness to conduct disaster management activities.
2. This plan will be exercised annually to provide controlled practical experience to those individuals who have disaster response and recovery responsibilities, and to assess any weaknesses in the plan. At a minimum, the exercise schedule and type will comply with state and federal requirements.