

IV. Organization and Assignment of Responsibilities

A. Purpose

To identify Pacific County and City agencies and organizations that have responsibility for emergency management. Each entity has the responsibility to mitigate, prepare for, respond to, and recover from an emergency in order to resume business and to provide for continuity of government and community life.

B. Responsibilities

Pacific County agencies, state and federal agencies, qualified volunteer, private, and non-profit organizations, and the cities of Ilwaco, Long Beach, Raymond, and South Bend are responsible to:

1. The protection of life, property, economy, and the environment is the legal responsibility of local government.
2. County Government
 - a. Pacific County Assessor
 - i. The Pacific County Assessor is responsible for the revaluation of real or personal property destroyed in whole or in part, or that is in an area declared a disaster area by the governor, in accordance with Chapter 84.70.010 RCW.
 - b. Pacific County Auditor
 - i. Provides financial record-keeping systems for emergency and disaster work and instructs administrative disaster response personnel regarding procedures. Provides for the preservation of essential records.
 - c. Pacific County Board of County Commissioners
 - i. The Pacific County BOCC, as the highest elected officials within the unincorporated areas of the county, are legally responsible for welfare of life, property, and environment within their jurisdiction. The BOCC are authorized to exercise powers vested under RCW 38.52.070(2) and in addition to include:
 - The declaration of a State of Emergency.
 - Provides overall direction of county emergency management related activities
 - Appropriates funds to fill emergency needs in accordance with RCW 36.40 and RCW 38.52.

- Establishes priorities for immediate and long-term restoration of county services and damage repair.
- d. Pacific County Department of Community Development
- i. Pacific County DCD, being the agency charged with building codes and regulations, will participate in the damage assessment activities of the PCEMA.
 - ii. Pacific County DCD and appropriate municipal building officials will supervise and conduct building inspections as required following a disaster or emergency.
- e. Pacific County Department of Public Works
- i. Pacific County DPW will determine the usable portions of county roadways and coordinate/ control traffic in conjunction with law enforcement.
 - ii. Pacific County DPW will reconstruct and repair the county transportation systems and designate alternate routes during the time of the emergency.
 - iii. Pacific County DPW will participate in the preliminary damage assessment in regard to the county transportation system.
 - iv. Pacific County DPW coordinates flood fight operations within jurisdictional boundaries, including the control and distribution of sandbags.
 - v. Pacific County DPW provides technical support to the Pacific County EOC.
- f. The Pacific County Emergency Management Agency
- i. The PCEMA will prepare and maintain the CEMP. and encourages other governmental agencies in the preparation and development of disaster/emergency plans.
 - ii. The PCEMA program will include training and exercise for the purpose of educating the Pacific County agencies and city officials regarding disaster related concepts, procedures, and responsibilities.

- iii. The PCEMA will educate the public in regard to the hazards to which Pacific County is most vulnerable and in the subject of personal preparedness.
 - iv. The PCEMA will register volunteer workers in accordance with RCW 38.52 for the purpose of providing liability coverage when operating in an attempt to carry out the mission of this plan.
 - v. The PCEMA will coordinate an emergency management fund and budget for normal operations in accordance with RCW 38.52.
 - vi. The PCEMA will inventory public and private resources that can be utilized within the county in the event of an emergency.
 - vii. The PCEMA will maintain a warning system for the dissemination of information to commissioners, mayors, schools, police, fire departments and fire districts, hospitals and the general public.
- g. Pacific County Public Health and Human Services Department
- i. The Pacific County Public Health and Human Services Department will assess the impact of emergencies and disasters on the public health. Identify the risk of disease and any potential health hazard to the public to include hazards related to food, water, insects, small animals, and rodents.
 - ii. The Pacific County Public Health and Human Services Department will coordinate inventories of medical facilities and assess needs in terms of supplies and equipment.
- h. Pacific County General Administration
- i. Pacific County GA will assist in the relocation of government offices, as may be necessary following an emergency or disaster.
 - ii. Pacific County GA will support DPW in assessment of county owned buildings and participate as a member of the Preliminary Damage Assessment team.
 - iii. Pacific County GA will serve as host, in coordination with state officials, to dignitaries visiting disaster sites.
- i. Pacific County Prosecuting Attorney

- i. The Pacific County Prosecuting Attorney shall review documents and agreements in regard to emergency management and reciprocal emergency management aid and assistance for form and content.
 - ii. The Pacific County Prosecuting Attorney serves as the Pacific County Coroner and as such will address issues involving mass fatalities.
 - iii. The Pacific County Prosecuting Attorney gives legal advice and recommendations to the policy section of the EOC during an emergency or disaster.
 - iv. The Pacific County Prosecuting Attorney gives on-going legal advice in respect to recovery activities following an emergency/disaster.
- j. Pacific County Sheriff's Office
- i. PCSO may require emergency services of any county officer or employee and, in the event of the proclamation of a disaster by the Governor in the county, to command the aid of any citizen of this community in the election of activities for the protection of life and property. Such persons shall be entitled to all privileges, benefits, and immunities as are provided by state law for registered emergency workers.
 - ii. Requisition necessary personnel or material of any county department or division.
 - iii. PCSO will be the lead agency in the Pacific County EOC for coordinating law enforcement and emergency management activities.
 - iv. PCSO will coordinate traffic management in the event of evacuation and assist in the supervision of citizens located at assembly areas.
 - v. PACCOM, under the supervision of the Pacific County Sheriff, will assist with warning and notification procedures.
 - vi. PCSO is the lead agency for Search and Rescue activities.
- k. Pacific County Treasurer
- i. The Pacific County Treasurer shall receive all money due the PCEMA and disburse it on warrants issued and attested by the County Auditor.
3. City Government
- a. The mayors are legally responsible for the protection of life, property, economy, and environment within their respective jurisdictions.

- b. The cities/towns will coordinate plans and emergency operating procedures with the PCEMA to provide for standard emergency response actions throughout the county to be accomplished under joint city/county direction through the Pacific County EOC.
 - c. Specific emergency responsibilities should be assigned to city officials. The city emergency organization shall be appointed by the mayor. The composition of these organizations is a matter for local jurisdiction determination. Members should include the heads of departments who have emergency responsibilities, special purpose organizations such as schools, and businesses/community leaders. Department heads assigned emergency responsibilities should recruit and train volunteers to assist regular personnel in emergencies.
4. State Government
- a. Washington State Military Department, Emergency Management Division
 - i. Assists local government by coordinating supplementary assistance in response and recovery functions when requested by Pacific County EOC.
 - ii. Coordinates resource procurement and coordination when local and mutual aid resources are exhausted.
 - iii. Advises and assists state agencies and local governments in the development of emergency plans and programs which are in compliance with RCW 38.52, and which conform to the plans and programs of the WSEMD and FEMA.
 - iv. Organizes an effective state emergency organization and assists local governments to develop such organizations.
 - v. Coordinates the operation of all state and local emergency organizations to protect lives, property, economy, and environment.
 - vi. Coordinates damage assessment estimates on public sector facilities as a member of the Preliminary Damage Assessment (PDA) team.
 - vii. Participates on public assistance survey teams to conduct inspections of public sector facilities damaged by disasters.
 - b. Washington State Department of Transportation

- i. Determines the usable portions of the highway network and coordinates and controls emergency highway traffic regulations in conjunction with the WSP, the WSEMD, and the Federal Highway Administration.
 - ii. Reconstructs, repairs, and maintains state highways, bridges, and alternate routes. Coordinates the mobilization of personnel and equipment required for emergency engineering services as related to state highways.
 - iii. Conducts aerial reconnaissance photographic missions, as approved by DOT.
 - c. Washington State Department of Ecology
 - i. Washington State Department of Ecology is the on-scene coordinator for hazardous material spills with the WSP.
 - ii. Washington State Department of Ecology will conduct air and water testing and modeling, as may be necessary following a disaster or emergency.
 - iii. Washington State Department of Ecology will assist the PCEMA in flood fight planning.
 - d. Washington State Patrol

WSP will assist in a coordinated law enforcement effort in Pacific County during an emergency or disaster and will assume Incident Command in hazardous materials spills within their area of responsibility.
- 5. Federal Government, FEMA, Region X
 - a. Executes emergency functions related to their basic mission in accordance with the plans and policies.
 - b. Collects, evaluates, and disseminates information from state government within the region, appropriate federal agencies, and military commands.
 - c. Establishes federal emergency operational and preparedness priorities in consultation with the states.
 - d. Assists state and local governments to make effective use of available facilities; communications to maintain governmental functions; essential services and to take appropriate actions to protect lives, property, economy, and environment during an emergency or disaster.
- 6. Nongovernment Organizations

- a. American Red Cross (ARC)
 - i. Provides, manages, and coordinates food, shelter, and first aid for victims. Coordinates family reunification and direct assistance to families with verified event caused needs.
 - ii. Provides food to victims and emergency workers from fixed or mobile feeding sites.
 - iii. Provides bulk distribution of items such as toilet articles and cleaning supplies.
 - iv. Provides shelter to victims and emergency workers.
 - v. Provides physical and mental health care staff in ARC operated facilities.
 - vi. Provides blood and blood products and supports local health organizations.
 - vii. Provides direct assistance to meet verified event-caused needs of families by providing means to acquire resources such as groceries, new clothing, household items, essential furniture, rent, security or utility deposits, health needs, minor building repairs, and occupations supplies and equipment.
 - viii. Provides preliminary damage assessments of the affected area to determine the number of dwellings and public shelters damaged and the extent of damage.
 - ix. Operates a disaster welfare inquiry system to gather information to assist in family reunification.
 - x. Gathers and reports statistical information on event-related deaths and injuries to the Pacific County EOC.
 - xi. Coordinates, within its agreements, the provision of relief efforts by any volunteer organizations actively engaged in providing relief assistance to disaster survivors.
 - xii. Coordinates its relief activity with participating and support agencies and affected counties through liaisons to the state and local jurisdiction EOCs

- b. Local faith based organizations may coordinate volunteers, agencies and organizations interested in providing labor, resources, materials or discounts to assist families in Pacific County with unmet needs related to the disastrous events.
7. Volunteer and Private Sector Organizations
- a. Provides resources to state and local jurisdictions to assist in the response and recovery phases of emergency or disaster operations.
 - b. Participates as members of Pacific County planning teams.
8. Supports exercises and drills as a participant during the exercise design period and the conduct of exercise events, including the PCEMA in business and industry activities.
9. South Pacific County Humane Society and HAVA
- a. May coordinate the disaster care of pets and animals. May furnish lists of available animal care providers to the Pacific County EOC during disasters.
 - b. May identify and coordinate resources for pets and animals.