



AGENDA

**WORKSHOP
OF THE
BOARD OF DIRECTORS**

**WEDNESDAY, JUNE 6, 2018
10:00 A.M.**

**INLAND EMPIRE UTILITIES AGENCY*
AGENCY HEADQUARTERS
BOARD ROOM
6075 KIMBALL AVENUE
CHINO, CALIFORNIA 91708**

**CALL TO ORDER
OF THE INLAND EMPIRE UTILITIES AGENCY BOARD OF DIRECTORS
WORKSHOP**

FLAG SALUTE

PUBLIC COMMENT

Members of the public may address the Board on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Those persons wishing to address the Board on any matter, whether or not it appears on the agenda, are requested to complete and submit to the Board Secretary a "Request to Speak" form which is available on the table in the Board Room. Comments will be limited to three minutes per speaker. Thank you.

ADDITIONS TO THE AGENDA

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.

1. **WORKSHOP**

IEUA EMERGENCY RESPONSE PLANNING

2. **CLOSED SESSION - WORKSHOP**

PURSUANT TO GOVERNMENT CODE SECTION 54957(a) – AGENCY FACILITIES SAFETY AND SECURITY REVIEW


INLAND EMPIRE UTILITIES AGENCY RISK & SECURITY

3. **ADJOURN**

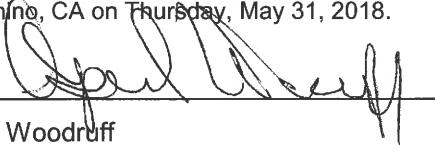
*A Municipal Water District

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary (909) 993-1736, 48 hours prior to the scheduled meeting so that the Agency can make reasonable arrangements.

Declaration of Posting

Proofed by: 

I, April Woodruff, Board Secretary of the Inland Empire Utilities Agency*, A Municipal Water District, hereby certify that a copy of this agenda has been posted by 5:30 p.m. at the Agency's main office, 6075 Kimball Avenue, Building A, Chino, CA on Thursday, May 31, 2018.


April Woodruff

WORKSHOP

1

IEUA Emergency Response Planning



Low Response Level

An emergency response can be defined as an effort taken to lessen the impact of an incident on human life and property.

Low level

An incident that can be handled internally

Small oil spill easily contained with simple cleanup.

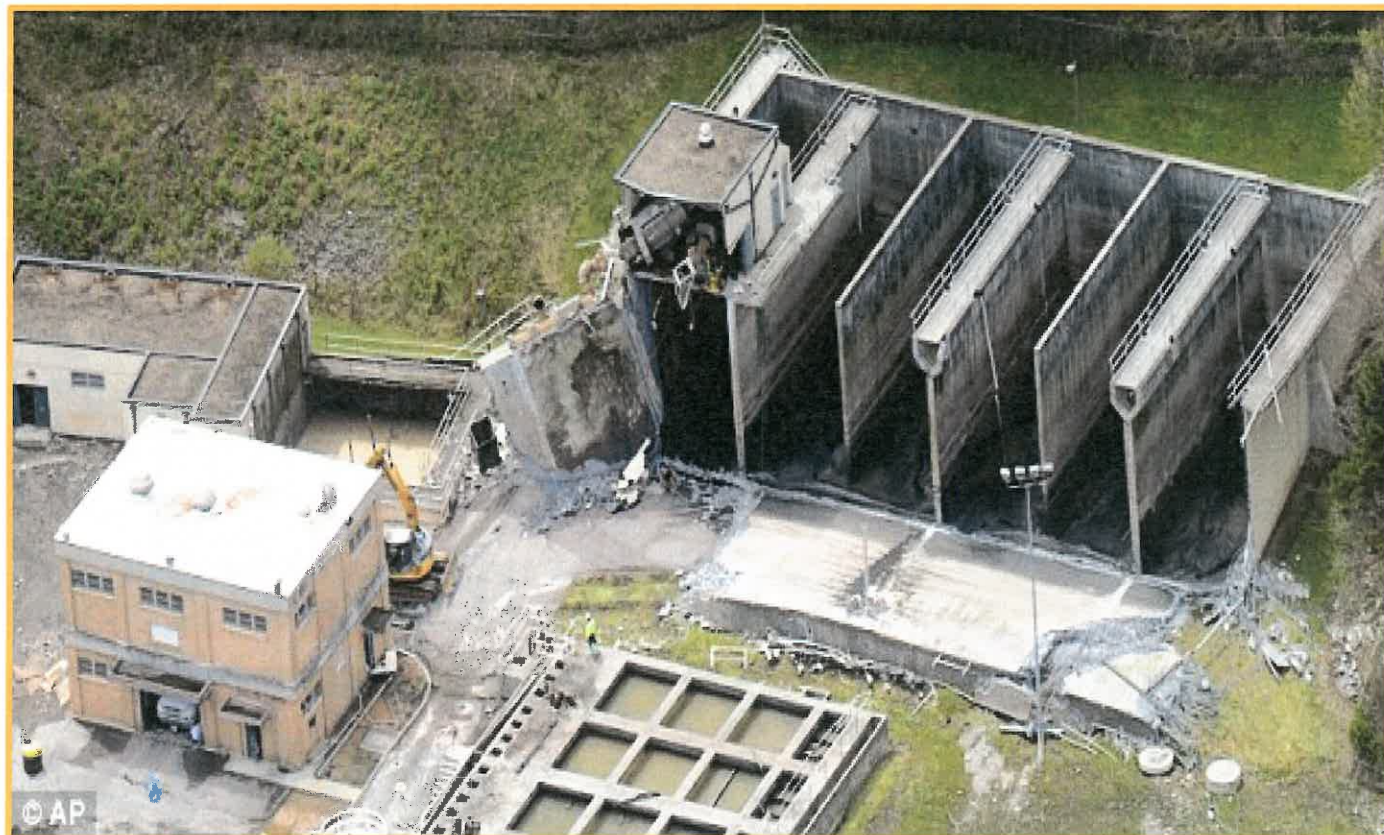


Medium Response Level

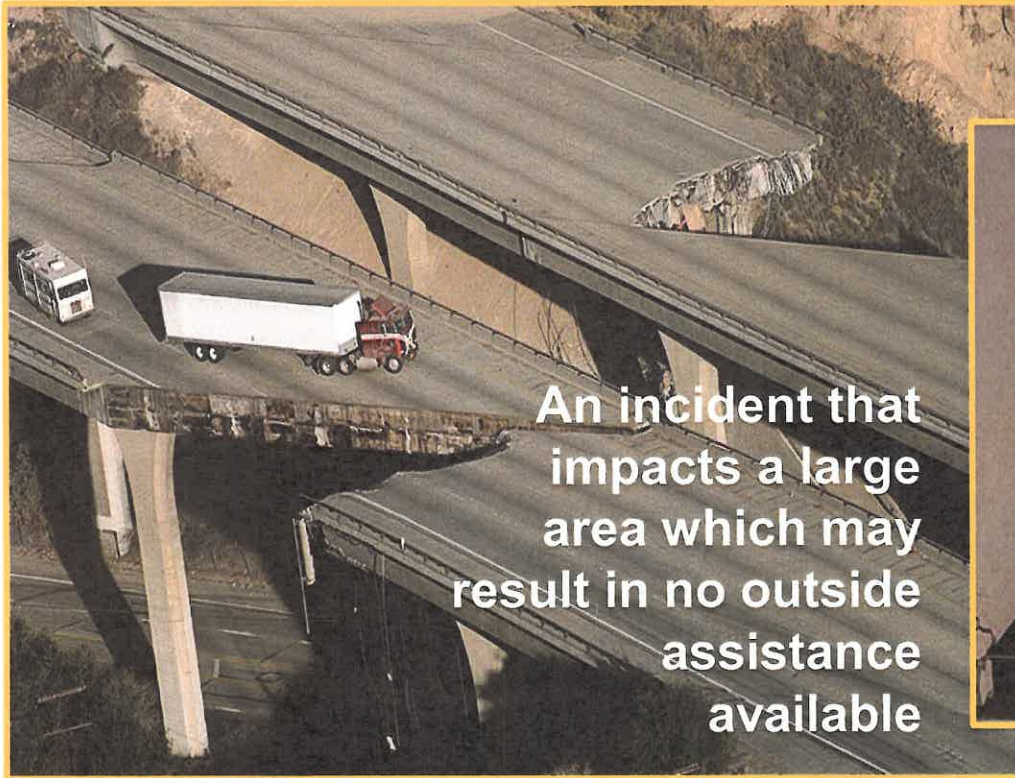
Medium level

An incident that requires some assistance from outside resources, i.e. fire department, member agencies.

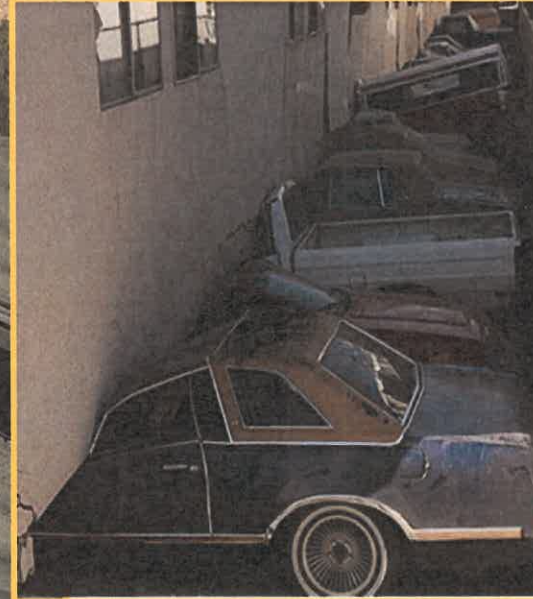
Damage from the rupture of a sewage containment tank



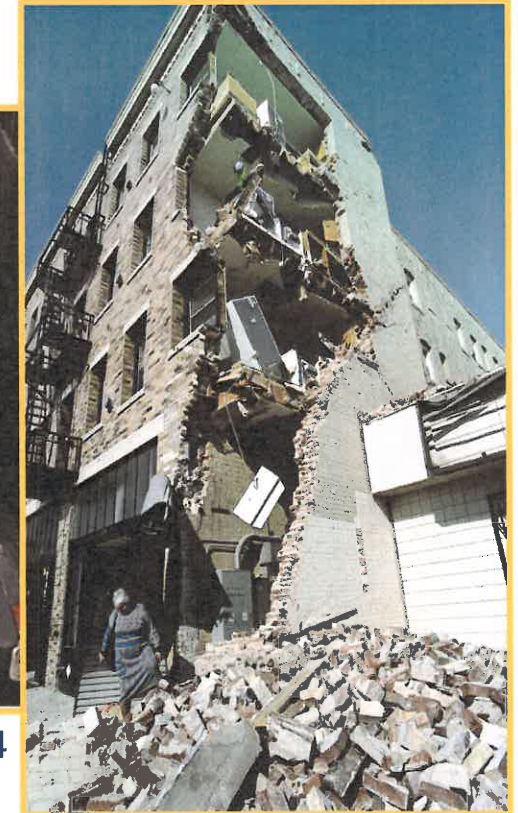
HIGH Response Level



An incident that impacts a large area which may result in no outside assistance available



Northridge Earthquake 1994



IEUA Emergency Response Plan

Emergency Operations Plan

Emergency Operations Plan

- National Incident Management System overview
- Incident Command System / Incident Organization Chart
- FEMA Forms
- Emergency Contact Information (compilation in process)
- Mutual Aid Agreement (update in process)
- Operations & Maintenance Emergency Response Plan
- Information Technology Emergency Response Plan
- Evacuation Maps – all locations
- Integrated System Services Emergency Response Plan available upon request due to sensitive Agency information including our network infrastructure and SCADA system



Oakland Earthquake 1989



National Incident Management System



- National Incident Management System (NIMS)**
- A comprehensive, national approach to incident management
 - Created to standardize information and communication during disasters.
 - Developed by the Department of Homeland Security, initial release March 2004
 - Adoption of NIMS was a condition for receipt of federal preparedness funds, including grants, contracts and other activities.
 - The IEUA Board of Directors adopted NIMS in 2005

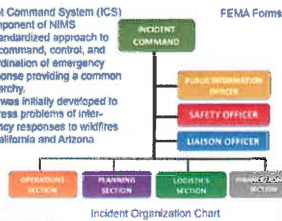


FEMA

Incident Command System

Incident Command System (ICS)

- Component of NIMS
- A standardized approach to the command, control, and coordination of emergency response providing a common hierarchy.
- ICS was initially developed to address problems of inter-agency responses to wildfires in California and Arizona



FEMA Forms

Form Number	Title
ICS 201	Incident Briefing
ICS 202	Incident Objectives
ICS 203	Organization Assignment List
ICS 204	Assignment List
ICS 205	Plan
ICS 206A	Communication Unit
ICS 206	Medical Unit
ICS 207	Incident Organization Check-Out
ICS 208	Supply Management
ICS 209	Cost Accounting Summary
ICS 210	Resource Status Change
ICS 211	Incident Check-Out
ICS 212	General Message
ICS 213	Agency Log
ICS 214	Operational Planning Worksheet
ICS 215	Incident Action Plan
ICS 216	Agency Incident Plan Summary
ICS 217	Incident Action Plan Summary
ICS 218	Resource Status Change
ICS 219	Agency Incident Plan Summary
ICS 220	Incident Action Check-Out
ICS 221	Incident Action Check-Out



IEUA Emergency Response Plan



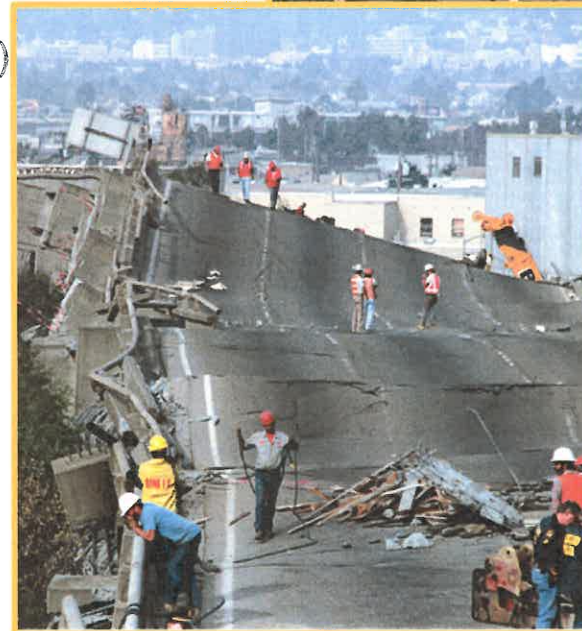
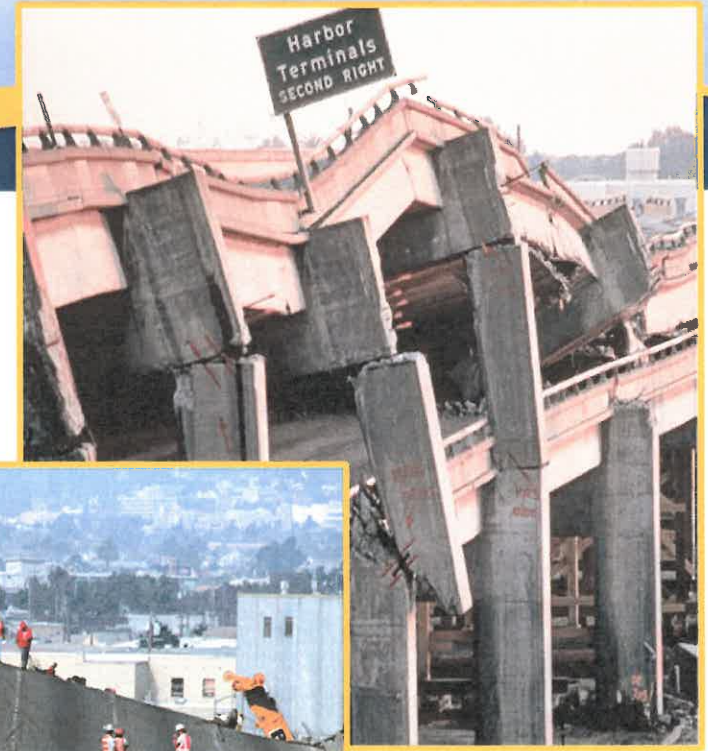
- Emergency Contact Information (compilation in process)
- Mutual Aid Agreement (update in process)
- Operations & Maintenance Emergency Response Plan
- Information Technology Disaster Recovery Plan
- Evacuation Maps – all locations



Emergency Operations Plan

Emergency Operations Plan

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Oakland Earthquake
1989

National Incident Management System



Date: September 21, 2005
To: The Honorable Board of Directors
Through: Finance, Legal and Administration Committee (September 14, 2005)
From: Richard W. Amstutz
Chief Executive Officer/General Manager
Submitted by: Dean Martin
Executive Manager of Finance and Administration
Patrick King
Manager of Human Resources and Support Services
Subject: National Incident Management System (NIMS)

RECOMMENDATION

It is recommended that the Board of Directors recognize and formally adopt the National Incident Management System (NIMS) policies and procedures for incident management of emergencies. By adopting NIMS, the Agency ensures its eligibility to receive FEMA preparedness assistance through grants, contracts, and other activities.

BACKGROUND

On February 28, 2003, the President issued Homeland Security Presidential Directive (HSPD)-5, *Management of Domestic Incidents*, which directs the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). This system provides a consistent nationwide template to enable Federal, State, local, tribal governments and private-sector and nongovernmental organizations to work together effectively and efficiently to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Building on the foundation provided by existing incident management and emergency response systems, HSPD-5 integrates best practices that have been proven effective over the years into a comprehensive framework for use by incident management organizations in an all-hazards context (terrorist attacks, natural disasters, and other emergencies) nationwide. The National Incident Management System (NIMS) represents a core set of doctrine, concepts, principles, terminology, and organizational processes to enable effective, efficient, and collaborative incident management at all levels.

National Incident Management System (NIMS)

- A comprehensive, national approach to incident management
- Created to standardize information and communication during disasters.
- Developed by the Department of Homeland Security, initial release March 2004
- Adoption of NIMS was a condition for receipt of federal preparedness funds, including grants, contracts and other activities.
- The IEUA Board of Directors adopted NIMS in 2005

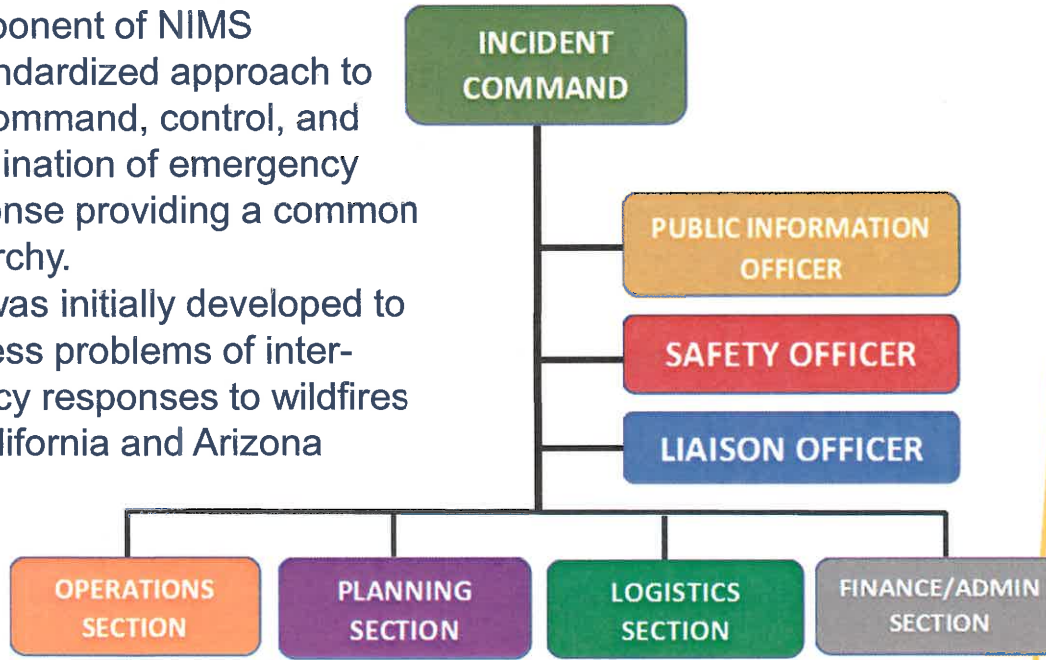


FEMA

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Incident Organization Chart

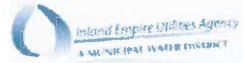
FEMA Forms

Incident Commander Position Checklist

ICS Form #:	Form Title:
ICS 201	Incident Briefing
ICS 202*	Incident Objectives
ICS 203*	Organization Assignment List
ICS 204*	Assignment List
ICS 205*	Incident Radio Communications Plan
ICS 205A**	Communications List
ICS 206*	Medical Plan
ICS 207	Incident Organization Chart <i>(wall-mount size, optional 8½" x 14")</i>
ICS 208**	Safety Message/Plan
ICS 209	Incident Status Summary
ICS 210	Resource Status Change
ICS 211	Incident Check-In List <i>(optional 8½" x 14" and 11" x 17")</i>
ICS 213	General Message <i>(3-part form)</i>
ICS 214	Activity Log <i>(optional 2-sided form)</i>
ICS 215	Operational Planning Worksheet <i>(optional 8½" x 14" and 11" x 17")</i>
ICS 215A	Incident Action Plan Safety Analysis
ICS 218	Support Vehicle/Equipment Inventory <i>(optional 8½" x 14" and 11" x 17")</i>
ICS 219-1 to ICS 219-8, ICS 219-10 <i>(Cards)</i>	Resource Status Card <i>(T-Card) (may be printed on cardstock)</i>
ICS 220	Air Operations Summary Worksheet
ICS 221	Demobilization Check-Out
ICS 225	Incident Personnel Performance Rating

IEUA Emergency Response Plan

- Emergency Contact information (compilation in process)
- Mutual Aid Agreement (update in process)
- Operations & Maintenance Emergency Response Plan
- Information Technology Disaster Recovery Plan
- Evacuation Maps – all locations



Operations & Maintenance

Interim Emergency Response Plan

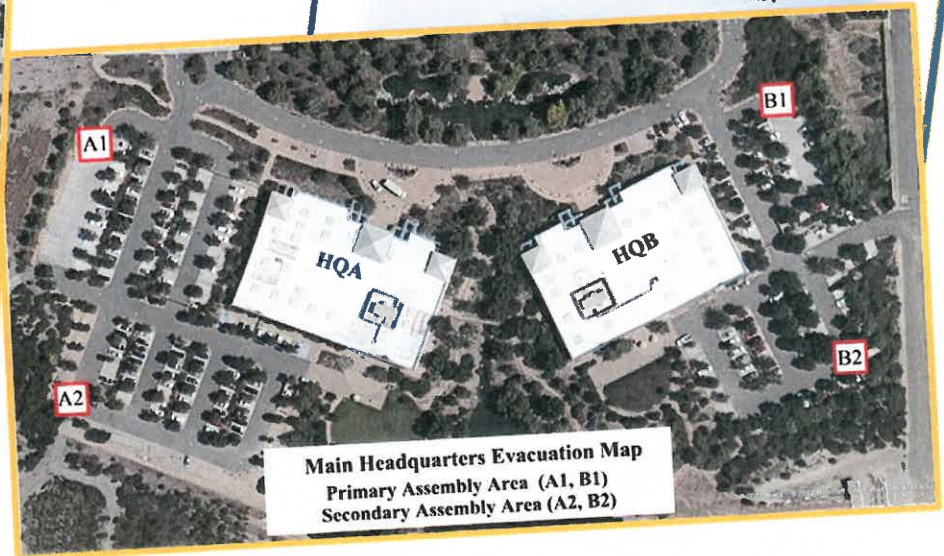


**Carbon Canyon
Reclamation Facility**
14650 Telephone Avenue
Chino, CA 91710

Primary Assembly Area (A1)
Secondary Assembly Area (A2)



Inland Empire Utilities Agency
Information Technology
Disaster Recovery Plan



Main Headquarters Evacuation Map
Primary Assembly Area (A1, B1)
Secondary Assembly Area (A2, B2)



Communications

Communication

- Government Emergency Telecommunications Service (GETS)
 - Ensures utilities are a Priority 4
 - Provides priority landline calls at no cost
- Wireless Priority Service
 - Provides an access code to allow GETS use on a cell phone at no cost
- Management will receive a GETS card and WPS code along with instructions on how to preset emergency contacts on their cell phones



verizon✓

Resources

Equipment

- On-hand Inventory under evaluation
- Researching rental options and running cost benefit analysis
- Currently assessing diesel fuel requirements to maintain our generators for up to 3 days



Supplies

- Disaster supply sheds at all locations
- All staff food and water – 3 days
- Medical and sanitation
- Tools and miscellaneous
- NIMS / FEMA Totes



Training

Training

- Agency-wide National Incident Management System training
 - Ensure all staff have familiarization and understanding
 - Operations Division - 3 Phase
 - Tabletop drills
 - Scheduled drills, assess staff response
 - Conduct a surprise drill, assess staff response
 - Incident Organization Chart members
 - Specialized Section Chief training
 - Schedule periodic refresher drills
 - In the future include outside emergency responders and Member Agencies





IEUA Emergency Response Planning

Questions