

## **EMERGENCY SUPPORT FUNCTION – 11**

### **Agriculture and Natural Resources**

<b>PRIMARY AGENCIES:</b>	<b>Parks and Recreation Department</b>
	<b>Public Works – Water &amp; Natural Resources Divisions</b>
<b>SUPPORT AGENCIES:</b>	<b>Finance and Information Services Department</b>
	<b>Police Department</b>
	<b>Redmond Office of Emergency Management (OEM)</b>
	<b>Communications Office</b>
	<b>Public Works Department</b>
	<b>Planning Department</b>
	<b>Public Health – Seattle &amp; King County</b>
	<b>King County OEM</b>
	<b>American Red Cross</b>
	<b>Salvation Army</b>
	<b>Washington State Emergency Management Division</b>
	<b>USDA Animal and Plant Health Inspection Services (APHIS)</b>
	<b>Humane Society</b>
	<b>Washington State Animal Response Team (WASART)</b>

## **I. INTRODUCTION**

### **A. PURPOSE**

The purposes of Emergency Support Function 11 (ESF-11) during a disaster are to:

1. Coordinate the efforts to provide safe handling of food, water and donated goods for mass feeding and distribution.

2. Ensure necessary supplies are transported to distribution sites.
3. Ensure intended recipients are aware of the availability of emergency supplies and where to receive them and that the public is notified about food safety and the best ways to help.
4. Maintain awareness regarding natural, cultural, and historic resources (NCH) within Redmond, potential disaster impacts, and how to mitigate damage and preserve such resources.

**B. SCOPE**

This ESF addresses procurement and distribution of food, water, and donations within the City of Redmond during an emergency, including coordination with other agencies and Public Information concerning such distribution sites.

Disasters relating to agriculture and natural resources may occur in areas not related to mass distribution of supplies and may more closely relate to functions typically performed at the WA State or federal level, such as food inspection. It would be impractical and cost prohibitive for City of Redmond to try to develop expertise in all these areas, so details are outside the scope of this document. Instead, the City will coordinate with and consult experts in various fields as appropriate.

## **II. POLICIES**

- A. Activities within ESF-11 Agriculture and Natural Resources will be conducted in accordance with the National Incident Management System (NIMS) and the National Response Framework (NRF) and will utilize the Incident Command System (ICS).
- B. The day to day organizational structure of city of Redmond departments will be maintained as much as feasible for emergency situations.
- C. When local resources have been or are expected to be exhausted or overwhelmed, including automatic and mutual aid, additional support will be requested by the Redmond Emergency Coordination Center (ECC) through the King County Emergency Coordination Center (KCECC) or the Washington State Emergency Operations Center (EOC).
- D. The City will coordinate with community, humanitarian and social services organizations, including Public Health of Seattle & King County as appropriate.
- E. The City will coordinate with the State Veterinarian and the USDA “Animal and Plant Health Inspection Service” (APHIS) Area Veterinarian-in-Charge as appropriate (who serves as the focal point for coordinating the disease management decision-making process for the federal government).
- F. Coordinate with federal, State, county, and other local jurisdictions for the protection of natural and cultural resources and historic properties (NCH) resources prior to, during, and/or after an incident.

### **III. SITUATION**

#### **A. INCIDENT CONDITIONS AND HAZARDS**

1. See the City of Redmond Basic CEMP for a description of potential emergency conditions (Mitigation Activities Section) and vulnerable population information (Access and Functional Needs section). As outlined in the Basic CEMP, Redmond is subject to a number of hazards, both natural and human-caused, that may disrupt or damage the public or private utilities systems, transportation system, infrastructure, and/or communications equipment, which may cause disruption to essential services.
2. A highly contagious outbreak or economically devastating zoonotic (animal) disease, or devastating plant pest infestation may occur at the national or local levels. Such an outbreak could negatively impact public safety and/or safe food supplies.
3. A large-scale incident may negatively affect the natural, cultural, and historic (NCH) resources of the City.
4. A large-scale incident may disrupt normal procedures for caring for animals, resulting in significant livestock fatalities, significant increases in stray animals, and the release of animals that are typically contained by fences or other structures.

#### **B. PLANNING ASSUMPTIONS**

1. No guarantee of a perfect response system is expressed or implied by this ESF. The City of Redmond will make every reasonable effort to respond based on the situation, information, and resources available at the time of the incident.
2. During an emergency, Redmond's utilities and/or transportation systems may sustain damage or be impacted, which could result in disruption or shut-down of portions of some of these systems and reduce the ability of the City to procure or distribute food, water, and other essential items. Emergency response and recovery activities that rely on the use of communications and transportation systems will likely be impacted and may be difficult to coordinate.
3. Available resources may become limited due to high demand in a large-scale incident.
  - a. Water supplies may be insufficient compared to demand due to damage to the local water distribution system, contamination, or both. This will require potable water or beverage supplies to be distributed in mass quantities.
  - b. In addition to disruption of the local food supply and distribution network, an event may destroy food supplies in the general area. Commercial cold storage and freezer facilities may be inoperable due to lack of power or other damage.
  - c. There may be a significant disruption of energy sources. Available sources should be used as fuel for generators and emergency vehicles and for filling propane tanks as appropriate.

- d. Supply delivery to affected areas may be temporarily cut off due to damaged roads or airports.
4. City has limited experience in coordinating the distribution of food, water and donated goods in a catastrophic event. If not handled properly, food, water and donated goods can become vehicles for illness and disease transmission, which must be avoided. Guidance for these activities will be provided by King County Public Health and State Health authorities when appropriate.
5. A contagious animal disease and/or plant pest infestation requires animal control and the disposition of dead animals, and/or a pest control function that includes the safe disposition of infected plants. Redmond does not have expertise in these matters and will coordinate with the appropriate county, state, or federal agencies as appropriate.
6. The incident may cause the City to coordinate with the Washington State or King County departments of natural resources for guidance and help in the response and recovery phases.
7. Affected citizens that own large and/or small animals may require additional assistance in the care of their animals.
8. All departments are required to support this ESF as necessary.

## **IV. CONCEPT OF OPERATIONS**

### **A. GENERAL**

1. Existing department procedures for distributing food and water and providing transportation of these commodities will be followed.
2. In the event of an emergency, the Parks & Recreation Department, working through the Redmond Emergency Coordination Center (ECC) as appropriate, will contact the King County Emergency Coordination Center (KCECC) and the American Red Cross and other relief agencies to request assistance in providing food and water. Parks and Recreation will identify locations within the city for food and water distribution and mass feeding operations.
3. Once shelters are activated, the primary distribution of food and water will be coordinated through the Redmond ECC, KCECC, the American Red Cross emergency shelter/mass care system, and will be supported as necessary by Parks & Recreation staff.
4. Communications systems failure in an emergency may make communications with outside agencies impossible. In such cases, shelter operations and food and water procurement and distribution within the City is the sole responsibility of the City and the Parks & Recreation Department, coordinated through the Redmond ECC. Response will be based upon identified needs and available resources.

## **B. ORGANIZATION**

Management and procurement of food and water in the City of Redmond for emergency victims and emergency workers will be coordinated by the Parks & Recreation Department, with the assistance of the Finance and Information Services (FIS) Department. These efforts will be coordinated through the Redmond Emergency Coordination Center (ECC).

The Redmond ECC, in conjunction with the King County Office of Emergency Management, will coordinate county, state, and federal services needed to provide food and water to Redmond residents on a long-term basis.

An **Emergency Food Coordinator** will be appointed by the Parks & Recreation Department to identify and manage the distribution of food and water during emergencies. The coordinator will:

1. Alert local volunteer organizations about the emergency and its consequences.
2. Coordinate the donation or purchase of food and water through pre-identified sources.
3. Coordinate the transportation of food and water through pre-identified sources.
4. Develop plans and select sites for the distribution of food and water to City of Redmond residents and City staff.

## **C. DONATED GOODS**

During a disaster, the public and major corporations may donate monies and goods to the disaster area. **This generous outpouring of goodwill often severely impacts and overwhelms local government and social agencies trying to manage the donated goods.** Consequently, public information to guide donations into money or specific useful items immediately after an incident is crucial in attempting to limit an overwhelming tide. Continued public information as the situation evolves and requirements change is also important.

The Logistics Section of the ECC will coordinate donated goods and resources through a Donations Liaison in the ECC, if available.

Donated goods are grouped into two categories:

1. **Solicited goods:** The impacted community has identified a specific need and requested specific items from the general public and/or the community at large. Usually the request is for cash to organizations like the American Red Cross or the Salvation Army that are providing major relief efforts to the affected community.
2. **Unsolicited goods:** the public sees or hears of the disaster through the media and is motivated to send a donation and/or donated goods to the impacted area whether they are needed or not.

## **D. PROCEDURES**

1. Public Information regarding distribution sites for food and water and recommended ways to donate requested supplies shall be coordinated through the Redmond ECC.

2. Seattle/King County Public Health Department shall be called upon to assist the Public Information Officer in preparing and issuing information regarding the safe storage and consumption of food and water after a disaster, as well as disposal of spoiled goods.
3. Actions taken under ESF-11 in response to an outbreak of a highly contagious or economically devastating animal/zoonotic (i.e., transmitted between animals and people) disease, an outbreak of a highly infective exotic plant disease, or an economically devastating plant or animal pest infestation will be coordinated through the Redmond ECC with state, county, and local responders and subject matter experts to form an integrated response.
4. Actions taken under ESF-11 to protect, conserve, rehabilitate, recover, and restore Natural, Cultural, and Historic (NCH) resources will be guided by Redmond policies and procedures. During a disaster, these actions will be coordinated with the Redmond ECC and county, state, and federal agencies.

**E. PREVENTION AND MITIGATION ACTIVITIES**

1. All primary agencies and all Redmond departments are responsible for reviewing the Redmond Hazard Mitigation Plan (HMP) and this ESF and discussing implementation strategies.
2. Establish and maintain an emergency food and water program to stock all city facilities with enough food and water to support most City employees for at least seven days.
3. Parks and Recreation Department will determine in advance the appropriate experts to call for the types of disasters outlined in this ESF. These communication channels will assist with response and problem solving in applicable disasters.
4. Planning Department will coordinate Natural, Cultural, and Historic Resources (NCH) identification and assess vulnerabilities in accordance with the Redmond Hazard Mitigation Plan (HMP).

**F. PREPAREDNESS ACTIVITIES**

1. Provide appropriate training for personnel regarding their responsibilities under ESF-11.
2. Conduct drills and exercises to test the plan and procedures.
3. Maintain a good working relationship with partner agencies.
4. Maintain updated contact information for personnel and support agencies.
5. Maintain an updated list of resources that support ESF-11.
6. Parks and Recreation animal care, animal and plant disease, and pest response:
  - a. Shelter locations will be designated for large animals. Pet sheltering is discussed in ESF-6 Mass Care.

- b. Diseased animal care preparedness efforts should be coordinated with King County Public Health.
  - c. There may be a need to dispose of contaminated carcasses and other materials using expedient burial operations. Coordination with the county and state for the land used for such burials has been identified, and meets environmental requirements. Listings of these disposal sites are kept on file in the in the Office of Emergency Management.
7. Planning department National, Cultural, and Historic (NCH) Response
- a. Facilitate development and application of protection measures and strategies.
  - b. Create and maintain a list of structures registered in the national or State historical registries, or those structures eligible for inclusion in those registries.

**G. RESPONSE ACTIVITIES**

1. Establish communications with and gather information and situation status from departments and agencies assigned to ESF-11.
2. First priority is to provide critical water and food supplies to areas of acute need, followed by those of moderate need.
3. Coordinate agriculture and natural resources activities with other response functions to avoid duplication of effort and provide supplies in an efficient manner.
4. Consult with subject matter experts in King County, WA State, or Federal agencies as appropriate.
5. Redmond ECC will coordinate Natural, Cultural, and Historic (NCH) Response with advice from the Planning Department and relevant outside agencies.
  - a. Provide Incident Management Teams to assist in NCH resource response and recovery actions.
  - b. Assist in emergency compliance with relevant federal and State environmental laws during response activities, such as emergency permits/consultation for natural resources use or consumption.
  - c. Manage, monitor, assist, and conduct response and recovery actions to minimize damage to City-wide NCH resources.
6. Request additional resources as needed.

**H. RECOVERY ACTIVITIES**

1. All primary and supporting agencies are responsible for creating After-Action Reports and Lessons Learned Reports.
2. Prepare a prioritized list of damaged facilities, vehicles, and equipment in Redmond that were assigned to ESF-11.

3. Document damages and costs as needed for preliminary damage assessments and disaster recovery funding.
4. Continue gathering, documenting, and reporting damage assessment and financial information.
5. Coordinate and manage restoration and repair of facilities, vehicles, and/or equipment used by ESF-11 as appropriate. Coordinate replenishment of any supplies normally used for ESF-11.
6. Coordinate with other agencies as needed.
7. Refer to the Region 6 Sheltering Plan.
8. National, Cultural, and Historic (NCH) Response
  - a. Provide assistance in contract management, contracting, procurement, construction inspection, and NCH resources assessments and restoration (natural resources), preservation, protection, and stabilization.
  - b. Provide assistance to landowners as appropriate to help assess the restoration needs for important fish and wildlife habitat.
  - c. Coordinate with ESF-3 and ESF-10 on the removal of debris affecting NCH resources.

## **V. RESPONSIBILITIES**

### **A. LEAD AGENCY - PARKS & RECREATION DEPARTMENT**

1. Coordinate with Finance and Information Services Department regarding the purchase of food and water and other crucial supplies.
2. Identify suitable locations for food and water distribution and mass feeding operations in coordination with Public Works and Redmond OEM.
3. Coordinate with the Police Department to provide law enforcement activities in support of food and water distribution.
4. Coordinate with Public Works Department to determine availability of potable water within our system.
5. Coordinate with Public Works Department, other City departments and relief agencies regarding transportation and distribution of food and water to City staff and citizens.
6. Coordinate with food distributors for the provision and distribution of food to disaster victims or food service organizations.
7. Coordinate with the Communications Office for the release of public information with American Red Cross and the Public Health - Seattle & King County regarding issues related to food, water, and donations.



8. Coordinate with Washington State Department of Agriculture and Department of Social and Health Services for nutrition assistance, including determination of need, obtaining appropriate goods and supplies, arrangement of delivery, and authorization of disaster food stamps.
9. During a disaster, coordinate with Public Health of Seattle/King County and King County Animal Control agencies regarding any changes in animal and plant life within Redmond to ensure abnormalities are noticed and reported to the Redmond ECC.
10. Coordinate with other County, State and Federal agencies.

#### **B. SUPPORT AGENCIES WITHIN CITY OF REDMOND GOVERNMENT**

1. **Redmond Office of Emergency Management (OEM)** will assist with preparedness planning and exercises and will alert the Parks & Recreation Department when activation of ESF-11 is necessary.
2. **Finance and Information Services Department** will provide assistance for the procurement of food and water and track financial expenditures, such as staffing, vehicles, food, water, etc.
3. **Public Works Department** will ensure water supplies are restored and available to citizens in the City, assist the Parks & Recreation Department in identifying suitable locations for points of distribution, provide staff and materials to facilitate movement of the public through the points of distributions (cones, barricades, flaggers to direct traffic, etc.).
4. **Communications Office** will coordinate dissemination of information to the public regarding distribution of essential supplies, donations that are and are not needed, public safety and how to ensure food and water are safe to consume.
5. **Police Department** will provide law enforcement activities in support of food and water distribution.
6. **All Department employees** may assist in the transportation of food and water to distribution sites as directed through the ECC.
7. **Planning Department** will provide information and coordination related to Natural, Cultural, and Historic (NCH) resources within Redmond.

#### **C. SELECT SUPPORT AGENCIES OUTSIDE REDMOND**

1. **American Red Cross**
  - a. Help the City provide disaster victims and first responders with food, clothing, shelter, first aid and supplementary medical care and assist the City in meeting other immediate needs (see ESF-6).
  - b. Maintain a list of American Red Cross shelters within the City and surrounding communities and open shelters in or around the area as needed.

- c. Survey additional shelters as needed depending on the size and significance of the emergency.
  - d. Provide training related to mass care and sheltering to City employees and citizens.
2. **Public Health - Seattle & King County** will provide food safety/food borne disease prevention, consultation and regulatory oversight regarding emergency food sources, storage, preparation, and/or distribution facilities.

## **VI. RESOURCE REQUIREMENTS**

1. Washington State Animal Response Team (WASART)
2. Humane Society
3. USDA Animal and Plant Health Inspection Services (APHIS)
4. Service agencies such as American Red Cross, Soup Ladies, and Salvation Army
5. King County OEM and WA State Emergency Management Division

## **VII. FURTHER MATERIALS FOR REFERENCE**

1. U.S. Department of Agriculture 7 CFR 250.43.
2. City of Redmond Hazard Mitigation Plan (HMP) and King County Regional Hazard Mitigation Plan (KCRHMP). See the Resources section of the Redmond CEMP Basic Plan or the Emergency Plans page in the Public Safety section of [www.redmond.gov](http://www.redmond.gov) for links.
3. Shelter Matrix.
4. Region 6 Sheltering Plan.
5. Refer to primary and supporting department plans for further information supporting this ESF.
6. American Red Cross Shelter Operations Participant Workbook.
7. Washington State Comprehensive Emergency Management Plan.
8. King County Regional Coordination Framework (Disaster Plan).
9. King County (WA State Homeland Security Region 6) Strategic Plan.