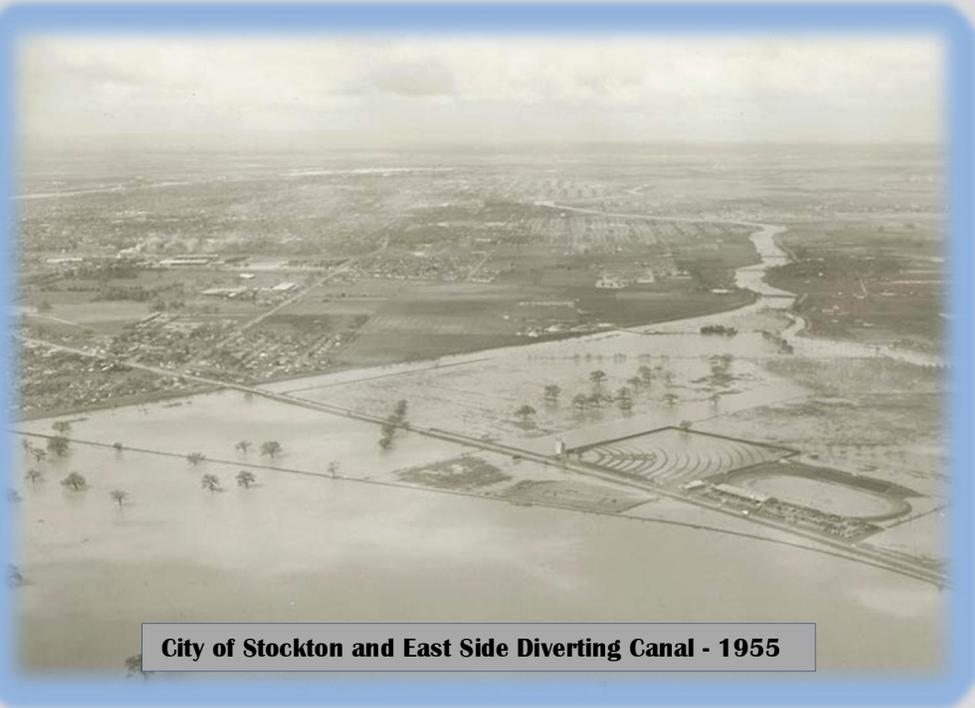


# San Joaquin County Flood Control Zone 9 Emergency Operations Plan- Basic Plan



**San Joaquin County Flood Control &  
Water Conservation District**

**San Joaquin Operational Area April 2016**

# Plan Promulgation

To whom it may concern:

This flood safety plan, having been duly reviewed and approved by the Board of Supervisors sitting as the governing body of the San Joaquin County Flood Control & Water Conservation District, is hereby promulgated as the official emergency plan of the District's Flood Control Zone 9. District staff is directed to use this plan as the basis for emergency response to flood events within that zone. This plan meets the safety plan requirements of Section 9650 of the California Water Code and is compliant with the National Incident Management System (NIMS) and the National Response Framework.

The District Flood Control Engineer is hereby directed to distribute this plan to outside agencies in accordance with the Record of Initial Distribution to ensure proper inter-agency coordination during emergency operations. Copies of the plan shall be provided to additional agencies upon request.

The Board shall review this plan and accompanying annex every third year, after each major levee modification, and after any major flood event affected District levees for needed changes and updates. The District Flood Control Engineer is authorized to make routine updates and changes to the plan as required by changes in district operations and personnel and changes to outside agency plans that affect district operations.

District staff shall maintain a record of Board plan reviews and approval actions in accordance with District documentation procedures and policies.

Sincerely,

\_\_\_\_\_, Chairman  
Board of Supervisors  
San Joaquin County Flood Control &  
Water Conservation District

## RECORD OF INITIAL DISTRIBUTION

Agency Name	Address	Date Provided
San Joaquin County Office of Emergency Services	2101 E. Earhart Avenue, Stockton, CA	
City of Stockton Office of Emergency Services	425 N. El Dorado Street, Stockton, CA	
City of Lathrop City Manager	390 Towne Center Drive, Lathrop, CA	
Department of Water Resources Flood Operations Branch	3310 El Camino Ave Sacramento, CA 95821	
California Office of Emergency Services	3650 Schriever Ave Mather, CA 95655	
Central Valley Flood Protection Board	3310 El Camino Ave. Rm 151 Sacramento, CA 95821	
Lathrop Police Services	15597 Seventh S. Lathrop, CA 95330	



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# Section 1

## Plan Introduction

### 1.1 Purpose

The purpose of this Flood Safety Plan is to ensure that San Joaquin County Flood Control and Water Conservation District staff can effectively meet response objectives in a flood emergency and interact with other jurisdictions performing emergency functions within and around the District. This plan is to be used in conjunction with the emergency operations plans of the State of California and San Joaquin Operational Area. Although this is a public document, specific procedures and information of a sensitive nature and personal information may be edited out of publicly available versions. The full document is subject to restricted-use handling procedures.

### 1.2 Scope

The San Joaquin County Flood Control and Water Conservation District (special district) has responsibility for the maintenance of the levees within its jurisdictional boundaries. While the District will work with, and assist if possible, the local jurisdiction(s) responsible for other public safety functions within the District, this District emergency operations plan only contains detailed procedures for carrying out the direct responsibilities of the District in an emergency. The manner of interacting with other jurisdictions is described, but the operational plans of other jurisdictions operating within the district are only referenced.

This plan will cover in detail the following;

- Flood Control Zone 9 Flood Preparedness Procedures
- Flood Control Zone 9 Levee Patrol Procedures
- Flood Control Zone 9 Flood Fight Procedures
- Flood Control Zone 9 Flood Water Removal Procedures
- Flood Control Zone 9 Recovery and After-Action Follow up Procedures

### 1.3 Plan Structure

This Flood Safety Plan is structured as a traditional functional emergency operations plan in accordance with Comprehensive Preparedness Guide (CPG) 101 issued by the Federal Emergency Management Agency (FEMA). Consistent with that guidance, and the District's limited responsibilities, this emergency operations plan consists of this Basic Plan containing an overview of District response procedures, and one hazard-specific annex, Annex A – Flood Contingency Map (Annex A), containing details of the district's flood response plan. Annex A will consist of four flood contingency maps covering Zone 9.

## Section 2 Concept of Operations

### 2.1 Situation Overview

See the San Joaquin Operational Area Hazard Mitigation Plan for a comprehensive flood risk assessment for the County of San Joaquin. The San Joaquin County Flood Control and Water Conservation District is a countywide entity. See Figure 1 for the boundaries of the District's Zone 9 boundaries. Annex A maps cover most significant areas. See Annex A for detailed information on Zone 9 levees, supply depots, historical flooding summary, locations of past breaches and areas of historic seepage or erosion, topography, and waterway characteristics.

Riverine flooding is prevalent in most areas east of Interstate 5. Tidal influences on water elevations are also a factor in high water events. Two dams have been built since 1958 on the Calaveras River and Littlejohns Creeks respectively with flood control functions. New Hogan Dam on the Calaveras River also has a water supply function. Farmington Dam on Littlejohns Creek has only a flood control function. Bear Creek, Temple Creek, Lone Tree Creek, Potter, and Mosher Creeks, which run through Zone 9, do not have dams. Mosher Slough does have a diversion structure built from Bear Creek and Duck Creek has a Littlejohns Creek diversion.

The District maintains 119 miles of channels and 105 miles of levees, known as "project channels" and "project levees", in accordance with agreements with the U.S. Army Corps of Engineers (USACE) and the State of California Department of Water Resources. These channels are inspected periodically by the USACE and annually by DWR to include the Bear Creek levee system, Calaveras River/ Mormon Slough/ Stockton Diverting Canal levee systems, Duck Creek from the Littlejohns Creek diversion structure (only the segment from Airport Way to the UPRR is USACE approved), Littlejohns Creek (South Branches) from the Duck Creek diversion to French Camp Slough, and Lone Tree Creek from the extension of the line of Arch Road to South Littlejohns Creek, and Branch Creek from where it meets the BNSFRR to Duck Creek. Littlejohns Creek North Branch, while considered by USACE to be a part of the Littlejohns project, has not been built to acceptable 250 CFS standards as stated by USACE and is considered by the District to be a non-project channel.

In addition to project channels, which the District is required by agreement to maintain, the District maintains approximately 153 miles of non-project channels. Non-project channels include: Lone Tree Creek, Temple Creek both North and South Branches, Potter Creek Channels A, B, & C upstream of Jack Tone Road, Rock Creek, Indian Creek, New Castle Drain Webber Slough, North Branch of Littlejohns Creek, 14- mile slough above I-5, 5-Mile Slough above I-5 Calaveras River from Bellota to CCT RR, Pixley Slough above Lower Sacramento Road, Eberhard Drain, Tulsa Drain above Copperopolis Road, Mosher Creek between the diversion and State Route 99, and Bear Creek above Brandt Road. Figure 1 shows a map of Zone 9 showing project and non-project channels.

Zone 9 includes the population of the City of Stockton east of Interstate 5 and the towns of French Camp, Escalon, Linden, and Farmington. Population therefore ranges from high density urban to sparse rural estimated to total at least 200,000.



**Critical infrastructure:**

*Flood Control & Water Conservation District infrastructure*

Duck Creek and Mosher Creek Diversion structures  
Mormon Slough pump stations #1 Wilson Way, #2 99/Budweiser, and #3 Fremont

*Other Critical Infrastructure*

Stockton East Water District Water Treatment Plant

Stockton Municipal Utilities District Regional Waste Water Treatment Plant  
Stockton Metropolitan Airport  
N.A. Chaderjian Youth Correctional Facility  
O.H. Close Youth Correctional Facility  
State of California Health Care Facility  
Port of Stockton  
Linden/Escalon Community Service Districts utility infrastructure  
Linden and Farmington Community Water Systems  
Linden Sewage Facility  
Waterloo Community Service District Sewage Plant  
East Bay Municipal Utility District (EBMUD) Aqueduct  
Stockton City Hall  
San Joaquin County Administration Building  
State Highway 99  
Interstate 5  
State Highway 4  
Union Pacific Railroad  
City of Stockton Municipal Water System: serves north and south portions of Stockton  
California Water Service Company: Stockton system serves Central Stockton  
Numerous fire, medical, and law enforcement facilities within City of Stockton

**2.2 General Approach to Seasonal Flood Operations**

District staff will carry out routine preparedness activities at the beginning of flood season as described in this section. Annex A of this plan describes the concept of operations and protocols for active District flood fight activities. Section 3, Organization and Assignment of Responsibilities, describes emergency authorities and responsibilities.

**2.2.1 Routine Preparedness and Infrastructure Maintenance**

The District performs the following routine preparedness actions.

- 1. Annual DWR flood fight training for all District field crews
- 2. Ongoing baiting program for ground rodents

3. Ongoing vegetation control program (mowing, herbicide/removal, stream clearance)
4. Annual inspection and inventory of District crew bags, flood fight supplies and stockpiled materials (see Section 6)
5. Semi-annual joint inspection of levees with State inspectors
6. Periodic joint inspection of levees with Federal inspectors
7. Annual inspection and as-needed maintenance of patrol roads, access control gates, levee erosion, and encroachment removal
8. Attend annual pre-flood season coordination meeting sponsored by the Department of Water Resources

District ensures that storm water pumps are inspected annually and serviced if needed.

### 2.2.2 Monitoring and Analysis

The District Channel Maintenance Superintendent and San Joaquin County Operational Area will monitor and analyze throughout flood season water conditions, elevations, and forecasts for waterways that could have a direct or indirect effect on District levees. This monitoring will be for the purpose of promptly identifying heightened threats to the integrity of levee and drainage systems and to identify objective conditions that warrant additional actions beyond routine flood season preparedness activities.

The primary monitoring system used will be the District Flood ALERT II Monitoring System. See Attachment 4 for a list of the Flood ALERT II Monitoring System gauges with their respective locations and stages (Monitor and Flood). Attachment 4 also lists the key State of California river monitoring gauges and reservoir release data displayed on the California Data Exchange Center (CDEC) that will be monitored.

Datum NAVD88 will be used for all stage, monitoring, and reporting information and for all elevations shown on the Annex A maps.

### 2.2.3 Alerting, Activation, and Initial Response

Gauges and information sources will be monitored to detect objective conditions which will trigger additional actions beyond the routine activities listed in Section 2.2.1 above. Actions shown may also be taken at any time that the District Flood Control Engineer feels that observed conditions warrant such action.

<u>Action</u>	<u>Trigger Condition</u>
Alert the District Flood Control Engineer and District staff	See Flood ALERT II Activation and Warning Protocol (Attachment 5)
Issue Delegation of Authority letter appointing District Incident Commander and activating emergency authorities and procedures	“

Activate/Hire District staff and initiate periodic focused levee inspections

“

Initiate 24/7 continuous levee inspections

“

Request Proclamation of Local Emergency

“

The District does not use phases or pre-planned groups of actions. District staff will take the above actions individually upon the identification, or verified report, of any condition on a district levee that presents a potential risk of failure.

### 2.3 Public Alert and Warning

The District will promptly notify those jurisdictions responsible for alerting and warning the general public upon identification by District staff of a threat to District levees or the potential for overbank flow in non-leveed streams. The District will provide detailed information on the characteristics of the threat and will assist, to the extent possible, with notification of the public if requested. All alert and warning of the general public will be carried out in accordance with the plans of public safety agencies responsible for these emergency functions within the boundaries of Flood Control Zone 9.

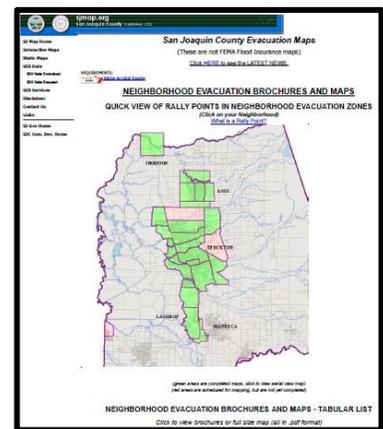
The following jurisdictions are responsible for alerting and warning the general public within Flood Control Zone 9.

- City of Stockton**
- San Joaquin County Sheriff**
- Linden Fire District**
- Farmington Fire District**
- Waterloo-Morada Fire District**
- Montezuma Fire District**
- French Camp Fire District**

Alerting and warning will be conducted jointly by these jurisdictions through the San Joaquin Operational Area using the procedures contained in the SJOA Warning Annex (see [www.sjgov.org/oes](http://www.sjgov.org/oes)). The District will provide a representative to the Operational Area and SJOA Joint Information Center to assist with warning messages if requested.

In the future, evacuation maps and brochures for the public will be available at a dedicated website maintained by San Joaquin Operational Area (see Figure 2). These maps contain information on receiving alerts and warnings within urban areas of the District along with evacuation and safety instructions. Evacuation procedures for rural areas not covered by completed evacuation maps are maintained by responsible agencies with summaries included in Annex A.

**Figure 2**



**General Public Evacuation Maps and Brochures website**  
**[www.sjmap.org/evacmaps](http://www.sjmap.org/evacmaps)**  
**maintained by San Joaquin Operational Area**

## 2.4 Flood Fight Operations

Flood fight operations, including levee patrol, will be conducted in accordance with the procedures in this Basic Plan and those shown in the three Annex A maps. The maps in Annex A display the District's concept of operations for emergency communications, patrol, flood-fight, and dewatering operations. This concept of operations will be modified as needed to meet the demands of actual emergency conditions. Plans of jurisdictions with responsibility for warning and evacuation within the district are referenced on Annex A as well as in this plan.

## 2.5 Federal and State Disaster Assistance

The District shall follow the following procedures to request disaster assistance:

- **PL84-99:** District will request PL84-99 assistance through the San Joaquin Operational Area using USACE template request letter format. District requests will then be submitted through the Department of Water Resources to U.S. Army Corps of Engineers, Sacramento District, for processing in accordance with federal protocols.
- **Stafford Act & CDAA:** District will request the San Joaquin County Operational Area to assist District staff with program procedures to obtain state and/or federal disaster assistance in accordance with authorities of the San Joaquin County Flood Control and Water Conservation District Ordinance, Division 2, Chapter 1, Section F-2004. District will reimburse County for any direct costs associated with this service if requested. District staff will take necessary actions under OES guidance to ensure all subsequently needed documentation is completed. Prior to each flood season, District will establish a response project number and tracking system in accordance with OES guidance to ensure that District costs can be effectively tracked during any subsequent emergency incident.

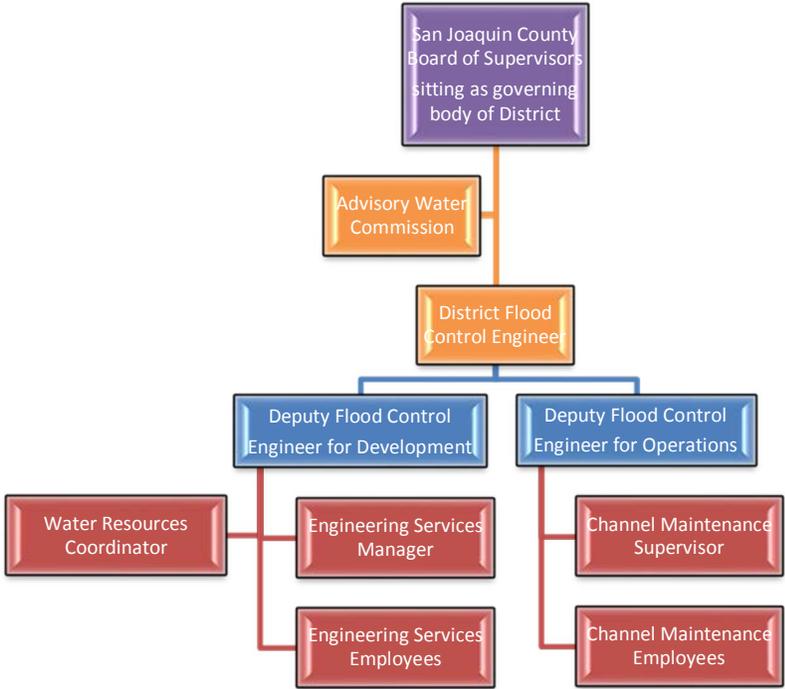
District will rely on the Department of Public Works, Fiscal Division, under the authorities of San Joaquin County Flood Control and Water Conservation District Ordinance, Division 2, Chapter 1, Section F-2004, to coordinate completion and maintenance of necessary documentation for PL84-99 assistance or disaster recovery programs. Fiscal Division will work closely with Office of Emergency Services to ensure that correct disaster assistance program procedures are followed.

The District Flood Control Engineer will ensure that District field staff are equipped with cameras, maps, marking supplies, and forms necessary to collect and maintain detailed information on damage to District property and infrastructure and to verify how resources were used during the emergency.

# Section 3 Organization and Assignment of Responsibilities

## 3.1 Organization

The District will use the following paid, contract, and volunteer staff that perform normal day-to-day District functions pursuant to California Water Code Appendix 79-8 to meet its responsibilities in a flood emergency.



The authority for the District to operate as a public entity, with its powers, is found in the California Water Code App § Chapter 79. San Joaquin County Flood Control and Water Conservation District.

In addition to established civil service positions, the District through the approval of this plan hereby creates the temporary functional assignment of **Emergency Levee Worker**. District staff, new hires, or other staff acquired through mutual aid assisting with emergency operations will be re-assigned or assigned to this emergency function and will receive National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) training in accordance with Attachment 1 at the time of assignment.

During emergency operations, the day-to-day District organizational structure will be replaced with a NIMS/SEMS compliant incident command structure. Refer to Annex A – “Central Stockton Sector” map for information on this emergency incident command structure.

## **3.2 Assignment of Responsibilities**

In accordance with Section 4.1.2 of this Plan, the District has assigned a District Incident Commander to manage emergency operations. The Board of Supervisors sitting as the governing body of the District delegates the following general authorities, directions, and responsibilities to the District Incident Commander. Additional specific authorities or limitations may be made by the Board at the time of assignment through the issuance of a Delegation of Authority Letter (see Section 4.1.2).

### **3.2.1 Make Legal and Financial Commitments on behalf of District**

The District Incident Commander is authorized to make all legal and financial commitments on behalf of the District necessary for the direct protection of the public unless specific limitations are set through the issuance of a Delegation of Authority letter (see Attachment 2).

Authority for the District to enter contracts is found in Public Contract Code Section § 21310 – 21311. Emergency contract procedures are outlined in Public contract Code Section § 22050. The San Joaquin County Counsel is authorized to provide legal services on behalf of District in an emergency per San Joaquin County Flood Control and Water Conversation District Ordinance, Division 2, Chapter 1, Section F-2004.

The San Joaquin County Purchasing Agent is authorized to provide contracting, purchasing, and procurement services on behalf of District per San Joaquin County Flood Control and Water Conversation District Ordinance, Division 2, Chapter 1, Section F-2004 and Title 4, Division 3, Chapter 1, Section 4-3008 of the San Joaquin County Ordinance Code.

All expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the County of San Joaquin.

### **3.2.2 Represent District in San Joaquin Operational Area Multi-Agency Coordination (MAC) Group and request mutual aid assistance through the Operational Area**

The District Incident Commander will represent the District and is authorized to formulate and submit requests for mutual aid. The District Incident Commander is also authorized to determine whether the District can meet a mutual aid request from another jurisdiction. The District Incident Commander may delegate this responsibility to other staff in accordance with Incident Command System (ICS) protocols.

### **3.2.3 Provide Public Communications**

The District Incident Commander is authorized to assist with the formulation of warnings and public information releases with other public safety agencies. The District Incident Commander may delegate this responsibility to other District staff in accordance with Incident Command System (ICS) protocols by assignment of a District Public Information Officer.

### **3.2.4 Maintain District-owned Emergency Equipment and Supplies**

The Channel Maintenance Superintendent is responsible for the maintenance of District- owned emergency equipment, supplies, and resources and for providing an annual inventory of such material. The District Flood Control Engineer is responsible for establishing specific adequate levels or quantities of such equipment, supplies, and resources that will be maintained to meet probable emergency needs (See Attachment 3).

### **3.2.5 Monitor Water Conditions, Elevations, and Forecasts**

The Channel Maintenance Superintendent is responsible for monitoring water conditions, elevations, and forecasts prior to assumption of the role of District Incident Commander by the District Chief Engineer in accordance with Section 4.1.2.

### **3.2.6 Activate and/or Direct District Staff**

The District Incident Commander is responsible for:

- Activation of District staff in an emergency
- Assignment of staff to the emergency functional assignment of Emergency Levee Worker
- Organization of staff in accordance with ICS protocols
- Directing District staff, any other staff hired or acquired through mutual aid systems to assist the District, and any private vendors or contractors acquired by the District.

### **3.2.7 Document Expenditures, Emergency Actions, and Requests for Mutual Aid**

All District staff are responsible for documenting emergency expenditures, emergency actions, and requests for mutual aid made in an emergency. The District Flood Control Engineer will work with the San Joaquin County Purchasing Agent and the County's Auditor/Controller to establish and distribute protocols for completing such documentation.

## **Section 4 Direction, Control, and Coordination**

### **4.1 Management and Control and Coordination in District**

District staff authorized and responsible for carrying out the actions outlined in Section 3, Organization and Responsibilities, will use the direction, control, and coordination facilities and processes described in this section. District communications and logistics systems are described in Sections 5 and 6 of this plan.

District staff will use the National Incident Management System (NIMS), and the Standardized Emergency Management System (SEMS), to organize District response activities. District staff will comply with the procedures of the San Joaquin County Unified Flood Fight Command to which the District is assigned, the San Joaquin Operational Area Multi-Agency Coordination System (MACS) or any other “as needed” command structure put in place by local officials for purposes of inter-agency coordination.

The San Joaquin County Operational Area will assist with monitoring of flood conditions in order to alert District staff of potential threats to Zone 9 in accordance with the San Joaquin Operational Area Agreement. The San Joaquin Operational Area will also assist with threat evaluation and District incident action planning if requested.

#### **4.1.1. Management and Policy**

The District shall maintain direction and control of District operations during emergency periods. The Board of Supervisors sitting as the governing body of the District shall meet and confer as deemed necessary by the Chairman during emergency operations to perform their policy making and financial responsibilities during emergency response operations.

#### **4.1.2 District Incident Commander**

The District will appoint one incident commander to manage all incidents occurring on the District levee system as an “incident complex” during any single disaster event as allowed in NIMS protocols. The District will operate on a 24-hour operational period.

By approval of this flood safety plan, the Board of Supervisors, sitting as the governing body of the District, authorizes the District Flood Control Engineer to assume without reference to the Board the position of District Incident Commander with the general authorities and responsibilities outlined in this plan at his/her discretion and in accordance with the Flood ALERT II Alert and Warning Protocol. The District Flood Control Engineer will notify the Board Chairman and District staff of the assumption of this position and will document such notification.

The Chairman of the Board of Supervisors, sitting as the governing body of the District, may issue a Delegation of Authority letter (see Attachment 2) to the District Flood Control Engineer at the time of his/her assumption of this duty if the Board wishes to establish specific limitations or expansions of authority beyond those established in this plan.

The District Flood Control Engineer is also, through the approval of this plan, authorized to issue a Delegation of Authority letter (see Attachment 2) assigning another District staff member to be District Incident Commander or Deputy Incident Commander.

#### **4.1.3 Incident Command Facilities**

The San Joaquin County Channel Maintenance Building, 1810 East Hazelton Avenue, Stockton will serve as the District Incident Command Post.

## 4.2 Management and Coordination with Other Jurisdictions

The District Incident Commander will ensure that proper management and coordination is maintained with other public agencies and jurisdictions operating within the district, neighboring levee maintaining agencies, and the San Joaquin Operational Area. The following procedures will be followed to accomplish this function.

### 4.2.1 Unified Flood Fight Command Post

The County of San Joaquin has established four pre-planned unified flood fight commands with pre-identified command post locations to facilitate coordination and mutual aid between neighboring reclamation districts and supporting city/county, state, and federal agencies. The District will provide a representative to its assigned unified flood fight command to coordinate the development and implementation of incident action plans. Unified situation assessment, resources, and tactical planning of multi-agency flood fight activities will take place within this unified command.

The San Joaquin County Flood Control & Water Conservation District belongs to the **Metropolitan Unified Flood Fight Command** which will meet at Robert J. Cabral Agricultural Center 2101 E Earhart Avenue, Stockton. See Figure 3 for Unified Command boundaries.

### 4.2.2 San Joaquin Operational Area Emergency Operations Center

The County of San Joaquin maintains and hosts the Operational Area Emergency Operations Center (EOC), at 2101 E. Earhart Avenue, Stockton, in the Robert J. Cabral Agricultural Center.

The EOC uses the Multi-Agency Coordination (MAC) system to assist the EOC Director with the following primary tasks:

- Prioritization of incidents occurring within the County
- Allocation of critical resources
- Establishing logistical processes for jurisdictions
- Coordinating needed political interfaces among jurisdictions

The San Joaquin Operational Area Planning/Intelligence Section will also provide disaster intelligence & situational status to participating jurisdictions upon activation in an emergency.

This District will participate in this disaster intelligence and information sharing process. See [www.sjgov.org/oes](http://www.sjgov.org/oes) for relevant San Joaquin Operational Area plans and procedures.

The District will use phones, San Joaquin County Local Government Radio systems, and email to communicate with the San Joaquin Operational Area organization. Travel time from the District Incident Command Post to the Operational Area emergency operations center is 15 minutes.

### **4.2.3 State-Federal Flood Operations Center**

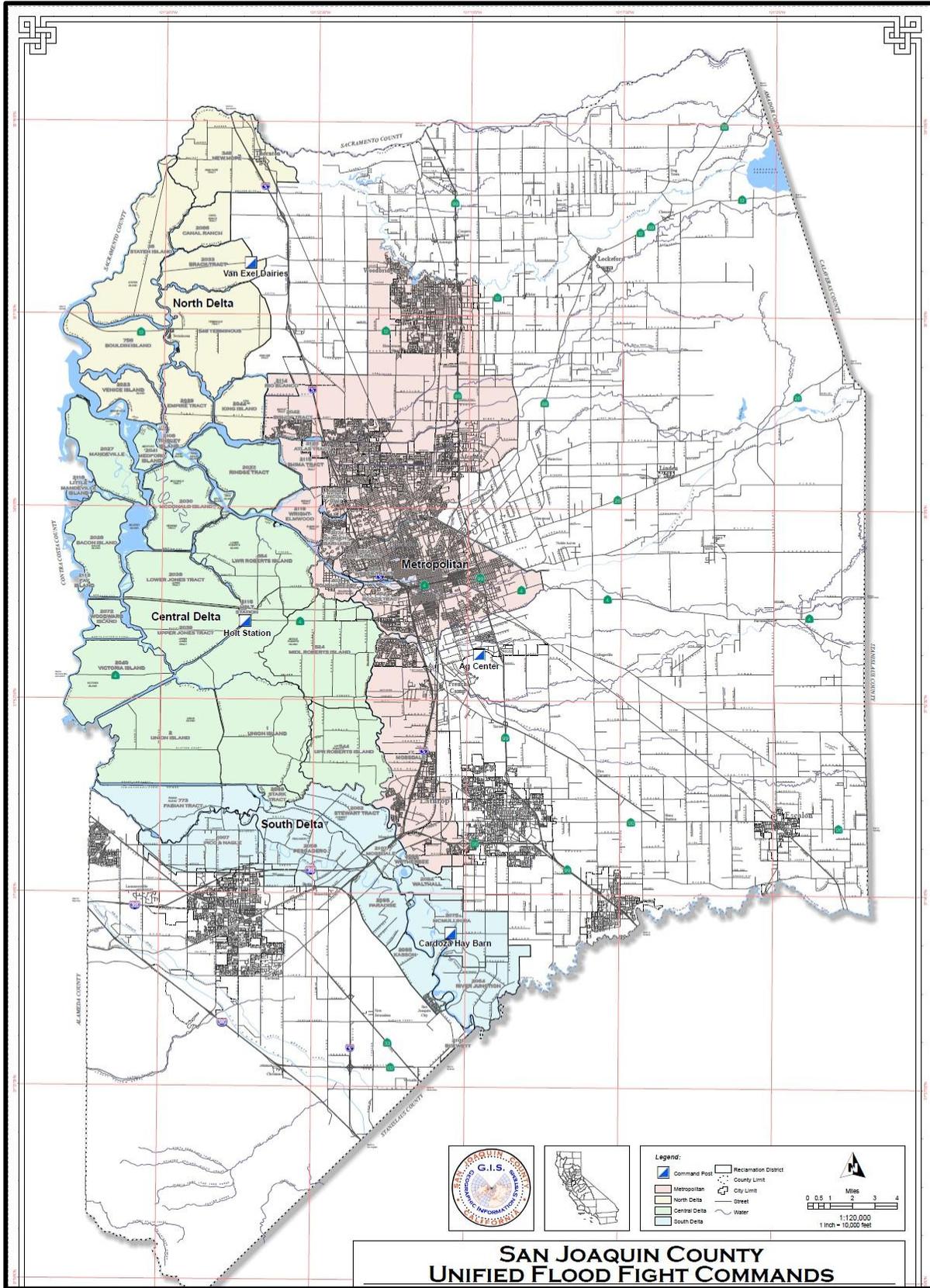
The Department of Water Resources (DWR) has special authority under Water Code Section 128 to assist levee maintaining agencies with flood fight operations. The Department of Water Resources maintains the State-Federal Flood Operations Center (FOC) at 3310 El Camino Avenue, Sacramento, to perform these functions and support the operations of other State and Federal agencies. The District will maintain communications with the FOC through the San Joaquin Operational Area in order to receive and provide information with that facility and to request technical assistance. Communications means will be telephone, email, and any emergency radio systems established allowing communication between District and DWR staff.

### **4.2.4 San Joaquin Operational Area Joint Information Center**

Public Information to the general public will also be coordinated, planned, and carried out through the San Joaquin Operational Area Joint Information Center (JIC). The District will assist with public communication as requested through the operational area.

The District will provide a Public Information Officer, as requested, who will have authority to interact with media and participate in the development of information releases for information pertaining to the condition of District infrastructure and District operations. The District's Public Information Officer will identify the location and schedule of the JIC from the San Joaquin Operational Area Public Information Officer at the beginning of the flood event.

**Figure 3: Unified Flood Fight Commands**



## **Section 5 Communications**

### **5.1 Communications Organization**

The District will maintain adequate communications equipment to implement this emergency plan. This section identifies equipment and/or systems available for communications:

- 1) Between district staff, contractors, and other staff working under district supervision
- 2) With other public agencies operating within the district
- 3) With neighboring reclamation districts
- 4) With the San Joaquin Operational Area EOC
- 5) With the State Flood Operations Center

### **5.2 District Communications Equipment and Processes**

#### **5.2.1 District Communications Equipment and Procedures**

- Communications Equipment in District inventory to be used in flood emergencies are:
  - San Joaquin County Local Government Radio System
  - Cell phones
- Communications Procedures:
  - Cell phones will be the primary means of communications with the Board of Supervisors, District staff, and outside agencies
  - The SJC Local Government Radio System will be the secondary means of communications between District staff conducting levee patrol or other emergency operations in the field
  - Cell phones will be the means of communications with private vendors or contractors acquired by District to assist with emergency operations.

#### **5.2.2 Additional Communications Equipment available from San Joaquin Operational Area**

- DWR Delta Grant Radio Cache stored with San Joaquin County Information Systems Division
- Cell phones issued by San Joaquin County

### **5.3 Communications with Other Jurisdictions**

The District will maintain communications with other jurisdictions by cellular telephone and by participation in meetings of the Metropolitan Unified Flood Fight Command.

### **5.3.1 San Joaquin Operational Area Emergency Operations Center (EOC)**

The District will maintain communications with the San Joaquin Operational Area EOC by cellular telephone and participation in scheduled meetings of the SJOA management group. The District will maintain telephone numbers assigned by the SJOA for use by reclamation districts to contact the EOC.

### **5.3.2 Department of Water Resources State-Federal Flood Operations Center**

The District will communicate with the Flood Operations Center by cellular telephone or through participation in Metropolitan Unified Flood Fight Command or San Joaquin Operational Area meetings where Department of Water Resources staff are present.

## **Section 6 Logistics and Finance/Administration**

### **6.1 Mutual Aid**

The District is a signatory to the California Master Mutual Aid Agreement, and the San Joaquin Operational Area Agreement, and will follow the processes outlined in those documents for requesting and providing mutual aid. The San Joaquin Operational Area Agreement and San Joaquin County Ordinances have provisions allowing the San Joaquin Operational Area Logistics Section and San Joaquin County Purchasing Agent (Title 4, Division 3, Chapter 1, Section 4-3008 of the San Joaquin County Ordinance Code) to acquire and transport, on behalf of the District, resources requested by the district. District will reimburse County for such purchases made on behalf of District if requested.

Mutual aid requests for technical assistance and services, flood fight crews, supplies and materials, and other resources will be made through the Public Works Mutual Aid Coordinator in the San Joaquin Operational Area EOC in accordance with the authorities outlined in Section 3, Organization of this plan. See [www.sigov.org/oes](http://www.sigov.org/oes) for San Joaquin Operational Area plans and procedures.

### **6.2 Resources**

See Attachment 3 for inventory of District-owned flood fight resources. The San Joaquin Operational Area maintains seven twenty-foot containers with flood fight supplies that the District can draw on through the San Joaquin Operational Area Agreement. Inventory of these resources can be obtained from San Joaquin Operational Area. In addition, DWR stores resources at the Port of Stockton area.

### **6.3 Procurement**

District will use the San Joaquin County Purchasing Agent (Title 4, Division 3, Chapter 1,

Section 4-3008 of the San Joaquin County Ordinance Code) to acquire and transport, on behalf of the District, resources requested by the district. All expenditures will be in accordance with County of San Joaquin procurement rules and processes. District will reimburse County for such purchases made on behalf of District if requested. See County of San Joaquin Procurement Manual for more details.

San Joaquin County Purchasing Agent shall solicit and execute all contracts with private vendors to include the solicitation of bids in accordance with County and State requirements or as allowed under the authorities of a proclamation of local emergency is that has been issued.

#### **6.4 Logistics Facilities**

See Annex A for locations of pre-planned delivery points, storage locations of District supplies, and District supply staging areas and points.

#### **6.5 Finance and Administration**

The District maintains financial and administrative records associated with emergency response in accordance with *44 C.F.R. Part 13--Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*. Emergency response and construction records, including field reports, procurement and construction management files are maintained by both the District and the District's engineer and are retained as prescribed by the grant authority.

District maintains an independent budget with applicable documentation and appropriation processes. District response would be maintained within available budgetary resources. Actions needed beyond that would be initiated through the State mutual aid process.

District maintains a safety plan for employees and detailed work rules as appropriate and in compliance with all State and federal requirements.

## **Section 7 Plan Development and Maintenance**

### **7.1 Plan Development and Maintenance**

The District Flood Control Engineer is responsible for overseeing the development of the Flood Control and Water Conservation District Flood Safety Plan to the standards of California Water Code Section 9650. The District Flood Control Engineer will maintain the District Flood Contingency Maps which constitute Annex A of that Plan. The District Flood Control Engineer is responsible for periodic review of the District Emergency Operations Plan and Annex A maps to determine the need for revisions or updates.

The Board of Supervisors, sitting as the governing body of the District, will approve this plan when initially completed. The District Flood Control Engineer is authorized to

approve routine updates and revisions. The Board will review and re-approve the Emergency Operations Plan and Annex A at least every three years.

## **7.2 Training and Exercises**

The District will maintain a training program to implement this emergency operations plan and to meet minimum federal and state requirements for disaster reimbursement. All District training will comply with the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS). The District Emergency Response and Training Policy explains the District training program in detail (See Attachment 1).

In addition to NIMS and SEMS training, District employees will receive training on the District EOP – Basic Plan and Annex A. District employees will also receive annual flood-fight procedures training through courses provided by the Department of Water Resources.

District staff will participate in internal exercises and exercises sponsored by the San Joaquin Operational Area jurisdictions as possible.

## **7.3 Plan Evaluation**

The District Flood Control Engineer will prepare a written After-Action Report (AAR) after any District declared emergency affecting District levees. The Board of Supervisors sitting as the governing body of the District will review and approve the AAR which will briefly describe District operations, response problems that arose, and damage sustained by the District. The AAR will also contain recommendations for improving District emergency operations in the future with a corrective action schedule in accordance with State and federal requirements. The Board will provide direction to staff as to the preparation of changes, additions, or revisions to the District emergency operations plan.

# **Section 8 Authorities and References**

## **Federal**

Federal Civil Defense Act of 1950 (Public Law 920, as amended)

Robert T Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended)

**State**

California Emergency Services Act (Chapter 7, Division 1 of Title 2 of the Government Code)

Standardized Emergency Management System Regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations)

**Local**

Ordinance Code of San Joaquin County 1995, Title 4 – Public Safety, Division 3. – Civil Defense and Disaster, Section 4-3008

**San Joaquin County**

Multi-Hazard Functional Plan (MHFP), Annex I-Risk Communications, Annex C-Communications

National Incident Management System (NIMS)-Adopted by San Joaquin Board of Supervisors

Operational Area Local Hazard Mitigation Plan (LHMP) – Adopted by San Joaquin Board of Supervisors, Approved by FEMA-revised 5-yr cycle

Operational Area Multi-Agency Coordination System (MACS)-revised annually

Standardized Emergency Management System (SEMS)-Adopted by San Joaquin Board of Supervisors

# Attachment 1

## Flood Control and Water Conservation District Emergency Response and Training Policy

The Board of Supervisors sitting as the governing body of the District hereby adopts the National Incident Management System (NIMS) for organizing emergency response activities. The Board further establishes the following emergency response and training policies.

### Emergency Response

In an emergency, the District Board is responsible for determining general response policy and performing financial oversight. The District Incident Commander is responsible for organizing District emergency response activities, supervising any hired staff or contractors working for the District, and for coordinating with outside agencies

The District hereby establishes the temporary function of Emergency Levee Worker for purposes of hiring or re-assigning staff at the time of the emergency to assist with levee patrol and other basic flood fight activities.

### National Incident Management System Training Guidance

In regard to meeting national training requirements, the District will comply with the provisions of the National Incident Management System Training Program Manual, September 2011 and any subsequent revisions to that document. The District will also comply with California Standardized Emergency Management System (SEMS) training requirements.

The NIMS Training Program Manual indicates that federal training guidance is not absolute and that organizations should tailor their training to the level of incident complexity that their staff would potentially manage. After careful review of the definitions of incident complexity levels shown on Page 16 of the NIMS Training Program Manual, this Board has determined that Flood Control and Water Conservation District responsibilities to patrol its levees and respond within its capabilities to threats to levee structural integrity would require District staff to manage Type 4 incidents. District training requirements outlined below meet NIMS training recommendations for Type 4 incidents (pages 17 and 18, NIMS Training Program Manual, September 2011) and SEMS training requirements.

### District Training Requirements

The Board hereby establishes the following training requirements for District staff involved in flood emergency operations.

The District supervisory staff shall complete, at a minimum, the SEMS Introduction, ICS-100 Introduction to the Incident Command System, ICS-200 ICS for Single Resources and Initial

Action Incidents, and IS-700 NIMS An Introduction courses to meet Type 4 incident management requirements.

District staff hired, re-assigned, or transferred to serve as Emergency Levee Workers at the time of an emergency that have not received the above training shall receive a 2-hour Emergency Levee Worker Safety, Procedures, and Incident Management Course (ELW-1) that will include a 60 minute summary of the SEMS Introduction, ICS-100 and IS-700 courses and specific safety information for their emergency duties prior to beginning work. District staff assigned as District Incident Commander or Deputy Incident Commander who have not completed the specific courses listed above shall attend the above 2-hour course and an additional 30-minute Incident Command Module.

The District Flood Control Engineer shall maintain the Emergency Levee Worker Safety, Procedures, and Incident Management Course (ELW-1) curriculum, training materials, and instructors needed to promptly present the course during flood activation.

This policy is hereby approved by the Board of Supervisors sitting as the governing body of the District on \_\_\_\_\_ by the following vote.

By: \_\_\_\_\_

\_\_\_\_\_  
Title  
\_\_\_\_\_

## Attachment 2

### Flood Control and Water Conservation District Delegation of Authority Letter

As of \_\_\_\_\_ hrs, \_\_\_\_\_, I have delegated/assumed the authority and responsibility for  
(Time) (Date) (Circle one)

complete management of the \_\_\_\_\_ Incident.  
(Name of Incident)

I / \_\_\_\_\_ will serve as District Incident  
(Insert name of Individual if delegated)

Commander and \_\_\_\_\_ as Deputy Incident Commander respectively.  
(Insert name of Individual)

#### Instructions

The District Incident Commander will be accountable to the Board for the overall management of this incident including control of District staff, mutual aid resources, and contractors. The District Incident Commander will adhere to relevant and applicable laws, policies, and professional standards.

General considerations for management of the incident are:

1. Provide for safety of District staff.
2. Keep the Board informed of key actions and the situation.
3. Comply with the District Safety Plan and document conditions requiring its modification

Specific directions and clarifications of authority for this incident are:

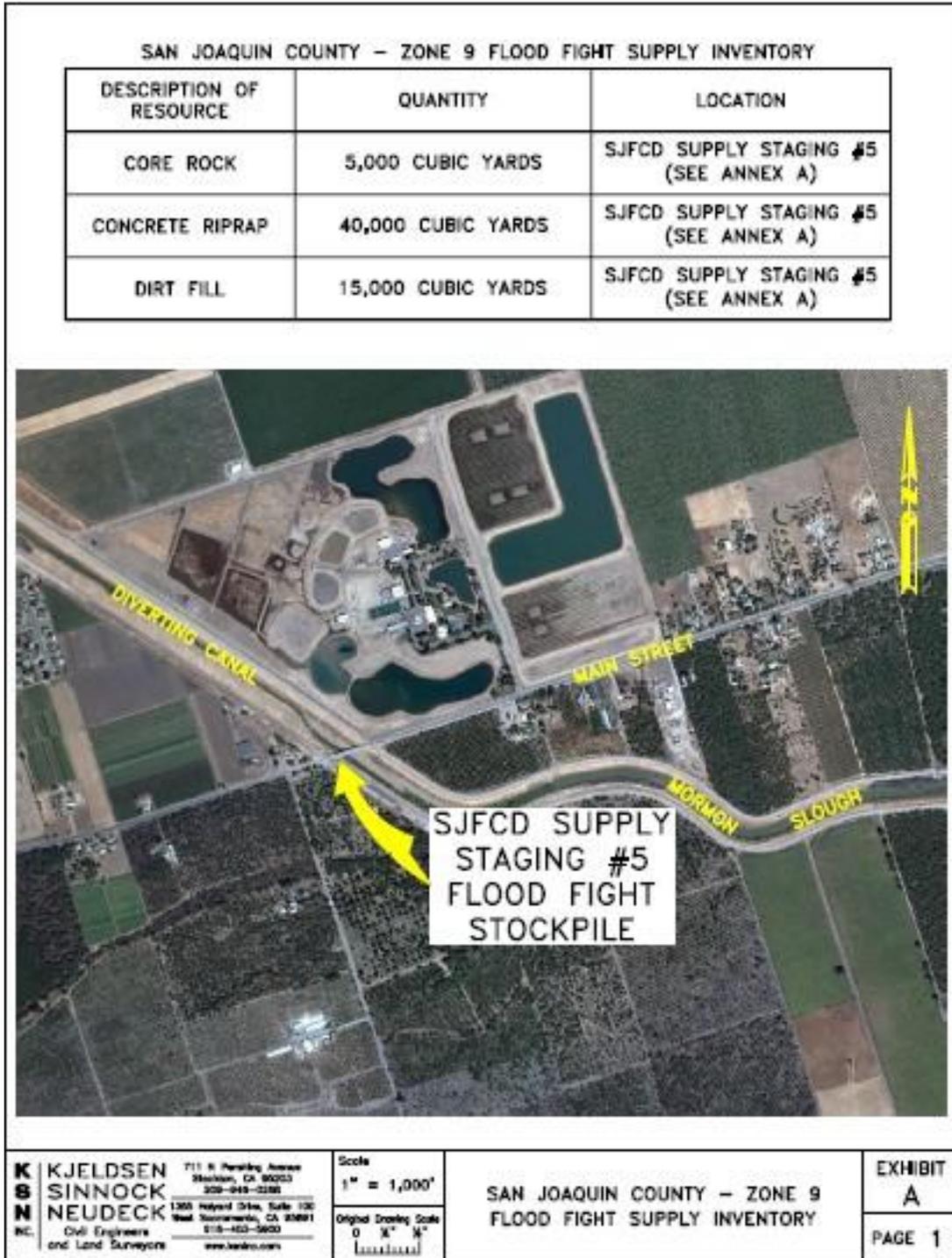
- 1.
- 2.
- 3.

By: \_\_\_\_\_  
 Chairman, Board of Supervisors  
 District Flood Control Engineer

\_\_\_\_\_  
Date

# Attachment 3

## District Flood Fight Supply Inventory



## **Attachment 4**

### **Flood Control and Water Conservation District Flood Alert II Monitoring System Gauge List**

[To be completed when monitoring system is designed]

## **Attachment 5**

### **Flood Control and Water Conservation District Flood Alert II Activation and Warning Protocol**

[to be completed when Alert II system is designed]