



INCIDENT ACTION PLAN

EMSA Department Operation Center

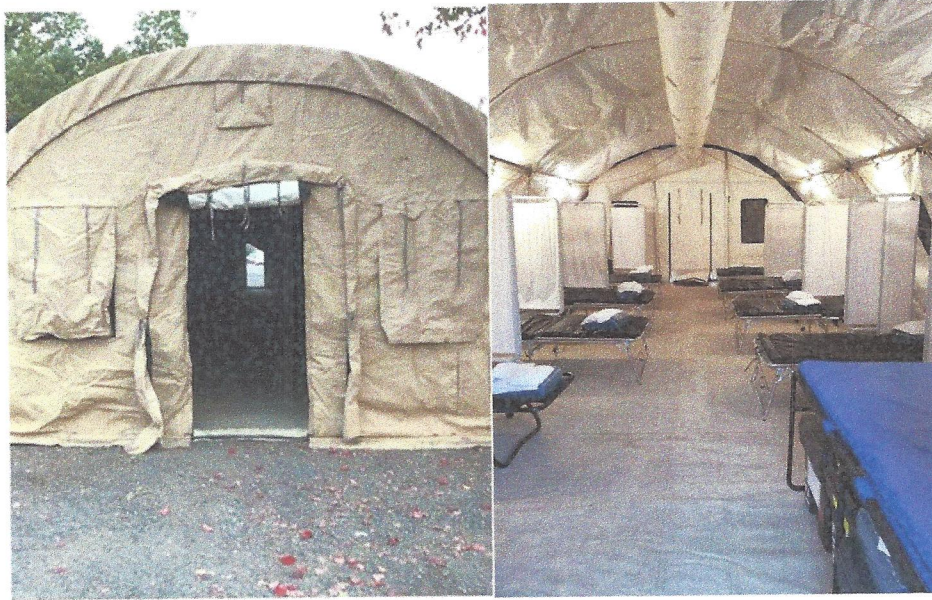
10161 Croydon Rd

Sacramento, CA 95827

IAP # 12

Operational Period

0645 PST 12-3-18 to 1545 PST 12-3-18



Markell Pierce
EMSA Departmental Operations



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Please do not distribute outside participating agencies



INCIDENT BRIEFING (ICS 201)

1. Incident Name:

2018 November Wildfires

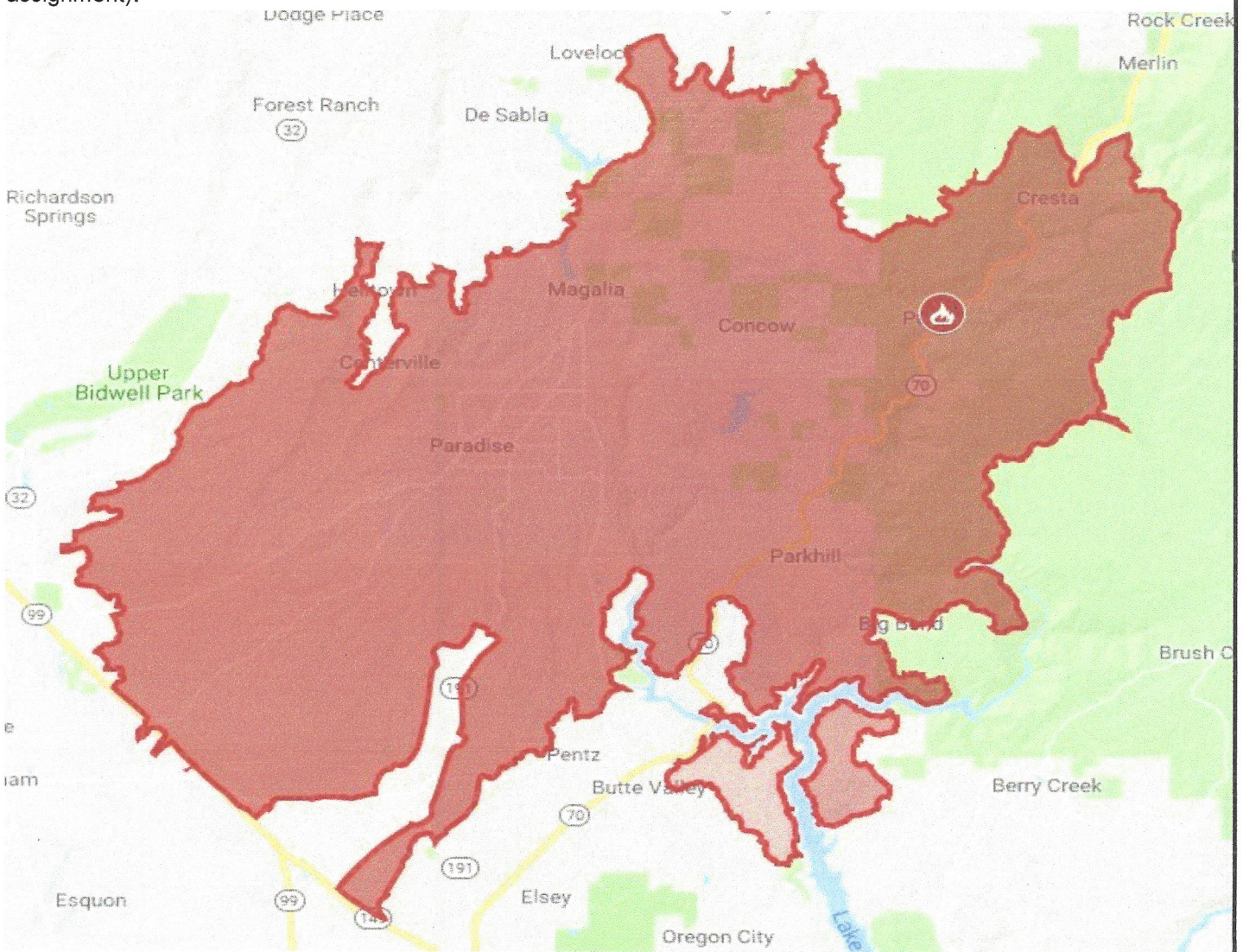
2. Incident Number:

FEMA-4407-DR

3. Date/Time Initiated:

Date: 12/3/18 Time: 1300

4. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment):



5. Situation Summary and Health and Safety Briefing (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards.

• Current Weather:**45°F**

Humidity 70%
Wind Speed NW 6 MPH
Barometer 30.23 in
Dewpoint 36°F (2°C)
Visibility 40.00 mi
Wind Chill 42°F (6°C)

6. Prepared by: Kim Lew

Position/Title: Planning Section Chief

Signature: *Kim Lew*

Incident: 2018 November Wildfires

Date: December 3, 2018

MST – SAFETY MESSAGE

Weather/Environment

- Cold – stay warm
- Isolated flooding

General Work and Working with Equipment

- Supervisors need to highlight 'area specific' hazard areas in briefings
- Supervisors need to adjust/control operations to limit potential injuries
 - Monitor your personnel
 - Ensure availability to hydrate
 - Rotate personnel as appropriate
- HYDRATE – Before, During, and After – Don't wait until you're thirsty!
- Know your objectives and Plan of Action – or Ask
- Maintain the Chain of Command
- Look out for each other – Awareness
- Use proper lifting and carrying techniques
- Work at a steady pace – No need to rush
- Wear medical or work gloves, goggles, and other safety gear where appropriate
- Ensure practical good housekeeping and cleanliness/use hand sanitizer

Driving and Transportation

- Driving in and around the area will be SLOW at all times
- Follow all speed limits
- Always use a spotter when backing ambulances, trucks, and delivery vehicles
- Evaluate surface conditions and drive with the awareness that there are many people working and walking around the area
- Always look and communicate with loaders/off loaders, etc. before moving vehicles

Specific Concerns or Potential Hazards

- Safety is the responsibility of every individual assigned to the Mission
- It is the primary importance and should be a primary consideration throughout all aspects of the operation on or off duty
- Safety in a less controlled environment requires added discipline and consistency
- All injuries shall be reported to the Safety Officer either directly or through the Chain of Command
- All injuries shall be reported to the Safety Officer either directly or through the Chain of Command
- Be aware of placement and stacking items

MST SAFETY OFFICER: Markell Pierce

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1. Incident Name: 2018 November Wildfires	2. Incident Number: FEMA-4407-DR	3. Date/Time Initiated: Date: 12/3/18 Time: 1300
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7. Current and Planned Objectives:

- Continue to identify additional CAL-MAT members to support the incident and remain on backfill status.
- Continue to coordinate travel arrangements and hotel reservations for members.
- Continue to coordinate transportation for CAL-MAT members.
- Update Situation Report daily.
- Update Incident Action Plan.
- Continue to plan for possible events and assets needed for the next 24-36 hours.
- Maintain the location and security of assets in the field
- Reassess needs of support staff and assets in the field

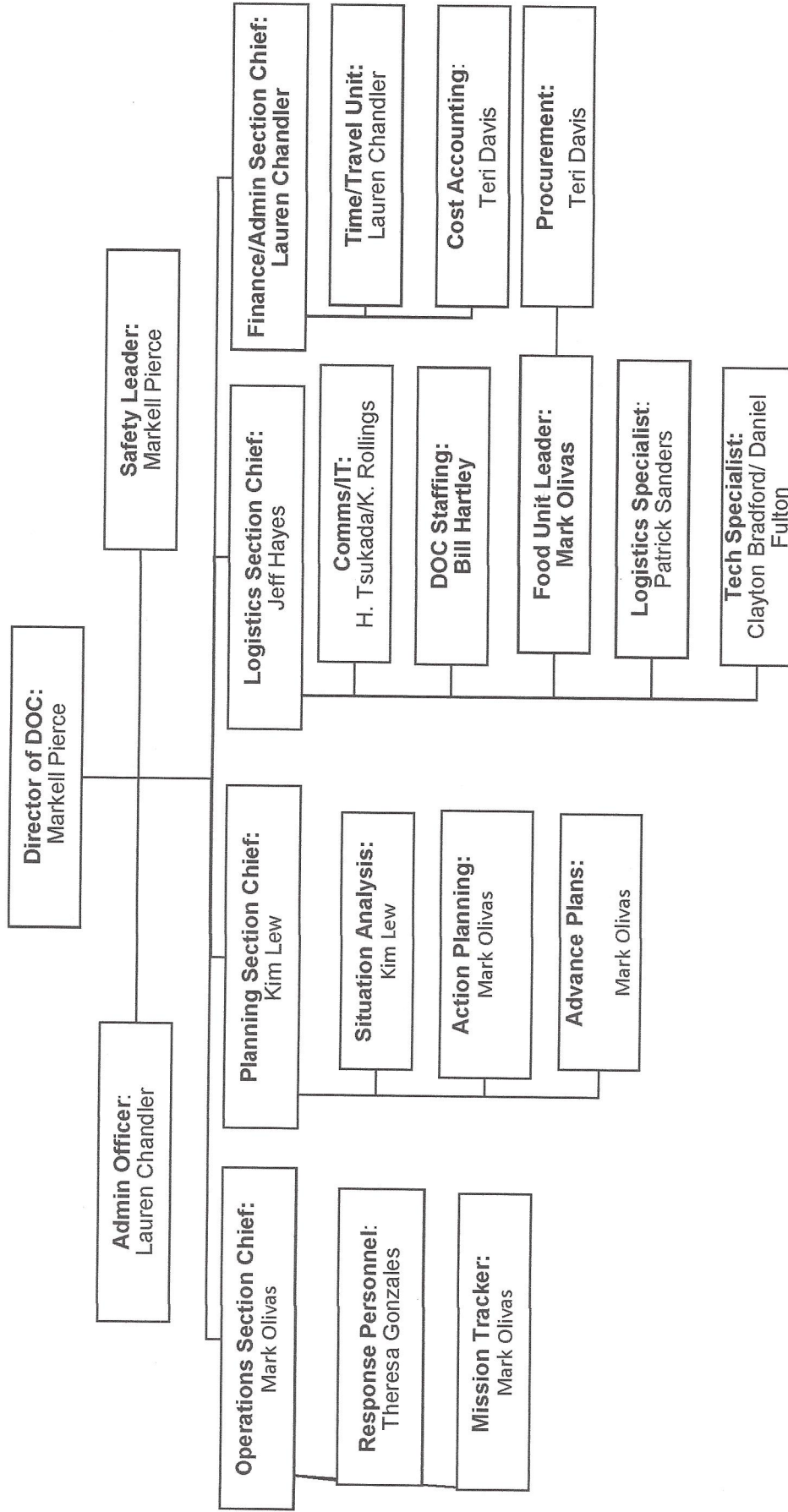
8. Current and Planned Actions, Strategies, and Tactics:

Time:	Actions:
On-going	Update list of CAL-MAT medical personnel on standby.
On-going	Maintain PULSE System from EMSA DOC to Base of Operations.
On-going	Make all travel/transportation arrangements for all CAL-MAT staff.
On-going	Transport CAL-MAT for mobilization and demobilization.
On-going	Track EMSA tents and assets in the field
On-going	Coordinating DHV for availability for medical and veterinarian staff
On-going	Ensure communication methods are accessible and operable
On-going	Support frequency patching by using ACU-M
On-going	Supply resources being requested from the field and within the EMSA DOC
12/3/2018	Small order of pharmaceutical and medical supplies from EMSA DOC to Base of Operations
12/3/2018	Admin materials from EMSA DOC to Base of Operations

6. Prepared by: <u>Kim Lew</u>	Position/Title: Planning Section Chief	Signature:
ICS 201, Page 3	Date/Time: <u>12/3/18 1545</u>	

DOC Org Chart

Date: 12/3/2018



INCIDENT BRIEFING (ICS 201)

1. Incident Name: 2018 November Wildfires	2. Incident Number: FEMA-4407-DR	3. Date/Time Initiated: Date: 12/3/18 Time: 1300
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10. Resource Summary:					
Resource	Resource Identifier	Date/Time Ordered	ETA	Arrived	Notes (location/assignment/status)
Pharmaceutical Resupply Order		11/30/18	12/3/18	<input type="checkbox"/>	Awaiting arrival to EMSA DOC
Small order of pharmaceutical and medical supplies from EMSA DOC to Base of Operations		12/2/18	12/3/18		In route to Cal-Mat BoO
Admin materials from EMSA DOC to Base of Operations		12/3/18	12/3/18		In route to Cal-Mat BoO
				<input type="checkbox"/>	
				<input type="checkbox"/>	
				<input type="checkbox"/>	
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				<input type="checkbox"/>	

6. Prepared by: <u>Kim Lew</u>	Position/Title: Planning Section Chief Signature: <u>[Signature]</u>
ICS 201, Page 5	Date/Time: <u>12/3/18 1545</u>

INCIDENT OBJECTIVES (ICS 202)

1. Incident Name: 2018 November Wildfires	2. Operational Period: Date From: 12/3/18 Date To: 12/3/18 Time From: 0645 Time To: 1545															
2. Objective(s): <ul style="list-style-type: none"> • Ensure all actions are prioritized for responders and public safety. • Coordinate the strategies and development of individual incident objectives of CAL-MAT Isolation shelter sites within the scope of this unified command team. • Establish area priorities and assign appropriate resources to incidents based on those priorities. • Ensure continuity of operations of CAL-MAT ISO sites by establishing single point ordering for disposable and durable supplies. • Ensure accurate tracking of assigned resources. • Identify operational period that Health Medical Task Force will operate under. • Ensure all treatment sites provide for the health and safety of public and responders. • Establish communications / liaison with local, operational, and regional area. • Develop operational plan based on identified needs. • Support CALMAT property accountability unit • Develop staffing schedule for DOC past 12/5 on "alert" status 																
4. Operational Period Command Emphasis: <ul style="list-style-type: none"> • Coordinate information sharing between agencies. • Establish a recovery framework for Local Assistance Centers and recovery task forces. • Continue consolidation and reduction in staffing with backup staffing in mind • Label EMSA owned property 																
General Situational Awareness <ul style="list-style-type: none"> • Be aware of potential security risk at all medical tent locations. • Be aware of potential flooding/hazard risks at all medical tent locations. • Be aware of potential safety concerns at all medical tent locations 																
5. Site Safety Plan Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Approved Site Safety Plan(s) Located at:																
6. Incident Action Plan (the items checked below are included in this Incident Action Plan): <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input checked="" type="checkbox"/> ICS 202</td> <td style="width: 33%;"><input checked="" type="checkbox"/> ICS 206</td> <td style="width: 34%;">Other Attachments:</td> </tr> <tr> <td><input checked="" type="checkbox"/> ICS 203</td> <td><input checked="" type="checkbox"/> ICS 207</td> <td><input type="checkbox"/> _____</td> </tr> <tr> <td><input checked="" type="checkbox"/> ICS 204</td> <td><input checked="" type="checkbox"/> ICS 208</td> <td><input type="checkbox"/> _____</td> </tr> <tr> <td><input checked="" type="checkbox"/> ICS 205</td> <td><input checked="" type="checkbox"/> Map/Chart</td> <td><input type="checkbox"/> _____</td> </tr> <tr> <td><input checked="" type="checkbox"/> ICS 205A</td> <td><input checked="" type="checkbox"/> Weather Forecast/Tides/Currents</td> <td><input type="checkbox"/> _____</td> </tr> </table>		<input checked="" type="checkbox"/> ICS 202	<input checked="" type="checkbox"/> ICS 206	Other Attachments:	<input checked="" type="checkbox"/> ICS 203	<input checked="" type="checkbox"/> ICS 207	<input type="checkbox"/> _____	<input checked="" type="checkbox"/> ICS 204	<input checked="" type="checkbox"/> ICS 208	<input type="checkbox"/> _____	<input checked="" type="checkbox"/> ICS 205	<input checked="" type="checkbox"/> Map/Chart	<input type="checkbox"/> _____	<input checked="" type="checkbox"/> ICS 205A	<input checked="" type="checkbox"/> Weather Forecast/Tides/Currents	<input type="checkbox"/> _____
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7. Prepared by: <u>Kim Lew</u> Position/Title: <u>Planning Section Chief</u> Signature: _____																
8. Approved by Incident Commander: Name: <u>Markell Pierce</u> Signature:																
ICS 202	IAP Page <u>6</u>	Date/Time: <u>12/3/2018</u>														

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name: 2018 November Wildfires		2. Operational Period: Date From: 12/3/18 Time From: 0645		Date To: 12/3/18 Time To: 1545	
3. Incident Commander(s) and Command Staff:			7. Operations Section:		
IC/UCs	Markell Pierce		Chief	Mark Olivas	
Admin Officer	Lauren Chandler		Deputy		
Deputy			Staging Area	DOC	
Safety Officer	Markell Pierce		Branch	Response Personnel	
Public Info. Officer	Jennifer Lim		Branch Director		
Liaison Officer			Deputy	DHV	Theresa Gonzales
4. Agency/Organization Representatives:			Division/Group	CAL-MAT	Mike Frenn
Agency/Organization	Name		Division/Group	CAL-MAT	Sonya Baker
			Division/Group		
			Division/Group		
			Division/Group		
			Branch		
			Branch Director		
			Deputy		
5. Planning Section:			Division/Group		
Chief	Kim Lew		Division/Group		
Deputy			Division/Group		
Resources Unit			Division/Group		
Situation Unit	Kim Lew		Division/Group		
Documentation Unit			Division/Group		
Demobilization Unit			Branch		
Technical Specialists			Branch Director		
			Deputy		
Advance Planning Lead	Mark Olivas		Division/Group		
Advance Plan Analysis	Mark Olivas		Division/Group		
			Division/Group		
6. Logistics Section:			Division/Group		
Chief	Jeff Hayes		Division/Group		
Deputy			Air Operations Branch		
Support Branch			Air Ops Branch Dir.		
Director					
Supply Unit					
Facilities Unit			8. Finance/Administration Section:		
Ground Support Unit			Chief	Lauren Chandler	
Service Branch			Deputy		
Director			Time Unit		
Communications Unit			Procurement Unit		
Medical Unit			Comp/Claims Unit		
Food Unit			Cost Unit	Teri Davis	
9. Prepared by: Kim Lew		Position/Title: Planning Section Chief		Signature: <i>Kim Lew</i>	
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ASSIGNMENT LIST (ICS 204)

1. Incident Name: 2018 November Wildfires		2. Operational Period: Date From: 12/3/18 Date To: 12/3/18 Time From: 0645 Time To: 1545		3. Branch: Division: Group: Staging Area:
4. Operations Personnel:			<u>Contact Number(s)</u>	
Operations Section Chief: <u>Mark Olivas</u>		DOC 916-255-1805		
Branch Director: <u>Markell Pierce</u>		DOC 916-384-1448		
Division/Group Supervisor: <u>Markell Pierce</u>		DOC 916-384-1448		
5. Resources Assigned:				Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	
Logistics Section	Jeff Hayes	2	916-384-1452	EMSA DOC
Planning Section	Kim Lew	1	916-255-1805	EMSA DOC
Finance Section	Teri Davis	1	916-322-4336	EMSA HQ
Operations Section	Mark Olivas	1	916-255-1449	EMSA DOC
Admin Officer	Lauren Chandler	2	916-384-1448	EMSA DOC
6. Work Assignments:				
<ul style="list-style-type: none"> • Operations to update CAL-MAT staffing availability. • Administrative Officer assist Finance in finalizing orders and acquiring needed information • Time/Travel Unit (Finance) update flight plans for demobilization • Logistics provided pharmaceutical, medical and administration supplies to field 				
7. Special Instructions:				
8. Communications (radio and/or phone contact numbers needed for this assignment):				
<u>Name/Function</u>		<u>Primary Contact: indicate cell, pager, or radio (frequency/system/channel)</u>		
/				
/				
/				
/				
9. Prepared by: <u>Kim Lew</u> Position/Title: <u>Planning Section Chief</u> Signature: <u><i>Kim Lew</i></u>				
ICS 204	IAP Page 8	Date/Time: <u>12/3/18 1545</u>		

INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205)

1. Incident Name:
2018 November Wildfires

2. Date/Time Prepared:
Date: 12/3/18
Time: 1000

3. Operational Period:
Date From: 12/3/18
Time From: 0645
Date To: 12/3/18
Time To: 1545

4. Basic Radio Channel Use:

Zone Grp.	Ch #	Function	Channel Name/Trunked Radio System Talk Group	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode (A, D, or M)	Remarks
1	1	COMMAND	MED-3T13	CALMAT COMMAND	463.05 N	CSQ	468.05 N	141.3 T13	A	COMMAND- REPEATER
1	1	COMMAND TACTICAL	MED 9	CALMAT TAC	462.905 N	CSQ	467.95 N	141.3 T13	A	CALMAT- REPEATER
2	3	OES LOGISTICS CMD	LOGISTICS TAC	LOGISTICS TAC	453.2125 N	156.7 T6	458.4625	156.7 T6	A	CALOES LOGISTICS STAGING TAC
2	7	OES LOGISTICS CMD	OES LOGISTICS CMD	LOGISTICS CMD	453.8625 N	156.7 T7	458.8625	156.7 T6	A	CALOES LOGISTICS STAGING COMMAND

5. Special Instructions:

6. Prepared by (Communications Unit Leader): Name: Markell Pierre Signature: 

ICS 205 IAP Page 9 Date/Time: 12/3/2018

COMMUNICATIONS LIST (ICS 205A)

12/3/2018 0645-1545		Position Title	Contact Name	Contact Number	Email
EXEC	Director of DOC	Markell Pierce	916-384-1448	command.emsadoc@emsa.ca.gov	
	Admin Officer	Lauren Chandler			
	Safety Leader	Markell Pierce			
	Operations Section Chief	Mark Olivas			
OPS	Response Personnel	Theresa Gonzales	916-255-1805	operations.emsadoc@emsa.ca.gov	
	Mission Tracker	Mark Olivas			
	Planning Section Chief	Kim Lew			
	Situation Analysis	Kim Lew			
PLANS	Advance Planning Lead	Mark Olivas	916-255-1805	planning.emsadoc@emsa.ca.gov	
	Advance Plan Analysis	Mark Olivas			
	Other	(None)			
	Logistics Section Chief	Jeff Hayes			
	Travel Coordinator	Lisa Dattolico			
	Comms/IT	Kevin Rollins			
LOGISTICS	DOC Staffing	William Hartley	916-384-1452	logistics.emsadoc@emsaca.gov	
	Procurement	(none)			
	Food Unit Leader	Mark Olivas			
	Logistics Specialist				
	Tech Specialist	Howard Tsukada			
	Finance/Admin Section Chief	Lauren Chandler			
FISCAL	Travel/Time Unit	Lauren Chandler	916-384-1449	financeadmin.emsadoc@emsa.ca.gov	
	Cost Accounting	Teri Davis			

MEDICAL PLAN (ICS 206)

1. Incident Name: 2018 November Wildfires	2. Operational Period: Date From: 12/3/18 Date To: 12/3/18 Time From: 0645 Time To: 1545
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3. Medical Aid Stations:			
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?
CAL-MAT BoO	2357 Fair St., Chico, CA 95928	Teri Martin 661-972-2636	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

4. Transportation (indicate air or ground):			
Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service
First Responder	2357 Fair St., Chico, CA 95928	Teri Martin 661-972-2636	<input checked="" type="checkbox"/> ALS <input checked="" type="checkbox"/> BLS
DOD Ground FLA	2357 Fair St., Chico, CA 95928	Teri Martin 661-972-2636	<input checked="" type="checkbox"/> ALS <input checked="" type="checkbox"/> BLS
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS

5. Hospitals:							
Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/Frequency	Travel Time		Trauma Center	Burn Center	Helipad
			Air	Ground			
ENLOE Hospital	1531 Esplanade, Chico, CA 95926		N/A	N/A	<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
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					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

6. Special Medical Emergency Procedures:

Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.

7. Prepared by (Medical Unit Leader): Name: Markell Pierce Signature: [Signature]

8. Approved by (Safety Officer): Name: Markell Pierce Signature: [Signature]