



INCIDENT ACTION PLAN

EMSA Department Operation Center

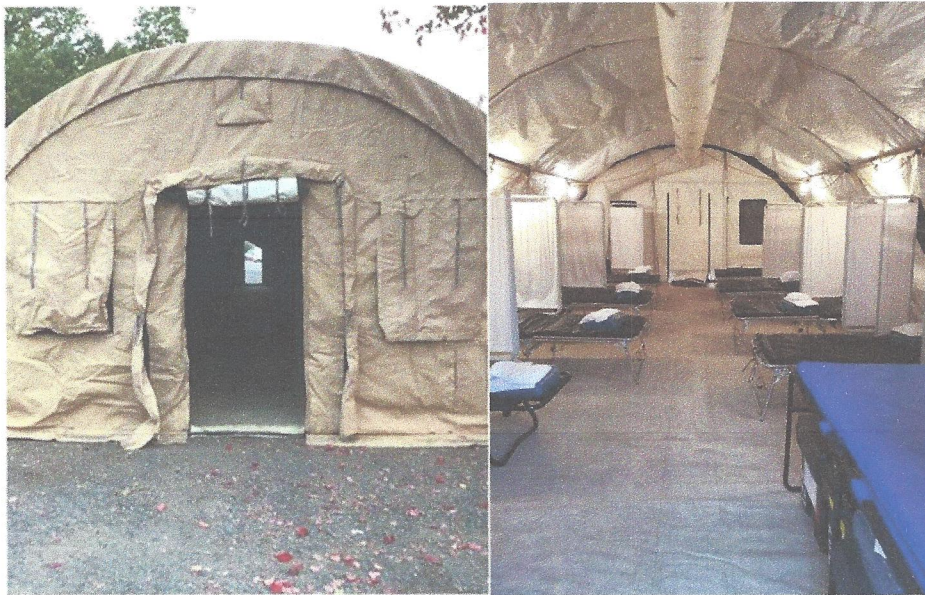
10161 Croydon Rd

Sacramento, CA 95827

IAP # 14

Operational Period

0645 PST 12-5-18 to 1545 PST 12-5-18



Markell Pierce
EMSA Departmental Operations



FOR INTERNAL USE ONLY

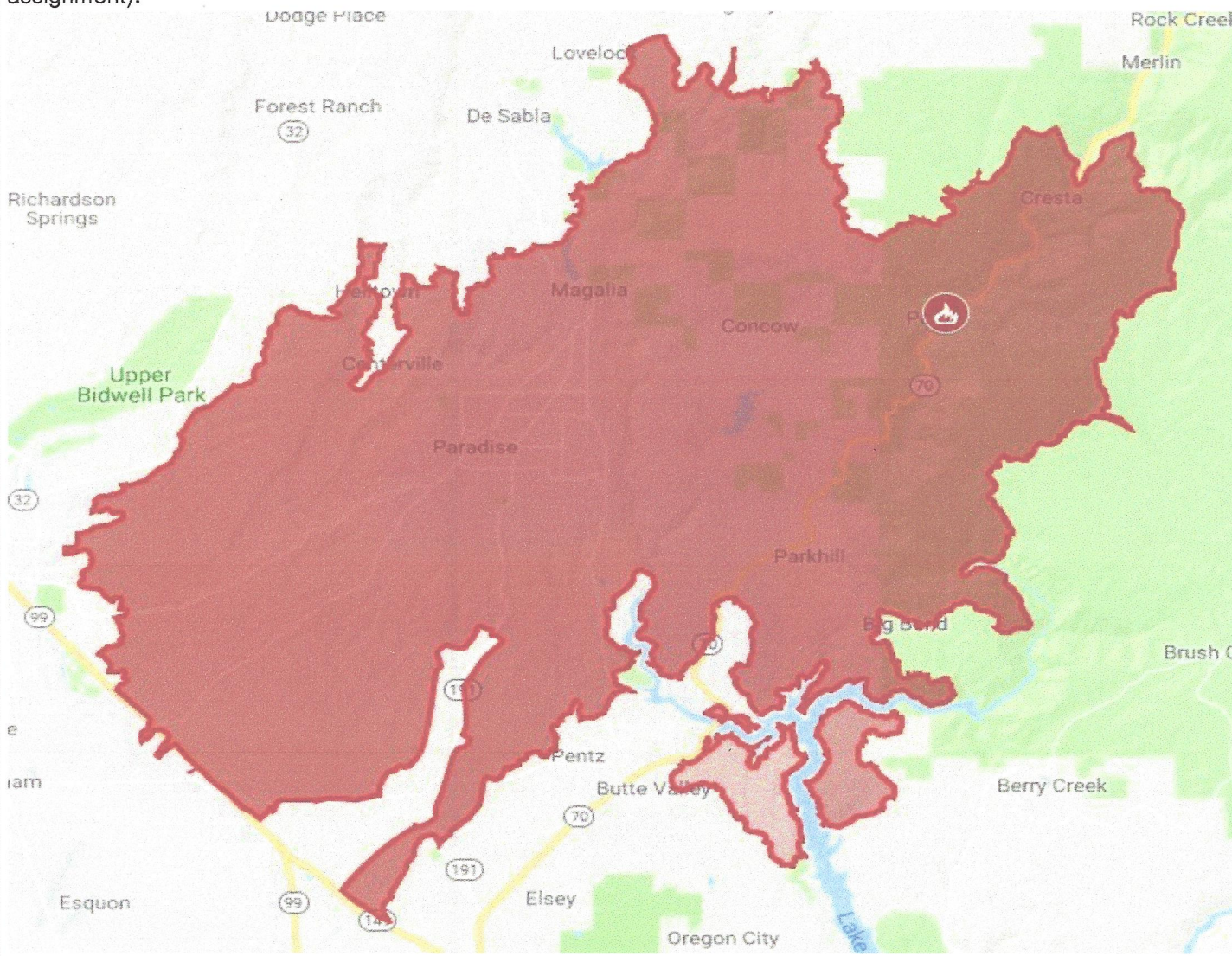
Please do not distribute outside participating agencies



INCIDENT BRIEFING (ICS 201)

1. Incident Name: 2018 November Wildfires	2. Incident Number: FEMA-4407-DR	3. Date/Time Initiated: Date: 12/5/18 Time: 1300
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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:**
 - 46°F**
 - Humidity 100%
 - Wind Speed NW 5 MPH
 - Barometer 30.01 in
 - Dewpoint 46°F (8°C)
 - Visibility 07.00 mi
 - Wind Chill 44°F (7°C)

6. Prepared by: Jennaya Young **Position/Title:** Planning Section Chief **Signature:** *Jennaya Young*

Incident: 2018 November Wildfires

Date: December 5, 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
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- Be aware of placement and stacking items

MST SAFETY OFFICER: Markell Pierce

INCIDENT BRIEFING (ICS 201)

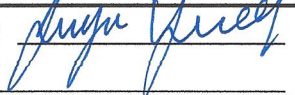
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7. Current and Planned Objectives:

- 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
- Plan for demobilization and reclamation of assets

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

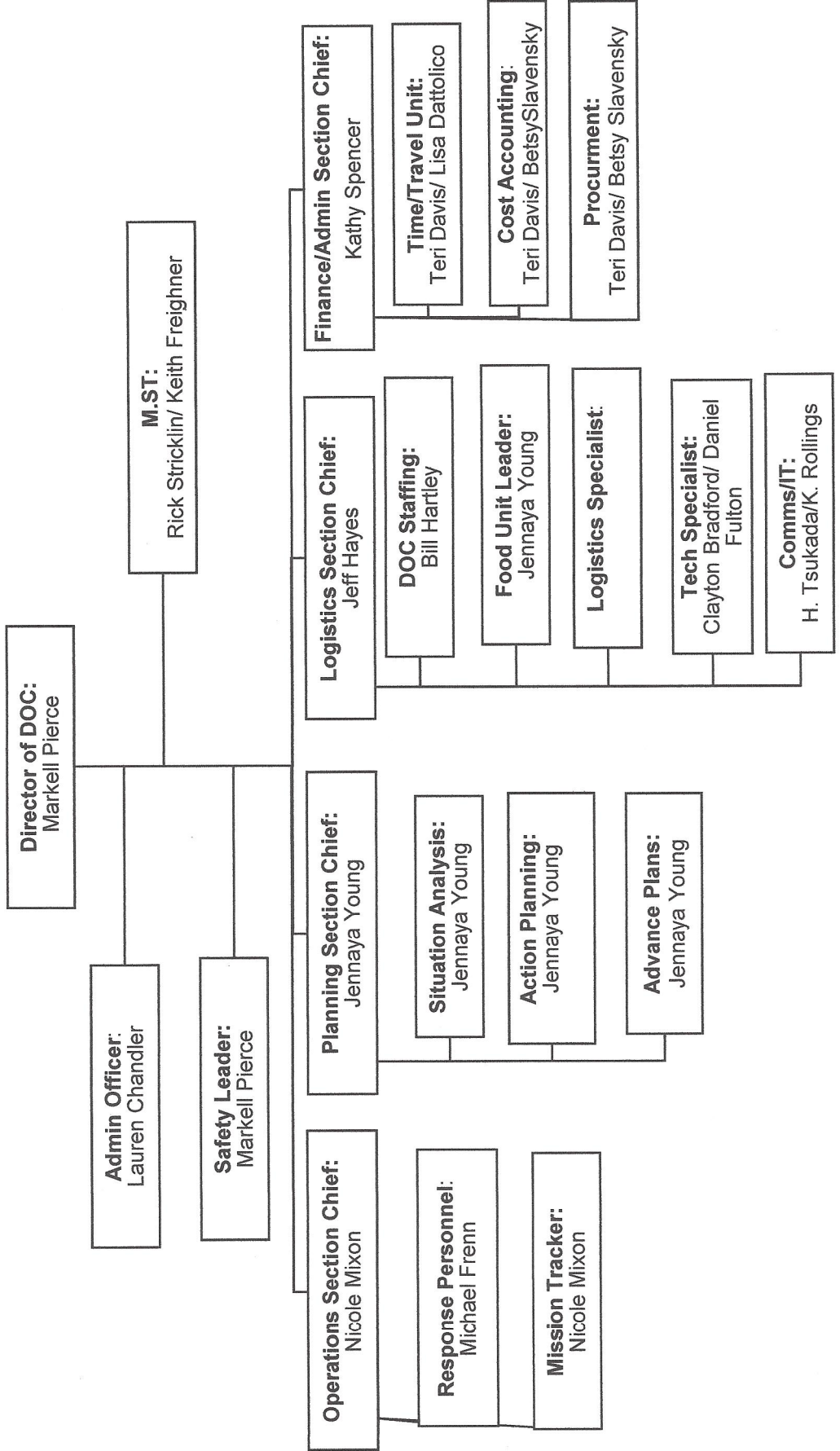
Time:	Actions:
On-going	Update list of CAL-MAT medical personnel on standby.
On-going	Maintain PULSE System from EMSA DOC to Base of Operations.
On-going	Make all travel/transportation arrangements for all CAL-MAT staff.
On-going	Transport CAL-MAT for mobilization and demobilization.
On-going	Track EMSA 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
On-going	Reclaiming of EMSA Doc Property
12/5/2018	DOC personnel to meet field personnel for equipment transition
12/5/2018	Repack dry tents to in preparation for potential distribution
12/5/2018	Receive tents at Station 1 from Butte/Gridley, for dehydration

6. Prepared by: Jennaya Young Position/Title: Planning Section Chief Signature: 

ICS 201, Page 3 Date/Time: _____

DOC Org Chart

Date: 12/5/2018

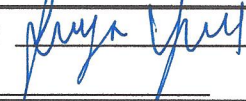


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10. Resource Summary:

Resource	Resource Identifier	Date/Time Ordered	ETA	Arrived	Notes (location/assignment/status)
Butte/Gridley Tents		12/5/18	12/5/18	<input type="checkbox"/>	Awaiting arrival to EMSA DOC
High Visibility Vests- 19qty		12/5/18	12/5/18	<input type="checkbox"/>	In route from EMSA DOC to BoO
				<input type="checkbox"/>	
				<input type="checkbox"/>	
				<input type="checkbox"/>	
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6. Prepared by: Jennaya Young	Position/Title: Planning Section Chief	Signature: 
ICS 201, Page 5	Date/Time: _____	

INCIDENT OBJECTIVES (ICS 202)

1. Incident Name: 2018 November Wildfires	2. Operational Period: Date From: 12/5/18 Time From: 0645	Date To: 12/5/18 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 thru 12/14/18. 																	
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 • Re-claim Issued 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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<input checked="" type="checkbox"/> ICS 203	<input checked="" type="checkbox"/> ICS 207	<input type="checkbox"/> _____															
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<input checked="" type="checkbox"/> ICS 205A	<input checked="" type="checkbox"/> Weather Forecast/Tides/Currents	<input type="checkbox"/> _____															
7. Prepared by: Jennaya Young _____ Position/Title: Planning Section Chief Signature:																	
8. Approved by Incident Commander: Name: Markell Pierce _____ Signature:																	
ICS 202	IAP Page 6	Date/Time: _____															

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name: 2018 November Wildfires		2. Operational Period: Date From: 12/5/18 Time From: 0645		Date To: 12/5/18 Time To: 1545	
3. Incident Commander(s) and Command Staff:			7. Operations Section:		
IC/UCs	Markell Pierce	Chief	Nicole Mixon		
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	Patrick Lynch	
4. Agency/Organization Representatives:		Division/Group	CAL-MAT	Mike Frenn	
Agency/Organization	Name	Division/Group			
		Division/Group			
		Division/Group			
		Division/Group			
		Branch			
		Branch Director			
		Deputy			
5. Planning Section:		Division/Group			
Chief	Jennaya Young	Division/Group			
Deputy		Division/Group			
Resources Unit		Division/Group			
Situation Unit	Jennaya Young	Division/Group			
Documentation Unit		Branch			
Demobilization Unit		Branch Director			
Technical Specialists		Deputy			
Advance Planning Lead	Jennaya Young	Division/Group			
Advance Plan Analysis	Jennaya Young	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	Kathy Spencer- Remote		
Service Branch		Deputy			
Director		Time Unit			
Communications Unit		Procurement Unit	Teri Davis/ Betsy Slavensky		
Medical Unit		Comp/Claims Unit			
Food Unit		Cost Unit	Lisa Vigil		
9. Prepared by: Jennaya Young		Position/Title: Planning Section Chief		Signature:	
ICS 203	IAP Page 7	Date/Time: _____			

ASSIGNMENT LIST (ICS 204)

1. Incident Name: 2018 November Wildfires		2. Operational Period: Date From: 12/5/18 Date To: 12/5/18 Time From: 0645 Time To: 1545		3.
				Branch:
4. Operations Personnel:		<u>Contact Number(s)</u>		Division:
Operations Section Chief: <u>Nicole Mixon</u>		DOC 916-255-1805		Group:
Branch Director: <u>Markell Pierce</u>		DOC 916-384-1448		Staging Area:
Division/Group Supervisor: <u>Markell Pierce</u>		DOC 916-384-1448		
5. Resources Assigned:			# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)
Resource Identifier	Leader			
Logistics Section	Jeff Hayes	2	916-384-1452	EMSA DOC
Planning Section	Jennaya Young	1	916-255-1805	EMSA DOC
Finance Section	Kathy Spencer	1	916-431-3696	EMSA HQ
Operations Section	Nicole Mixon	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 provide transportation for personnel and equipment as needed 				
7. Special Instructions:				
8. Communications (radio and/or phone contact numbers needed for this assignment):				
Name/Function		Primary Contact: indicate cell, pager, or radio (frequency/system/channel)		
/				
/				
/				
/				
9. Prepared by: <u>Jennaya Young</u> Position/Title: <u>Planning Section Chief</u> Signature:				
ICS 204	IAP Page <u>8</u>	Date/Time: _____		

INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205)

1. Incident Name: 2018 November Wildfires	2. Date/Time Prepared: Date: 12/5/18 Time: 1000	3. Operational Period: Date From: 12/5/18 Time From: 0645 Date To: 12/5/18 Time To: 1545
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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 T 13	A	COMMAND- REPEATER
1	1	COMMAND TACTICAL	MED 9	CALMAT TAC	462.905 N	CSQ	467.95 N	141.3 T 13	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: <u>Markell Pierce</u>	Signature:
Date/Time: _____	Date/Time: _____

COMMUNICATIONS LIST (ICS 205A)

12/5/2018 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		
OPS	Operations Section Chief	Nicole Mixon	916-255-1805	operations.emsadoc@emsa.ca.gov
	Response Personnel	Mike Frenn		
	Mission Tracker	Mark Olivas		
PLANS	Planning Section Chief	Mark Olivas	916-255-1805	planning.emsadoc@emsa.ca.gov
	Situation Analysis	Jennaya Young		
	Advance Planning Lead	Jennaya Young		
	Advance Plan Analysis	Jennaya Young		
	Other	(None)		
LOGISTICS	Logistics Section Chief	Jeff Hayes	916-384-1452	logistics.emsadoc@emsaca.gov
	Travel Coordinator	Lisa Dattolico		
	Comms/IT	Kevin Rollins		
	DOC Staffing	William Hartley		
	Procurement	(none)		
	Food Unit Leader	Jennaya Young		
	Logistics Specialist			
	Tech Specialist	Howard Tsukada		
	Finance/Admin Section Chief	Lauren Chandler		
	Travel/Time Unit	Lauren Chandler		
Cost Accounting	Teri Davis			
FISCAL			916-384-1449	financeadmin.emsadoc@emsa.ca.gov

MEDICAL PLAN (ICS 206)

1. Incident Name: 2018 November Wildfires	2. Operational Period: Date From: 12/5/18 Time From: 0645	Date To: 12/5/18 Time To: 1545
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3. Medical Aid Stations:			
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?
CAL-MAT BoO	3680-3716 Hicks Lane Chico, CA	Teri Martin 661-972-2636	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Silver Dollar Fairground	2357 Fair Street Chico, CA	Teri Martin 661-972-2636	<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	333 Huss Ln, Chico, CA 95928	Teri Martin 661-972-2636	<input checked="" type="checkbox"/> ALS <input checked="" type="checkbox"/> BLS
			<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
					<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
					<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: <input type="checkbox"/> Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.

7. Prepared by (Medical Unit Leader): Name: <u>Markell Pierce</u> Signature:

8. Approved by (Safety Officer): Name: <u>Markell Pierce</u> Signature:
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ICS 206	IAP Page <u>11</u>	Date/Time: <u>12/5/2018</u>
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