



# INCIDENT ACTION PLAN

EMSA Department Operation Center

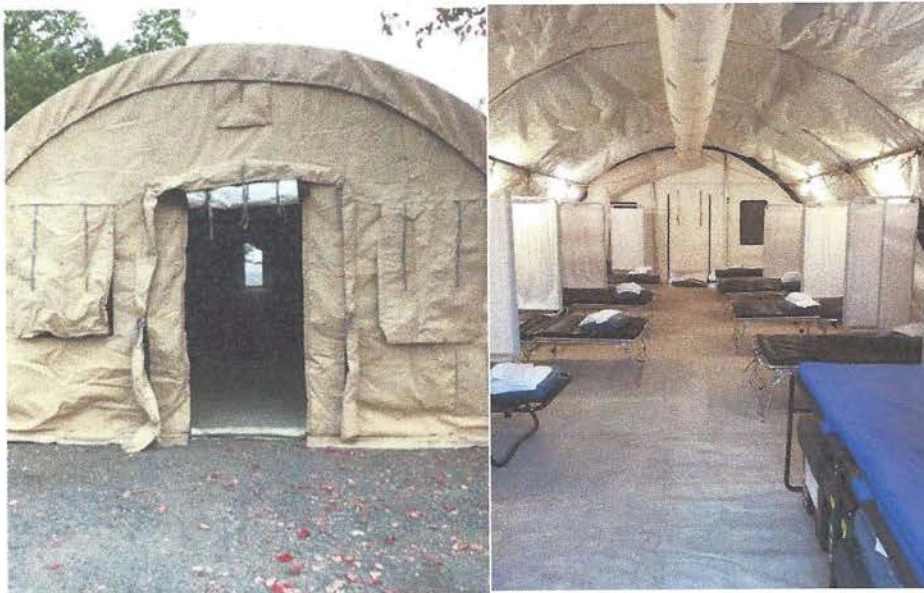
10161 Croydon Rd

Sacramento, CA 95827

IAP #5

Operational Period

0700 PST 11-26-18 to 1900 PST 11-26-18



Markell Pierce

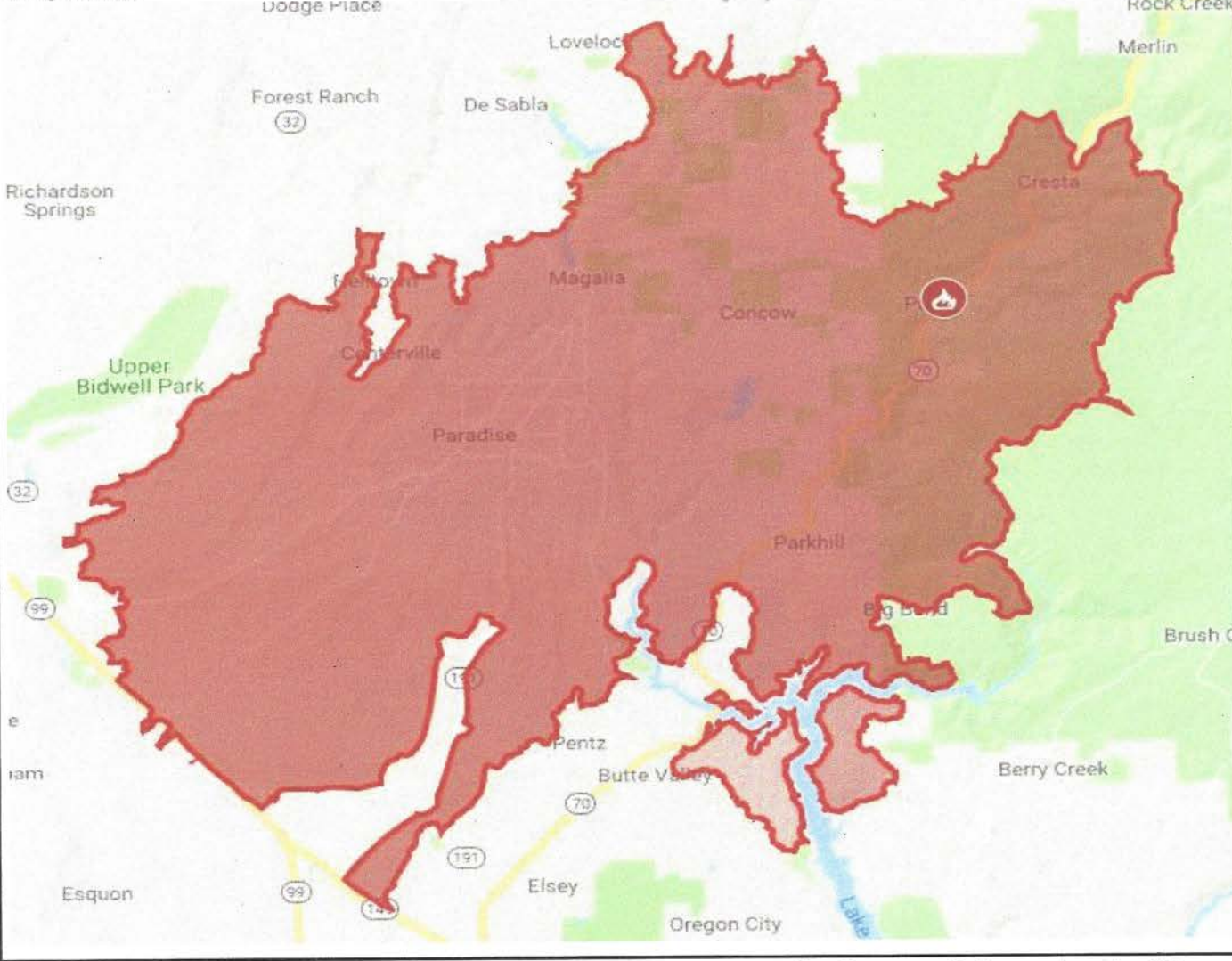
EMSA Departmental Operations

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Please do not distribute outside participating agencies



# INCIDENT BRIEFING (ICS 201)

<b>1. Incident Name:</b> 2018 November Wildfires	<b>2. Incident Number:</b> FEMA-4407-DR	<b>3. Date/Time Initiated:</b> Date: 11/26/18 Time: 1900
<b>4. Map/Sketch</b> (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):		
		
<b>5. Situation Summary and Health and Safety Briefing</b> (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. <ul style="list-style-type: none"><li>• Current Weather:</li><li>• Temps: Highs: 55-65°F, Lows: 41-52°F Humidity: Day: 55-75% Night: 70-97% Winds: Variable wind up to 5 mph Precipitation: Dry conditions</li><li>• Showers expected on 11/26/18</li></ul>		
<b>6. Prepared by:</b> Name: <u>Sandra Baker</u> Position/Title: <u>Planning Section Chief</u> Signature: <u><i>Sandra Baker</i></u>		
ICS 201, Page 1	Date/Time: <u>11/26/18 1800</u>	



Incident: 2018 November Wildfires

Date: November 26, 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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**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	Send out administrative supplies for PULSE 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

6. Prepared by: Name: Sandra Baker      Position/Title: Planning Section Chief    Signature: *Sandra Baker*

ICS 201, Page 3      Date/Time: 11/26/18      1800

# DOC Org Chart

Date: 11/26/2018

**Director of DOC:**  
Markell Pierce

**Admin Officer:**  
John Burgard

**Safety Leader:**  
Markell Pierce

**Operations Section Chief:**  
Heidi Wilkening

**Planning Section Chief:**  
Sandra Baker

**Logistics Section Chief:**  
Jeff Hayes

**Finance/Admin Section Chief:**  
John Anderson

**Response Personnel:**  
Theresa (Cal-MAT), Patrick (DHV)

**Situation Analysis:**  
Adrienne Kim

**Travel Coordinator:**  
Theresa Gonzalez

**Time/Travel Unit:**  
Theresa Gonzalez

**Mission Tracker:**  
Nirmala Badhan

**Advance Planning Unit Leader:**

**Comms/IT:**  
H Tsudaka/K Rollins

**Cost Accounting:**  
Tery Davis

**Other:**

**Advance Plan Analysis:**

**DOC Staffing Unit Leader:**  
Patrick Lynch

**Other:**

**DOC Staffing Unit:**  
Todd Frandsen

**Food Unit Leader:**  
Adam Davis

**Logistics Specialist:**  
Jeff Hayes

**Tech Specialist(s):**  
Patrick Lynch/Sergy



## INCIDENT BRIEFING (ICS 201)

<b>1. Incident Name:</b> 2018 November Wildfires	<b>2. Incident Number:</b> FEMA-4407-DR	<b>3. Date/Time Initiated:</b> Date: 11/26/18    Time: 1900
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**10. Resource Summary:**

Resource	Resource Identifier	Date/Time Ordered	ETA	Arrived	Notes (location/assignment/status)
PULSE Tablets		11/25/18	11/25/18	X	in route from EMSA DOC to BOO
Pharmaceutical Resupply Order				<input type="checkbox"/>	in route from EMSA DOC to BOO
				<input type="checkbox"/>	
				<input type="checkbox"/>	
				<input type="checkbox"/>	
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				<input type="checkbox"/>	

**6. Prepared by:** Name: Sandra Baker      Position/Title: Planning Section Chief      Signature: *Sandra Baker*

ICS 201, Page 5      Date/Time: 11/26/18 1800

## INCIDENT OBJECTIVES (ICS 202)

<b>1. Incident Name:</b> 2018 November Wildfires	<b>2. Operational Period:</b> Date From: 11/26/18 Time From: 0700	Date To: 11/26/18 Time To: 1900															
<b>2. Objective(s):</b> <ul style="list-style-type: none"> <li>• Ensure all actions are prioritized for responders and public safety.</li> <li>• Coordinate the strategies and development of individual incident objectives of CAL-MAT Isolation shelter sites within the scope of this unified command team.</li> <li>• Establish area priorities and assign appropriate resources to incidents based on those priorities.</li> <li>• Ensure continuity of operations of CAL-MAT Isolation Shelter sites by establishing single point ordering for disposable and durable supplies.</li> <li>• Ensure accurate tracking of assigned resources.</li> <li>• Identify operational period that Health Medical Task Force will operate under.</li> <li>• Ensure all treatment sites provide for the health and safety of public and responders.</li> <li>• Establish communications / liaison with local, operational, and regional area.</li> <li>• Develop operational plan based on identified needs.</li> </ul>																	
<b>4. Operational Period Command Emphasis:</b> <ul style="list-style-type: none"> <li>• Coordinate information sharing between agencies.</li> <li>• Establish a recovery framework for Local Assistance Centers and recovery task forces.</li> </ul>																	
General Situational Awareness <ul style="list-style-type: none"> <li>• Be aware of potential security risk at all medical tent locations.</li> <li>• Be aware of potential flooding risks at all medical tent locations.</li> </ul>																	
<b>5. Site Safety Plan Required?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Approved Site Safety Plan(s) Located at:</b>																	
<b>6. Incident Action Plan</b> (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%;"><u>Other Attachments:</u></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	<u>Other Attachments:</u>	<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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<b>7. Prepared by:</b> Name: <u>Sandra Baker</u> Position/Title: <u>Planning Section Chief</u> Signature: <u><i>Sandra Baker</i></u>																	
<b>8. Approved by Incident Commander:</b> Name: <u>Markell Pierce</u> Signature: <u><i>Markell Pierce</i></u>																	
ICS 202	IAP Page <u>6</u>	Date/Time: <u>11/26/2018</u>															

## ORGANIZATION ASSIGNMENT LIST (ICS 203)

<b>1. Incident Name:</b> 2018 November Wildfires		<b>2. Operational Period:</b> Date From: 11/26/18 Time From: 0700		<b>Date To:</b> 11/26/18 <b>Time To:</b> 1900	
<b>3. Incident Commander(s) and Command Staff:</b>			<b>7. Operations Section:</b>		
IC/UCs	Markell Pierce	Chief	Heidi Wilkening		
	John Burgard	Deputy			
Deputy		Staging Area	DOC		
Safety Officer	Markell Pierce	<b>Branch</b>	<b>Response Personnel</b>		
Public Info. Officer	Jennifer Lim	Branch Director			
Liaison Officer	Kevin Sheehan	Deputy	DHV	Patrick Lynch	
<b>4. Agency/Organization Representatives:</b>			Division/Group	CAL-MAT	Theresa Gonzales
Agency/Organization	Name	Division/Group			
ASPR	Kevin Sheehan	Division/Group			
CAANG	Lt. Col Larry Kohlman	Division/Group			
		Division/Group			
		<b>Branch</b>			
		Branch Director			
		Deputy			
<b>5. Planning Section:</b>			Division/Group		
Chief	Sandra Baker	Division/Group			
Deputy		Division/Group			
Resources Unit		Division/Group			
Situation Unit		Division/Group			
Documentation Unit		<b>SOC</b>			
Demobilization Unit		Branch Director			
Technical Specialists		EMSA ESF8	Priscilla Rivera		
Advance Planning Lead		Division/Group			
Advance Plan Analysis		Division/Group			
		Division/Group			
<b>6. Logistics Section:</b>			Division/Group		
Chief	Jeff Hayes	Division/Group			
Deputy		<b>MHCC</b>			
<b>Support Branch</b>		Representative	Lauren Chandler		
Director					
Supply Unit					
Facilities Unit		<b>8. Finance/Administration Section:</b>			
Ground Support Unit		Chief	John Anderson		
<b>Service Branch</b>		Deputy			
Director		Time Unit	Theresa Gonzales		
Communications Unit		Procurement Unit	John Anderson		
Medical Unit		Comp/Claims Unit			
Food Unit		Cost Unit	Tery Davis		
<b>9. Prepared by:</b> Name: Sandra Baker		Position/Title: Operations Section Chief			
ICS 203	IAP Page 7	Date/Time: 11/26/18 0842			



## ASSIGNMENT LIST (ICS 204)

<b>1. Incident Name:</b> 2018 November Wildfires		<b>2. Operational Period:</b> Date From: 11/26/18      Date To: 11/26/18 Time From: 0700              Time To: 1900		<b>3.</b> Branch:  Division:  Group:  Staging Area:																																																					
<b>4. Operations Personnel:</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>Name</b></td> <td style="width: 40%;"><b>Contact Number(s)</b></td> </tr> <tr> <td>Operations Section Chief: <u>Heidi Wilkening</u></td> <td>DOC 916-255-1805</td> </tr> <tr> <td>Branch Director: <u>Markell Pierce</u></td> <td>DOC 916-384-1448</td> </tr> <tr> <td>Division/Group Supervisor: <u>Markell Pierce</u></td> <td>DOC 916-384-1448</td> </tr> </table>				<b>Name</b>	<b>Contact Number(s)</b>	Operations Section Chief: <u>Heidi Wilkening</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																																														
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<b>5. Resources Assigned:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Resource Identifier</th> <th style="width: 20%;">Leader</th> <th style="width: 10%;"># of Persons</th> <th style="width: 40%;">Contact (e.g., phone, pager, radio frequency, etc.)</th> <th style="width: 30%;">Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information</th> </tr> </thead> <tbody> <tr> <td>Logistics Section</td> <td>Jeff Hayes</td> <td style="text-align: center;">8</td> <td>(916) 384-1452</td> <td>EMSA DOC</td> </tr> <tr> <td>Planning Section</td> <td>Sandra Baker</td> <td style="text-align: center;">1</td> <td>(916) 255-1805</td> <td>EMSA DOC</td> </tr> <tr> <td>Finance Section</td> <td>John Anderson</td> <td style="text-align: center;">2</td> <td>(916) 384-1448</td> <td>EMSA DOC</td> </tr> <tr> <td>Operations Section</td> <td>Heidi Wilkening</td> <td style="text-align: center;">1</td> <td>(916) 255-1805</td> <td>EMSA DOC</td> </tr> <tr> <td>Admin Officer</td> <td>John Burgard</td> <td style="text-align: center;">1</td> <td>(916) 384-1448 / (714) 847-6000</td> <td>EMSA DOC</td> </tr> <tr> <td>MHCC Representative</td> <td>Lauren Chandler</td> <td style="text-align: center;">1</td> <td>(916) 210-1515</td> <td>MHCC</td> </tr> <tr> <td>SOC Representative</td> <td>Nirmala Badhan</td> <td style="text-align: center;">1</td> <td>(916) 539-0363</td> <td>SOC</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	Logistics Section	Jeff Hayes	8	(916) 384-1452	EMSA DOC	Planning Section	Sandra Baker	1	(916) 255-1805	EMSA DOC	Finance Section	John Anderson	2	(916) 384-1448	EMSA DOC	Operations Section	Heidi Wilkening	1	(916) 255-1805	EMSA DOC	Admin Officer	John Burgard	1	(916) 384-1448 / (714) 847-6000	EMSA DOC	MHCC Representative	Lauren Chandler	1	(916) 210-1515	MHCC	SOC Representative	Nirmala Badhan	1	(916) 539-0363	SOC															
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SOC Representative	Nirmala Badhan	1	(916) 539-0363	SOC																																																					
<b>6. Work Assignments:</b> <ul style="list-style-type: none"> <li>Logistics to ensure water tightness of medical tents and determine any needs by the end of day.</li> <li>Time/Travel Unit (Finance) update flight plans for demobilization.</li> </ul>																																																									
<b>7. Special Instructions:</b>																																																									
<b>8. Communications</b> (radio and/or phone contact numbers needed for this assignment): <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Name/Function</b></td> <td style="width: 70%;"><b>Primary Contact: indicate cell, pager, or radio (frequency/system/channel)</b></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>					<b>Name/Function</b>	<b>Primary Contact: indicate cell, pager, or radio (frequency/system/channel)</b>																																																			
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ICS 204	IAP Page <u>8</u>	Date/Time: <u>11/26/18 1800</u>																																																							

# INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205)

**1. Incident Name:** CAMP FIRE CAL-MAT

**2. Date/Time Prepared:** Date: 11/26/2018 Time: 0700

**3. Operational Period:** Date From: 11/26/2018 Time From: 0645 Date To: 11/26/2018 Time To: 2030

**4. Basic Radio Channel Use:**

Zone Grp.	Ch #	Function	Channel Name/Trunked Radio System Talkgroup	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 3	CALMAT COMMAND	463.0500 N	CSQ	468.0500 N	141.3 T 13	A	COMMAND - REPEATER
1	1	COMMAND TACTICAL	MED 9	CALMAT TAC	462.9050 N	CSQ	467.9500 N	141.3 T 13	A	CALMAT TACTICAL - REPEATER
2	3	OES LOGISTICS TAC	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 COMMAND	LOGISTICS CMD	453.8625 N	156.7 T7	458.8625	156.7 T6	A	CALOES LOGISTICS STAGING COMMAND

**5. Special Instructions:**

MED 9 COVERAGE FOR SOUTHERN BUTTE COUNTY


**6. Prepared by (Communications Unit Leader):** Name: RICK STRICKLIN Signature: 

COMMUNICATIONS LIST (ICS 205A)

11/26/2018 0700-0700	Position Title	Contact Name	Contact Number	Email
EXEC	Director/DOC	Markell Perce	916-384-1448	command.emsadoc@emsa.ca.gov
	Admin Officer	John Bugard		
	Safety Leader	Markell Perce		
OPS	Operations Section Chief	<b>Nirmala Badhan</b>		
	Response Personnel	Theresa Gonzales/ Patrick Lynch	916-255-1805	operations.emsadoc@emsa.ca.gov
	Mission Tracker	<b>Nirmala Badhan</b>		
PLANS	Planning Section Chief	Sandra Baker		
	Situation Analysis	Adrienne Kim		
	Advance Planning Lead		916-255-1805	planning.emsadoc@emsa.ca.gov
	Advance Plan Analysis			
	Other	(None)		
	Logistics Section Chief	Jeff Viroche		
	Travel Coordinator	Theresa Gonzales		
LOGISTICS	Comms/IT	Howard Tsutaka / Kevin Rollins		
	DOC Staffing	Patrick Lynch	916-384-452	logistics.emsadoc@emsaca.gov
	Procurement	John Anderson		
	Food Unit Leader	Nicole Nixon/Heidi Wilkening		
	Logistics Specialist	<b>Jeff Hayes</b>		
FINANCIAL	Tech Specialist	Rick Spencer		
	Finance/Admin Section Chief	John Anderson		
	Travel/Time Unit Cost Accounting	Theresa Gonzalez James Anderson	916-384-1449	financeadmin.emsadoc@emsa.ca.gov



## MEDICAL PLAN (ICS 206)

<b>1. Incident Name:</b> 2018 November Wildfires		<b>2. Operational Period:</b> Date From: 11/26/18 Time From: 0700		Date To: 11/26/18 Time To: 1900			
<b>3. Medical Aid Stations:</b>							
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?				
CAL-MAT BoO	150 Airport Boulevard, Chico, CA 95973	Don Wyatt 209-303-2726	<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				
<b>4. Transportation (indicate air or ground):</b>							
Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service				
First Responder	150 Airport Boulevard, Chico, CA 95973	Don Wyatt 209-303-2726	<input checked="" type="checkbox"/> ALS <input checked="" type="checkbox"/> BLS				
DOD Ground FLA	150 Airport Boulevard, Chico, CA 95973	Don Wyatt 209-303-2726	<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				
<b>5. Hospitals:</b>							
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
<b>6. Special Medical Emergency Procedures:</b>							
<input type="checkbox"/> Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.							
<b>7. Prepared by (Medical Unit Leader):</b> Name: <u>Nirmala Badhan</u> Signature: _____							
<b>8. Approved by (Safety Officer):</b> Name: <u>Markell Pierce</u> Signature: 							
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