

## **FINAL DRAFT WABO EMERGENCY RESPONSE**

### **Deployment Procedure**

#### **Preparatory Steps:**

1. Develop deployment process and guidelines, along with training program
2. Establish regional Coordinators with backups staff
  - a. Names, 24/7 phone numbers to be provided to local DEM and State EMD
  - b. 6 regions (North, Central, South) 3 on each side of Cascades
3. Conduct training for Coordinators
  - a. Expectations
  - b. Responder qualifications/classifications
  - c. Deployment process & guidelines
4. Distribute list
  - a. WABO office to provide link
  - b. Coordinators should store electronic version, make hardcopy
  - c. WABO office will send out updated lists once/quarter

#### **Emergency Response (ATC-20/45 responders):**

1. Requesting Building Official determines Responders are needed
2. Requesting Building Official contacts First Local DEM center
  - a. Local DEM may elect to contact coordinator or State EMD
  - b. Which coordinator depends on size of event
    - i. Local event => contact nearest coordinator
    - ii. Regional event => contact coordinator on other side of Cascades
  - c. Describe event (earthquake, flood, etc.)
  - d. State how many Responders of each type are needed
  - e. Tell Coordinator where and to whom the Responders are to report
  - f. Provide detail on resource/assistance needed, such as:
    - o Detailed description of capability or material support needed
    - o When is the support needed
    - o How long resource is needed
    - o Where to deliver or report
    - o Report to whom
    - o What is needed to support the resource.?
    - o Is this projected to be a recurring request)?
3. Coordinator notifies other regional Coordinators and backups(?) that Responders have been requested
  - a. Other Coordinators may assist, but first Coordinator called will be lead, unless clearly handed off to another Coordinator
    - i. If first Coordinator called hands off lead authority, he/she must notify the local DEM or State EMD of the change and provide contact information

4. Coordinator ascertains whether responders are available to be released from their local jurisdictions and determines how many can be deployed
  - a. Decision should be timely(within hours of the request), but does not need to be immediate
5. Coordinator(s) contacts names on list until required number of Responders is reached
  - a. Start with geographically closest to requesting jurisdiction (?)
  - b. Give event information
    - i. Nature of event
    - ii. Requesting jurisdiction
    - iii. Where to report and to whom (if they accept assignment)
  - c. Receive Responder information
    - i. Name
    - ii. Availability
      1. Date and time for initial availability
      2. Length of availability
    - iii. Qualifications (if not clear in type designation)
6. Coordinator notifies requesting local Dem or State EMD
  - a. Names and types of Responders
  - b. When they can be expected to arrive
7. Individual Responders are responsible for deployment arrangements working with the local DEM or State EMD for transportation.
8. In a regional event, if number of Responders initially deployed is less than the State EMD may be notified in order to begin the EMAC system.