



March 5, 2026

TO: LOCSD Board of Directors

FROM: Ron Munds, General Manager

SUBJECT: **Agenda Item 8A – 03/05/2026 Board Meeting**
Review and Adoption of the Los Osos Emergency Operations Plan

STAFF RECOMMENDATION

Motion:

I recommend the Board adopt the Los Osos Emergency Operations Plan as presented (or as amended).

DISCUSSION

At the October 2025 Board meeting, the Board reviewed the draft Los Osos Emergency Operations Plan (LOEOP). The LOEOP was developed based on the experiences from the January 2023 winter storm events and the need to have an organized structure to address future emergencies. Since the October 2025 meeting, ESAC Committee Member Neumann and staff have worked through the final details and the LOEOP is ready for the Board’s final review.

Primary comments made by the Board at the October meeting were:

- **A list of acronyms-** now found in Addendum #2
- **Need for a better understanding of the communication chain-** the chain of command discussion in Section IV explains the concepts of the communication using the National Incident Management System. Sections IV (C) and (D) outline the roles and responsibilities.
- **Need for personal protection equipment and identification for District responders-** this will be addressed during the budget process once the plan is adopted.
- **Understanding of the training requirements-** Online training is available at FEMA’s independent study website. Staff will provide the links and courses needed to complete the training requirements in the plan.

It is important to understand that the LOEOP is an agency specific annex to the SLO County Emergency Operations Plan and is intended to work in conjunction with the County’s plan. The intent of the LOEOP is provide a framework for responses to disasters by the District in the event of a regional or localized emergency.

The LOEOP is also intended to be an adaptive management tool so it can be revised as needed in response to any changes in the assumptions and/or conditions described in the plan.

LOEOP Structure

As previously stated, the LOEOP was developed based on the experiences from the January 2023 winter storm events and the need to have an organized structure to address future emergencies. The LOEOP has seven sections as follows:

President
Matthew D. Fourcroy

Vice President
Charles L. Cesena

Directors
Tom Cross
Richard Hubbard
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
John Owens

Battalion Chief
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Section I – Introduction: this section states the purpose and objectives of the plan and includes subsection on plan coordination.

Section II – Planning Basis: this section describes the District and community and outlines the various hazards and types of emergencies the District could face, such as earthquakes, wildfire, flooding and more.

Section III – Concepts of Operation: this section outlines the concepts under which the District will respond to emergencies. Though the District's response to emergencies will depend on the type and magnitude of the situation, many elements of response are similar. Basic elements of emergency response and mutual aid concepts are also discussed.

Section IV – Emergency Management: this is one of the key sections of the plan. It describes the coordination between other agencies, utilities and volunteer agencies. It also describes the emergency management systems that will be utilized and the roles of the various agencies during an incident. It also explains the specific roles for a Los Osos emergency when the emergency is not handled by another organization within the District; like the January 2023 flooding incident.

Section V – Emergency Resources: again, a very important section of the plan. Subsections reference the emergency equipment, supplies, the importance of volunteer organizations and facilities needed. One of the main subsections talks to the shelter-welfare needs and the designation of the South Bay Community Center (SBCC) as the designated evacuation center.

As reported, SBCC has been incorporated into the County's list of evacuation centers but the major concern with using the center in this capacity is the lack of backup electric generation.

A working group has been working on a plan to design, fund and install a backup system. It was decided by the group that a solar system with backup batteries would be the most efficient long-term solution for the SBCC. The cost of the system is approximately \$72,000.

The Board approved providing up to \$35,000 towards the purchase and installation of the preferred project. A combination of individual and community organization contributions will provide the balance of the funding for the project. This project should be underway by mid-March.

Section VI – Program Maintenance: this section talks to an annual review of the plan and the training needs for the District's staff to implement the plan in times of emergency.

Section VII – Support Materials: this section has a list of local volunteer organizations that could be mobilized during an emergency and list of District staff by position that will lead any emergency response.

Addendums

- #1- Management Systems Outlined
- #2- Comm Disaster Management Acronyms
- #3- Supplies Inventory
- #4- Tsunami Inundation Map for Los Osos
- #5- Confidential List of Names & Community Service Organizations

Financial Impact

There will be training, equipment and safety gear costs associated with the adoption of the plan. At this time, staff does not have a cost to support the implementation of the plan. Funding for these costs will come from Fund 301 and be approved as part of the annual fiscal year budget process.

Attachment

Draft Los Osos Emergency Operations Plan

Los Osos Community Services District

Agency Specific Annex

To the

San Luis Obispo County Emergency Operations Plan



Adopted

March 5, 2026

PREFACE

The purpose of this Plan is to augment the County of San Luis Obispo's Emergency Operations Plan with specific information about the Los Osos Community Services District. The County Plan covers all emergencies, and it is broken down into the following types of major events:

- EARTHQUAKE
- HAZARDOUS MATERIAL
- MULTI - CASUALTY
- STORM/FLOOD
- MAJOR FIRE
- CIVIL DISTURBANCE - TERRORISM
- NUCLEAR POWER PLANT
- TSUNAMI

This document is an annex of the County Plan and is designed to assist Los Osos Community Services District (LOCSD) personnel and the District BOD in carrying out emergency operations in accordance with the County Plan. Policies and procedures outlined herein are more specific and contain more detail than found in the County Plan. This level of detail will serve to improve the LOCSD response to an emergency event thereby improving the health, safety, and property of the public within the LOCSD limit

Action - Receive and File

Matthew Fourcroy, LOCSD Board President

Date

Ron Munds, LOCSD General Manager

Date

DISTRIBUTION LIST

Note: Hard Copies

Locations

<u>Location</u>	<u>Copies</u>	<u>Location</u>	<u>Copies</u>
General Manager	1	Fire Department	1
Utility Manager	1	LOCSO Office	1
Water Foreman	1	DOC File Box	2
BOD Members	1 each		

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SECTION I - INTRODUCTION

A. PURPOSE

The purpose of this annex to the County Emergency Operations Plan (hereafter referred to as the “Plan”) is to outline specific threat areas found in the LOCSD and outline the policies and procedures for responding to major emergencies that could affect the health, safety, and property of the public within the LOCSD limits.

Types of emergencies include:

- EARTHQUAKE
- HAZARDOUS MATERIAL
- MULTI-CASUALTY
- STORM-FLOOD
- MAJOR FIRE
- CIVIL DISTURBANCE-TERRORISM
- NUCLEAR POWER PLANT
- TSUNAMI

B. OBJECTIVES

The objectives of the County Emergency Operations Plan (EOP) that are relevant to the LOCSD are:

- Protect the public and property in the LOCSD
- Establish official LOCSD policy for response to emergencies utilizing National Incident Management System (NIMS), the Standard Emergency Management System (SEMS) and the Incident Command System (ICS).
- Identify the LOCSD position and assign responsibilities for planning and response to the County Emergency Operations Center.
- Establish the LOCSD Emergency Organization that will assist the County in managing the emergency response and recovery.
- Outline preplanned response actions that will be taken by the district personnel to mitigate the emergency's effects.
- Establish responsibilities for the maintenance of the overall LOCSD emergency preparedness program. (DOC)
- Establish basic operational protocols and procedures for requesting activation of and operating within (EOC)

C. PLAN CORDINATION

Almost all major emergencies result in response by more than one jurisdiction. Therefore, both the County and the LOCSD must ensure that this Annex is coordinated with surrounding jurisdictions. Response during an emergency must also be

coordinated.

The following is a sample listing of jurisdictions where Plan development and response coordination is required:

- Federal Emergency Management Agency (FEMA)
- California Office of Emergency Services
- San Luis Obispo county Office of Emergency Services
- Cal Fire/San Luis Obispo County Fire
- San Luis Obispo County Sheriff
- All Cities & LOCSD within San Luis Obispo County

In the unlikely event an emergency incident is impacting just the LOCSD it is the responsibility of the County Office of Emergency Services to assist in the management of the event as needed.

SECTION II - PLANNING BASIS

A. DISTRICT DESCRIBED

With a service area of approximately 8 square miles and a population of approximately 15,000 resident, Los Osos is fairly isolated community located in San Luis Obispo County, CA. The small urban community of Morro Bay is located approximately 3 miles away. Most of the community is within the Wildland Urban Interface and is boarded by Montana De Oro State Park, Morro Dunes Ecological Reserve, Los Osos Oaks State Natural Reserve, Morro Bay State Park, and Diablo Canyon Nuclear Power Plant.

The LOCSD serves a diverse area of single-family homes, multi-residential buildings, retail and business LOCSD and hotels. The LOCSD provides water, drainage, parks and recreation, and solid waste services in addition to street lighting for Vista De Oro and Bayridge Estates. Through a contractual agreement with CAL Fire the LOCSD also provides fire suppression, fire prevention, rescue, and emergency medical services throughout the community.

B. HAZARDS OUTLINED

This section discusses the planning basis for each type of emergency addressed in the County Plan. It covers, specific to the LOCSD, the potential impacts from the various events and delineates the appropriate district staff response to each type of emergency covered by the County Plan.

1. EARTHQUAKE

The effects of a heavy-damage earthquake will be widespread, quickly exhausting resources and requiring extensive outside aid. The Earthquake Annex of the County

Plan concentrates on obtaining and coordinating these resources through use of the Incident Command System and establishment of an Emergency Operations Center.

The potential direct and indirect consequences of a major earthquake will severely stress the resources of the entire county and will require a high level of self-help, coordination and cooperation. Out-of-County assistance from other local, regional, state, federal and private agencies may be delayed by more than 72 hours, depending on the regional severity of the earthquake.

Most residential building construction within the LOCSD is relatively new having occurred from 1970 on. Most homes are of Type 5 - Wood Framed construction. There are no high or mid-rise structures. There are no large un-reinforced-masonry buildings in the area. Given that the construction type and age of most structures within the LOCSD loss of life from structural collapse can be expected to be very limited. However cascading effects from the event can be severe.

The Fire Department assumes the lead role in assisting in the management of an Earthquake emergency.

2. HAZARDOUS MATERIALS

The release of hazardous materials into the environment can cause a wide range of problems. The Hazardous Materials Emergency Response Plan, developed by the County of San Luis Obispo, determines responsibilities and outlines an Incident Management System (ICS) and Standard Operating Procedures used to mitigate the effects of such an event. Incident Commander authority is determined based on incident location. Assistance for mitigation, cleanup and funding is addressed.

There are no major transportation routes passing through the LOCSD, and limited number of commercial/industrial occupancies, therefore the probability for a disastrous hazardous materials incident is very low. However, the probability for extreme risk to life and property is high should such an emergency occur.

Depending on where the event occurs, the Fire Department working in unified command with either the Sheriff or California Highway Patrol will manage the emergency.

3. MULTI-CASUALTY

A County Multi-Casualty Incident Plan has been developed. It provides for an organized emergency medical response to an incident or incidents that involve numerous victims.

Without a major transportation corridor passing through the area and limited commercial air traffic overhead the possibility of a significant Multi-Casualty Incident is limited. The Fire Department assumes the lead role in assisting in the management of a Multi-Casualty Incident.

4. STORM - FLOOD

The seasonal effects of heavy winter storms have historically caused short-term problems, such as minor flooding and tree fall, within the LOCSD. The County's Storm/Flood Plan designates Public Works as the lead agency for dealing with the effects of a flood. The Plan is based on local knowledge and history and identifies a management organization and emergency resources and facilities.

The district is well drained and the threat of inundation from dam failure does not exist, therefore major flooding is not a concern. Flooding and road inundation to both the north and east of the district will occasionally close South Bay Blvd near Turri Road and very rarely, Los Osos Valley Road in the area of Foothill Blvd near the San Luis Obispo City limits. Access to the District is severely comprised when either one of these routes is compromised. When both occur at simultaneously access is critically compromised, leaving the community of Los Osos totally isolated.

Several small retention basins are found scattered throughout the area. In the winter of 2023 a small retention basin, full because of winter storms, failed causing flooding to 19 homes located below the basin.

As noted above, the County Public Works Department serves as the lead agency for dealing with the effects of a flood.

5. WILDFIRE - MAJOR FIRE

The effects of a major structure fire(s) or wildfire will require many fire suppression resources to be brought into the district. Based on local history and knowledge, quick response and efficient management of these resources is planned for. Also, the establishment of a Unified Command with assisting agencies (both Law Enforcement & Fire) is set as a priority in large complex situations. Evacuation and securing fire-damaged areas via law enforcement assistance is also a prime planning element.

The district, located on the coast and away from the Santa Lucia Mountain Range, has a limited threat for a major disaster resulting from a wildland fire. Homes located on the east and south/east portions of the community (Bayview Heights and Cabrillo Estates) are at some degree of risk, however the cool, moisture laden, coastal climate keeps the threat in check the vast majority of the time.

There are a number of areas in the community where homes and businesses are located in close proximity, providing difficult access with very little defensible space. In addition, the construction of many of these buildings, often wood-frame with wood siding and combustible roofs, would contribute significant fuel loading to a wind or topographically driven fire.

The County Sheriff and Fire Department, working in unified command, would assume the lead roles in the management and evacuation caused by a fire. A major structure or wildland fire would be managed by the fire department.

6. CIVIL DISTURBANCE - TERRORISM

The handling of any civil disturbance is very delicate in nature. Actions in response to civil disturbance should attempt to prevent an escalation of the situation and to protect people and property. First responders should constantly evaluate the situation and respond at a level necessary to control or mitigate confrontations. This County Plan identifies a management Plan and addresses actions and resources necessary for civil disturbance emergencies.

The Sheriff and Fire Department, working in Unified Command, would assume the lead roles in assisting the county and district in the management of these types of events. Within the district the large, preplanned gathering of individuals for events such as at festivals, concerts, or rallies does not occur, therefore it is unlikely that an event of this nature will occur.

7. NUCLEAR POWER PLANT

When any nuclear power plant is operated, the potential for a radiological accident exists, though the probability of a serious accident is very low. The principal deterrent to an accident is prevention through conservative design, construction and operation, which assures that the integrity of the reactor system is maintained. Protective systems are installed and are automatically activated to counteract the resulting effects when any part of the reactor system fails. Emergency planning is necessary to ensure public safety in the unlikely event that reactor safety systems fail.

The district is located within the Protective Action Zone (PAZ) of the Diablo Canyon Nuclear Power Plant. The plant is located to the south-east of the district, about 5 miles down the coast. Direct access from the district to the plant is limited by a narrow private road which passes through Montana de Oro State Park. The community is covered by early warning siren system, activated by the County EOC.

The Fire Department assumes the lead role in assisting the district in the management of a nuclear emergency.

8. TSUNAMI

History has determined the necessity of being prepared for a tsunami. The California coast has experienced numerous events and thus must maintain plans capable of handling a tsunami emergency. The county Tsunami Plan addresses evacuation and warning procedures necessary to ensure a safe and timely response to reports of a possible tsunami striking the county. The Plan's chief source of reference is a document published by the State of California's Office of Emergency Service entitled, "Local Planning Guidance on Tsunami Response" (Second Edition).

Protected from wave action by the tall sand dunes along the LOCSD west boundary, tsunami impacts would be limited to a tidal surge in the low-lying areas of South Bay (Cuesta by the Sea, downtown Baywood and the Pasadena Drive areas). A detailed map of tsunami inundation area for all of San Luis Obispo County can be found on the SLO CO OES web site.

The highest initial priority would be the evacuation of the low-lying areas utilizing law enforcement resources. Once the sea has subsided the Fire Department would be tasked with rescue and recovery operations. Since wave action will not have occurred damage will be limited to flooding.

A Tsunami inundation map can be found online at the County OES web site and in Addendum # 4 of this Plan.

The County Sheriff and Fire Departments, working in unified command, would assume the lead roles in assisting the LOCSD in the management of a Tsunami emergency.

SECTION III - CONCEPTS OF OPERATION

This section outlines the concepts under which the LOCSD will respond to emergencies. Though the district's response to emergencies will depend on the type and magnitude of the situation, many elements of response are similar.

Routine, day-to-day emergency response is handled from one fire station, Station 15, under contract to the LOCSD by SLO County Fire Department. Eight 8 full-time positions, which includes 3 Fire Captain/Paramedics and 5 Fire Apparatus Engineer/Paramedics) and up to 25 part-time reserve Firefighters. Daily staffing consists of 1 Paramedic Engine company, and 1 Paramedic Squad, 24 hours a day, every day.

Additional services provided by San Luis Obispo County Fire include personnel management, budget and accounting services, grant application/management, communications system coordination, training, fire prevention and pre-fire planning. Also included are equipment maintenance, reserve fire apparatus and supplemental fire apparatus, and emergency personnel as needed.

Major emergency events impacting the LOCSD will require assistance from all district personnel to mitigate the incident through the county mutual aid system.

A. BASIC ELEMENTS OF EMERGENCY RESPONSE

Some of the basic elements of emergency response common to all types of emergencies include the following:

- Event Recognition
- Notification of Response Personnel
- Mobilization of Response Personnel
- Activation of Emergency Response Facilities and Resources

- Situation Reporting and Assessment
- Public Alerting and Information
- Protective Action Determination and Implementation
- Reentry and Recovery

Response to all emergencies involves the above elements. The type and magnitude of the emergency will determine the level of response necessary.

Some emergencies can be preceded with a buildup period lasting from hours to days that if recognized provide advanced warning to the population groups which might be impacted. In certain instances, all of the emergencies discussed in the Plan could be preceded by events that may be recognized as an advance warning. These slow building events allow the emergency organizations and resources to be mobilized in preparation for an emergency response. In other instances, emergencies can occur with little or no advance warning. This will require emergency organizations and resources to be mobilized just prior to or after the onset of the event.

Since emergency preparedness involves planning for worst-case scenarios, the Los Osos Community Services District must be prepared to respond promptly and effectively and understand the process for requesting mutual aid resources if the response effort requires resources beyond the LOCSD capabilities.

B. MUTUAL AID CONCEPTS

It shall be the policy of the County to utilize mutual aid as the primary means to extend personnel and resources for the County's Emergency Organization. Mutual aid procedures should be consistent with the California Master Mutual Aid Agreement, California Law Enforcement Mutual Aid Plan, California Fire and Rescue Mutual Aid System, and the San Luis Obispo County Fire and Rescue Mutual Aid Plan. Mutual Aid, like the Incident Command System, is provided under the broad direction of the requesting jurisdiction and under the direct control of the aiding jurisdiction/agency. All assisting agencies that support this Plan should work in cooperation with other local, state, federal and private agencies to maximize resources and minimize damage. It is further understood that mutual aid may be severely delayed and will require extreme cooperation between local surviving agency resources.

SECTION IV - EMERGENCY MANAGEMENT

A. CORDINATION WITH SPECIAL DISTRICTS

As outlined in section 4.8 of the County EOP, the level of involvement of special districts, public utilities, private organizations, and volunteer agencies will vary considerably depending upon the incident. In general, special districts or other agencies that have statutory or jurisdictional responsibilities with the incident should be represented at the incident or in the EOC.

The form of involvement of these districts and agencies maybe as part of the unified command, an **Agency Representative**, or a **Liaison** which can coordinate with the SLO County/Op Area Liaison function, found in the County EOC. The emergency response role of special districts is generally focused on their normal services or functional area of responsibility.

B. MANAGING EMERGENCIES

The County and the District will manage emergencies using the **Standard Emergency Management System (SEMS)** and the **Incident Command System (ICS)**. They are modular emergency management systems designed for incidents involving a multi-jurisdictional response. They provide effective direction and control, using statewide standards, of an emergency from the time of notification, through all stages, until the situation de-escalates to a point where emergency resources are no longer needed.

At the Federal level these two management systems are folded into the **National Incident Management System (NIMS)** which includes additional components for Emergency Preparedness, Communication and Information Management, and Joint Information Sharing. The intent of this system is a more coordinated effort to disaster management, at the national level, before, during, and after the event.

A more detailed explanation of these 3 management systems can be found in Addendum #1 of this plan.

C. COUNTY and LOCSO EMERGENCY ORGANIZATION

The Incident Management Organization at the County EOC is headed by the EOC Director working in close coordination with the Incident Commander. The EOC Director has overall responsibility for the emergency management of the event.

When the EOC incident management organization is mobilized, the Incident Commander is supported by five functional groups.

The functional ICS groups are:

- Command Staff
- Operations Section
- Planning Section
- Logistics Section
- Finance Section

It is important to note that the Command Staff include the EOC Director, The Incident Commander (IC), and the **Liaison Officer - Agency Administrator (AA/LOFR)**. The Command Staff is supported by the four Sections, Operations, Planning, Logistics and Finance, each group is headed by a Section Chief. The Section Chiefs comprise the General Staff that is the management core under the EOC Director and Incident

Commander. The overall group is often referred to as the “Command and General Staff”.

Physical Locations - EOC and DOC

When activated the EOC operates out of the Sheriff’s station located at 1485 Kansas Ave., San Luis Obispo. (SLO County Government Operation Center).

In an emergency event impacting the LOCSD staff will report to the district office located at 2122 9th Street in Los Osos. In an emergency event this facility will be referred to as the District Operations Center (DOC).

Agency Representative – Liaison Officer

The designated Agency Representative will be the primary contact for outside agencies during emergency situations. This position may also be referred to as the Liaison Officer

The position functions and responsibilities include:

- Providing information about the emergencies effect on the District to the County EOC.
- Identifying contacts and communication links with outside agencies and organizations.
- Providing information to and responding to requests from interagency and intra-agency contacts.

D. RESPONSIBILITIES

The following tables illustrate the LOCSD’s Incident Management Organization for various types of emergencies. The staffing and actual structure of the organization for the organization will vary based on the type and severity of an emergency.

Table 1. District personnel will be trained to fill the emergency positions shown. Each position has an alternate. Some are cross-trained to fill several positions.

POSITION	PRIMARY	ALTERNATES
Incident Commander	Battalion Chief	Fire Station Officer
Agency Representative	BOD President	BOD Vice-President

Section Chief Functions	General Manager	Utilities Systems Manager
Water Group Supervisor	Utilities Systems Manager	Water Resources Crew Leader

Table 2 Outlines position assignments for the District’s Incident Management Organization members. The assignments are made corresponding to position within the regular District organization structure by position only;

TYPICAL TASKS	POSITION
<ul style="list-style-type: none"> • Represent LOCSD at EOC • Coordinate with field IC • Survey district water system for damage • Assist with Situation Reporting (flood, storm, tsunami, earthquake, & extreme weather) • Determine Shelter Welfare needs • Initiate and staff sandbag locations • Inspect and clear culverts 	<p>BOD President</p> <p>General Manager</p> <p>Water Crew Leader</p> <p>Utility Systems Mgr.</p> <p>General Manager</p> <p>Water Crew Leader</p> <p>Water Crew Leader</p>

Emergency Management Organization members shall be made aware of their assignment and offered special training for their incident management function. These assignments are recommendations only. Any person familiar with the ICS may be used to fill positions that are short on personnel, especially in the early stages of an incident.

Confidential Contacts: To obtain the names that correspond to these positions, refer to the Confidential Contact List found at the end of this document.

SECTION V – DISTRICT EMERGENCY RESOURCES

A. EMERGENCY EQUIPMENT AND SUPPLIES AND FACILITIES

Emergency equipment and supplies for use by district personnel in the event of an

emergency will be established by the General Manager with assistance from the Station #15 Battalion Chief. Addendum #3, found at the end of this document, outlines the available resources.

B. Vital Records

Protection of vital records is particularly important for the LOCSD because of the role the organization plays in protecting the life and property of the citizens it serves.

The Administrative Services Manager is responsible for the vital records of the LOCSD. These records should be protected via imaging (scanned into a digital document imaging system, then stored on the LOCSD server to protect them in the event of an earthquake, fire, flood, or inadvertent loss (including miss-filing or missing documents). The loss of documents such as minutes, resolutions, ordinances, contracts, or Building Permits/Will Serves would prove to be very detrimental to the citizens of the LOCSD.

Original vital records should be stored in a central and secure "records vault" that meets industry standards for retention and archiving. All electronic files should be backed up on a daily basis and copies kept at a secure off-site location.

C. SHELTER - WELFARE

A limited number of displaced or homeless citizens can be anticipated after major emergency events. Most displaced people will probably be self-sufficient in nature (e.g., tenting in front yard, temporarily living with relatives or neighbors, etc.) An estimated 20% of the displaced/homeless will require sheltering as provided by the American Red Cross or other relief agencies. Long term "tent" or "mobile home" sites for the displaced and homeless are not a normal consideration in these types of events. Activation of these resources will be coordinated by the County EOC.

The South Bay Community Center has been designated as the primary Shelter Welfare site for the Community of Los Osos. A trailer containing shelter welfare supplies is stored at Fire Station 15 in Los Osos. It contains personal hygiene kits, cots, blankets & pillows for 25 individuals. A small emergency generator, lighting equipment, small tools and large first aid kits are also stored in the trailer. People Helping People serves a daily lunch at the South Bay Community Center and has a reserve of food.

D. VOLUNTEER ORGANIZATIONS

The procuring, stockpiling and distribution of essential supplies for the general public and emergency workers (food, water, fuel, shelters, etc.) may be necessary after a major event. It is anticipated that large numbers of both public and volunteer organizations within the area provide assistance to the communities' vulnerable populations.

On the national level the San Luis Obispo Chapter of the American Red Cross may

aid in receiving, registering and organizing offers for volunteer assistance and shelters. The Salvation Army may aid in receiving, stockpiling and distributing volunteer donations of food, clothing, water, etc.

At the local level the following organizations will provide aid.

- Community Emergency Response Team (CERT) provides basic training in disaster preparedness and self-support
- Community organizations provide free dinners every Wednesday night at the South Bay Community Center.
- People Helping People and other organizations distribute food throughout the community on a weekly basis.
- Community public service groups (Elks, Kiwanis, Rotary) can be expected to provide assistance.

Activation of these resources will be coordinated by the County EOC through the County Public Health Department’s Voluntary Organizations Active in Disasters (VOAD).

SECTION VI - PROGRAM MAINTENANCE

A, PLAN AND PROCEDURE MAINTENANCE

This Annex, in its entirety, will be reviewed, maintained, and updated on an annual basis by the LOCSD General Manager with the assistance of the Battalion Chief or designee.

B. TRAINING

It is the policy of the LOCSD that, at a minimum, the General Manager or his designee shall attend an annual disaster drill or exercise put on by the County of San Luis Obispo. The primary purpose of these events is to evaluate and improve the Emergency Response Plan that the event is based on. The following classes or training is recommended:

Training/Classes

Topic	Audience	Length	Re-certification
SEMS/ICS for Administrators	LOCSD BOD & General Mngr.	4 hours	As needed
Basic ICS (I-200)	All employees	Self-paced	None
Advanced ICS (I-300/400)	Department heads and designated employees	16 hours	None
Position training	Varies	Varies	Drills
Basic First Aid	All employees	8 hours	3 years
CPR	All employees	8 hours	2 years
Fire extinguisher training	All employees	2 hours	Annually

SECTION VII – SUPPORT MATERIALS

Addendum #1 Management Systems Outlined

STANDARD EMERGENCY MANAGEMENT SYSTEM (SEMS)

In an emergency, governmental response is an extraordinary extension of responsibility and action, coupled with the normal day-to-day activities associated with governing. Any emergency event of major consequence will more than likely overwhelm local government resources, requiring assistance from a multitude of agencies.

The Standardized Emergency Management System, now adopted by the LOCSD, establishes a statewide standard response structure and basic protocols to be used by all agencies in both emergency response and recovery to a major event. Its authority and structure can be found in Chapter 1 of Division 2 of Title 19 of the California Code of Regulations.

Fully activated, the SEMS consists of five levels: field response, local government, operational areas (countywide), OES Mutual Aid Regions, and state government.

INCIDENT COMMAND SYSTEM

ICS is a field-level emergency management system that consists of several components. When applied together, the following provide the basis for effective emergency management:

- Common terminology
- Modular organization
- Integrated communications
- Unified command structure
- Consolidated action plans
- Manageable span-of-control
- Pre-designated incident facilities
- Comprehensive resource management

The modular aspect of ICS establishes a dynamic emergency organization based on the resources needed to support all phases of an emergency. The organization's staff will be integrated from the top down. If a situation escalates, additional resources can be brought into the organization, and, likewise, when the situation de-escalates, resources can be released when they are no longer needed.

National Incident Management System

The National Incident Management System (NIMS) provides a common, **nationwide** approach to enable the whole community to work together to manage all threats and hazards. NIMS applies to all incidents, regardless of cause, size, location, or complexity.

NIMS guides all levels of government, nongovernmental organizations (NGO), and the private sector to work together to prevent, protect against, mitigate, respond to, and recover from incidents. NIMS provides stakeholders across the whole community with shared vocabulary, systems, and processes to successfully deliver the capabilities described in the National Preparedness System. NIMS defines operational systems, including the Incident Command System (ICS), Emergency Operations Center (EOC) structures, and Multiagency Coordination Groups (MAC Groups) that guide how personnel work together during incidents. NIMS applies to all incidents, from traffic accidents to major disasters.

Addendum #2 Common Disaster Management Acronyms

Acronym	Definition
CGS	California Geological Survey
Cal EPA	California Environmental Protection Agency
Caltrans	California Department of Transportation
CAL Fire	California Department of Forestry and Fire Protection
CDHS	California Department of Health Services
CERT	Community Emergency Response Team
CFR	Code of Federal Regulations
CGS	California Geological Survey
CISN	California Integrated Seismic Network
CSSC	California Seismic Safety Commission
DFG	State Department of Fish and Game
DHS	Department of Homeland Security
DWR	Department of Water Resources
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map
FMP	Floodplain Management Plan
FRAP	Fire and Resource Assessment Program
GIS	Geographic Information System
HMGP	Hazard Mitigation Grant Program
LHMP	Local Hazard Mitigation Plan
NFIP	National Flood Insurance Program
NOAA	National Oceanic and Atmospheric Administration
OES	Office of Emergency Services (State or County)

SEMS	Standardized Emergency Management System
SFHA	Special Flood Hazard Area
USDA	U.S. Department of Agriculture
USGS	U.S. Geological Survey
VOAD	Voluntary Organizations Active in Disasters

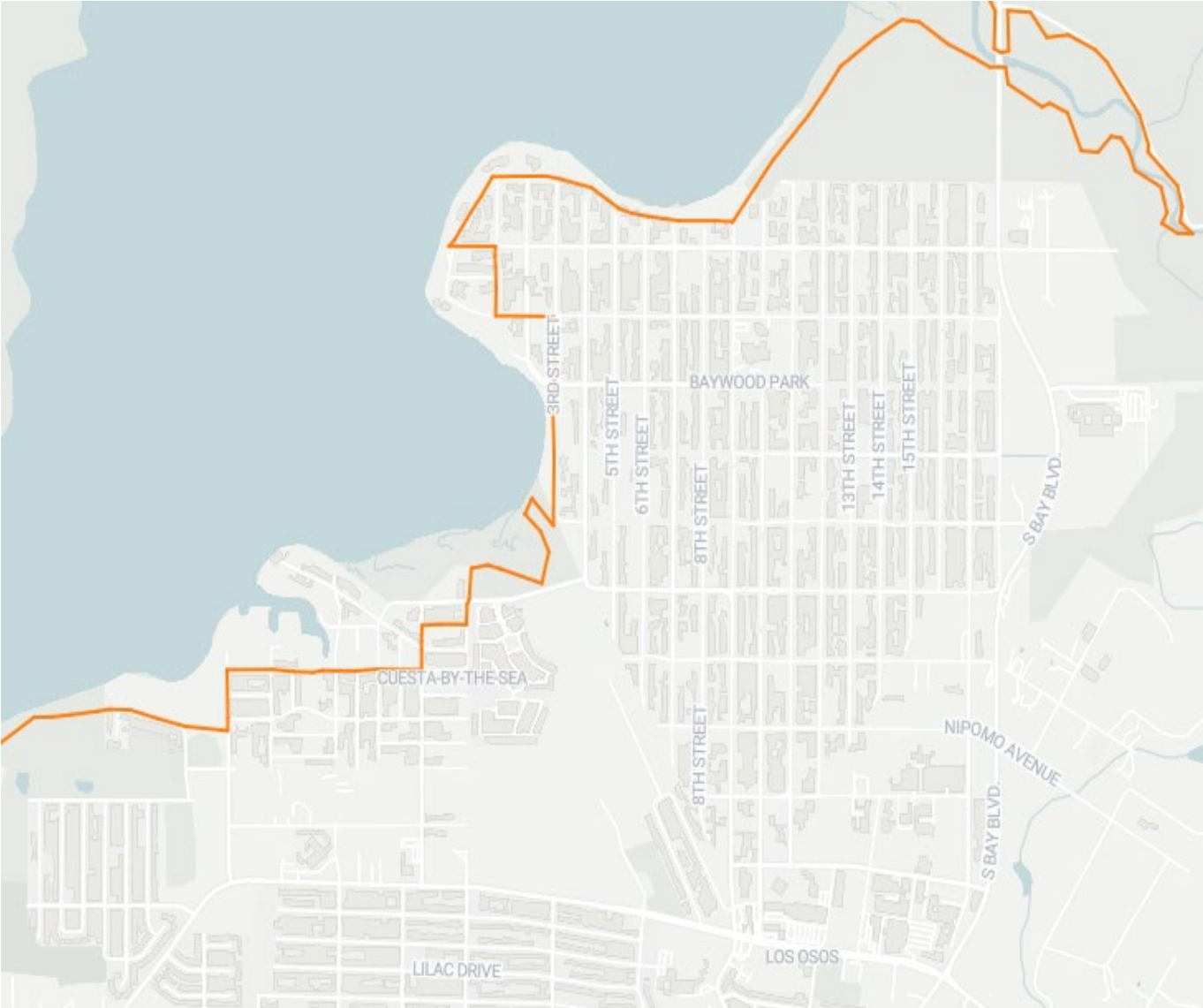
Addendum #3 Supplies/Inventory

A small trailer, owned by the LOCSD, contains shelter welfare supplies and disaster response equipment is stored at Fire Station 15. It contains personal hygiene kits, cots, blankets & pillows for 25 individuals. A small emergency generator, lighting equipment, small tools and large first aid kits are also stored in the trailer. Should the South Bay Community Center be activated as a shelter welfare site the trailer will need to be towed to that location.

A small cache of emergency preparedness equipment and supplies is also stored at the LOCSD office on 9th Street. A portable battery pack with 294 Watt Hours which can run the office computer, re-chargeable lanterns, flashlights and cell phones chargers is also found there. Cables and extensions cords for office equipment are included in the cache. This will enable the office to function as a Department Operating Center (DOC) should the electric power be lost.

Emergency gear such as safety vests, identification badges and other safety equipment will be provided to Board Directors and other staff that would assisting in any field operations during a declared emergency.

Addendum #4 Tsunami Inundation Map – Los Osos



Addendum #5 Confidential Phone List

The following community-based organizations that may be available to assist during a declared emergency are:

- South Bay Community Center
- People Helping People
- Rotary Club of Los Osos
- Kiwanis Club of Los Osos
- SLO County Emergency Communications Council/Estero Radio Club

A list of phone numbers for these organizations will be maintained by the General Manager and stored at the District's office. The following positions will have access to the list:

Position	Name
Board President	TBD
General Manager	Ron Munds
Administrative Services Manager	Laura Durban
Utility Systems Manager	Margaret Falkner
Water Resources Crew Leader	Nate Pall
Battalion Chief	Josh Lorenzo