

OPERATIONAL AREA AGREEMENT OVERVIEW



BACKGROUND

The Operational Area Agreement formally organizes the County of Orange and its political subdivisions as the Orange County Operational Area for purposes of emergency management coordination, as required by the State of California's Standardized Emergency Management System. First approved in 1995, the document lays out a framework for inter-jurisdictional cooperation and the responsibilities of the County of Orange and its individual subdivisions. This document was reviewed and approved by the County of Orange and the 100+ political subdivisions that make up the Orange County Operational Area, and it has served as the foundation for nearly 25 years of regional emergency management collaboration.

In 2017, the Orange County Sheriff's Department Emergency Management Division began a process to revise the Operational Area Agreement to account for changes in emergency operations plans, incorporate advances and new perspectives in the emergency management discipline and ease administration of Operational Area functions. The Operational Area Agreement Revision Working Group was formed and met for more than a year to develop an updated document taking into account new programs and paradigms at the local, state and federal level, as well as lessons learned from more than twenty years of administering the existing framework. Following an extensive review and revision process in 2018 and 2019, the revised Operational Area Agreement was approved by the County Board of Supervisors on March 24, 2020. The Agreement must now be approved by each individual jurisdiction in the Orange County Operational Area.

WHAT'S NEW IN THE 2020 AGREEMENT

The new OA Agreement developed by the OA Agreement Revision Working Group has major structural and significant content changes from the original 1995 document. Agreement sections were reorganized to make the document easier to understand and reference and the document was reformatted to more closely align with the Emergency Management Division's plan document style guide. *A complete crosswalk of structural changes is available on request from the Emergency Management Division.*

The major content changes are outlined below:

NEW OPERATIONAL AREA EXECUTIVE BOARD MEMBERS

Five new Operational Area Executive Board seats were added to the body to more accurately represent the interests of the Operational Area. The following seats were added:

- The County Executive Officer
- The Orange County Social Services Agency Director
- The Operational Area Water/Wastewater Mutual Aid Coordinator
- A representative selected jointly from the Orange County Community College Districts
- The Orange County Transportation Authority Chief Executive Officer

ORANGE COUNTY EMERGENCY MANAGEMENT ORGANIZATION (OCOMO) UPDATE

Since the 1995 Agreement was approved, OCEMO has transitioned to a simpler model than was outlined in the original document. Several changes were made in the new Agreement draft to reflect the current operational practices of OCEMO and ensure alignment with the new OCEMO bylaws approved in 2018, but the major shift was

the removal of the OCEMO Representative Board, which has not been practically in use for a decade or more. The new draft also provides clarity on the nature of the administrative support provided to OCEMO by the County of Orange.

OPERATIONAL AREA COORDINATOR STAFFING

The 1995 Agreement specifically outlined which agencies are responsible for staffing the Operational Area Coordinator (OAC) position. At the time of approval, this staffing arrangement aligned with the staffing of the Director of Emergency Services (DES) position and was meant to outline additional responsibilities for the DES during an Operational Area-wide incident. Since approval, the County Ordinance that defines staffing for the DES role was updated by Board Resolution and created a conflict with the original OAC staffing arrangement. To rectify this conflict and to prevent similar issues in the future, the language in the updated draft was streamlined to reference the County Ordinance and Resolution rather than separately defining OAC staffing.

OPERATIONAL AREA FINANCE

The New Operational Area Agreement includes a significant reworking of language related to OA finances and grant funding and administration. Relevant language once contained in Addendum Two (See Addendums section below) is now incorporated in the main body of the agreement. Language referencing specific grant programs was replaced with broader language that reflects the shifting nature of grant funding and the challenges of grant administration. The new language also addresses lessons learned related to the financial aspects of mutual aid and disaster recovery.

ADDENDUMS

The 1995 Agreement as approved had three addendums that addressed various issues brought forth during the development of the original document. Addendum One clarifies roles and responsibilities for the Operational Area, the Operational Area Executive Board, and the Operational Area Coordinator. Addendum Two includes documents related to the administration of the Emergency Management Assistance Program grant that no longer exists. Relevant portions of these two addendums were incorporated into the main body of the new Agreement draft as appropriate.

Addendum Three is the Operational Area Mutual Aid Plan. This critical document will become an attachment to the Unified County of Orange and Orange County Operational Area Emergency Operations Plan. This will put the Mutual Aid Plan on a more defined schedule of review and revision.

OA AGREEMENT JURISDICTION APPROVAL PROCESS

With the approval of the OA Agreement by the Orange County Board of Supervisors, the agreement is now ready for presentation to Orange County's jurisdictions for approval. The OCSJ Emergency Management Division is available to support jurisdictions with this process with documents and sample language for agenda staff reports. Jurisdictions approving the Agreement will be asked to provide the following items to the OCSJ Emergency Management Division:

- Physical copy of OA Agreement signature page with wet signatures mailed to:
Emergency Management Division
Orange County Sheriff's Department
ATTN: Ethan Brown
2644 Santiago Canyon Road
Silverado, CA 92676
- Scanned copy of OA Agreement signature page sent to ETBrown@ocsd.org as soon as possible after approval
- Digital copy of any other approval documents (Agenda Staff Report, Resolution, etc.) sent to ETBrown@ocsd.org

2020 OA Agreement Structure Overview

FOR REFERENCE ONLY: In case of discrepancy, the Agreement itself shall prevail. This chart depicts the OA structure only and does not describe the entirety of the OA Agreement.

Orange County Operational Area – All subdivisions within the County

Section 2.1

OA Signatory Council

Section 2.2

OA Executive Board

1. Chair of the OC Board of Supervisors
2. OC County Executive Officer
3. Operational Area Law Enforcement Mutual Aid Coordinator, the OC Sheriff
4. Operational Area Fire & Rescue Mutual Aid Coordinator, as selected by the OC Fire Chiefs Association
5. Operational Area Public Works Mutual Aid Coordinator, the OC Public Works Director
6. Operational Area Health Care Mutual Aid Coordinator, the OC Health Care Agency Director
7. Operational Area Water/Wastewater Mutual Aid Coordinator
8. OC Social Services Agency Director
9. Rep. selected jointly from the OC City Managers Association
10. Rep. from the OC Chiefs of Police and Sheriff's Association
11. Rep. from the OC Fire Chiefs Association
12. Rep. from the OC City Engineers and Public Works Directors Association
13. Rep. from Independent Special Districts of OC
14. OC Superintendent of Schools
15. Rep. selected jointly from OC Community College Districts
16. OC Transportation Authority Chief Executive Officer

Section 3.1

OA Jurisdiction Responsibilities

- Participate
- Cooperate
- Emergency Management Program
- Emergency Plan and Organization
- Procedures
- Training and Exercises
- Emergency Assistance
- Resource Lists
- Critical Points of Contact
- Disaster Recovery

Section 3.2

County Specific Responsibilities as OA Lead Agency

- 24 hour contact
- Operational Area Emergency Operation Center
- Initial EOC Activation Staffing
- Disaster Recovery
- Operational Area Emergency Plan and Annexes
- Operational Area Executive Board Support
- Executive Board Subcommittee and Working Group Support

Section 2.2.3

Other Sub Committees & Working Groups formed by OA Board

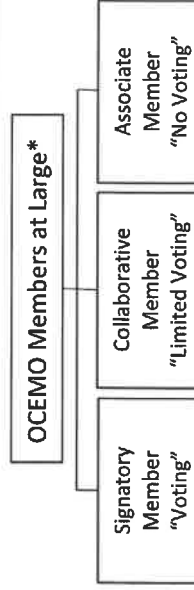
OCEMO Leadership

- Chairperson
- 1st Vice Chairperson
- 2nd Vice Chairperson
- OA Manager
- Immediate Past Chair
- Elected

*No more than eight OCEMO members who are also voting members of the OA Executive Board shall be present at any OCEMO meeting

Section 2.3

Orange County Emergency Management Organization



OCEMO Responsibilities

- OA Area Plans, Annexes & SOPs
- Training and Exercises
- Public Education and Outreach
- Legislation
- Other, as assigned by the OA Executive Board