



This document outlines the response expectations of Yolo County during a utilities emergency and serves as a Support Annex to the Yolo County Emergency Operations Plan

Yolo County Utilities Annex

Annex to the Yolo County
Emergency Operations Plan

Version 1.0

December 2024

PROMULGATION

This Emergency Support Function Annex to the County of Yolo Emergency Operations Plan describes how Yolo County will manage an emergency incident or disaster mitigation, preparedness, response, and restoration related to this Emergency Support Function. All Primary and Support agencies identified as having assigned responsibilities in this Emergency Support Function shall perform the emergency tasks described, including preparing and maintaining Standard Operating Guidelines and Procedures and carrying out the training, exercises, and plan maintenance needed to support the plan.

This Emergency Annex plan was developed using the Comprehensive Planning Guide 101 version 3 from the Federal Emergency Management Agency and California's emergency planning guidance documents. Adoption will occur following the established maintenance schedule; however, the plan may be modified in the interim without prior approval and formal adoption under the direction of the Director of Emergency Operations. The revised plan will be relayed digitally to all Primary and Support agencies with assigned responsibilities in this Emergency Support Function. The Primary assigned agency will coordinate the review and update of the plan with the Support agencies as needed at least every three years. This Emergency Support Function plan supersedes any previous versions.

This Emergency Support Function Annex applies to Primary and Support agencies within Yolo County who are assigned responsibilities by Emergency Support Function of the All-Hazard Emergency Operations Plan and identified within the Emergency Support Function Annex.

This plan replaces previous annexes of the same or similar title.

The County of Yolo Board of Supervisors chairperson will formally promulgate this annex. The County Ordinance empowers the County Board of Supervisors to review and approve emergency and mutual aid plans.

Lucas Frerichs
Chair of the Board of Supervisors

Date:

This page intentionally blank

TABLE OF CONTENTS

| | |
|---|----|
| PROMULGATION..... | 1 |
| Table of Contents..... | 3 |
| SECTION 1.0: INTRODUCTION..... | 5 |
| 1.1 OVERVIEW..... | 5 |
| 1.2 PURPOSE..... | 5 |
| 1.3 SCOPE | 5 |
| 1.4 GOALS | 6 |
| 1.5 SITUATION AND ASSUMPTIONS | 6 |
| SECTION 2.0: CONCEPTS OF OPERATIONS | 9 |
| 2.1 PREPAREDNESS..... | 10 |
| 2.2 RESPONSE ACTIONS..... | 11 |
| 2.3 RECOVERY | 14 |
| SECTION 3.0: STAKEHOLDERS | 16 |
| 3.1 LEAD AGENCY | 16 |
| 3.2 SUPPORTING AGENCIES AND DEPARTMENTS..... | 16 |
| 3.3 STATE AGENCY | 19 |
| 3.4 FEDERAL AGENCY..... | 19 |
| SECTION 4.0: COMMUNICATIONS | 20 |
| 4.1 WEBEOC | 20 |
| 4.2 OA EOC COMMUNICATIONS SYSTEMS..... | 20 |
| 4.3 PG&E AND OTHER VENDERS | 21 |
| SECTION 5.0: INFORMATION COLLECTIONS, ANALYSIS, AND DISSEMINATION | 21 |
| 5.1 RESOURCE REQUESTS | 21 |
| SECTION 6.0: ADMINISTRATION, FINANCE, AND LOGISTICS | 21 |
| SECTION 7.0: PLAN DEVELOPMENT AND MAINTENANCE..... | 22 |
| SECTION 8.0: AUTHORITIES AND REFERENCES | 22 |
| AAPPENDIX A: DOCUMENTATION MAINTENANCE..... | 23 |
| AAPPENDIX B: ACRONYMS | 24 |
| AAPPENDIX C: VERSION HISTORY | 25 |

This page is intentionally blank

SECTION 1.0: INTRODUCTION

1.1 OVERVIEW

The Yolo County Operational Area *Emergency Support Function (ESF) #12 – Utilities*, represents an alliance of discipline-specific stakeholders who possess common interests and share a level of responsibility to provide emergency management related services regarding utility infrastructure system damage, outage response, and restoration of service. Comprised of 6 jurisdictions (four incorporated cities, one unincorporated area and one Tribal nation), and numerous special districts, state and private agencies, the Yolo County Operational Area (YOA) responsibility includes managing shortages or disruptions in the supply and delivery of utility or energy with internal resources. However, some potential events may overwhelm the County's assets and capabilities and request additional support from outside of the YOA.

In addition, ESF-12 outlines processes for collecting, analyzing, processing, and disseminating information about a potential or actual incident and conducting planning activities to facilitate the overall activities in assisting the whole community during utility infrastructure disasters.

1.2 PURPOSE

The purpose of this annex is to organize stakeholders with responsibilities to strengthen collaboration and coordination among utility providers and stakeholders that have the legal authorities, resources, and capabilities to support the YOA during emergencies that affect utility infrastructure system damage following a large-scale disaster or event. This annex will ensure that a coordinate response and a timely restoration of services will be occur efficiently and in an expedited manger to ensure lives will be saves, protection of health and safety, and preserving the environment within Yolo County.

1.3 SCOPE

A utility infrastructure system damage and outage responses are complex and involves many jurisdictions and agencies to support preparedness, response, and recovery efforts. It can span through several different response plans and traverse jurisdictional boundaries if the YOA resources become overwhelmed and are unable to meet emergency or disaster needs. The operations that make-ups this annex may be activated in whole or in part as described in response to a request for support.

The scope of the annex includes the appropriate actions to prepare for and respond to a threat to the County's utility system and infrastructure caused by an emergency or disaster. The plans and actions that make up this annex will require coordination and collaboration among multiple Emergency Support Functions and its stakeholders. Specific objectives are as follows:

- Provides an overview of the Utility infrastructure system in Yolo County
- Identifies the legal basis for this annex and the emergency management activities of stakeholders
- Identifies this annex's mission, scope, goals, and stakeholder community

- Identifies the organizational structure and governance system for this annex's development, implementation and maintenance
- Coordinate with utility service providers for the assessment and restoration of disrupted services

For the purposes of this annex, it is important to understand the following:

- **Energy Shortage** is the significant shortage of any energy resource or the inability to pay for high priced energy resources, which results in a loss of fuel supplies for space heating, emergency, and health care service, thereby endangering both life and property.
- **Power/Utility Failure** is the interruption or loss of services for an extended period. (Gas, oil, electricity, fiber optics, telephone, microwave towers, water, and sewage sites, etc.)

Responsibility for utility restoration rests with the private companies or governmental departments that provide utility services. Yolo County will provide support in responding to a utility failure or energy shortage according to their internal policies once a request for additional resources and coordination is made.

1.4 GOALS

This section identifies the goals for this annex to support its further development and ongoing maintenance over the coming years.

- Prepare for and prevent, cohesively respond to, and effectively mitigate and recover from the effects of utilities disruptions emergency in Yolo County.
- Coordinate with local utilities to assess, restore, and repair damaged community utility lifelines, infrastructure, and associated systems.
- Coordinate temporary emergency power generation capabilities to support critical facilities until permanent restoration is accomplished.
- Integrate and standardize emergency management activities within SEMS/NIMS.
- Proactively develop and support mutual aid and other forms of assistance.
- Implement improvements to the Operational Area's capabilities.
- Identify, coordinate, and engage the Operational Area's emergency stakeholders.
- Train and exercise the activities of this annex.
- Provide input and planning assistance for any hazard specific annexes developed which contain utility elements.

1.5 SITUATION AND ASSUMPTIONS

This situations section identifies disaster circumstances that could occur locally and would create a need for response by energy and utilities services. Assumptions, in turn, compensate for the lack of facts or probabilities. Although assumptions cannot be validated, lack of assumptions can influence the successful execution of emergency preparedness and response activities.

SITUATION

Utility disruptions threaten the commerce, transportation, communications, government, and health of the County's residents. During any given year, Yolo County may face the possibility of utility disruptions through accidental, natural, systematic or deliberate incidents, producing

substantial cascading effects and adversely affect the delivery of essential needs such as food, water, shelter, and medical treatment.

- A major or catastrophic event will severely damage and/or destroy power lines, telephone equipment, drainage systems, water and sewer lines, and gas mains. Emergency equipment in the affected areas may be inaccessible and / or damaged. Restoration of these services is essential and must begin immediately.
- Emergencies may cause shortages in energy supplies or public utility services by disrupting transmission or fuel supply levels, or increasing energy use.
- Public utility emergencies can include acute shortages caused by power outages and water, and wastewater flow disruptions and chronic shortages caused by panic buying of fuels and emergency stockpiling actions.
- Fuel shortages can be caused by imbalances in supply and distribution.
- A shortage of energy in one form can cause shortages in other sources.
- Private sector organizations controlling critical infrastructure, key resources, systems, and networks providing essential functions and services play a key role before, during, and after an incident.

ASSUMPTIONS

- Incidents evolve in a generally predictable pattern whereas the effects of deliberate criminal acts are more difficult to predict and may include steps to hinder the response.
- During a major incident involving transportation infrastructure, supplies and mutual assistance resources may have difficulty reaching the scene.
- There will likely be an urgent need for restoring power at critical facilities.
- There may be widespread and prolonged electrical power failure. With no or little electrical power, communications will be affected, and traffic lights will not operate, causing surface gridlock. Such outages will impact other public health and safety services, including the movement of petroleum products for transportation and emergency power generation.
- The City communicates life-safety notifications to the community in ways that can be understood, regardless of language, as a foundational part of response during incidents. Specific communications strategies have been developed to ensure notification to those with Access and Functional Needs (AFN). Details can be found in the *Alert & Warning Annex* and *Access and Functional Needs Annex*.
- The energy system is complex by nature, with multiple cross-sector interdependencies. A disruption in one sector is likely to affect other parts of the system and involve multiple providers.
- Energy industry entities are responsible for repairing their privately-owned infrastructure and restoring energy supplies.
- Energy industry entities have internal plans to respond to energy disruptions. Federal resources and expertise will be mobilized when energy disruptions exceed the capabilities of state and local governments.
- Coordination of utility or energy industry representatives may be required.
- The magnitude of the incident can increase with little or no notification.
- Any damaged infrastructure must be inspected and cleared by multiple agencies.

Access and Functional Need Individuals

Yolo County strives to incorporate the Whole Community perspective in its emergency planning. By planning with the Whole Community, Yolo County's planning strategy includes the complexities of the diversity in Yolo County.

Yolo County defines disabilities and those with access or functional needs as:

Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to maintaining independence and the ability to perform the activities of daily living, communication, transportation, supervision, and medical care. Individuals needing additional response assistance may include those with disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.

Furthermore, the County and Operational Area are committed to maximizing compliance with the Americans with Disabilities Act and providing the best service to Yolo County residents and visitors. As such, the County adheres to the guidelines outlined below:

- County services and facilities are equally accessible and available to all persons.
- All the benefits the County offers are accessible to persons with disabilities and others with access and functional needs.
- The County and Operational Area partners will accommodate people with disabilities and those with access or functional needs in the most integrated setting possible.
- During all phases of disaster response, the County and its agencies will make reasonable modifications to policies, practices, and procedures, if necessary, to ensure programmatic and architectural access to all.
- The County and Operational Area partners will ensure that its shelters are accessible, both physically and programmatically, to afford people with disabilities and others with access and functional needs the opportunity to remain with family and friends in the most integrated setting possible.

During a utilities system failure event, individuals with disabilities, and access and functional needs pose additional requirements with respect to alert and notification, information dissemination, evacuation, emergency transportation, and sheltering requirements. For additional information, please refer to the *Access and Functional Needs Annex*.

SECTION 2.0: CONCEPTS OF OPERATIONS

This section describes the ESF #12 concept of operations, which documents how the emergency function stakeholders will support each phase of emergency management within the Yolo County Operational Area through collaboration and joint activities. Procedures pertaining to this function do not pre-empt or nullify existing utility functions as they operate within the Incident Command System (ICS).

Infrastructure Assessment, Repair, and Restoration

Infrastructure assessment, repair, and restoration includes repairing or replacing temporary and permanent infrastructures, as well as stabilizing or resuming operation of utility services. During an event requiring support to multiple utilities infrastructure, ESF #12 may be activated in concert with other ESFs that have primary responsibility over specific infrastructure resources. As such, ESF #12 may coordinate with the following functions:

- ESF #1: Transportation Annex
- ESF #3: Public Works and Engineering Annex

During an EOC activation, infrastructure support will occur in the Energy Operations Branch. Functioning under the Energy Operations Branch in the EOC, the Coordinator has the following primary roles:

1. Maintain an internal Standard Operating Procedure (SOP) that addresses the following:
 - 24-hour notification procedures for staff
 - Internal energy response procedures and strategies
 - Management assignments, checklists, and report forms necessary for the implementation and response management of this annex
2. Act as a conduit between private and public water system and utility providers and the EOC, which includes the following:
 - Obtaining information on damaged energy systems and component assessments
 - Identifying city and county priorities and critical restoration needs
 - Requesting supplemental energy assets for assisting response efforts while restoration of primary systems is established
3. Coordinate the dissemination of public information related to water system and utility restoration, which includes the following:
 - Providing public information on the duration of service interruptions/shortages, the progress of restoration efforts, and public assistance guidelines while restoration activities are occurring
4. Collaborate with the Energy Operations Chief:
 - Exchange information regarding utility system issues, support operations, requests, and situation status reports
 - Consult with Energy Operations Chief to provide resources (equipment and personnel) for restoration of utility services and infrastructure operations

- Coordinate the release of utility restoration public information from the EOC to the public

Utilities Industry Coordination

Energy industry coordination requires the maximum use of resources, aids emergency response, implements recovery operations, and restores utilities to the affected area to prevent conditions.

During an event, the Energy Operations Chief is the primary point of contact with the utilities industry for information sharing and handling emergency requests for assistance from private and public sector owners and operators. Facility owners are responsible for the actual restoration of normal operations at all types of utilities facilities, providing technical expertise, and supporting agencies will assist them with utility restoration efforts.

A list of all utilities includes;

- Water/ Sewer
- Electric
- Natural Gas
- Petroleum Products
- Commercial Communications

Tagging/ Approval of Electrical and Gas Industry Connection

A tag, or an “E-Tag,” as it is referred to, is the electronic computer documentation of an energy transaction that requires coordination of and approval from all operating entities involved. Supporting departments in the Energy Operations Branch have no direct responsibilities to regulate or monitor E-Tag activity. However, Federal or State regulatory agencies alerted by E-Tag processes may contact the EOC during an event to notify authorities of potential energy events or supply additional resources to the EOC based on the extent of the energy emergency. Because of the shared power grid and natural pipeline distribution in the Western California Region, this coordination is essential.

2.1 PREPAREDNESS

List of preparedness activities to do:

1. Develop and maintain current directories of suppliers of services and products associated with this function.
2. Establish liaison with support agencies and utility-related organizations.
3. In coordination with public and private utilities and petroleum products suppliers, ensure plans for restoring and repairing damaged energy systems are updated.
4. In coordination with public and private utilities and petroleum products suppliers, establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supply, petroleum fuels, and electric power.

5. Promote and assist in developing mutual assistance compacts with the suppliers of all energy resources.
6. Develop energy conservation protocols in coordination with the utilities and petroleum products suppliers.
7. Ensure procedures are in place to document costs for any potential Federal reimbursement.
8. Participate in State exercises and/or conduct exercises to validate this annex and supporting SOPs

2.2 RESPONSE ACTIONS

Notification

Initially, the OES Duty Officer notifies the point of contact of a utility systems event and of an EOC activation. Alternately, if the utilities system point of contact receives a call first from an affected utility system, the representative contacts the OES Duty Officer and Chief of Emergency Services to determine the need for a possible activation of this annex.

The representative of the utility company assumes or assigns a liaison who will report to a designated office, DOC, or EOC to assist with ESF #12 activities. This is typically accomplished by radio broadcast, digital pager, or telephone contact. Depending on the type of emergency situation, the liaison may request additional staffing to coordinate ESF #12 activities. The Energy Operations Chief is responsible for ESF #12 designating appropriate leaders and working with the utility's systems liaison, if available.

Notification to support agencies can be communicated via phone or e-mail, and will provide a situation update and reporting instructions prior to arrival at the EOC.

Activation

ESF #12 may be activated by the OES Duty Officer or EOC Manager when a water system or utility event is anticipated or actually occurring in Yolo County. The scope and type of the emergency/response will be determined at the time of activation. Elements of ESF #12 activation may begin prior to an official notification from the OES Duty Officer or EOC Manager when the utilities representative is alerted to a planned or unplanned event through the utility provider that requests resources and assets based on mutual aid agreements. If this occurs, notification to the OES Duty Officer and/or OES Director should be timely in order to provide situational awareness.

- Scalable Activation
 - ESF #12 operations can be expected to expand and contract based on the type of emergency, nature, and magnitude of the event. The type and level of activation is generally based on an event's resource or staffing requirements and the impact on the community. Activation of this annex may be predicated on the following:

- Existing or potential electricity outages, scheduled brownouts, blackouts, or prolonged service disruption.
- Anticipated changes in water system, utility generation, or distribution capacity.
- Local and regional disasters affecting water system/utility generation, distribution, or storage facilities and operations.
- Events resulting in a significant or critical water system and/or utility service disruption.
- A sustained response effort

Initial Actions

- Incident Stabilization: Depending upon the incident and impacts/damages to utility lifelines, the OES Director/ Duty Officer, Yolo County Community Services Department, Planning Division, and primary utility agency lead(s) will need to prioritize stabilization targets. Prioritization will reflect goals defined amongst the group to provide guidance to lifeline stabilization. Once stabilization targets have been identified, stabilization can occur by re-establishing the service(s) through contingency response solutions or individual agency SOPs which are intended to restore service for a limited duration or temporary timeframe until long-term solutions can be achieved. Additional guidance in assessing community lifeline status, determining their condition, and additional planning measures can be found in FEMA's Community Lifelines Implementation Toolkit. Beyond initial actions, damage assessment may be deemed necessary to assess the situation further and determine appropriate next steps.
- Utility Failure Each individual utility company is responsible for utility restoration and continuation of providing essential services to the community. Provided that each individual company has their own SOPs, a company's representative must keep the OES Director informed of the situation, impacts to the community, and support necessary. A cascading impact is expected to occur following utility failure, as many of the community utilities/lifelines are integrated in the form of supply, support, generation, etc. For this reason, the OES Director/Duty Officer must ensure sufficient communication throughout the incident.
- Power Failure: Within the YOA, Pacific Gas & Electric (PG&E) is responsible for addressing power outages/damage. PG&E operates via their internal dispatch center and will respond to outages based upon PG&E's internal SOPs. If a non-PG&E agency is responding to an incident requiring fire, EMS, or law enforcement, non-PG&E personnel must stay clear of downed power line(s) or damaged electrical infrastructure.
 - Support agencies must understand the possibility of delayed response times while they await PG&E's confirmation that impacted areas are safely de-energized.

- Scene preservation is essential for responding agencies. If a scene presents with a fallen tree (or other large object) on a power line, it is not safe for non-PG&E personnel to attempt removal of debris from energy infrastructure as it is to be considered energized and dangerous.
- Informing infrastructure support agencies, required governmental entities, stakeholders, and the public during an event is a six-step process:

- **Step 1: Gather Information**

Information is collected from the infrastructure community, and from the following groups, to provide current status updates on infrastructure operations throughout the city:

- Responding departments
- Public and elected officials (via phone calls)
- NGOs, non-profit organizations, private sector (utilities)
- Media (via broadcast, web information, blogs, print)
- Response personnel (responding to down electrical wires, broken pipes, fires, etc.)
- State and Federal agencies, as appropriate (e.g., DT, the Federal Emergency Management Agency [FEMA], California PUC)

- **Step 2: Verify and Organize Information**

Verification of collected information should be confirmed after identifying corresponding utilities' status reports and determining the impact of the affected area.

- Secure a point of contact at each utility or infrastructure agency for situational updates
- Confirm affected areas through reports from dispatched emergency units and utility company command centers
 - Obtain preliminary infrastructure damage assessments
 - Create a cursory outage/damage footprint on maps or computer software based on assessments

- **Step 3: Coordinate and Analyze Information (Initial Actions)**

Analysis includes, but is not limited to, the following:

- Conducting an assessment of the situation based on current information
- Determining the impact of the event
- Identifying critical utility needs in affected communities
- Identifying and recommending government actions necessary to assist utility providers in restoring damaged systems and preventing disruptions in service
- Receiving and responding to information requests from municipal and non-municipal utility providers

- **Step 4: Obtain Resources, Release of Public Information**

- Request resources through the DOC, EOC, and supporting ESF #12 departments, to deploy to the field during an event
- Disseminate emergency information and guidance to the public, private, and government organizations. All press releases are to be coordinated through the EOC PIO. If proprietary information is received from affected public or privately owned facilities, legal counsel should be consulted prior to disseminating a press release
- Initial public information includes, but not be limited to, the following:
 - o Damage assessment and estimated/anticipated duration
 - o Actions the utility providers are taking
 - o Actions businesses, industries, and residents should take
 - o A summary of the event
 - o Overall steps to be taken by the government and citizens to return to normal operation after the event
- **Step 5: Continue to Monitor, Track, and Inform (Continuing Actions)**
 - Serve as the point of contact for post-event damage reports to supply, distribution, and collection systems
 - Conduct Planning Section meetings and provide situation updates, as necessary
 - Notify and consult with subject matter experts from Federal, State, regional, and local authorities on priorities for utility restoration processes, assistance, and supply
 - Secure resources (e.g., fuel for transportation, natural gas services, generators, technical support, potable water, and communications) for requested emergency operations
 - Recommend actions to jurisdictions regarding the conservation of water, utility, electricity, and natural gas resources
 - Coordinate the collection and reporting of water and utility information to the public through EOC PIO and/or Joint Information Center (JIC)
- **Step 6: Resources and Assets**
 - Coordinate the deployment of resources as necessary to support emergency utility restoration operations

2.3 RECOVERY

List of actions to take during the recovery phase:

- Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration.
- Continue to provide utility emergency information, education and conservation guidance to the public
- Continue to monitor restoration operations until reliable services have been restored.
- Ensure that ESF-12 team members and their support agencies maintain appropriate records of costs incurred during the event.

- Support long-term recovery priorities
- Continue damage assessment.
- Coordinate private and volunteer repair of utilities.
- Participate in compiling after-action report and critiques. Make necessary changes and improvements in disaster operations plans.
- Make recommendations to legislative body about changes in planning, zoning, and building code ordinances to mitigate impact of future disasters.
- Provide support for return to normal operations and deactivation measures

Deactivation

The deactivation of ESF #12 may extend deep into the recovery phase and may involve a transfer of responsibilities to Federal and/or State agencies. The deactivation of ESF #12 operations is coordinated through the Energy Operations Chief, supporting agencies, and Incident Commander. Once deactivation is announced, the planning section will do the following:

- Provide a plan for the demobilization of personnel and equipment to the Energy Operations Chief.
- Coordinate de-activation steps with the supporting departments/agencies. Prepare deactivation press release, when requested by the EOC PIO, which will include follow-up information.
- Provide deactivation information to all involved response departments and affected water system and utility points of contact.
- Assign or transfer long-term restoration assessment responsibilities to appropriate department(s).
- Ensure documentation is retained by the Documentation Unit in the Planning Section.
- Debrief staff and conduct an after-action meeting.

SECTION 3.0: STAKEHOLDERS

During non-emergency utility operations, the responsibilities and authorities of ESF #12 reside within a mix of local, state, federal, and private agencies within Yolo County. Utility operations during an emergency response involve the coordination between the local governments that need assistance, private utilities, the state and federal resources that can be activated. Local energy policies and plans are used to manage utility systems and prioritize the distribution of energy services during emergencies.

ESF #12 activities support the coordination of utilities across various modes, including electric, water/sewer, gas and communications.

3.1 LEAD AGENCY

For the development of the Operational Area level, a lead agency has been designated based upon authorities and responsibilities. For ESF #12, **Yolo County Community Services Department, Public Works Division** will take actions to prepare, within staffing and fiscal constraints, respond to, and recover from all emergencies and disasters impacting the utility systems and services within Yolo County. Responsibilities include:

- Coordinate with the Energy Operations Chief in the Yolo OA EOC
- Identify subject matter experts within ESF #12
- Establish communication with ESF #12 stakeholders and Core Function Leads.
- Participate (or coordinates with Lead Agency counterpart) in Action Planning, section and branch meetings scheduled during the operational period.
- Actively coordinate with ESF #12 stakeholders at other locations on incident response activities, consistent messaging, and technical assistance.
- Act as a conduit of information from the ESF #12 stakeholders to the EOC on ESF #12 stakeholder's intelligence and resource capabilities.
- Share information and status updates with all EF #12 stakeholders.
- Collaborate with YCOES to prepare, respond, and recovery from utility system events
- Coordinate with local utilities to restore and repair damaged infrastructure and accompanying systems
- Coordinate temporary emergency power generation capabilities to support critical facilities until permanent restoration is accomplished
- Coordinate with city Public Works departments if necessary for small water systems and wastewater treatment plants
- Support traffic management
- Implement refueling plan for critical facilities on generator power

3.2 SUPPORTING AGENCIES AND DEPARTMENTS

Other agencies and departments that play roles in both regulatory and response operations assist in the development of ESF #12. These supporting stakeholders have responsibilities in assisting the coordination of all phases of emergency management. Local, state, and federal

resources provide key support to ESF #12. The specific responsibilities of supporting agencies may be articulated within the agencies’ administrative orders, agency plans, documents, or Standard Operating Procedures (SOPs).

The interplay of ESF #12 and the Utilities public and private sector stakeholders is a vital part of including whole community concepts into all four phases of emergency management. The ESF #12 Annex includes an extensive list of public and private sector stakeholders.

| Department/Agency | Division/Group | Responsibility |
|--|--|---|
| Yolo County Community Services Department | Public Works Division | <ul style="list-style-type: none"> • Oversees ESF #12 Annex responsibilities • Maintain or expedite restoration of normal service capability and capacity of the water system backbone • Coordinate or obtain resources to assist with restoration priorities of utility services • Collect information, monitor utility events, and exchange information between EOC and affected utility providers. • Provide appropriate staffing for Incident Command, DOC, Energy Operations Chief support, as requested. • Forecast and identify material and equipment shortfalls. • Make repairs to damaged sewer lines • Provide engineering support services • Secure permits for temporary overhead utility facilities (e.g., poles, wires). • Assist in the restoration of potable water services/supplies through the Public Works and Public Health • Coordinate locating and marking for all proposed digging. • Coordinate excavation work that may affect underground utilities and traffic signal cables and connections. |
| Yolo County Community Services Department | Valley Clean Energy (VCE) Alliance – Planning Division | <ul style="list-style-type: none"> • Maintains the VCE program in the Cities of Woodland and Davis |
| Yolo County Community Services Department | Building Services | <ul style="list-style-type: none"> • Support utility operations with structural inspectors and engineers to conduct pre-occupancy inspections. • Accompany utility personnel into affected buildings after an emergency. • Identify and mitigate safety issues related to utilities and water prior to environmental inspections. |
| Yolo County Community Services Department | Environmental Health Division | <ul style="list-style-type: none"> • Inspect public utilities such as but not limited to public water systems, wasteful treatment plants • Identify the need and support hazardous materials incident support • Monitor the safety of drinking water |

| | | |
|--|---|--|
| | | <ul style="list-style-type: none"> • Monitor potential exposure to hazardous materials/waste from any utility incident • Inspect well water systems and septic wastewater systems |
| Yolo County Administration Office | Operational Area Office of Emergency Services (OES) | <ul style="list-style-type: none"> • ESF #12 Executive Summary maintenance & updates. • Serves as the primary coordinating agency for Operational Area Emergency Management. • Assists in obtaining a Local Emergency Proclamation and request of a Governor’s Proclamation of a State of Emergency, USDA Secretarial Disaster Designation, and SBA and Presidential Disaster Declaration, if deemed appropriate. • Assists in obtaining resources from supporting county departments. • Provide a centralized location for Utility providers to engage County agencies • Coordinate with local utilities to identify any forecastable incidents • Coordinate with GIS Leaders to develop maps showing outages and water/utility failure locations. • Participate in coordinating and/or developing accurate messaging to the public • Distribute situation updates and conduct OA conference calls with stakeholders • Contact potential impacted jurisdictions o Support shelter activations • Support and monitor the movement of vulnerable medically fragile residents to shelters |
| Yolo County Flood Control and Water Conservation District | | <ul style="list-style-type: none"> • Maintains Indian Valley Dam and accompanying utilities infrastructure, including a hydroelectric plant. |
| Yocha Dehe Wintun Nation | Environmental Department | <ul style="list-style-type: none"> • Maintains almost 20 percent of the peak energy demand for the Cache Creek Casino Resort onsite. • Maintains energy infrastructure including a solar array and three hydrogen fuel cells. |
| U.C. Davis | Facilities Division | <ul style="list-style-type: none"> • Maintains electric and gas services for the U.C. Davis campus. |
| Pacific Gas and Electric (PG&E) | | <ul style="list-style-type: none"> • Maintains delivery of electric and gas services and infrastructure throughout the Operational Area. • Provide a liaison to County OES during activation • Notify County OES and potentially impacted jurisdictions upon consideration of any disruption which affects a large number of people or critical facilities • Coordinate public information within OA • Participate in conference calls • Notify customers |

| | | |
|--|--|--|
| <p>Sacramento Municipal Utility District (SMUD)</p> | | <ul style="list-style-type: none"> • Maintains gas infrastructure throughout the Operational Area |
|--|--|--|

3.3 STATE AGENCY

The role of the State Agencies will be dependent upon the specific nature of the emergency including the scope of the response and recovery activities, and whether the incident affects the inland or coastal zone, on state streets, highways, or state-owned buildings or grounds. Supporting State Agencies are those who can provide technical, policy, and subject matter expertise, and are generally requested by stakeholder agencies or the Lead agency during an incident. State Agencies pre-identified as necessary coordinating agencies include the California Energy Commission and the California Public Utilities Commission (CPUC). The CPUC regulates services and utilities, protects consumers, safeguards the environment, and assures Californians' access to safe and reliable utility infrastructure and services.

California Utilities Emergency Association (CUEA)

As an agent of the State of California through a memorandum of understanding with the California Governor's Office of Emergency Services (Cal OES), the California Utilities Emergency Association (CUEA) provides emergency operations support for gas, electric, water, wastewater, telecommunications (including wireless) and petroleum pipeline utilities. The SEP designates the California Natural Resources Agency (CNRA) as the Lead Agency for ESF #12. The ESF #12 annex addresses how CUEA, Cal OES, CNRA, and other governmental agencies work before, during and after an event to:

- Facilitate communications and cooperation between member utilities and public agencies, and with non-member utilities (where resources and priorities allow)
- Provide emergency response support wherever practical for electric, petroleum pipeline, telecommunications, gas, water and wastewater utilities
- Support utility emergency planning, mitigation, training, exercises and education among utilities stakeholders

CUEA serves as a point-of-contact for critical infrastructure utilities to the Cal OES and other Governmental Agencies before, during and after an event. CUEA, via the Executive Director, actively participates in Senior Leadership and Executive level planning sessions and working groups. The Executive Director serves as the Cal OES Utilities Branch Liaison at the State operations Center or one the Regional Operations Centers.

3.4 FEDERAL AGENCY

The National Response Framework (NRF) organizes federal resources and capabilities under 15 Emergency Support Functions (ESF). ESFs have been developed and organized for the purpose of providing federally controlled resources to state and federal agencies during the response and recovery phases of a disaster or large-scale emergency. The interplay of ESF #12 and the utility public and private sector stakeholders is a vital part of including whole community concepts into an all phases of emergency management. Some of the following

stakeholders work closely with ESF #1 on a regular basis and include the U.S. Department of Energy.

SECTION 4.0: COMMUNICATIONS

Communications will be maintained through Yolo County OES, all supporting County agencies and public utilities. County OES will maintain a contact list for all agencies and verify phone numbers, email addresses, and contact names on a regular basis. A contact list will be maintained on WebEOC. Cell phones and hard line phones will be the primary mode of communication however, if cell phones or hard line phones become unavailable the following modes of communication can be used

4.1 WEBEOC

WebEOC should be utilized for vertical and horizontal information and situation updates. Requests for resources should be made through WebEOC Resource Request and Deployment Module (RRDM). Those without WebEOC access will utilize the ICS 213 and 213RR forms for communications and resource ordering. The message and resource ordering/tracking system provides an audit trail for pertinent information necessary to record the actions taken by EOC staff.

4.2 OA EOC COMMUNICATIONS SYSTEMS

The OA EOC is equipped with redundant communication modalities, allowing the sharing of situational awareness, resource tracking and status, and raw intelligence data. The communication capabilities will be routinely reviewed, inspected and updated as necessary. Current Communication resources in the OA EOC include but are not limited to:

- Land-line telephones
 - Analog and VIOP
- Cell phones
- Satellite phones
- Internet-enabled computers
- Social Media
- Operational Area Satellite Information Systems (OASIS)
- Emergency Alert System (EAS)
- Wireless Emergency Alerts (WEA)
- Radio systems
 - ARES/RACES
 - Public Safety frequencies
 - Government frequencies
 - Business and Commercial Frequencies

- Low Band Radios

4.3 PG&E AND OTHER VENDERS

PG & E is the largest provider of natural gas and electricity in the County. A liaison from PG & E will work with the Yolo County Office of Emergency Services in providing the most current and available information about possible disruptions. Contact lists will be reviewed and updated at least on a regular basis. If the OA EOC is activated due to involvement of utilities failure, PG&E will provide a liaison during the incident.

SECTION 5.0: INFORMATION COLLECTIONS, ANALYSIS, AND DISSEMINATION

Information is to be shared by all agencies involved in the incident to establish a common operating picture throughout the OA. Establishing a common operating picture and maintaining situational awareness is essential to effective incident management. Information can be shared via the designated Emergency Action Plans, Conference Calls, and additional methods so that all incident personnel maintain situational awareness. Information is to be used by intended recipients to take appropriate response actions.

5.1 RESOURCE REQUESTS

Resource requests are submitted through the appropriate channels according to SEMS and the ICS structure established through the EOC. Resource requests will be addressed locally, regionally, then statewide, if necessary. Requests for all supplies, equipment, personnel, etc. should be routed through ESF-07, Logistics, utilizing the WebEOC Resource Request and Deployment Module (RRDM) as appropriate.

SECTION 6.0: ADMINISTRATION, FINANCE, AND LOGISTICS

Local jurisdictions within the OA assume responsibility of all local incidents. ICS forms will be used in accordance with SEMS and NIMS prior, during and after an incident to document events. All resources must track hours, mileage, and provide associated documentation to the Finance and Administration Section prior to demobilization. An After-Action Review (AAR) will be completed after every incident at every jurisdiction. All county agencies will participate in an AAR to develop best practices and lessons learned.

SECTION 7.0: PLAN DEVELOPMENT AND MAINTENANCE

The development and maintenance of this ESF plan will be consistent with the guidelines established in the EOP.

SECTION 8.0: AUTHORITIES AND REFERENCES

Local

- Yolo County Office of Emergency Services (OES), Emergency Operations Plan, 2024
- Yolo Operational Public Works and Engineering
- Yolo Operational Alert and Warning Annex
- Yolo Operational Transportation Annex

APPENDIX A: DOCUMENTATION MAINTENANCE

| Plan/ Document Name | Description | Owner | Last Update |
|---------------------------|----------------------|---------|----------------|
| 1.0 | Updated all sections | 12/7/23 | Yolo OES |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

APPENDIX B: ACRONYMS

AAR – After Action Report
ADMH – Alcohol Drug & Mental Health
CAP – Corrective Action Plan
DESS – Department of Employment and Social Services
EMS – Emergency Medical Services
EOC – Emergency Operations Center
EOP – Emergency Operations Plan
ESF – Emergency Support Function
NRF – National Response Framework
NIMS – National Incident Management System
OES – Office of Emergency Services
OA – Operational Area
PHEP – Public Health Emergency Preparedness
PPW&ES – Planning, Public Works & Environmental Services
SEMS – Standardized Emergency Management System
SOP – Standard Operating Procedures
UCD – University of California Davis
YDWN – Yocha Dehe Wintun Nation
YECA – Yolo Emergency Communications Agency

APPENDIX C: VERSION HISTORY

| Change Number | Section | Date of Change | Individual Making Change | Description of Change |
|---------------|---------|----------------|--------------------------|-----------------------|
| 0.1 | All | 050115 | Howell Consulting | Initial draft |
| 1.0 | All | 12/7/23 | Yolo OES | New Initial Draft |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |