

OFFICE OF EMERGENCY SERVICES

LAKE COUNTY SHERIFF'S OFFICE

2017

LAKE COUNTY OPERATIONAL AREA

Lake County Emergency Operations Plan

Homeland Security Annex

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For

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HOMELAND SECURITY

I. PURPOSE

The purpose of this Contingency Plan is to establish priorities, responsibilities and assign tasks with respect to coordinated response operations during deployment to a suspected or actual threat of a Weapons of Mass Destruction (**WMD**) incident. The Contingency Plan is to be used as a field responder guideline to chemical, biological, radiological, nuclear, explosives or war related activities.

Weapons of mass destruction could potentially be used by criminals, terrorists, or the mentally deranged upon the population. Mass casualties and extensive property damage have been the trademarks of terrorist's activities, making their detection and prevention a public safety priority in protecting Lake County populous.

The legal definition of "Weapons of Mass Destruction" is any destructive device as defined in Section 921 of Title 18, United States Code.

1. *Any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one quarter ounce, mine or device similar to those above:*
2. *Poison Gas.*
3. *Any weapon involving a disease organism: or*
4. *Any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.*

Weapons of Mass Destruction threats, or actual incidents, violate Title 18, United States Code, Section 2332a.

II. AUTHORITY

1. Resolution of Lake County Board of Supervisors adopting the California Disaster and Civil Defense Master Mutual Aid agreement dated December 1, 1950.
2. Lake County Ordinance 2342, adopting the County of Lake Emergency Organization and functions of the Lake County Disaster Council by the Board *of* Supervisors, dated January 8, 2002.
3. Lake County Board of Supervisors adopting the County Operational Area Office of Emergency Services dated January 8, 2002.

California Penal Code:

The Hertzberg-Alarcon California Prevention of Terrorism Act: 11417 P.C.

Weapons of Mass Destruction includes chemical warfare agents, weaponized biological warfare agents, nuclear agents, radiological agents, or the intentional release of industrial agents as a weapon.

Penal Code 11418(a)(1): It is a felony for any person, without lawful authority, who possesses, develops, manufactures, produces, transfers, acquires, or retains any weapon of mass destruction.

Penal Code 11418(b) (1): It is a felony for any person who uses or directly employs against another person a weapon of mass destruction in a form that may cause widespread, disabling illness or injury in human beings.

Penal Code 11418(b)(2): It is a felony for any person who uses or directly employs against another person a weapon of mass destruction in a form that may cause widespread great bodily injury or death and causes the death of any human being.

Penal Code 11418(b)(3): It is a felony for any person who uses a weapon of mass destruction in a form that may cause widespread damage to or disruption of the food supply or source of drinking water.

Penal Code 11418(b)(4): It is a felony for any person who maliciously uses against animals, crops, or seed stock, a weapon of mass destruction in a form that may cause widespread damage to or substantial diminution in the value of stock animals or crops, including seeds used for crops or product of crops.

Penal Code 11418(c): It is a felony for any person who uses a weapon of mass destruction in a form that may cause widespread and significant damage to public natural resources, including coastal waterways and beaches, public parkland, surface waters, ground water, and wildlife.

Penal Code 11418(d)(1): It is a felony for any person who uses recombinant technology or any other biological advance to create new pathogens or more virulent forms of existing pathogens for use in any crime described in subdivision (b).

Penal Code 11418.5(a): It is a felony for any person who knowingly threatens to use a weapon of mass destruction, with the specific intent that the statement as defined in Section 225 of the Evidence Code or a statement made by means of an electronic communication device, is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, immediate, and specific as to convey to the

person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear

for his or her own safety, or for his or her immediate family's safety shall be punished by imprisonment in a county jail for up to one year or in the state prison for 3, 4, or 6 years, and by a fine of not more than two hundred fifty thousand dollars (\$250,000).

Penal Code 11419(a): It is a felony for any person or entity possessing any of the restricted biological agents enumerated in subdivision (b) shall be punished by imprisonment pursuant to subdivision (h) of Section 1170 for 4, 8, or 12 years, and by a fine of not more than two hundred fifty thousand dollars (\$250,000).

III. SPECIAL SITUATIONS

Lake Operational Area is located in California Northwest Coastal Region, encompassing an area of over 1,269 square miles with extensive recreational areas. The Operational Area offers the largest natural *lake* with a 110-mile shoreline that has rural access points for unlawful activities. Clear Lake supplies several community water systems within the Operational Area and highly populated areas through the Cache Creek flow into the Sacramento Valley region. Additionally there are several tributaries zones with several pumping stations and storage facilities.

1. Eel River

The Eel River headwaters, begins in Lake County, from Lake Pillsbury at Scott's Dam located in the Mendocino National Forest. The Eel River Waters pass through Mendocino County, entering Humboldt County from the south at Cooks' Valley/Piercy Communities. The Eel River water system serves several cities and communities along its 70-mile journey to the Pacific Ocean in three counties.

2. Lake County Shoreline Communities

The following recreational areas and communities are directly located on or immediately influenced by the 110 mile Clear Lake shoreline within the Operational Area:

Buckingham Park	Chamisa Gap	City of Clearlake	City of Lakeport
Clearlake Highlands	Clearlake Oaks	Clearlake Park	Finley
Glenhaven	Highland Harbor	Kelseyville	Kono Tayee
Konocti Bay	Lower Lake	Lucerne	Nice
Riviera Heights	Riviera West	Soda Bay	Upper Lake

3. Dam - Reservoir Contamination

Dam or Reservoir contamination can result in widespread health impacts upon the population throughout several counties. Unlawful activities upon dam or reservoir structures may also cause inundation by the action of an induced wave that fails the structure causing significant flooding downstream. The major dams, reservoirs and diversion levees in Lake County with high impact zones are:

Dam Name : Cache Creek Dam
Lake Owner: Clear Lake
Dam Owner: Yolo County Flood Control & Water Conservation District
Telephone: 1-530-662-0265

[Redacted]

[Redacted]

Dam Name: Scott Dam
Lake Name: Lake Pillsbury-Eel River
Dam Owner: Pacific Gas & Electric (PG& E)
Telephone: 1-800-743-5000

[Redacted]

[Redacted]

Dam Name: Indian Valley Dam
Lake Name: Indian Valley Reservoir
Dam Owner: U.S. Bureau of Reclamation
Telephone: 1-530-662-0265

[Redacted]

[Redacted]

Dam Name: Spring Valley Dam
Dam Owner: County of Lake
Telephone: 1-707-263-0119

[Redacted]

[REDACTED]

Dam Name: Coyote Creek Dam
Dam Owner: Hidden Valley Lake Association
Telephone: 1-707-987-9201

[REDACTED]

[REDACTED]

Dam Name: Highland Creek Dam
Dam Owner: County of Lake
Telephone: 1-707-263-0119

[REDACTED]

[REDACTED]

Dam Name: Adobe Creek Dam
Dam owner: Lake County Flood Control & Water Conservation District 1
Telephone: 1-707-263-2341

[REDACTED]

4. Transportation Routes

Lake County main north - south corridor is State Highway 29 from Lakeport traveling south into Sonoma County. Additionally, State Highway 20 interconnects with U.S. Highway 101 in Mendocino County north of the City of Ukiah and travels east through Lake County linking with Inter-State 5 at the City of Williams in Colusa County. State Highway 175 from Hopland on U.S. Highway 101 in Mendocino County travels east through southern Lake County interconnecting with State Highway 29 at Middletown.

5. Electrical Power

Lake County electrical power is mostly supplied by the Pacific Gas & Electric Company (PG&E). Additional power is imported from California inter-tie transmission lines from the Sacramento Valley Shasta Dam Region.

6. Public Communications Facilities

Community landline telephone services serve the Operational Area in most zones with exception to the most remote mountainous zones. Cellular telephone services serve most of the populated communities and along State Highway 20 and 29. Most of the commercial broadcasting media radio stations are served from Lakeport and Ukiah communities. All Television networks are broadcast from outside the Operational Area with satellite systems. Rural Satellite systems do not broadcast local Operational Area information. Most Satellite Systems broadcast national information from the United States East Coast region. Some satellite systems broadcast California information from Sacramento or San Francisco regions if the user has subscribed to the system.

7. Airports

The Operational Area has only one regional airport, which may serve military operations located in the community of Lakeport. The City of Ukiah Airport is also available to large military fixed wing aircraft (C-130's) in support to Lake County operations. The following contacts are:

Lampson Airport
Telephone: 263-2341
255 N. Forbes Street
Lakeport

Ukiah Airport
Telephone: 467-2817
1475 S. State Street
Ukiah

8. Medical Facilities

The Operational Area has two community hospitals. Locations and contact are as follows:

Adventist Health Clearlake
Telephone: 994-6486
15630 1 Ave, Clearlake

Sutter-Lakeside Hospital
Telephone: 262-5000
5176 Hill Road, Lakeport

9. Community Water Treatment Plants

The Operational Area protection of domestic water resources is a high priority. Water treatment plant locations and contacts are as follows:

Anderson Springs Community Services District
Telephone: 987-0277
[REDACTED]

Callayomi County Water District
Telephone: 987-2180
[REDACTED]

Buckingham Park County Water District
Telephone: 279-8568
[REDACTED]

Clearlake Oaks County Water District
Telephone: 998-3322
[REDACTED]

California Cities Water
Telephone: 994-6035
[REDACTED]

Cobb Area Water District
Telephone: 928-5262
[REDACTED]

Hidden Valley Lake Community Services District
Telephone: 987-9201

[REDACTED]

Highlands Water Company Distribution
Telephone: 994-8653

[REDACTED]

Konociti County Water District
Telephone: 994-2561

[REDACTED]

Mt. Konocit Mutual Water Company
Telephone: 277-7466

[REDACTED]

10. Clear Lake Marine Facilities

County Park System
Telephone: 262-1618
333 2nd Street, Lakeport

- Oaks Park
- Kelseyville State/County Park
- Nice Park
- Library Park
- Redbud Park
- Lucerne Park

Braitto's Buckingham
Telephone: 279-4868
1555 Eastlake Drive, Kelseyville

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Lower Lake County Water Works District 1
Telephone: 994-6009

[REDACTED]

Lucerne - California Water Service
Company
Telephone: 274-6624

[REDACTED]

Nice Mutual Water Company
Telephone: 274-1149

[REDACTED]

Ferndale Resort & Marina
Telephone: 279-4866
1690 Soda Bay Road, Kelseyville

Glenhaven Beach
Telephone: 998-3406
9625 East Highway 20, Glenhaven

Holiday Harbor
Telephone: 274-1 136
3605 Lakeshore Blvd., Nice

[REDACTED]

13. Education Facilities

Lakeport School District
Telephone: 262-3000
2508 Howard St, Lakeport

Clearlake High School
Telephone: 262-3010
350 Lange Street, Lakeport

Lakeport Elementary School
Telephone: 262-3005
150 Lange Street, Lakeport

Terrace Middle School
Telephone: 262-3007
250 Lange Street, Lakeport

Lloyd P Hance Community School
Telephone: 263-5819
1510 Argonaut Road, Lakeport

Christian Center School
Telephone: 263 -4466
455 S. Forbes Street, Lakeport

Mendocino College-Lake Center
Telephone: 263-4944
1005 Parallel Drive, Lakeport

Kelseyville Unified School District
Telephone: 279-9221
4410 Konocti Rd, Kelseyville

Kelseyville High School
Telephone: 279-4923
5480 Main Street, Kelseyville

Mt. Vista Middle School
Telephone: 279-4060
5081 Konocti Road, Kelseyville

Kelseyville Elementary School
Telephone: 279-4232
5065 Konocti Rd, Kelseyville

Riviera Elementary School
Telephone: 277-6050
10505 Fairway Drive, Kelseyville

Kelseyville Donaldson Alternative
Telephone: 279-8414
4500 Konocti Road, Kelseyville

Konocti School District
Telephone: 994-6475
9430 Lake Street, Lower Lake

Lower Lake High School
Telephone: 994-6471
9430 Lake Street, Lower Lake

Lower Lake Elementary School
Telephone: 994-5787
9240 Lake Street, Lower Lake

Carle W. C. High School
Telephone: 994-1033
9345 Winchester Street, Lower Lake

Zemorah Christian Academy
Telephone: 994-4206
16174 Main Street, Lower Lake

R. H. Lewis School
Telephone: 994-2045
15850 B Dam Rd, Clearlake

Konocti Health Magnet High School
Telephone: 994-6475
15850 Dam Road, Clearlake

Clearlake SDA Christian School
Telephone: 994-6356
15150 Davis Street, Clearlake

Woodland Community College Clear Lake
Telephone: 995-7900
15800 Dam Road, Clearlake

Pomo Elementary School
Telephone: 994-6744
3350 Acacia Road, Clearlake

Hilltop Christian School
Telephone: 994-3 125
401h & Snook Avenue, Clearlake

Burns Valley Elementary School
Telephone: 994-2272
3620 Pine Street, Clearlake

Clearlake Creativity School
Telephone: 995-9523
6945 Old Hwy 53, Clearlake

East Lake Elementary School
Telephone: 998-3387
13050 High Valley Road, Clearlake Oaks

Lucerne Elementary School District
Telephone: 274-5578
3351 Country Club Drive, Lucerne

Upper Lake School District
Telephone: 275-2655
675 Clover Valley Road, Upper Lake

Upper Lake High School
Telephone: 275-2338
675 Clover Valley Road, Upper Lake

Upper Lake Elementary School
Telephone: 275-2357
679 2nd Street, Upper Lake

Upper Lake Middle School
Telephone: 275-0223
725 Old Lucerne Road, Upper Lake

Middletown High School
Telephone: 987-4140
20932 Big Canyon Road, Middletown

Middletown Unified School District
Telephone: 987-4 100
20932 Big Canyon Road, Middletown

Minnie Cannon Elementary School
Telephone: 987-4130
15846 Wardlaw Road, Middletown

Middletown Middle School
Telephone: 987-4160
15846 Wardlaw Road, Middletown

Coyote Valley Elementary School
Telephone: 987-3357
18950 Coyote Valley Road, Middletown

Loconoma Valley High School
Telephone: 987-4170
21256 Washington Road, Middletown

Middletown Christian School
Telephone: 987-9015
20800 Highway 29, Middletown

Middletown Adventist School
Telephone: 987-9147
21640 Highway 29, Middletown

Alphabet Soup Preschool
Telephone: 987-0131
21075 Bush Street, Middletown

Cobb Mountain Elementary School
Telephone: 928-5229
15895 Highway 175, Cobb Mountain

IV. WEAPONS OF MASS DESTRUCTION

Nuclear, Biological and Chemical

The use of Nuclear, Biological, and Chemical (NBC) agents are chemical agents intentionally deployed for the purpose of collateral damage to human suffering. Upon release of such agents the incident is considered a Hazardous Materials incident.

1. Biological Weapons

Release of Biological Weapons categories includes anthrax, small pox, tularemia, and botulism or the application of such release from any unknown chemical or biological substance.

Key indicators of a Credible Threat:

- a) Envelope or package contains some form of an articulated threat. Written threat, photos, etc.
- b) An articulated threat was conveyed to the location, business or person by E-mail, telephone message, etc.
- c) Some type of material such as powder, liquid, which cannot be easily explained as usual or common for that item, area or location is detected in the envelope or package.
- d) The recipient, addressee or the site at which the item was received is a likely target.

2. Chemical Weapons

Release of chemical agents includes those that affect the body surface upon contact, and those that attack the general nerve system. Surface agents include phosgene gas, chlorine gas, hydrogen cyanide, and mustard gas. Nerve agents include sarin, soman, tabun, and VX.

3. Explosive Weapons

Use of explosive weapons is the most common. The fact is that materials are accessible, transportable, cause great damage and has a high potential for widespread damage to humans and property.

4. Nuclear Weapons

The use of nuclear weapons and/or devices is intended to inflict heavy and widespread damage and to cause massive loss of human life. In general, a blast or explosion is a rapid release of a larger amount of energy. There are five basic differences between nuclear and conventional (explosive) blasts:

- a) Nuclear blasts are caused by an unrestrained fission reaction whereas conventional explosions are caused by chemical reactions.
- b) Nuclear blasts can be millions of times more powerful than the largest conventional explosions.
- c) Nuclear blasts create much higher temperatures and much brighter light flashes than conventional explosions, to the extent that skin burns and fires can occur at considerable distances.
- d) Nuclear blasts are accompanied by highly penetrating and harmful radiation.
- e) Radioactive debris is spread by the blast, to the extent that lethal exposures can be received long after the explosion occurs.

5. Radiation Contamination

The effects of radiation injury are both immediate and delayed. They are caused, directly by external application of the radioactivity, and, indirectly, by inhalation or ingestion of contaminated radioactive substances. External irradiation is the immediate concern of all, whether it occurs promptly or is delayed and occurs as fallout. The effects of internal irradiation may not be recognizable for months or years.

6. Sample Handling

Lake County Sheriff's Office will have the responsibility to coordinate all laboratory analysis if required due to the nature as a crime scene; law enforcement will establish a chain-of-custody system for all samples taken from the incident.

7. Medical Treatment Guidelines

Field medical treatment guidelines for initial responders to WMD incidents are under development by the Lake County Public Health WMD response plan.

V. HOMELAND SECURITY THREAT LEVEL GUIDELINES

The Homeland Security Threat Level Guideline is designed to provide a comprehensive and effective means to disseminate information regarding the risk of terrorist acts to the authorities and the people of Lake County. This system is closely modeled on the federal Homeland Security Advisory System. It consists of warning instructions in the form of a set of graduated Threat Conditions that would increase as the risk of the threat increases. At each condition, individuals and organizations would implement a corresponding set of "Recommend Actions" to further reduce vulnerability or increase response capability during a period of heightened alert.

This system is intended to create a common vocabulary, context, and structure for an ongoing discussion about the nature of the threats confronting the Lake Operational Area, and the appropriate protective measures that should be taken in response. It seeks to inform and facilitate decisions appropriate to different levels of government and to the private persons and at work.

There are five federal Threat Conditions each identified by a description and corresponding color. From lowest to highest, the levels and colors are:

Low: Green Guarded: Blue Elevated: Yellow High: Orange Severe: Red

The higher the Threat Condition, the greater risk there is of terrorist attacks. Risk is a function of the probability of an attack corresponding to the potential gravity of its effects. The Federal and State Homeland Security Offices shall assign Threat Conditions for Lake County, consulting with the Lake County Sheriff's Office of Emergency Services, integrating a variety of considerations. This integration will rely on calculated assessment of risk, based on the quality of the threat information. This quality is based on (but not limited to) the credibility and degree of corroboration of the threat information. Upon receipt of such information, The Lake County Director of Emergency Services or his or her designee shall be responsible for coordination and direction of Lake Operational Area response operations.

Threat Conditions may be assigned for the entire State of California, or they may be set for California Coastal Region, or geographically, set just for Lake County. Assigned Threat Conditions shall be reviewed at regular intervals to determine whether adjustments are warranted. Note that the assignment of a high Threat Condition does not guarantee that a terrorist attack will occur, and the assigned of a low condition does not guarantee that an event will not occur. These conditions are only indicators of risk.

VI. RESPONSE TO WEAPONS OF MASS DESTRUCTION

Introduction

This section is designed to guide first response to an incident resulting from the actual or suspected use of a chemical, biological, radiological, nuclear, or explosive Weapon of Mass Destruction (WMD). This plan establishes coordinated field level response and procedures for all agencies responding in the Lake Operational Area. Detailed, discipline specific operational procedures are under departmental standard operating procedures (SOPS).

This plan or application portions of this plan will be implemented as directed by the Incident Commander as appropriate. This plan does not address prevention and security measures undertaken to reduce the threat or impact of incidents.

Concept of Operations

An incident involving Weapons of Mass destruction (WMD) is, by definition, a crime scene. However, the immediate threat to life, property, and the environment requires a significant fire and medical response effort. Therefore, for all WMD incidents within the Lake Operational Area, a Unified Command will be established consisting of law enforcement and fire-rescue services.

Upon notification of an actual or potential WMD incident, the first responding agency will establish an Incident Command Post (ICP) to conduct operations. The Incident Commander (IC) will be responsible for all field actions at the scene.

Roles and Responsibilities

1. Lake County Sheriff's Office:

- a) Serve as Incident Commander in a Unified Command.
- b) Evaluate the threat of secondary devices.
- c) Establish and mark outer security perimeters.
- d) Coordinate scene security, crowd control, traffic control, escort and protect field responders, critical equipment, and conduct evacuations.
- e) Supervise investigations and the protection and collection of evidence.
- f) Coordinate evacuation or shelter-in-place as appropriate.
- g) Coordinate with the Federal Bureau of Investigations (FBI.)
- h) Request law enforcement mutual aid as appropriate.
- i) Support hospital security as appropriate.
- j) Establish a field Public Information Officer (PIO) to coordinate a Joint Information Center (JIC).

2. Lake County Sheriff's Office:

- a) Coroner Operations
 - i. Supervise the removal and decontamination of the deceased.
 - ii. Secure the deceased to prevent further contamination.
 - iii. Coordinate with Incident Command for criminal investigation issues.
- b) Office of Emergency Services (OES)
 - i. Conduct parallel threat assessment.
 - ii. Conduct emergency public warning as appropriate
 - iii. Contact and advise regional, state and federal emergency management agencies.
 - iv. Contact and advise neighboring jurisdictions
 - v. Coordinate activation of the Operational Area EOC as appropriate.
- c) Lake County Fire - Rescue Agencies
 - i. Serve as Incident Commander in the Unified Command.
 - ii. Provide emergency medical treatment and transport.
 - iii. Coordinate victim decontamination.
 - iv. Request hazmat, fire and medical mutual aid resources.
 - v. Establish and mark exclusion, hazard reduction and support zones
 - vi. Support the Hazardous Materials team.
 - vii. Support Hospital decontamination operations.
 - viii. Appoint ICs Operations.
 - ix. Planning and Logistics Section Chiefs:
- d) Lake County Fire Department Hazardous Materials (HazMat) Team
 - i. Recon the scene
 - ii. Conduct materials field-testing and analysis.
 - iii. Advise IC on nature of the threat.
 - iv. Advise IC on appropriate response procedures.
 - v. Advise IC on evacuation and perimeter measures.
 - vi. Remove non-ambulatory victims from Exclusion Zone.
 - vii. Supervise Decontamination operations.
 - viii. Request additional Hazardous Materials mutual aid as appropriate
- e) Urban Search and Rescue (USAR) Teams
 - i. Conduct, locate and extricate victims
 - ii. Provide general Incident support.
 - iii. Inform IC on structural integrity and debris management issues

3. Lake County Public Health Department

- a) Coordinate with Operational Area Hospitals
- b) Request regional EMS or other medical health resources as appropriate.
- c) Notify Regional Disaster Medical Health Coordinator (RDMHC).
- d) Coordinate with the Incident Command and Office of Emergency Services

A. Hospitals: Operational Area and Regional

- i. Prepare to receive self-presenting contaminated victims
- ii. Conduct decontamination as necessary.
- iii. Request fire support for decontamination as necessary.
- iv. Request law enforcement support for security as necessary.
- v. Coordinate patient distribution as appropriate.

B. Lake County Environmental Health

- i. Evaluate the direct and indirect threats to life safety and the environment.
- ii. Advise the IC on exposure, facility, and health issues.
- iii. Coordinate delivery of samples to the lab as appropriate.
- iv. Advise the IC on threats to areas outside of the Incident Zone.

4. Lake County Public Works

- a) Support Incident Command
- b) Support long term perimeter and traffic control systems
- c) Coordinate utility issues including render safe, repair, and restoration.

VII. INITIAL FIELD RESPONSE GUIDE

1. Upon receiving a threat stating that a WMD device has been or will be placed in any location in Lake County, personnel will:
 - a) Obtain as much information as possible.
 - b) Immediately notify the Sheriffs Dispatch Center at: 707 263-2690
 - c) Fill out threat form.
 - d) Exact wording of the threat.
 - e) Exact wording of what was said.
 - f) Prior warning (is it going to occur).
 - g) Post release (has it already occurred).
 - h) Location of device.
 - i) Method of dispersal.
 - j) Quantity dispersed, and
 - k) Description of substance or device.

Advise reporting party to leave substance or device intact. Do not open letters or containers. Do not move.

2. Initial Law Enforcement and Fire-Rescue Field Response

- a) Obtain and review all threat information.
- b) Request responding resources to approach incident with caution.
- c) Field response units should assess the scene from a safe distance, upwind and uphill.
- d) Initial unit on scene, should request Command staff to respond to the scene.
- e) Establish Unified Incident Command. Establish Command Post (ICP).
- f) Establish staging area for incoming response agencies.

3. Lake Sheriff's Office Responsibilities

- a) Upon arrival to the scene, advise facility occupants of the incident situation or threat.
- b) Conduct a visual search for suspected WMD device and/or packages with a person that is normally associated with the facility.
- c) Determine if evacuation is appropriate for occupants.
- d) Limit field radio use and cellular use in the immediate area. (could cause detonation of device)
- e) Confirm presence of reported substance, threat letter or device.
- f) Limit the number of potentially exposed occupants and response personnel.
- g) Document the identity of any potentially exposed persons.
- h) Preserve evidence. Ensure personnel health and safety.

4. All initial response personnel will utilize Personal Protective Equipment (PPE) when conducting searches and handling of suspected packages, letters and/or written type items

Personnel Safety Responsibilities

- a) Assess the scene from a safe distance. Establish a large perimeter.
- b) Utilize all resources to obtain information about the incident.
- c) Do not handle or move suspected device, package, letter or evidence.
- d) If appropriate use responding unit PA system to issue directions to victims.
- e) Avoid face-to-face contact with potential victims.
- f) If appropriate, do not enter the facility or incident site.
- g) Consider the potential of secondary devices, or distant hand held trigger device when emergency personnel arrive on scene.
- h) Secure immediate incident site. Isolate and deny entry.
- i) Establish a controlled safe for emergency response personnel, and occupants.
- j) Consider the scene a hot zone, until properly contained.
- k) Consider the county Fire Department Hazardous Material Team and/or the Military
- l) EOD Team in handling any and all substance and devices.
- m) Obtain floor plans or blueprints of the facility, showing all HYAC distribution, electrical distribution and water distribution systems.
- n) Identify all individuals that may have been exposed.
- o) Establish incident triage area inside incident site for all persons exposed to substance for decontamination procedures.
- p) Follow chain of evidence procedures.