

Transportatio  
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2015

Annex to Emergency Operations Plan

Emergency  
Support  
Function-1

## **Purpose**

This plan establishes an organizational structure and process by which the Tribe will manage transportation emergency support in response and recovery efforts. Emergency Support Function – 1 (ESF-1), Transportation assists the Tribe's emergency organization and supporting governments (e.g. another Tribe providing mutual aid) as well as volunteer organizations requiring transportation capacity to perform response and recovery missions following a disaster or emergency. ESF-1 will also serve as a coordination point between response operations and restoration of the transportation infrastructure (transportation facilities).

## **Goals**

The goals of this ESF-1 Transportation management plan are:

- To outline how emergency transportation issues are addressed
- To augment, as a supporting plan, the Tribe's Emergency Operations Plan (EOP)
- To enhance resources available to Morongo emergency organization for disaster response and recovery through preparedness activities
- To encourage partnerships to meet the needs of the Tribe's emergency organization during a disaster

## Scope

The scope of the Transportation Emergency Support Function is shown in the table below:

<b><i>Morongo ESF Title</i></b>	<b><i>Morongo ESF Functions/Scope</i></b>	<b><i>Supporting Department(s)</i></b>
ESF – 1, Transportation	Management of transit assets and infrastructure during response and recovery to incidents. The Transportation Section of the Public Works Department assists the Morongo School, Preschool, Learning Center, Recreation Center, and Banning and Beaumont Unified School Districts with student reunification efforts. The Fleet Maintenance Section provides vehicle service to both Tribal and Mutual Aid Resources. The Planning Department's focus is on transportation facility restoration and evacuation coordination. The Transportation Department has a bus located at the Morongo Community Center in case of an emergency evacuation and/or accessibility. After the transportation department has gone home.	Transportation and Fleet Maintenance Sections of Public Works Department  Planning Department

## Incident Command System

Insofar as feasible, this plan follows the principles and features of the Incident Command System (ICS). Used by the tribe's emergency response departments and organizations throughout the country under the National Incident Management System (NIMS), ICS is an effective model for centralized management. It clearly defines staff roles, responsibilities, and lines of communications. In the ICS model the base of operations for response to a disaster (incident) is the Command Center.

ESF-1 can be activated to support incident command operations at an incident site (i.e. Black Friday) or activated under the Emergency Operations Plan (EOP) and work in or in support of the Emergency Operations Center (EOC).

## Planning Assumptions/Limitations

- The Morongo Indian Reservation is located in a geographically challenging area and served by limited transportation routes. The Tribe is reliant on surrounding governments for response to transportation related issues in disasters.
- The Planning Department is principally responsible for transportation facility management and restoration.
- The Transportation Department is primarily responsible for the movement students. A secondary responsibility of the department is for transportation of the general membership and tribal community.
- The Transportation Department is responsible for training and evaluating non-certified staff members in order for them to operate a commercial vehicle in case of an Emergency or Disaster.
- The Fleet Maintenance Section is responsible for vehicle and equipment maintenance and repair.
- The Planning Department is primarily responsible for planning transportation facilities.
- The Reservation Patrol Department is primarily responsible for the safe traffic flow on existing transportation facilities.

## General

1. A disaster may severely damage the transportation infrastructure and interrupt transportation services. Most localized transportation activities will be hampered by lack of useable surface transportation infrastructure and resources;
2. The damage to the transportation infrastructure may influence the means and accessibility level for relief services and supplies;
3. Disaster responses, which require usable transportation routes, will be difficult to coordinate effectively during the immediate post disaster period;
4. Clearing access routes will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period;
5. All tribal transportation resources not being used for the emergency/disaster will be available for use; and
6. All requests for transportation support will be submitted to the Emergency Operations Center for coordination, validation, and/or action in accordance with this Emergency Support Function.
7. The Transportation Department and Reservation Patrol has established a notification protocol and procedures which allows the drivers to identify and notify potential hazards which possibly could lead up to an Emergency or Disaster.

## Organization

1. The Morongo Band of Mission Indians is responsible for coordinating resources needed to restore and maintain Morongo Indian Reservation transportation routes necessary to protect lives and property during an emergency or disaster;
2. Riverside County and/or the State of California may provide a liaison and provide information on road closures, alternate routes, infrastructure damage, debris removal, as well as rail and bus transit and restoration activities;
3. Public Work, in coordination with Reservation Patrol, will assess the condition of Reservation transportation facilities and infrastructure and where appropriate:
  - a. Close infrastructure determined to be unsafe;
  - b. Post signing and barricades; and
  - c. Maintain and restore critical transportation routes, facilities, and services.

## Actions

1. ESF #1 will coordinate with the Office of Emergency Management to develop, maintain, and update plans and procedures for use during an emergency;
2. The personnel will stay up to date with education and training that is required for a safe and efficient response to an incident;
3. Alert local primary representatives of possible incident, and begin preparations for mobilization of resources;
4. If necessary, contact State or Federal agencies and alert support departments. Assess initial damage and work to decide on the priorities for reconstruction and restoration of critical transportation facilities;
5. Keep record of all expenses, and continue through the duration of the emergency;
6. Prepare appropriate facilities for possible use;
7. Identify a Transportation Officer (Fleet Management) to coordinate transportation issues, as needed;
8. Coordinate situation reports that will inform the State EOC of actions and intentions;
9. ESF #1 staff coordinates the use of transportation resources to fulfill mission assignments and follow established practices and procedures; and
10. Continue to provide support where needed.

## Primary Staffing

As in the Emergency Operations Plan this annex identifies tribal government and administrative departments responsible for functions of the plan. The table below shows the primary and back-up positions in the organization to support this annex. It is a desire to have trained volunteers for each position also.

Position	Primary	Alternate
<i>ESF-1 Transportation</i>	Transportation Manager	Fleet Maintenance Manager

<i>Activities Coordinator</i>		
<i>ESF-1 Transportation Facilities Coordinator</i>	Planning Director	Public Works Director

## Responsibilities and Activities

The Tribe's Office of Emergency Management is responsible for the overall coordination of this ESF planning effort. In this plan the department is assisted by other departments and subject matter experts, as needed and available but other than during times of emergency or disaster the program will be managed and maintained by the office. This includes:

- Preparation and maintenance of this plan and associated procedures
- Procurement of necessary equipment and supplies
- Providing training and exercising opportunities for volunteers
- Coordination with other agencies and non-governmental organizations for the

<b>ESF-1 Transportation Activities Coordinator</b>	
Reports to:	As staffed generally to: EOC Manager, Requesting Incident Commander or Section Chief
General Duties:	<ul style="list-style-type: none"> <li>• Partner with local, state, and federal agencies and departments</li> <li>• Coordinate and implement transportation response and recovery functions</li> <li>• Ensure safe operation of tribal transportation assets</li> </ul>
General Preparation Actions (Set-up, turn-over)	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Work in planning to ensure coordinated use of the Tribe's transportation fleet in disaster response and recovery effort.</li> <li><input checked="" type="checkbox"/> Provide input on planning efforts and participate in exercises and drills.</li> <li><input checked="" type="checkbox"/> Choose a site (i.e. transportation office) for the ESF to support operations based on request.</li> </ul>

Response Actions	<ul style="list-style-type: none"> <li>☑ Determine staffing levels needed to support ESF operations and staff the ICP/EOC as required and requested.</li> <li>☑ Identify available transportation resources and maintain a transportation resource contact list that includes school districts, other governmental agencies, and transportation businesses regarding emergency use of their transportation assets</li> <li>☑ Coordinate with other ESFs to identify and prioritize requirements for transportation of supplies, equipment, materials, and passengers necessary for response and recovery operations.</li> <li>☑ Coordinate with priority facilities (i.e. shelter operations, Indian Health) to determine their requirements for specialized transportation support during emergencies and the arrangements the facilities have made (or not) to provide such support and determine ESF or operations section can/should support needs.</li> <li>☑ Coordinate transportation support for mass evacuations. Coordinate with ESF-13, Law Enforcement, on evacuation routes and coordinate with the ESF-5, Emergency Management, on location of transportation pickup points and staging areas.</li> </ul>
Recovery Actions (Demobilization)	<ul style="list-style-type: none"> <li>☑ Complete all recordkeeping paperwork recording all expenses through the duration of the emergency or activation.</li> <li>☑ Participate in “hot wash” and after action activities.</li> </ul>



<b>ESF-1 Transportation Facilities Coordinator</b>	
Reports to:	As staffed generally to: EOC Manager, Requesting Incident Commander or Section Chief
General Duties:	<ul style="list-style-type: none"> <li>• Assess damage and impact on transportation and infrastructure</li> <li>• Coordinate transportation facility restoration</li> <li>• Ensures safety of tribal transportation routes</li> </ul>
General Preparation Actions (Set-up, turn-over)	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Work to ensure a coordinated disaster response and recovery effort.</li> <li><input checked="" type="checkbox"/> Provide input on planning efforts and participate in exercises and drills.</li> <li><input checked="" type="checkbox"/> Staff ESF as required to meet action and recovery plans.</li> <li><input checked="" type="checkbox"/> Choose a site for the ESF to support operations based on request.</li> </ul>
Response Actions	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Determine staffing levels needed to support ESF operations and staff the ICP/EOC as required.</li> <li><input checked="" type="checkbox"/> Identify acceptable primary and secondary evacuation routes.</li> </ul>
Recovery Actions (Demobilization)	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Complete all recordkeeping paperwork recording all expenses through the duration of the emergency or activation.</li> <li><input checked="" type="checkbox"/> Participate in “hot wash” and after action activities.</li> </ul>