



# Annex VIII Evacuation Plan

*September 2019*

## RECORD OF CHANGES

The Office of Emergency Management, in cooperation with all City departments with evacuation responsibilities, maintains the Evacuation Plan, which will be updated on an on-going basis and will be formally reviewed not less frequently than every three years.

Revision #	Issue Date	Summary of Revisions
Initial Issue	September 2019	New

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## CHAPTER 1 – INTRODUCTION

### 1.1 PURPOSE

The Evacuation Annex (EA) supports the City of Irvine's (City) Emergency Operations Plan (EOP) by detailing how the City responds to situations requiring people and pets to evacuate due to a hazard posing a threat to life and property. This document incorporates best practices from real-world events and is the product of a multi-disciplinary, collaborative working group in the City and its partner, Orange County Fire Authority (OCFA).

### 1.2 SCOPE

The EA addresses field operations, evacuation resources, roles and responsibilities, evacuation terminology, alert and warning, mutual aid, care and shelter, and other established systems to support evacuees. Additional resources including maps, flow charts, and checklists have been developed to assist staff carry out their responsibilities.

The EA is not intended to cover every situation and its elements may or may not be activated depending on the incident. While the EA should be referenced throughout the lifecycle of an evacuation, it is critical that departments and staff with specific responsibilities understand their roles in advance and participate in Emergency Operations Center (EOC) trainings and exercises designed to assist them become better responders.

### 1.3 SITUATION

The City is subject to a variety of hazards that might require evacuations, including wildfire, flooding, hazardous materials release, debris flow, dam failure, train derailment, plane crash, civil disturbance, terrorism, or other police activity. Some situations may provide forewarning and build up to an evacuation, others may occur suddenly.

The EA was developed from an all-hazards perspective and accounts for both notice and no notice incidents; however, a number of the tools and resources developed as a result are geared to the threat of wildfire along Wildland Urban Interface (WUI) areas throughout the City.

### 1.4 PLANNING ASSUMPTIONS

1. The City has primary responsibility for evacuation planning and meeting evacuees' needs. While the City may receive mutual aid to support its efforts, it remains ultimately responsible.
2. Several factors should be taken into account when considering whether to issue an evacuation order, including the type, day and time of the incident, the

availability of resources, and the source and validity of threat information as well as the viability of sheltering in place, the risk of incident escalation, weather conditions, and the number of people potentially affected.

3. Although a wildfire along WUI is the most plausible scenario for a large-scale evacuation, it is not the only one. Evacuations may be prompted by other situations including a hazardous materials incident, dam failure, landslide, or police activity.
4. Because a hazard requiring a whole City evacuation is unlikely – and a whole City evacuation would be extremely difficult to plan for and execute as it is likely neighboring cities would be evacuating as well – evacuation planning here assumes a partial City evacuation.
5. For incidents with little or no warning, field Incident Commanders are authorized to issue and execute an evacuation order.
6. The public’s willingness to comply with an evacuation order will depend in large part on how well the order is written and delivered.
7. Most people who receive a clearly written evacuation order will understand what they are required to do and will do it. Others, because of language and other cultural barriers, may be unwilling to comply.
8. Persons with disabilities, access, and functional needs (DAFN) may find it more difficult to receive, understand, and comply with an evacuation order; these needs must be taken into account when drafting and disseminating the order.
9. Although most people, when advised to evacuate a dangerous area will do so, a small percent may refuse to leave regardless of the threat. Conversely, if alerted to an imminent event many people, including some who are not at risk, will evacuate before being told to do so.
10. Family reunification will be more challenging during daytime hours when family members are apt to be away from home and less challenging during evening and overnight hours when families are at home and will generally evacuate together.
11. Most pet owners will not evacuate without their pets.
12. Stranded motorists and abandoned motor vehicles may block roadways and severely impede a general evacuation.
13. When possible, evacuees will seek shelter with relatives/friends in private homes or pay for hotel accommodations rather than stay in public shelters.
14. During very large evacuations, food, water, and shelter – especially for DAFN individuals – may not be immediately available.
15. If part or all of the City is without power, traffic lights will be out and traffic flow affected.
16. Telephone, cell phone, radio, and other communications may not be available or may be severely limited.
17. Debris may block evacuation routes and hamper security.

18. Crimes of opportunity often occur in abandoned or evacuated communities and this may influence people's decisions about evacuating.
19. Schools, nursing homes, hospitals, and other institutions are responsible for evacuating their own students and patients. The evacuation decisions these institutions make will be strongly influenced by the recommendations of first responders.
20. Public warnings and evacuation instructions will be delivered using AlertOC (mass notifications system), Wireless Emergency Alerts (WEA), Emergency Alert System (T.V./radio), social media, City website, AM 1640, door-to-door notifications, and vehicle loudspeaker.
21. City vans, Orange County Transit Authority (OCTA) buses, school buses, and other community resources may be used to support evacuating individuals without transportation, on request and as available.
22. Once evacuated, residents will be anxious for updates and additional information about the status of their homes and anticipated return times.
23. At the end of the incident and as evacuation orders are lifted, not all residents will be able to return home simultaneously. Ongoing factors that influence a tiered re-entry system include a continued threat in some areas, utility outages, environmental health and safety concerns, etc.

### **1.5 EVACUATION WORKING GROUP**

The EA is the product of a collaborative effort between several City departments, OCFA, and key external partners and community stakeholders. Chapter 3 – Roles and Responsibilities – outlines the principal departments responsible for performing the tasks in the EA.

Taking a collaborative, multi-disciplinary approach to planning helps ensure accountability and provides a broad store of knowledge and information about the resources and abilities of each entity that may participate in an evacuation. Each member of the evacuation working group is responsible for ensuring the EA is shared and discussed with key staff in his/her department.

## CHAPTER 2 – CONCEPT OF OPERATIONS

### 2.1 CONCEPT OF OPERATIONS

The EA follows procedures and protocols in the City's EOP, which describes the roles and responsibilities of the various departments and stakeholders during evacuations, and describes when and how resources are activated and deployed to support evacuation operations. The objectives outlined in the EA include:

- Assessing the risk and potential impact of appropriate protective measures and evacuation orders on life safety, property protection, and environmental conservation;
- Providing effective notifications about evacuation orders that include accommodations for DAFN persons;
- Identifying evacuation management zones and potential evacuation routes;
- Establishing transportation and traffic control systems to move the public out of threatened areas and prevent them from entering restricted areas;
- Assuring a safe and orderly repopulation of disaster areas so residents can assess damages and begin the recovery process.

### 2.2 EVACUATION DECISION POINTS

While there is a risk that ordering an evacuation will incite panic in the affected population, not ordering one can have even more dire consequences. To significantly mitigate the risk, the Irvine Police Department (IPD) has adopted a policy of providing consistent public education and outreach to build public trust and early, transparent public warnings.

#### Authority

IPD issues evacuation orders when an incident threatens a City population. IPD may rely on OCFA and/or other partner agencies for subject matter expertise and information in making the decision and, once made, IPD may partner with OCFA and others to support the evacuation.

For more information on evacuation authority in California, see “Legal Guidelines for Controlling Movement of People and Property during an Emergency,” published by Cal. OES, and Cal. P.C. § 409.5.

#### Decision-Making Factors

Deciding whether to issue an evacuation order will depend in part on the urgency of the situation. If there is sufficient lead time, several factors should be weighed and discussed; in others, the need to act quickly will dictate a briefer evaluation. In addition to the type of hazard and its potential consequences, typical considerations include:

- Hazard duration;
- Time available for evacuation operations;



- Area impacted (geographical size and location);
- Population impacted (density and special needs populations);
- Access to evacuation routes;
- Travel required to reach safe location;
- Availability of resources to support evacuations;
- Risk to emergency response personnel;
- Environmental considerations – weather, temperature, air quality, etc.;
- Seasonal considerations;
- Day of week and time of day.

### **2.3 EVACUATION MANAGEMENT ZONES (EMZ)**

EMZ are pre-identified community areas that may be evacuated in phases. Factors determining EMZ designated areas include:

- Common exposure to a given threat;
- Availability of ingress and egress routes;
- Population density;
- Likelihood of fire progression.

Each EMZ is labeled and outlined on the Evacuation Management Zone Map. IPD also maintains pertinent information on critical infrastructure and other considerations in each EMZ to assist in evacuation decision-making.

At the Incident Command Post (ICP), IPD and OCFA jointly determine the perimeters of threatened populations, the need to evacuate them, and the order in which they will be evacuated, if the evacuation is tiered. If EMZ do not benefit the incident or align with ICP needs, new evacuation perimeters may be set and implemented.

### **2.4 EVACUATION ROUTES**

Primary evacuation routes for each EMZ are outlined on the Evacuation Management Zone Map. These routes may not necessarily be used during an evacuation as circumstances may dictate alternate routes. In the Unified Command, IPD and OCFA jointly determine evacuation routes and traffic flow direction based on incident circumstances.

### **2.5 TRANSPORTATION AND TRAFFIC MANAGEMENT**

Many elements impact transportation infrastructure during an evacuation. Special consideration has been given to some critical ones.

### **2.5.1 PERSONAL VEHICLE EVACUATION**

Various local transportation strategies are available to enhance traffic flow and reduce overall evacuation time: using transportation resources; coordinating traffic signals and timing; and setting up traffic control points, signage, and road barriers.

#### Transportation Resources

- TRIPS buses
- OCTA
- OCTA paratransit services
- Irvine Unified School District buses
- UCI buses
- Private sector transportation providers
- Metrolink

#### Traffic Signal Coordination & Timing

Depending on the size and complexity of the evacuation, traffic signals may need to be coordinated both in and outside the City to maximize evacuation traffic flow. The City's Transportation Department coordinates City traffic signals and timing and may work with neighboring jurisdictions and state agencies to synchronize external signals when residents are evacuating out of the City. During an extended power outage where signal backup battery systems have drained, law enforcement will manually control intersections with support from Public Works and Transportation.

#### Traffic Control Points (TCP)

TCP are specific locations along or within evacuation routes to facilitate efficient evacuation of a specific area and to control the ingress of vehicles into the restricted zone. Law enforcement, with support from Public Works and other partners as necessary, manages TCP. Each EMZ includes pre-identified TCP locations which may vary based on incident constraints.

#### Signs, Markings, and Road Barriers

Designated markings and signs are key to effecting a safe, efficient evacuation. A variety of signs, cones, flares, flags, other markings, and road barriers may also be used to guide and inform evacuees so they remain on designated evacuation routes and out of restricted areas.

### **2.5.2 MOVEMENT OF DAFN PERSONS**

It is critical that available transportation is secured as quickly as possible to help evacuate DAFN individuals during an emergency. The sections following identify and discuss five primary DAFN categories.

#### Communications

Without endangering personal safety, law enforcement will sweep an evacuated area after the initial evacuation notice to ensure everyone has been advised and has

responded. Personnel will be equipped with evacuation visual aids or other tools to communicate evacuation orders to persons who are deaf or hard of hearing, have cognitive disabilities, and have limited English proficiency.

#### Medical and Health Care Facilities

Care facilities such as hospitals and nursing homes are required to have their own evacuation plans and procedures. The City will make every reasonable effort to support these facilities during an immediate evacuation order when the facilities are at risk.

#### Independence

Some medically fragile persons can, using a mobility device or durable medical equipment, live independently, be self-sufficient, and self-evacuate if necessary. Because these individuals may not be self-sufficient if separated from their aids, they should only be separated from them under life-threatening conditions and, in such cases, all reasonable efforts must be made to have replacement devices at the evacuation destination.

Service animals as defined by the Americans with Disabilities Act (ADA), will always be transported with their owners.

#### Support and Safety

Persons who are blind or have low vision will need additional assistance during an evacuation because they cannot rely on their usual orientation and navigation methods. Evacuees with cognitive disabilities and those with dementia should, for their own safety, be transported with their caregivers or other mental health professionals whenever possible.

#### Transportation

Buses and paratransit vehicles like those operated by TRIPS and OCTA will provide primary transport when evacuating DAFN persons needing transportation. Medical transportation should be reserved for those with injuries and acute medical issues.

#### **2.5.3 TRANSPORTATION ASSEMBLY POINT (TAP)**

A TAP is a hub where evacuees can be picked up by family or friends or take public transportation to care and reception centers. Evacuees may arrive at a TAP by foot, bicycle, public transit, paratransit, or private vehicle.

TAPs must meet several key criteria, they must:

- Be geographically dispersed across the jurisdiction;
- Be unencumbered by evacuation operation plans (e.g., schools and City parks already committed as shelters, staging areas, etc.);
- Provide ample parking;
- Provide easy public ingress and egress;

- Provide easy ingress and egress for pedestrians and transit and paratransit vehicles (e.g., appropriate and accessible passenger loading areas, a turning radius greater than 50 feet);
- Provide shelter from rain or other inclement weather;
- Be accessible to DAFN individuals
- Provide restroom facilities, nighttime lighting, and water;
- Have a back-up power supply to serve persons needing power to operate essential equipment.

## 2.6 ALERT AND WARNING

Timely notifications and warnings are critical to an effective evacuation. Because no single platform or tool will reach everyone in the area to be evacuated, the City maintains several systems that can be used based on the type of threat.

### AlertOC

IPD can use AlertOC to send landline and cell voice messages, text messages, and e-mail messages to the public and City staff about potential hazards and recommended protective actions including evacuation orders. Messages will reach residential and business landlines in Irvine as well as cell phones and hearing impaired devices for those who have opted into the system at [www.alertoc.org](http://www.alertoc.org). In the event the City is unable to launch an AlertOC message, messages can be launched on the City's behalf through Memorandums of Agreement (MOA) with other jurisdictions.

### Wireless Emergency Alert (WEA)

IPD can send geo-located WEA emergency messages through cell tower locations to cell phones. No opt-in registration is required to receive emergency alerts and most cell phones can receive these messages, which are similar to Amber Alerts. Because the system is limited to 90 characters, messages will be clear and concise. Similar to AlertOC, if the City cannot launch a WEA message, there are redundant measures in place to ensure they can be launched on the City's behalf.

### Emergency Alert System (EAS)

IPD can ask the Orange County Sheriff's Department (OCSD) to activate the EAS which broadcasts emergency information to the public by AM/FM radio, local and cable television, and freeway message boards. EAS can only be activated by submitting a request to OCSD Control One at (714) 628-7008.

### In Person

- Public address systems – Police and fire vehicles have public address systems that can broadcast evacuation orders.
- Vehicle sirens – Police and fire vehicles have sirens to assist in evacuations.

- Helicopter – IPD may request helicopter assistance from public safety agencies to broadcast speaker notifications.
- Electronic message boards – Public Works can support evacuation operations 24/7 with electronic signs and personnel to alert residents to hazards, evacuation orders, and protective actions.
- Door-to-door canvassers – IPD personnel can conduct door-to-door notifications and, if additional assistance is required, may request mutual aid support. Mutual aid has been streamlined in Orange County to support all jurisdictions using its interoperable communications infrastructure.

### **2.6.1 EVACUATION TERMINOLOGY AND PROTECTIVE ACTIONS**

Lessons learned from real-world events have underscored the importance of using easily understood evacuation terminology to expedite public cooperation. The City will use standard evacuation terminology when issuing potential or imminent evacuation notices.

#### Evacuation Warning

- IPD urges persons and their animals in the evacuation area(s) to relocate to safer locations.
- Those with access and functional needs and those with large animals should leave now.
- Loss of life and property is a risk but is not imminent.
- Personal discretion whether to evacuate is allowed but not advised.
- If at any time a person feels threatened, evacuate immediately; do not wait for an official notification.

#### Immediate Evacuation Order

- IPD orders all persons and their animals in the designated evacuation area(s) to immediately relocate to safer locations.
- Risk of loss of life and property is extreme and imminent.
- Evacuation is mandatory.
- Persons refusing to comply with an immediate evacuation order will not be forcibly removed from their homes but cannot expect rescue or other lifesaving assistance once the incident is underway.

#### Shelter-in-Place

- IPD orders all persons and their animals to remain indoors during or following an emergency event.
- This protective action is recommended when an incident offers little or no time for the public to evacuate or when it is safer for them to remain indoors.
- A shelter-in-place order can reduce congestion on transportation routes facilitating evacuations that have been ordered.

### **2.6.2 PUBLIC INFORMATION**

The Public Information Office (PIO) ensures the public is kept informed during the entire evacuation process from the initial evacuation order to repopulation. There are several ways the PIO can disseminate information:

- Social media – Posting to City and IPD social media sites: Twitter, Facebook, Instagram, and Nextdoor;
- City website – Activating the City Emergency Website to share clear, easy-to-locate information on the City’s home page;
- Radio, visual and print media
  - *AM 1640*: City-owned and maintained low-band radio station covering most of the City. In an evacuation, AM 1640 may be used to supplement priority platforms – AlertOC, WEA, and EAS messages – which may direct the public to turn into AM 1640 for additional information.
  - *Other radio stations*: contact them to request message distribution on their stations.
  - *Press releases*: draft detailed press release(s)
- Press Conference – Provide information about the evacuation process, shelter locations, and evacuation routes. An American Sign Language interpreter may be used during the conference and it may be conducted in multiple languages. Interpreters may be requested from the Orange County Collaborative Organizations Active in Disasters through the Office of Emergency Management (OEM).

## **2.7 EVACUATION OF SCHOOLS**

When an evacuation occurs during school business hours, IPD will notify and work with the impacted school district(s), keeping them up-to-date about the situation and the messages going out to the community. Advance warning is critical to ensure the district can respond to parents and other stakeholders and confirm that children living in evacuated areas are not released from school until a plan is in place to reunify them with their parents.

Both public and private schools and public school districts are required to have safe school and emergency plans in place to safeguard students, staff, and visitors. Because public schools may not have adequate resources, including transportation, to support their students and staff during an evacuation, they may evacuate or relocate students to another school site or community location. Once students are evacuated, it is the responsibility of that school or district to organize parent-student reunification.

## **2.8 EVACUATION OF HOSPITALS**

Hospitals are required to have and implement a hospital evacuation plan as part of their emergency operations plan. Hospitals are also responsible for coordinating with emergency medical services and receiving facilities to provide on-going medical care for

evacuated patients as well as contacting their contracted ambulance providers to assist in transporting evacuated patients.

## **2.9 EVACUATION OF ANIMALS**

Service animals are essential to the continued independence of persons with access and functional needs and should be evacuated with the person. The ADA requires that service animals be permitted in any area accessible to the general public including public transportation, shelters, and any other location evacuees may be sent.

The Pets Evacuation and Transportation Standards Act of 2006 (PETS) requires evacuation plans take into account the needs of individuals with household pets (specifically small animals like cats and dogs) and service animals before, during, and after a major disaster or emergency. Livestock, exotic pets and other large animals are not covered by PETS.

TRIPS buses allow service animals on its vehicles at all times and household pets in carriers (so they cannot interact with each other or with other passengers) during emergency evacuations.

OCTA permits service animals (e.g., seeing-eye dogs) on board at all times. A household pet is permitted on board during emergency evacuations if it is in a carrier that prevents the animal from interacting with other passengers.

If pets are not properly caged or the pet carrier is too large to fit on the transit trailer, IPD Animal Services or the Irvine Animal Care Center (IACC) may be able to provide vehicles and cages to transport animals to the shelter or other location where the owner is staying until the emergency is over.

The license holder is responsible for moving restricted animals and exotics. The California Department of Fish and Wildlife coordinates with non-governmental organizations to address wildlife and exotic animal rescue and shelter during an emergency.

## **2.10 INTERNAL COMMUNICATIONS**

The City maintains a strong communications infrastructure to ensure responders can communicate with one another effectively during an emergency that includes handheld radios, emergency cell phones, WebEOC, mobile communication vehicles, and the Irvine Disaster Emergency Communications team. During incidents involving an evacuation where multiple departments are involved, responders will be instructed to switch to a common channel to facilitate cross-departmental communication (e.g., IPD and Public Works).



## **2.11 EXTERNAL COORDINATION AND MUTUAL AID**

Any incident warranting an evacuation order is apt to require mutual aid and coordination with external agencies. IPD is part of the robust law enforcement mutual aid system in Orange County and OCSD maintains a radio communications infrastructure to respond efficiently to mutual aid requests.

During the evacuation, initial mutual aid coordination for law enforcement, fire, and other resources occurs in the field at the ICP where responsibilities are delegated using the Incident Command System. The EOC will also be activated to support field evacuation needs, specifically those related to public information and resource management and additional support is available through the Orange County Operational Area EOC, which will activate at the request of any local EOC.

## **2.12 MASS CARE AND SHELTERING**

Local authorities establish specific sites and services – including food, shelter, counseling, and information - to provide basic care to evacuees. These services may last from a few hours to several weeks depending on the severity of the incident and its impact on the population.

In the City, the Community Services Department leads all mass care and shelter operations with support as needed from the OEM, PIO, Irvine Unified School District (IUSD) and American Red Cross (ARC).

When the decision to issue an evacuation order is made, Community Services' leads are notified and begin establishing either a car and reception site or a shelter at a local community center or at a sheltering location in one of IUSD's gymnasiums. Whether a care and reception site or a shelter is opened will depend on the time of the evacuation (day or night), its anticipated duration, and evacuees' needs.

If overnight shelter is required for large populations, Community Services will work with IUSD to identify an appropriate site (gymnasium) outside of but near to the affected area. Community Services may ask Orange County ARC to manage shelter operations with City staff support. If Orange County ARC is not available, however, Community Services staff is prepared to manage the operation independently.

Shelter operations may be supported directly either by the Community Services Department Operations Center or the EOC depending on incident needs.

### **2.12.1 PET SHELTERING**

Lessons learned from previous disasters reveal that most people will not evacuate without their pets. The City should make all reasonable efforts and accommodations to ensure co-located pet and human shelters are available during a disaster. Animal sheltering is the joint responsibility of IPD Animal Services and IACC in coordination with Community Services.



### **2.12.2 REUNIFICATION**

All care and reception and shelter locations will assist family reunification after an evacuation using mass notifications, social media posts, and other public information channels to direct evacuees to designated locations in the community.

While the public should have family reunification points in the community as part of their personal preparedness, City-established sites can serve as backup for or in lieu of family plans.

### **2.13 ACCESS CONTROL AND SECURITY**

When an evacuation order is issued, IPD field personnel, in coordination with the EOC Operations Section Law Enforcement Branch Director are responsible for securing the evacuated area. When possible, IPD personnel will ensure evacuated areas are reasonably secure and access is controlled. Access control and security are paramount both to the safety of those evacuated for environmental health and safety reasons as well as to safeguard evacuees' residences. Residents are more likely to evacuate if they feel their personal and real property will be defended against vandalism and looting.

All access decisions are made at the discretion of the Incident Commander or Unified Command with input from the EOC Management Section. For evacuated areas where the hazard has not been contained or where significant damage has occurred, IPD may issue a hard or a soft closure of a road, bridge, freeway, etc.

*Hard Closure:* Only emergency response personnel, vehicles, resources, etc., are permitted past the traffic control point.

*Soft Closure:* Only persons who can show proof of residency in the area may pass the traffic control point and their access may be for a limited time or only with an escort.

If the evacuated area cannot be reoccupied for an extended period of time, it may be beneficial to use a permit system to restrict and/or limit access. Access will be granted to specific emergency workers, private sector partners, utility workers, and contractors repairing damaged structures. Law enforcement may also consider access requests at traffic control points and other impacted areas on a case-by-case basis. IPD will work with homeowner associations and contracted security companies to coordinate long-term closures and secure evacuees' personal and real property.

### **2.14 REPOPULATION**

Repopulation planning, deciding when evacuation orders can be lifted and area residents allowed to return to their homes either temporarily or permanently, is led by IPD. Included in the planning are recommendations of and information from OCFA and utility providers as well as from the OEM, PIO, Public Works, Building and Safety, and other community partners. In most cases, repopulation occurs in stages rather than simultaneously so it is critical that public messages are clear and concise.

Also included in repopulation planning is the status of the threat prompting the evacuation, residual environmental health and safety hazards, utility infrastructure status, emergency worker safety, investigations (where criminal activity is involved), and transportation, e.g., ingress and egress routes. In some cases, evacuees may be permitted, if the situation allows, to repopulate with escorts to gather belongings or while mop up operations and infrastructure repairs continue.

Repopulation planning efforts may take place at the ICP or at the EOC depending on the nature, size, scope, duration, and status of the incident. For multi-jurisdictional incidents requiring the evacuation of residents in multiple cities and/or county unincorporated areas, IPD will coordinate City repopulation efforts and public messaging closely with all affected jurisdictions to ensure a unified effort.

## CHAPTER 3 – ROLES AND RESPONSIBILITIES

### 3.1 OVERVIEW

Any emergency that requires the public to evacuate is typically chaotic. While it is essential that departments and response personnel understand their roles and responsibilities before the emergency, of equal importance is an understanding that most roles and responsibilities are fluid, frequently changing to meet the often unpredictable needs of the response.

### 3.2 LAW ENFORCEMENT

- Determine, in coordination with OCFA, whether to evacuate a population.
- Conduct door-to-door evacuation notifications.
- Manage evacuation routes and traffic control points.
- Maintain soft and hard closures for the duration of the incident.
- Ensure public and private property in evacuated areas is protected for the duration of the incident.
- Support repopulation operations when evacuation orders are lifted.

### 3.3 OFFICE OF EMERGENCY MANAGEMENT

- Ensure all available, appropriate alert and warning platforms are used to warn threatened populations.
- Activate and manage the EOC.
- Ensure information is shared with departments, external partners, and executive management.
- Request activation of the Operations Area EOC if necessary, coordinate initial resource requests to support evacuation operations.

### 3.4 IACC AND IPD ANIMAL SERVICES

- Move animals and pets that cannot evacuate with their owners.
- Evacuate and care for displaced or stray animals in evacuated areas.
- Assist reunification of pets with their owners.
- Work with Community Services Care and Shelter Branch to provide co-located pet and human shelters.
- Transport injured wildlife to an appropriate rehabilitation facility.

### **3.5 PUBLIC SAFETY DISPATCH**

- Support field communications between IPD and mutual aid partners, e.g., OCSD, California Highway Patrol (CHP), neighboring jurisdictions, etc.
- Relay 911 calls from the public for evacuation assistance to ICP and/or EOC.
- Act as EOC/dispatch liaison sharing critical information from the public or ICP.
- Direct non-critical calls requesting evacuation information to resources provided by PIO.

### **3.6 PUBLIC INFORMATION (PUBLIC SAFETY AND CITY PIO)**

- Manage public information on City and IPD social media platforms, press releases, and media briefings.
- Coordinate with on-scene OCFA PIO at ICP for consistent public messaging.
- Coordinate with PIOs at schools that evacuated students.
- Support emergency management by sending alert and warning messages, e.g., AlertOC, WEA, and Access Irvine.
- Help write messages shared with stakeholders including City staff, outside agencies, the public, and the media.
- Prepare speaking points for City leaders.
- Help Executive Team decide when and what messages should be shared through each platform.

### **3.7 OCFA**

- Decide when evacuation warnings and orders are necessary, coordinate with law enforcement to establish perimeters.
- Coordinate all public information and community messaging between OCFA Communications and Public Affairs and City PIO to ensure consistency.
- Coordinate and support fire suppression and search and rescue operations in evacuated areas.
- Provide on-scene medical assistance and support to evacuees as required.
- Coordinate and support repopulation of evacuated areas.

### **3.8 PUBLIC WORKS**

- Assist IPD with road closures and ingress/egress control.
- Provide traffic control resources – electronic sign boards, cones, and barricades.

### **3.9 TRANSPORTATION**

- Use traffic signals to support law enforcement traffic control.

- Offer strategic recommendations based on traffic congestion forecasts, alternate route identifications, etc.
- Coordinate with Caltrans and local jurisdictions on traffic signals that may be impacted by evacuation orders or that may support City evacuation efforts.

### **3.10 COMMUNITY SERVICES**

- Identify appropriate care and reception center and overnight shelter locations.
- Ensure evacuees' basic needs are met at the specified locations.
- Assist in reunifying separated family members.
- With PIO, ensure timely information relevant to evacuees is available at care and shelter sites.

### **3.11 DISABILITY SERVICES**

- Help identify DAFN persons in evacuation areas.
- Assist in evacuating DAFN individuals.
- Coordinate resources for specific equipment and transportation to support evacuation of DAFN individuals.
- Coordinate with PIO to ensure public information messages are accessible to DAFN individuals.

### **3.12 TRIPS**

- Assist law enforcement evacuate persons without their own transportation.
- Provide drivers having specialized training in assisting DAFN persons.
- Move people from TAP to care and shelter locations.
- Coordinate additional evacuation fleet from OCTA or other agencies.

### **3.13 GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

- Provide GIS support to all departments responding to the evacuation to enhance situational awareness and expedite first responders' services.

## **CHAPTER 4 – PLAN DEVELOPMENT AND MAINTENANCE**

### **4.1 OVERVIEW**

The EA evolves as threats and hazards in the community change. A well-developed training and exercise program coordinated by the OEM will ensure staff, response partners, the public, and other stakeholders are familiar with the EA and can respond effectively to new situations.

### **4.2 EA MAINTENANCE**

The OEM, with staff from appropriate departments, will review and update the EA every three years or as necessary after an actual event or exercise to ensure it remains effective and up-to-date. Once revised, the OEM will prepare, publish, and distribute the revised EA to all departments and stakeholders.

### **4.3 TRAINING AND EXERCISES**

Training and exercises can be both discussion-based forums that focus on identifying issues and problem solving techniques as well as hands-on applications of the techniques through simulated exercises. Training is of particular importance to ensure field-level and EOC first responders are able to appropriately integrate DAFN populations into emergency evacuation procedures.

### **4.4 PUBLIC OUTREACH**

On-going, quality public outreach is key to ensuring the EA remains effective and relevant. An educated public, one that understands how and when they will be alerted, understands evacuation terms, knows their primary evacuation routes, and implements the “Ready, Set, Go” program in their homes, will facilitate a positive evacuation experience for themselves and for response personnel. Public outreach materials will be developed from the EA and shared with the public through community meetings and presentations and online through the City’s website.

## CHAPTER 5 – AUTHORITIES AND REFERENCES

### 5.1 FEDERAL

- Homeland Security Presidential Directive 5, Management of Domestic Incidents
- Post-Katrina Emergency Management Reform Act of 2006, 6 U.S.C. §701 as amended
- NIMS - Department of Homeland Security
- Department of Homeland Security, NRF
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (P.L. 93-288, as amended)

### 5.2 STATE

- California Standardized Emergency Management System Regulations (Chap. 1 Div. 2 19 CCR §§2400 - 2450 and Gov. Code §8607(a))
- California Emergency Services Act, 2015
- California State Emergency Plan, 2017
- California Master Mutual Aid Agreement
- California Emergency Management Mutual Aid Plan, November 2012
- Legal Guidelines for Controlling Movement of People and Property During an Emergency (1999)

### 5.3 COUNTY OF ORANGE AND ORANGE COUNTY OPERATIONAL AREA

- Orange County Code, Title 3, Division 1 (Emergency Services)
- Orange County Operational Area Agreement
- Unified County of Orange and Orange County Operational Area Emergency Operations Plan
- Orange County Operational Area Evacuation Annex

### 5.4 CITY OF IRVINE

- Irvine Municipal Code, Title 4, Division 9 - Emergency Services
- City of Irvine Emergency Operations Plan

## EMERGENCY MANAGEMENT GLOSSARY

Abbreviation	Title
ADA	Americans with Disabilities Act
ARC	American Red Cross
CHP	California Highway Patrol
DAFN	Disability, Access, and Functional Needs
EA	Evacuation Annex
EAS	Emergency Alert System
EMZ	Evacuation Management Zones
EOC	Emergency Operations Center
GIS	Geographic Information Systems
IACC	Irvine Animal Care Center
ICP	Incident Command Post
IPD	Irvine Police Department
IUSD	Irvine Unified School District
OCFA	Orange County Fire Authority
OCSD	Orange County Sheriff's Department
OCTA	Orange County Transit Authority
OEM	Office of Emergency Management
EOP	Emergency Operations Plan
PETS	Pets Evacuation and Transportation Standards
PIO	Public Information Officer
TAP	Transportation Assembly Point
TCP	Traffic Control Points
WEA	Wireless Emergency Alerts
WUI	Wildlife Urban Interface