



CONTRA COSTA COUNTY CIVIL GRAND JURY REPORT NO. 1702
"Emergency Mass Care and Shelter"

BOARD OF SUPERVISORS' RESPONSE

FINDINGS – California Penal Code Section 933.05(a) requires a response to the designated findings of the Grand Jury.

F1. The Bay Area Earthquake Plan of July 6, 2016, establishes operational planning and preparation criteria for each Bay Area county.

*Response: **Partially Disagree.** The Bay Area Earthquake Plan does serve as an important planning and preparation document. However, the Plan only includes high level strategies and does not include specific incident response strategies.*

F2. The Sheriff OES is charged with planning and coordinating the County's response to a disaster.

*Response: **Agree.***

F3. Sheriff OES Catastrophic Mass Care and Shelter Plan and other earthquake operational planning and preparation plans, dated 2010, do not meet the 2016 Bay Area Earthquake Plan requirements.

*Response: **Agree.** It is important to note that the County's 2010 Plan was written to link to the previous Bay Area Earthquake Plan. The County Plan has not been updated since the Bay Area Plan was updated in mid-2016.*

F5. EHSD 2016 Emergency Management Plan differs from the Sheriff OES 2010 Mass Care and Shelter Plan.

*Response: **Agree.***

F8. Sheriff OES does not have the resources to update all the operational planning and preparation plans as required by the 2016 Bay Area Earthquake Plan.

*Response: **Partially Disagree.** It would be an extremely difficult and costly task for the Sheriff's Office to continuously update the multitude of plans, policies and annexes currently administered by the OES Division in response to every update of Federal, State and/or regional plans. The Sheriff's Office ensures that legally required document updates occur when required and facilitate the update of other planning documents as needed.*

F9. Sheriff OES has no written procedures concerning selection, inspection and opening an emergency shelter.

Response: **Agree.** *This function is performed by the Employment and Human Services Department (EHSD).*

F10. Sheriff OES has no standard training program that covers how emergency shelters are selected, inspected, and opened.

Response: **Agree.** *This function is performed by EHSD.*

F11. The Sheriff OES recognizes the American Red Cross makes non-binding prearrangements for shelters and lists the shelters on the FEMA sponsored database, National Shelter System (NSS).

Response: **Agree.**

F12. Responsibility for determining whether a shelter is habitable and safe to use rests with the local jurisdiction or Sheriff OES.

Response: **Partially Disagree.** *The Sheriff's OES Division supports shelter coordination, but the responsibility for habitability and safety is building inspection and environmental health function.*

Potential shelter sites must be inspected and approved by a city or county building inspector prior to use as a shelter. Schools must be inspected and approved by California Department of Architects before occupancy.

F13. Sheriff OES can view, but not edit, data in the NSS.

Response: **Agree.**

F15. Sheriff OES does not receive regularly scheduled reviews and updates of shelter sites in NSS from American Red Cross.

Response: **Agree.**

F16. Sheriff OES has not received a NSS based shelter report from the American Red Cross since 2008.

Response: **Agree.**

RECOMMENDATIONS - California Penal Code Section 933.05(b) requires a response to the designated recommendations of the Grand Jury.

R1. Sheriff OES should consider creating a schedule for updating the Bay Area Earthquake Plan operational annexes by the end of 2017.

Response: **The recommendation will not be implemented because it is not warranted or not reasonable.** *Current Operational Area annexes should be updated to reflect the local, all hazards County Emergency Operations Plan.*

R3. Sheriff OES should consider developing a written Mass Care and Shelter protocol by July 1, 2018, that covers selection, inspection, and opening a shelter, and identifying funds to do so.

***Response:** The recommendation will not be implemented because it is not warranted or not reasonable. In Contra Costa County, the Employment and Human Services Department is responsible for this function. The American Red Cross plays a critical outside support role as well.*

R4. Sheriff OES should consider including shelter selection, inspection and preparation when it establishes the Emergency Operations Center for a simulated disaster as part of disaster exercises.

***Response:** The recommendation will not be implemented because it is not warranted or not reasonable. The Sheriff's Office does integrate shelter operations into exercises performed in the Emergency Operations Center. However, the responsibility for site selection, inspection and preparation rests with the Employment and Human Services Department for the unincorporated areas and the cities for disasters within city limits.*

R6. Sheriff OES should consider providing training to EHSD on how to use the NSS system after EHSD is granted access to view the NSS list.

***Response:** This recommendation has not yet been implemented, but will be implemented once EHSD obtains access to view the NSS data. It is important to note that the Sheriff's Office has "view only" access to the NSS data, so training would be limited to accessing the information only.*

R8. Sheriff OES and American Red Cross should consider inviting EHSD to their regular meetings regarding earthquake planning and review of associated policies.

***Response:** This recommendation has been implemented. EHSD currently coordinates quarterly meetings with Contra Costa County, American Red Cross (ARC), and the Sheriff's OES staff. The meetings focus on identifying gaps and seeking resolution, creating or modifying processes to streamline coordination efforts, offering assistance to one another with tasks and projects, and facilitate effective communications among the team that will respond in a disaster. These meetings are effective in ensuring that all parties responding to a disaster as it relates to mass care and shelter are familiar with each other's responsibilities and resources.*

R9. Sheriff OES should consider reviewing its plans to coordinate local jurisdictions, EHSD and the American Red Cross during an emergency, and develop procedures and provide training where deficiencies are identified.

***Response:** This recommendation is being implemented. The Sheriff's OES, ARC, EHSD, other County Departments and local jurisdictions meet from time to time and participate in exercises. All exercises are evaluated and lessons are learned. OES makes training available to the various entities.*