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FA 3 – Infrastructure Services

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FA 3. Infrastructure Services

FA 3 Tasked Agencies	
Primary Agencies	McMinnville Community Development Department
Supporting Agencies	Yamhill County Department of Public Works Oregon Department of Transportation Water: McMinnville Water and Light Sewer: City of McMinnville Electricity: McMinnville Water and Light Gas: Northwest Natural Gas Company Telephone(land line): Frontier/Comcast

1 Purpose and Scope

This functional annex provides information regarding the coordination of infrastructure, public works, damage assessment, and engineering services during all phases of emergency management. Public Works resources (personnel, equipment, facilities, materials, and supplies) will be coordinated through the City Community Development Department or the City Emergency Operations Center (EOC) (depending on the situation) following established procedures and agreements. Resources may also be obtained through contractors, vendors, and suppliers. This support function contains various sub-functions that are outlined below.

Public Works resources for the City, under the authority of this functional annex, will be used to assist in the following activities associated with emergency response:

- Debris clearance from transportation infrastructure;
- Coordination of the closure and repair of transportation infrastructure;
- Determination of extent of damage to transportation, water, solid waste, and wastewater systems;
- Repair and restoration of damaged public systems (e.g., water, wastewater, solid waste, electrical, natural gas, and stormwater systems);
- Reporting known damage to the appropriate agency for electrical and natural gas systems;
- Prioritization and initiation of recovery efforts to restore, repair, and mitigate City-owned infrastructure; and
- Provision of technical assistance with respect to flooding, water management, structure integrity assessments, and impact assessments of infrastructure.

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If needed, the City will request the following infrastructure services from County Emergency Management:

- Identification and labeling of uninhabitable/unsafe structures;
- Establishment of priorities and processes for issuing demolition and building permits;
- Stabilization of damaged public and private structures to facilitate search and rescue and/or protect the public's health and safety; and
- Development and designation of emergency collection, sorting, and debris routes and sites for debris clearance from public and private property.

2 Policies and Agreements

The following policies and agreements are currently in place to support infrastructure services for the City:

- None at this time

3 Situation and Assumptions

3.1 Situation

The City has identified critical infrastructure and resources to be protected and prioritized during an emergency event or disaster, to the greatest extent possible. During an emergency situation, the protection of human lives will take precedence during all facets of response, and essential services within the City will be maintained as long as conditions permit.

In addition, a utility failure would impact the availability of essential services such as the water supply, electrical power, natural gas, telephone, and sanitary sewer services. While causes of a failure may be natural or man-made, the severity of the incident must be measured by the duration of the disruption of the service and its impact on life and property.

3.2 Assumptions

- Response operations for the City Public Works Department will include assisting police and fire in traffic control and rescue operations, and clearing and maintaining critical lifeline routes.
- In a natural hazards event such as flood, windstorm, or earthquake response, the Public Works Department will generally be assigned or assume the lead agency role.

4 Roles and Responsibilities

4.1 General Responsibilities

The activities and responsibilities for each department in support of infrastructure services will vary depending on the type of resource, the length of the warning period, and the duration of the incident.

4.1.1 City Manager

- Regularly brief Mayor and Council on developing situation.
- Collect resource requirement information from all City departments.
- Evaluate the situation and determine whether plan implementation is called for.
- Assess developing conditions and evaluate their potential impact.
- Research sources of needed resources.
- Establish and maintain contact with the County; provide updates on conditions.
- Consider activating EOC.
- Document actions taken and costs incurred.
- Facilitate post incident analysis.

4.1.2 City Attorney

- Provide legal advice during plan development.
- Provide legal advice to the Incident Commander (IC) during plan implementation.

4.1.3 Incident Commander

- Staff additional command and general staff positions, as needed.
- Direct City departments to implement plans upon direction of the City Manager.

4.1.4 Public Works

- Keep other City departments abreast of developing conditions.
- Alert other City departments of potential shortage(s) and corresponding ramifications.

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- Review Public Works standard operating procedures (SOPs) as they relate to the developing incident.
- Identify additional sources of scarce resources.
- Develop a list of industries and facilities that may be particularly vulnerable.
- Identify segments of the population that would be “at-risk” because of the resource scarcity.
- Assist with implementation of Water and Light’s Water Conservation Plan.
- Request assistance through the County, if necessary.
- Document incident actions and costs incurred.
- Notify regulating agency(s), as appropriate.

4.1.5 Fire Department

- Notify personnel of the developing situation.
- Assess the department’s minimum resource needs to maintain operations.
- Evaluate potential safety issues and make recommendations to Planning Section Chief.

4.1.6 Police Department

- Alert personnel of developing conditions.
- Assess the department’s minimum resource needs to maintain operations.
- Evaluate potential security and safety issues, and make recommendations to the Planning Section Chief.
- Assist other responding agencies as requested.

5 Concept of Operations

When this Emergency Operations Plan (EOP) is activated, all activities and resources in support of infrastructure services will be coordinated by the City EOC staff, as identified and managed using the Incident Command System (ICS). The City Public Works Department is the lead agency for infrastructure operations and solid waste (debris) management.

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Public Works will focus on restoring vital lifeline systems to the community, with an emphasis on critical roads. Public Works will also place emphasis on supporting law enforcement, fire, and search and rescue with evacuation and traffic control capabilities. Other operational priorities will be:

- Damage assessment;
- Stabilization of damaged public and private structures to facilitate search and rescue and/or protect the public's health and safety;
- Identification and labeling of uninhabitable/unsafe structures;
- Coordination of the closure and repair of transportation infrastructure;
- Repair and restoration of damaged public systems (e.g., wastewater, and storm water systems);
- Coordination with utility restoration operations (power, water, gas, telecommunications); and
- Prioritization of efforts to restore, repair, and mitigate City- and County-owned infrastructure.

Public Works will use local contractors to supplement its emergency response capabilities, escalating unmet needs through the County EOC and/or mutual aid partners. The County Department of Public Works Environmental Services division will address larger debris management issues for the County.

6 Supporting Plans and Procedures

None at this time.

7 Appendices

None at this time.

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