



City of Glendale

EMERGENCY PLAN

FOREWORD

This Emergency Plan addresses the City of Glendale's planned response to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies. The plan does not address normal day-to-day emergencies or the well-established and routine procedures used in coping with such emergencies. Instead, the operational concepts reflected in this plan focus on potential large-scale disasters which can generate unique situations requiring unusual emergency responses.

This plan is a preparedness document – designed to be read, understood, and exercised prior to an emergency. It is designed to include the City of Glendale as part of the California Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS). **Individuals and agencies assigned emergency responsibilities within this plan have prepared appropriate supporting plans and related Standard Operating Procedures.**

This plan has been organized into four parts as follows:

PART ONE – is the Basic Plan which provides overall organizational and operational concepts for responding to various types of identified hazards that may impact the jurisdiction.

PART TWO – includes functional Annexes which describe the emergency response organization. Each Annex is supported by a statement of mission objectives, initial action checklists and the emergency management organizational structure to be used by assigned personnel.

PART THREE – contains operational data such as listing of resources, key personnel, essential facilities, disaster reimbursement process, and other data needed for conducting emergency operations.

PART FOUR – contains the Departmental Emergency Plan. Each City department will maintain an updated copy of both this City Emergency Plan and a Departmental Emergency Plan as further described in this document.

Plan Activation

This plan and the procedures and policies contained herein shall be activated:

1. On the order of the official designated by the City of Glendale Ordinance No. 3985 (GMC 2.84), provided that the existence or threatened existence of a Local Emergency has been proclaimed in accordance with that ordinance, OR,
2. When the Governor has proclaimed a State of Emergency in an area including the City of Glendale, OR,
3. Automatically on the proclamation of a State of War Emergency as defined in the California Emergency Services Act (Chapter 7, Division 1, Title 2, California Government Code), OR,
4. A Presidential declaration of a National Emergency, OR,
5. Automatically on receipt of a terrorist attack warning or the observation of a nuclear detonation.

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- Annex A3 – Situation Analysis
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Procurement Procedure

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1.0 City Department Emergency Plans

***Please note:** Parts Three and Four of the City of Glendale Emergency Plan are not available for public access as they contain sensitive or confidential information.

PART ONE

BASIC PLAN

1.0 PURPOSE

The Basic Plan addresses the City’s planned response to emergencies associated with natural disasters and technological incidents—including both peacetime and wartime nuclear defense operations. It provides an overview of operational concepts, identifies components of the City emergency management organization, and describes the overall responsibilities of Federal, State, County and City entities for protecting life and property and assuring the overall well-being of the population.

2.0 AUTHORITIES AND PREFERENCES

The following provides emergency authorities for conducting and/or supporting emergency operations.

2.1 GENERAL

The California Emergency Services Act (Chapter 7, Division 1, Title 2, California Government Code), hereafter referred to as the Act, provides the basic authorities for conducting emergency operations following a proclamation of Local Emergency, State of Emergency or State of War Emergency by the Governor and/or appropriate local authorities, consistent with the provisions of the Act.

The California Emergency Plan which is promulgated by the Governor, is published in accordance with the Act and provides overall statewide authorities and responsibilities, and describes the functions and operations of government at all levels during extraordinary emergencies, including wartime. Section 8568 of the Act states, in part, that “the State Emergency Plan shall be in effect in each political subdivision of the state, and the governing body of each political subdivision shall take such action as may be necessary to carry out the provisions thereof.” Local emergency plans are, therefore, considered to be extensions of the California Emergency Plan.

California Health & Safety Code, Div. 2.5, Section 1799.102 provides for “Good Samaritan Indemnity” for those providing emergency care at the scene of an emergency: “No person who in good faith, and not for compensation, renders emergency care at the scene of an emergency shall be liable for any civil damages resulting from any act or omission. The scene of an emergency shall not include emergency departments and other places where medical care is usually offered.”

2.2 FEDERAL

- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended).
- Federal Civil Defense Act of 1950 (Public Law 920), as amended.
- National Incident Management System (NIMS).

2.3 STATE

- Standardized Emergency Management System (SEMS) (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations (CFR)).
- California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code).
- California Civil Code, Chapter 9, Section 1799.102 (Good Samaritan Liability)
- California Emergency Plan.
- California Natural Disaster Assistance Act.
- California Hazardous Materials Incident Contingency Plan.
- California Health & Safety Code, Division 20, Chapter 6.5, Sections 25115 and 25117, hazardous materials.
- California Health & Safety Code, Chapter 9, Section 1799.100 et. Seq. (Good Samaritan Act).
- Orders and Regulations which may be Selectively Promulgated by the Governor during a State of Emergency.
- Orders and Regulations Promulgated by the Governor to Take Effect upon the Existence of a State of War Emergency.
- California Master Mutual Aid Agreement.
- Disaster Assistance Procedure Manual (State OES).
- California Emergency Resources Management Plan.
- California Master Mutual Aid Agreement.
- California Law Enforcement Mutual Aid Plan.
- California Fire and Rescue Operations Plan.

2.4 LOCAL

- Emergency Services Ordinance No. 3985 (GMC §2.84) adopted July 27, 1971 by the City Council.
- Resolution No. 9446 adopting the Master Mutual Aid Agreement, adopted November 16, 1950.

3.0 EMERGENCY PROCLAMATIONS

3.1 LOCAL EMERGENCY

A Local Emergency may be proclaimed by the City Council or by the City Manager as specified by ordinance adopted by the City Council. A Local Emergency declared by the City Manager must be ratified by the City Council within seven days. The governing body must review the need to continue the declaration at least every fourteen days until the Local Emergency is terminated.

The Local Emergency must be terminated by resolution as soon as conditions warrant. Declarations are normally made when there is an actual or threat of disaster or of extreme peril to the safety of persons and property within the city, caused by natural or man-made situations.

The declaration of a Local Emergency provides the governing body with the legal authority to:

- If necessary, request that the Governor proclaim a State of Emergency.
- Promulgate or suspend orders and regulations necessary to provide for the protection of life and property, including issuing orders or regulations imposing a curfew within designated boundaries.
- Exercise full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans, or agreements.
- Request state agencies and other jurisdictions to provide mutual aid.
- Require the emergency services of any local official or employee.
- Requisition necessary personnel and materials from any local department or agency.
- Obtain vital supplies and equipment and, if required, immediately commandeer the same for public use.
- Impose penalties for violation of lawful orders.
- Conduct emergency operations without incurring legal liability for performance, or failure of performance. (Note: Article 17 of the Emergency Services Act provides for certain privileges and immunities.)

3.2 STATE OF EMERGENCY

A State of Emergency may be proclaimed by the Governor when:

- Conditions of disaster or extreme peril exist which threaten the safety of persons and property within the state caused by natural or man-made incidents.
- He is requested to do so by local authorities.
- He finds that local authority is inadequate to cope with the emergency.
- Whenever the Governor proclaims a State of Emergency:
 - Mutual aid shall be rendered in accordance with approved emergency plans when the need arises in any county, city and county, or city for outside assistance.
 - The Governor shall, to the extent he deems necessary, have the right to exercise all police power vested in the state by the Constitution and the laws of the State of California within the designated area.
 - Jurisdictions may command the aid of citizens as deemed necessary to cope with an emergency.
 - The Governor may suspend the provisions of orders, rules or regulations of any state agency, any regulatory statute, or statute prescribing the procedure for conducting state business.
 - The Governor may commandeer or make use of any private property or personnel (other than the media) in carrying out the responsibilities of his office.
 - The Governor may promulgate, issue and enforce orders and regulations deemed necessary.

3.3 STATE OF WAR EMERGENCY

Whenever the Governor proclaims a State of War Emergency, or if a State of War Emergency exists, all provisions associated with a State of Emergency apply, plus:

All state agencies and political subdivisions are required to comply with the lawful orders and regulations of the Governor which are made or given within the limits of his authority as provided for in the Emergency Services Act.

4.0 HAZARD IDENTIFICATION AND ANALYSIS

A hazard analysis has indicated that the City may be at risk to certain incidents which have a potential for significant impact on emergency resources. For operational planning purposes, several *hazard specific* analyses are included in Attachment 1- Threat Summaries. These include Earthquake, Brush Fire, and Hazardous Materials. Additional hazard information is contained in the City of Glendale General Plan – Safety Element, and the Seismic Safety Element, maintained separately by the City of Glendale Planning Division.

5.0 PREPAREDNESS ELEMENTS

The City has placed emphasis on emergency planning; training personnel; public awareness and education; and assuring the adequacy and availability of sufficient resources to cope with emergencies. Emphasis is also being placed on mitigation measures to reduce losses from disasters, including the development and enforcement of appropriate land use, design and construction regulations.

5.1 DEPARTMENT DISASTER COORDINATORS

Each City Department has designated a representative to maintain emergency plans and procedures for the (primary and supporting) emergency functions assigned to the department, and ensure the maintenance of the department’s emergency plans.

<i>Department</i>
City Attorney
City Clerk
City Treasurer
Community Development & Housing
Development Services
Finance & Administrative Services
Fire
Glendale Water & Power (GWP)
Human Resources
Information Services
Library
Management Services
Parks, Rec. & Community Services
Planning
Police
Public Works

5.2 EMERGENCY OPERATIONS CENTER (EOC)

The City of Glendale maintains a dedicated Emergency Operations Center (EOC) to manage and coordinate major emergencies or disasters. Day-to-day operations are conducted from departments and agencies that are widely dispersed throughout the City. An EOC is a location from which centralized emergency management can be performed during a major emergency or disaster. This facilitates a coordinated response by the Director of Emergency Services, Emergency Management Staff and representatives from organizations who are assigned emergency management responsibilities.

The level of EOC staffing will vary with the specific emergency situation. Additional details regarding EOC staffing levels are contained in Part Two – Annex A4 Management. The EOC is located at the City Hall Campus. The EOC totals over 1,400 square feet and includes dedicated telephones, computers, radio terminals, conference rooms, bathrooms and office areas. Emergency power is provided by the civic center diesel generator.

Emergency power will provide for all EOC operations. The EOC is equipped with emergency meals, drinking water, and a limited supply of cots and blankets to support extended operations. An alternate EOC is located at a satellite location. The alternate EOC will be activated only when the primary EOC is damaged, inaccessible, and/or evacuation of EOC staff members becomes necessary. When the use of an alternate EOC becomes necessary, those occupying the primary EOC will be asked to relocate to the alternate EOC site. If the primary EOC is unusable before its activation, staff members will be asked to report to the alternate EOC site. Direction and control authority will be transferred from the primary EOC to an alternate EOC when necessary.

6.0 LEVELS OF EMERGENCIES

The City's partial or total response to natural disasters or technological incidents will be dictated by the type and magnitude of the emergency. Generally, response to a major peacetime emergency situation will progress from local, to County, to State, to Federal involvement. For planning purposes, State OES has established three levels of emergency response to peacetime emergencies, which are based on the severity of the situation and the availability of local resources. (Note: These levels do not directly correlate with the four classifications of nuclear power emergencies.)

Level I

A minor to moderate incident wherein local resources are adequate and available. A Local Emergency may or may not be proclaimed, and emergency management will be conducted in a decentralized mode utilizing existing field command procedures similar to day-to-day operations.

Level II

A moderate to severe emergency wherein local resources are not adequate and mutual aid may be required on a regional or even statewide basis. A Local Emergency will be proclaimed and a State of Emergency might be proclaimed. The City will manage the incident in a centralized coordination and decentralized direction (activation of EOC for monitoring and coordination purposes only) mode.

Level III

A major disaster wherein resources in or near the impacted area are overwhelmed and extensive State and/or Federal resources are required. A Local Emergency and a State of Emergency will be proclaimed and a Presidential Declaration of an Emergency or Major Disaster will be requested. All City activity will be coordinated and directed from a centralized command in the Emergency Operations Center.

Specific operational concepts, to include the emergency response actions of the various elements of the Standardized Emergency Management System and the National Incident Management System, are reflected in **Part Two** of this Plan.

7.0 PHASES OF EMERGENCIES



Some events will be preceded by a build-up or warning period, providing sufficient time to warn the population and implement mitigation measures designed to reduce loss of life and property damage. Other events may occur with little or no advance warning, thus requiring immediate activation of the emergency operations plan and commitment of resources. All agencies must be prepared to respond promptly and effectively to any foreseeable emergency, including the provision and utilization of mutual aid.

Emergency management activities during peacetime and national security emergencies are often associated with the phases indicated below. However, not every disaster necessarily includes all indicated phases.

Preparedness Phase – The preparedness phase involves activities taken in advance of an emergency. These activities develop operational capabilities and effective responses to a disaster. Those identified in this plan as having either a primary or support mission relative to response and recovery should prepare Standard Operating Procedures (SOPs) and checklists detailing personnel assignments, policies, notification rosters, and resource lists. Personnel should be acquainted with these SOPs and checklists and periodically be trained in their activation and execution.

Increased Readiness Phase – Readiness will be initiated by the receipt of a warning, or the observation that an emergency situation is imminent or likely to occur soon. Actions to be accomplished include, but are not necessarily limited to:

- Review and update of emergency plans, SOPs, and resources listings.
- Dissemination of accurate and timely emergency public information.
- Accelerated training of permanent and auxiliary staff.
- Inspection of critical facilities.
- Recruitment of additional staff and Disaster Service Workers.
- Mobilization of resources.
- Testing of warning and communications systems.

Response Phase (Pre-Emergency) – When a disaster is inevitable, actions are precautionary and emphasize protection of life. Typical responses might be:

- Evacuation of threatened populations to safe areas.
- Advising threatened populations of the emergency and apprising them of safety measures to be implemented.
- Advising the Los Angeles County Operational Area and State OES of the emergency.
- Identifying the need for mutual aid and requesting such through the appropriate channels.
- Declaration of a Local Emergency by local authorities.

Emergency Response – During this phase, emphasis is placed on control of the situation, saving lives and minimizing effects of the disaster. Immediate response is accomplished within the affected area by local government agencies and segments of the private sector.

One of the following conditions will apply to the City during this phase:

- The situation can be controlled without mutual aid assistance from outside the City.
- Evacuation of portions of the City is required due to uncontrollable immediate and ensuing threats.
- Mutual aid from outside the City is required.
- The City is either minimally impacted or not impacted at all, and is requested to provide mutual aid to other jurisdictions.

The emergency management organization will give priority to the following operations:

- Dissemination of accurate and timely emergency public information and warning to the public.
- Situation analysis.
- Resource allocation and control.
- Evacuation and rescue operations.
- Medical care operations.
- Coroner operations.
- Care and shelter operations.
- Access and perimeter control.
- Public Health operations.
- Restoration of vital services and utilities.

When local resources are committed to the maximum and additional resources are required, requests for mutual aid will be initiated through the proper channels. Fire and Law enforcement agencies will request or render mutual aid directly through established channels. Any action which involves financial outlay by the jurisdiction, or a request for military assistance, must be authorized by the appropriate local official. If required, State OES may coordinate the establishment of one or more Disaster Support Areas (DSAs) where resources and supplies can be received, stockpiled, allocated, and dispatched to support operations in the affected area(s).

State EOS may also activate the State Operations Center (SOC) in Sacramento to support State OES Regions in the affected areas. The State Regional EOC in Los Alamitos, or an alternate location, will support the Los Angeles County Operational Area.

The OES Director will assist the Governor with the direction and coordination of the response activities of State agencies, as well as coordination and support of response and recovery operations conducted by local government.

Depending on the severity of the emergency, a Local Emergency may be proclaimed, the local Emergency Operating Center (EOC) will be activated, and Los Angeles County (Operational Area) as well as State OES will be advised. The State OES Director may request a gubernatorial declaration of a State of Emergency. Should a State of Emergency be proclaimed, State agencies will, to the extent possible, respond to requests for assistance. These activities will be coordinated with the State OES Director.

If the Governor requests and receives a Presidential declaration of an Emergency or a Major Disaster under Public Law 93-288, he will appoint a State Coordinating Officer (SCO). The SCO and an appointed Federal Coordinating Officer (FCO) will coordinate and control State and Federal efforts in supporting local operations.

Sustained Emergency – In addition to continuing life and property protection operations, mass care, relocation, registration of displaced persons, and damage assessment operations will be initiated. Disaster Application Centers (DACs) may also be established, providing a “one-stop” service to address the immediate emergency or rehabilitation needs of victims.

Recovery Phase – As soon as possible, the State OES Director, operating through the SCO, will bring together representatives of Federal, State, County and City agencies, as well as representatives of the American Red Cross to coordinate the implementation of assistance programs and establishment of support priorities.

The recovery period has major objectives which may overlap, including:

- Reinstatement of family autonomy.
- Provision of essential public services.
- Permanent restoration of private and public property.
- Identification of residual hazards.
- Plans to mitigate future hazards.
- Recovery of costs associated with response and recovery efforts.

Mitigation Phase – Mitigation efforts occur both before and following disaster events. Post-disaster mitigation is part of the recovery process. Eliminating or reducing the impact of hazards which exist within the City and are a threat to life and property are part of the mitigation efforts. Mitigation tools include:

- Local ordinances and statutes (zoning ordinance, building codes and enforcement, etc.)
- Structural measures
- Tax levee or abatements
- Public Information and community relations
- Land use planning
- Professional training

National Security Emergencies – National security emergencies may range from minor, to the United States utilizing advanced weapons. Protective measures to be employed in the event of a threatened or actual attack on the United States include:

- In-place protection.
- Spontaneous evacuation by an informed citizenry may be considered a viable option within the context of this plan.

8.0 STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS)

The Standardized Emergency Management System has been adopted for the purpose of exercising overall operational control (management) or coordination of emergency operations. Section 2400 (CCR), of Title 19, Division 2, of the California Code of Regulations, established the standard response structure and basic protocols to be used in emergency response and recovery.

Fully activated, the SEMS consists of five levels: Field Response, Local Government, Operational Areas (County-wide), OES Mutual Aid Regions, and State Government.

NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

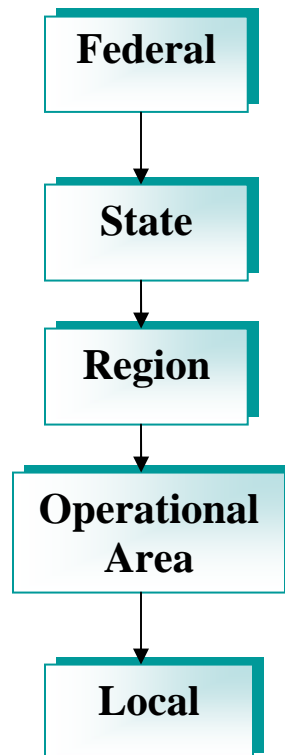
The National Incident Management System was developed at the Federal level to provide a consistent, flexible, and adjustable national framework to Federal, State, local, tribal governments and private sector non-governmental organizations, to work together effectively

and efficiently to prepare for, prevent, respond to, and recover from domestic incidents regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Based upon this goal, the NIMS consists of six components: Command & Management (ICS); Preparedness; Resource Management; Communications & Information Management; Supporting Technologies; and Ongoing Management and Maintenance.

The ICS *field* functions to be used for Emergency Management are: Command, Operations, Planning, Logistics and Finance. *Governmental* levels shall provide the following functions: Management, Operations, Planning / Intelligence, Logistics and Finance / Administration. Local jurisdictions are responsible for overall direction of personnel and equipment that provide for emergency operations through mutual aid (Government Code, Section 8618). Additional details relative to the organization and responsibilities of the SEMS / NIMS elements at each of the levels are provided in **Part Two, Emergency Plan Annexes**.

The utilization of each of the levels is dictated by the situation and by regulation. For example, if an incident requires only fire or law enforcement mutual aid support, requests for support will be submitted through established channels (Local jurisdiction to the Operational Area Coordinator for that service and, if required, to the Mutual Aid Regional Coordinator).



9.0 LOCAL EMERGENCY MANAGEMENT ORGANIZATION

This section defines the various branches and levels of the City’s Emergency Management Organization, which is shown below in Figure 2.

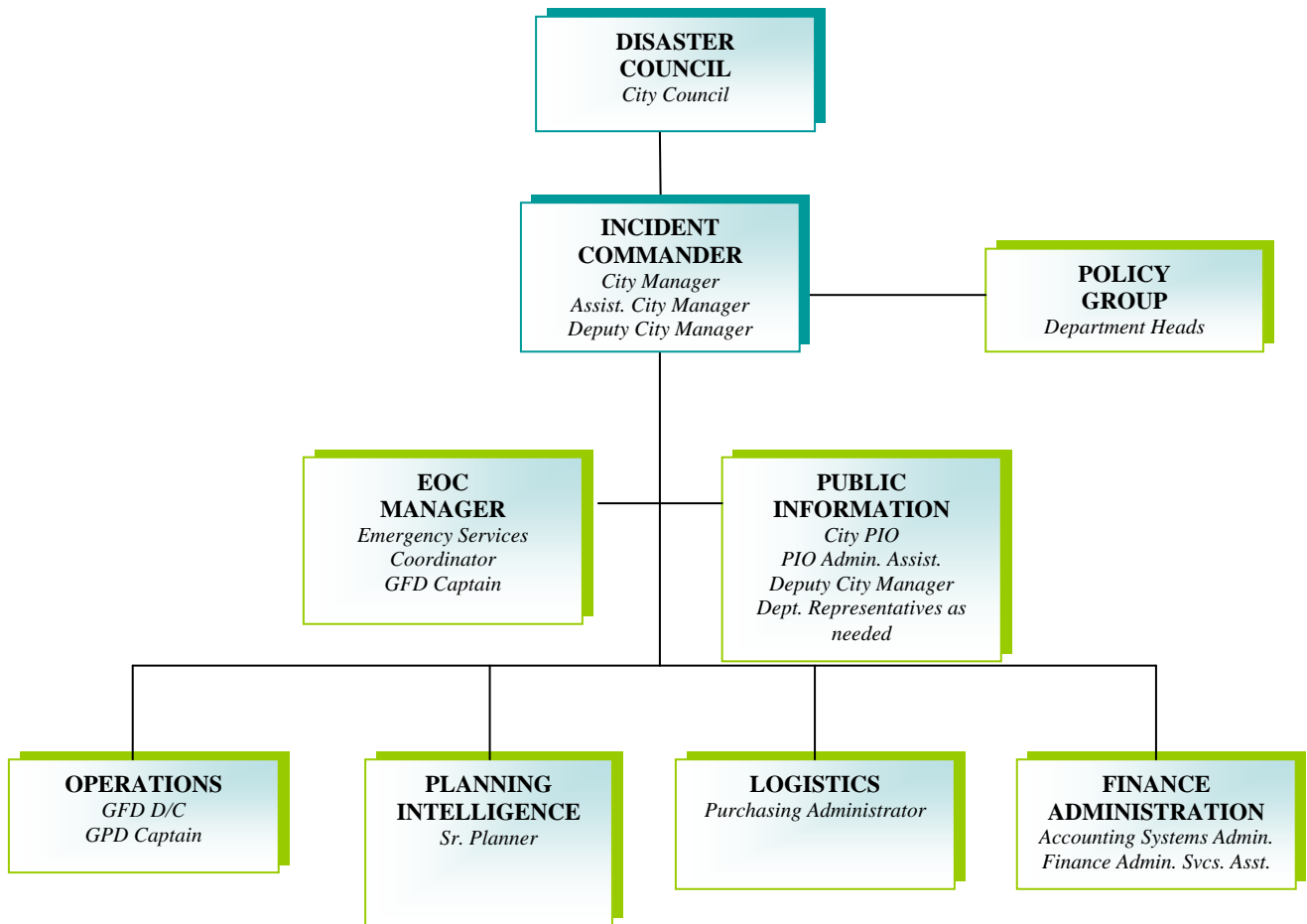


Figure 2 – City of Glendale Emergency Management Organization

Disaster Council – The City of Glendale Disaster Council includes the Mayor, all members of the City Council, and the City Manager. The Disaster Council is responsible for ratification of emergency proclamations and other emergency measures taken or recommended in the City. The duties and authorities of the Disaster Council are set forth in the City’s Emergency Services Ordinance (3985, GMC § 2.84).

Incident Commander – As the Director of Emergency Services, the City Manager will be the City’s Incident Commander during major emergencies. The Incident Commander is responsible for all City activities and emergency actions.

Policy Group – The Policy Group includes all Division Heads or their alternate, and any other additional staff as requested by the Incident Commander. The Policy Group will advise the Incident Commander on the emergency, and will provide recommendations regarding mission priorities and overall direction. The Policy Group will maintain liaison with appropriate EOC Sections as necessary to monitor and assess the situation.

Operations Section – With direction from the Incident Commander and the Policy Group, the Operations Section is responsible for directing and controlling all response activities in the City. The Operations Section will be directed by the Operations Section Chief who will be assisted by a Deputy Operations Section Chief, and the functional branches as defined below:

Fire Branch – The Fire Branch will coordinate and direct all Fire Department activities, including fire suppression and rescue, disaster medical, hazardous materials, and search and rescue operations. The Fire Branch will be commanded by the Fire Operations Officer who reports to the Operations Section Chief.

Police Branch – The Police Branch will coordinate and direct all Police Department activities, including law enforcement, alerting and warning, traffic control, access control, movement and evacuation, and coroner functions. The Police Branch will be commanded by the Police Operations Officer who reports to the Operations Section Chief.

Glendale Water & Power (GWP) Branch – The GWP Branch will coordinate and direct all GWP Department activities, including water, power and other utility related activities. The Water & Power Branch will be directed by the GWP Operations Officer who reports to the Operations Section Chief.

Public Works Branch – The Public Works Branch will coordinate and direct all Public Works Department Activities, including street and field services, road and debris clearance, sewers, construction and engineering, and public health. The Public Works Branch shall be commanded by the Public Works Operations Officer who reports to the Operations Section Chief.

Parks Branch – The Parks Branch will coordinate and direct all Parks, Recreation & Community Services Department activities, including public shelter, employee shelter, Red Cross coordinator, and other Care and Shelter related activity. The Parks Branch shall be directed by the Parks Operations Officer who reports to the Operations Section Chief.

Planning & Intelligence Section – This Section is headed by the Planning Section Chief and is structured into several units, depending upon the needs of the incident. Situation Assessment and Resources Status are examples of the kinds of units which may be formed within this Section. The Planning Section collects and analyzes all data regarding incident operations, develops alternatives for tactical action plans, conducts planning meetings and prepares the Incident Action Plan for incidents which will require extended operations.

Logistics Section – This Section is headed by the Logistics Section Chief, and is responsible for meeting the logistical needs of the Operations Sections. This can include procuring equipment and supplies, providing food and medical support to incident assigned personnel, and meeting the transportation requirements of the incident. The Logistics Section will be divided into Branches and Units as the situation requires.

Finance Section – This Section is headed by the Finance Section Chief, and is responsible for maintaining records on personnel and equipment time, for providing payments to vendors for supplies and equipment usage, and for determining the cost considerations or various alternative strategies associated with incident planning.

10.0 EMERGENCY ASSIGNMENTS & RESPONSIBILITIES

Critical emergency response, support, and recovery functions have been assigned to the appropriate City of Glendale Departments as shown in the matrix below:

	A1	A2	A3	A4	A5	B	C		D	E	F	G	H	I	J	K1	K2	K3	K4	L	
	Alerting & Warning	Communication	Situation Analysis	Management	Public Information	Fire & Rescue	Access Control	Law Enforcement	Medical	Public Health	Coroner	Care & Shelter	Movement & Evacuation	Urban Search & Rescue	Construction & Engineering	Supply & Procurement	Personnel	Transportation	Utilities	Recovery	
Management Svcs.	S			P	P											S					P
Fire	S	S	P1	S	S	P			P					P							S
Police	P	S	P1	S	S		P	P			P		P								S
Public Works			S	S	S	S	S			P	S		S	S	P	S		P	S	S	
GWP			S	S	S	S				S				S	S					P	S
Parks Rec. & Comm. Services			S							S		P	S		S						S
Planning			S												S						S
Human Resources										S		S					P				S
Community Development			S		S							S			S		S				S
City Clerk					S										S						S
Library					S							S									S
Legal								S													S
Redevelopment Agency			S																		S
Finance & Admn. Svcs																P					S
City Treasurer																S					S
Information Services		P																			S

P: Indicates Departments with primary responsibility for this function

P1: Lead Department based on type of incident

S: Indicates Departments with supporting responsibility for this function

The Departments listed as *primary* on this matrix are responsible for the development and maintenance of emergency plans and procedures necessary to ensure these functions are performed during an emergency.

GROUP A – MANAGEMENT EMERGENCY OPERATIONS (CITY MANAGER) – Overall direction and management of City response to the emergency. This annex has been broken into sub-elements as shown.

Annex A1 – Alerting and Warning (Police) – Coordinates and disseminates warnings and advisories received from State and Federal agencies regarding expected or ongoing emergencies.

Annex A2 – Communications (Information Services) – Responsible for ensuring viable communications systems for all City operations, including radio, telephone, and data systems.

Annex A3 – Situation Analysis (Police/Fire/Planning) – Responsible for developing and maintaining information regarding the emergency and its impact on the City.

Annex A4 – Emergency Management (City Manager) – Adopts the Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) to establish the City’s Incident Command System (ICS) for managing major emergencies.

Annex A5 – Public Information (Public Information Office) – Coordinates the gathering and dissemination of public information regarding the emergency. The Public Information Office serves as the City’s liaison with all media.

GROUP B – FIRE AND RESCUE (FIRE DEPARTMENT) – Coordinates the activities of personnel engaged in fire and rescue and other emergency operations; maintains communications with field commands; evaluates status reports; makes decisions regarding the commitment of resources; and determines the need for additional assistance.

GROUP C – LAW ENFORCEMENT AND TRAFFIC CONTROL (POLICE DEPARTMENT) – Coordinates the activities of law enforcement and traffic control personnel in and around disaster areas; maintains communications with field commands; evaluates status reports; makes decisions regarding the commitment of resources, and determines the need for additional assistance.

GROUP D – DISASTER MEDICAL (FIRE DEPARTMENT) – Coordinates the procurement and allocation of critical public and private medical and other resources; the activation and operations of Casualty Collection Points; the transportation of casualties and medical resources; and the relocation of patients from damaged or untenable health care facilities.

GROUP E – PUBLIC HEALTH (PUBLIC WORKS DEPARTMENT) – Coordinates public health measures and supports such measures accordingly; supports efforts in communicable disease prevention and control; and coordinates activities to mitigate the effects of radiological and toxic chemical spills and/or emissions.

GROUP F – CORONER (POLICE DEPARTMENT) – Coordinates operations associated with collection, identification, and disposition of deceased persons.

GROUP G – CARE & SHELTER (PARKS, RECREATION, & COMMUNITY SERVICE DEPARTMENT) – Coordinates the procurement and allocation of resources required to support mass care operations, to include the activation of appropriate lodging and feeding facilities; coordinates the activation and staffing of shelters.

GROUP H – MOVEMENT (POLICE DEPARTMENT) – Coordinates the movement of persons from hazardous or threatened areas to lower risk reception areas.

GROUP I – RESCUE (FIRE DEPARTMENT) – Coordinates operations associated with the location, provision of immediate care, and safe removal of endangered, trapped, injured and/or isolated persons.

GROUP J – CONSTRUCTION/ENGINEERING (PUBLIC WORKS DEPARTMENT) – Coordinates the inspection and posting of damaged buildings, allocation of engineering resources (construction equipment, materials, etc.) required for emergency debris clearance, route recovery, and other engineering operations.

GROUP K – RESOURCES AND SUPPORT – This function has been sub-divided into the following assignments:

Annex K1 – Supply/Procurement (Finance & Administrative Services Department/Purchasing Section) – Coordinates the allocation of essential supplies, including food, fuel, and health supplies.

Annex K2 – Personnel (Human Resources Department) – Coordinates the allocation of personnel, recruitment and tracking of volunteers and other related functions.

Annex K3 – Transportation (Public Works Department / Transportation Section) Coordinates the allocation of transportation resources required to move people, equipment, and essential supplies.

Annex K4 – Utilities (Glendale Water & Power Department) – Coordinates the continued operation of water, gas, and electric utilities and, as required any redirection of services.

GROUP L – RECOVERY (CITY MANAGER / ALL DEPARTMENTS) – Gathers information pertaining to the disaster and prepares it for submittal to the Federal Government for reimbursement. Also outlines all actions to be undertaken to re-establish municipal operations, i.e. who will operate daily functions, where will operations be conducted, etc.

Additional details for these emergency functions are further described in **Part Two – Emergency Plan Annexes**.

11.0 CONTINUITY OF GOVERNMENT

A major disaster or national security emergency could result in the death or injury of key government officials and/or the partial or complete destruction of established seats of government, and/or the destruction of public and private records essential to continued operations of government. Government at all levels is responsible for providing continuity of effective leadership, authority and adequate direction of emergency and recovery operations. The California Government Code and the Constitution of California provide the authority for State and local government to reconstitute itself in the event incumbents are unable to serve.

The first step in assuring continuity of government is to have personnel who are authorized and prepared to carry out emergency actions for government in the event of a natural, technological, or national security disaster.

Section 8638 of the Emergency Services Act authorizes governing bodies to designate and appoint three standby officers for each member of the governing body and for the Chief Executive, if not a member of the governing body. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed. Standby officers take the same oath as regular officers and are designated Number 1, 2 or 3 as the case may be.

The first step in assuring continuity of government is to have personnel who are authorized and prepared to carry out emergency actions for government in the event of a natural, technological, or national security disaster.

- Should the Director be unavailable or unable to serve, the positions listed below, in order, shall act as the Director of Emergency Service.
- Should these positions be unavailable or unable to serve, the individuals who hold permanent appointments to the following positions in the City will automatically serve as acting Director in the order shown. The individual who serves as acting Director shall have the authority and powers of the Director, and will serve until the Director is again able to serve, or until a successor has been appointed by the City Council.

First Alternate: Assistant City Manager
 Second Alternate: Deputy City Manager
 Third Alternate: Director of Public Works
 Fourth Alternate: Police Chief
 Fifth Alternate: Fire Chief
 Sixth Alternate: City Attorney

Notification of any successor changes shall be made through the chain of command.

11.1 LINES OF SUCCESSION – CITY DEPARTMENTS

The Emergency Services Act Section 8637 authorizes political subdivisions to provide for the succession of officers (Department heads) having duties related to law and order and/or health and safety. The succession list for City departments is provided in the table below:

Departments	Titles / Position
Management Services	1. City Manager 2. Assistant City Manager 3. Deputy City Manager
Director of Emergency Services	1. City Manager 2. Assistant City Manager 3. Deputy City Manager
Police	1. Chief of Police 2. Assistant Police Chief 3. Field Services Captain
Fire	1. Fire Chief 2. Deputy Fire Chief / Operations 3. Deputy Fire Chief / Administrative
Public Works	1. Director of Public Works 2. Maintenance Services Administrator 3. Senior Executive Analyst
Glendale Water & Power (GWP)	1. Electrical Services Administrator 2. Water Services Administrator 3. Power Management Administrator

Administrative Services / Finance	<ol style="list-style-type: none"> 1. Director of Finance 2. Assistant Director of Finance 3. Purchasing Administrator
Human Resources	<ol style="list-style-type: none"> 1. Director of Human Resources 2. Sr. Human Resource Analyst 3. Sr. Human Resource Analyst
Library	<ol style="list-style-type: none"> 1. Director of Libraries 2. Assistant Director of Libraries 3. Executive Analyst
Parks, Recreation, & Community Services	<ol style="list-style-type: none"> 1. Director of Parks 2. Administrator of Community Services 3. Administrator of Parks Maintenance
Community Development and Housing	<ol style="list-style-type: none"> 1. Director of Community Development 2. Assistant Director of Community Development
Legal	<ol style="list-style-type: none"> 1. City Attorney 2. Chief Assistant City Attorney 3. Chief Assistant City Attorney
Information Services	<ol style="list-style-type: none"> 1. Director of Information Services 2. Systems and Programming Administrator 3. Project Administrator
Planning	<ol style="list-style-type: none"> 1. Director of Planning 2. Planning Administrator 3. Zoning Administrator
City Clerk	<ol style="list-style-type: none"> 1. City Clerk 2. Assistant City Clerk 3. Office Services Supervisor
City Treasurer	<ol style="list-style-type: none"> 1. City Treasurer 2. Deputy City Treasurer 3. Administrative Associate
Public Information	<ol style="list-style-type: none"> 1. Public Information Officer 2. Fire PIO 3. Police PIO

12.0 MUTUAL AID

The foundation of California's emergency planning and response is a statewide mutual aid system which is designed to ensure that adequate resources, facilities, and other support is provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation(s).

The basis for the system is the *California Disaster and Civil Defense Master Mutual Aid Agreement*, as provided for in the California Emergency Services Act. This Agreement was developed in 1950 and has been adopted by all counties and most incorporated cities in the State of California.

The Master Mutual Aid Agreement creates a formal structure wherein each jurisdiction retains control of its own facilities, personnel and resources, but may also receive or render assistance to other jurisdictions within the state. State government is obligated to provide available resources to assist local jurisdictions in emergencies.

To facilitate the coordination of mutual aid, the State has been divided into six OES Mutual Aid Regions. Fire and Rescue and Law Enforcement Coordinators are assigned at the Operational Area (County) level. The City of Glendale is located in Region 1.

All law and fire requests go through their respective channels. Non-fire and law requests are made through OES via the Operational Area.

12.1 MUTUAL AID RESPONSIBILITIES

Local Jurisdictions

- Develop and maintain current emergency plans which are compatible with the California Emergency Plan, the California Master Mutual Aid Agreement, and plans of neighboring jurisdictions.
- Negotiate, coordinate, and prepare mutual aid agreements.
- Maintain liaison with appropriate OES Mutual Aid Region Office and neighboring jurisdictions.
- Designate staging areas to provide rally points for incoming mutual aid and support and recovery activities.
- Respond to mutual aid requests.
- Dispatch situation reports to the operational area coordinator and OES mutual aid region as the emergency situation develops and changes.
- Request assistance from neighboring jurisdictions and the operational area.
- Use resources received from neighboring jurisdictions and from State, Federal, and private agencies.
- Respond to emergency regulations issued by the Governor.

Operational Area

- Coordinate mutual aid within the County.
- Maintain liaison with the appropriate OES mutual aid region coordinator and local jurisdictions within the County.
- Channel local mutual aid requests which cannot be satisfied from within the County to the OES mutual aid region coordinator.
- Provide situation reports and damage assessment to OES region to aid in identification, coordination and allocation of resources.
- Make use of resources provided by other Counties, State, Federal, and private agencies.
- Respond to emergency regulations issued by the Governor.

OES Mutual Aid Region

- Maintain liaison with State, Federal, and local emergency response agencies.
- Coordinate emergency activities of all State agencies.
- Receive, evaluate, and disseminate information on emergency operations.
- Prepare emergency proclamations and orders for the Governor and disseminate to all concerned.
- Receive and allocate resources and supplies from Federal agencies and other States.
- Coordinate the flow of State mutual aid resources to local jurisdictions.
- Maintain liaison with State, Federal, and private agencies.
- Coordinate emergency operations with bordering States.
- Maintain the State Operations Center.

12.2 MUTUAL AID POLICIES AND PROCEDURES

- Mutual aid resources will be provided and utilized in accordance with the California Master Mutual Aid Agreement.
- During a proclaimed emergency, inter-jurisdictional mutual aid will be coordinated at the County Operational Area or Mutual Aid Regional level.
- Because different radio frequencies are in use among most agencies, local agencies should provide incoming mutual aid forces with portable radios having local frequencies.

Requests for mutual aid will be sent through established channels (Cities to Operational Areas to mutual aid regions to State). Requests should specify, at a minimum:

- ✓ Number and type of personnel needed
- ✓ Type and amount of equipment needed
- ✓ Reporting time and location
- ✓ Authority to whom forces should report
- ✓ Access routes
- ✓ Estimated duration of operations
- ✓ Risk and hazards

Mutual aid assistance may be provided under one or more of the following authorities:

- California Master Mutual Aid Agreement.
- California Fire and Rescue Emergency Plan
- California Law Enforcement Mutual Aid.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended) provide federal support to state and local disaster activities).

12.3 CITY OF GLENDALE MUTUAL AID AGREEMENTS

WITH

FOR

State of California	Master Mutual Aid
Area C Civil Defense and Disaster Board	Inter-Agency Cooperation in Major Natural and Man-Made Disasters
Southern California Cities and Counties	Public Works Mutual Aid
City of Burbank, CA	Public Service (Utilities) Mutual Aid
City of Pasadena, CA	Public Service (Utilities) Mutual Aid
City of Alameda, CA	Public Service (Utilities) Mutual Aid
City of Palo Alto, CA	Public Service (Utilities) Mutual Aid
City of Santa Clara, CA	Public Service (Utilities) Mutual Aid
City of Anaheim, CA	Public Service (Utilities) Mutual Aid
Trinity County, CA	Public Service (Utilities) Mutual Aid

13.0 HAZARD MITIGATION

This section establishes actions, policies and procedures for implementing Section 409 (Minimum Standards for Public and Private Structures) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended), following a Presidential declared Emergency of Major Disaster. It also assigns hazard mitigation responsibilities to various elements of Federal, State, and local governments in California.

Section 409 of Public Law 93-288 requires as a condition to receiving Federal disaster aid, that repairs and reconstruction be done in accordance with applicable codes, specifications, and standards. It also requires that the State or local government recipient of Federal aid evaluate the natural hazards of the area in which the aid is to be used, and take action to mitigate them, including safe land use and construction practices.

To be effective, hazard mitigation actions must be taken in advance of a disaster. After a disaster strikes, mitigation opportunities exist only during recovery and even those opportunities can be limited by the absence of advance planning. Nevertheless, the immediate post-disaster period does present special opportunities for mitigation. Section 409 deals with the opportunities present in a current disaster to mitigate potential hardship and loss resulting from future disasters.

Hazard mitigation is a continuing year-round effort and activity in which all local communities and State agencies are encouraged to prepare hazard mitigation plans that identify ways to reduce damage caused by disasters. Hazard mitigation includes such activities as:

- Improving structures and facilities at risk.
- Identifying hazard-prone areas and developing standards for prohibited or restricted use.
- Recovery and relief from loss, including insurance.
- Providing hazard warning and protecting the population.

13.1 IMPLEMENTATION

Following each Presidential declared Emergency or Major Disaster, the Regional Director of the Federal Emergency Management Agency (FEMA) and the Governor execute a document called the Federal/State Agreement. This agreement includes appropriate provisions for hazard mitigation. Under the “typical paragraph” set out to serve this purpose the State agrees to:

- Evaluate or have the applicant evaluate specific natural hazards in the disaster area, and make appropriate recommendations to mitigate them.
- Follow up with applicants to ensure that the appropriate hazard mitigation actions are taken.
- Follow up with applicants to ensure that the appropriate hazard mitigation plan or plans are developed and submitted to the FEMA Regional Director for concurrence.
- Review and update as necessary, the disaster mitigation portions of emergency plans.

A hazard mitigation officer is appointed for the State and local (City of Glendale) applicant. These individuals will constitute the hazard mitigation survey team which will:

- Identify significant hazards in the affected areas, giving priority to disaster-related hazards.
- Evaluate impacts of these hazards and recommend mitigation measures.

The hazard mitigation survey team uses information from Damage Survey Reports (DSR), and visits selected sites where significant damage has occurred. The State and local representatives on the hazard mitigation survey team are responsible for ensuring that there is adequate consultation among interested Federal, State, and local parties.

The hazard mitigation survey team also prepares a hazard mitigation plan which is submitted to the FEMA Regional Director through the Governor's authorized representative within 180 days after a Presidential declaration. The objectives of the plan are to:

- Recommend hazard mitigation measures for local, State, and Federal agencies.
- Establish both short and long term planning framework for implementation of hazard mitigation efforts.

Each applicant is expected to use its resources and capabilities as necessary to perform emergency work, such as debris removal or emergency measures to save lives, or to protect public health and safety, or to protect property, before requesting assistance from the State or Federal government. Local, State and Federal preliminary damage assessments are used to identify major hazards and opportunities for hazard mitigation activities prior to a declaration of Major Disaster or Emergency. Damage survey reports shall include identification of hazards and shall recommend mitigation measures to be incorporated into the repair work.

The Federal/State hazard mitigation survey team shall review applicable land use regulations, construction standards, and other appropriate hazard mitigation measures. Utilizing information from preliminary damage assessments, DSRs, and all other pertinent information, the team shall visit the sites of significant damage and shall evaluate all hazards at those sites. For each identified significant hazard the team shall include appropriate hazard mitigation recommendations.

In cases where no plans for hazard mitigation exist or are inadequate, the team shall report its findings and make recommendations to develop, improve or maintain hazard mitigation plans. Existing local and State hazard mitigation plans shall be updated and new ones developed as deemed necessary. Technical advice and assistance will be sought from Federal, State and local agencies in developing new plans or updating existing plans to mitigate hazards identified. The hazard mitigation survey team shall make recommendations on any needs for new mapping or re-mapping of high hazard areas.

13.2 RESPONSIBILITIES

A set procedure has been established for hazard mitigation following a disaster, to avoid similar disasters in the future. Hazard mitigation measures include avoidance, reduction and land use regulations.

The FEMA Regional Director is responsible for hazard mitigation actions under the terms of the Federal/State Agreement. The Regional Director shall provide overall leadership with respect to the general administration of Section 409 to ensure that the ultimate benefits to be gained through effective hazard mitigation programs are not diminished.

The Regional Manager also provides technical advice and assistance.

State and local governments will be encouraged to adopt safe land use practices and construction standards. A representative of the Office of Emergency Services (OES) will be appointed by the Governor and will be responsible for State performance of hazard mitigation activities under the Federal/State Agreement.

The applicant's authorized representative, appointed locally, is responsible for local performance of hazard mitigation measures under the terms of the Federal/State Agreement. The applicant's authorized representative shall, to the extent of legal authority, implement and enforce land use regulations and safe construction practices which are agreed upon as conditions for FEMA grants or loans. Each City and County is charged with implementing and enforcing its own hazard mitigation measures.

14.0 TRAINING, EXERCISING, AND MAINTENANCE OF THE PLAN

The City of Glendale personnel involved in emergency response and emergency management functions are provided ongoing training, including local workshops, SEMS training, NIMS training and other special programs throughout the year. Key management and emergency personnel also attend the California Specialized Training Institute to receive in-depth training in related emergency management topics.

- Inter-Agency Disaster Committee – All department disaster coordinators attend a monthly meeting at the City's Emergency Operations Center (EOC) to discuss and resolve emergency planning / response / management issues.
- Quarterly Exercises – Exercises provide personnel with an opportunity to become thoroughly familiar with the procedures, facilities and systems which will actually be used in emergency situations. A table-top exercise is planned quarterly with each section of the emergency organization (e.g. Operations, Plans, Logistics, and Finance) to discuss emergency scenarios and potential responses. A functional exercise involving all elements of the emergency organization is scheduled annually.
- Annual Review – This Emergency Plan will be reviewed annually to ensure that the plan elements are valid and current. Each responsible organization or agency will review and upgrade its portion of the Emergency Plan and/or modify its SOPs as required based on deficiencies experienced in drills, exercises, or actual occurrences.

All City of Glendale Department Emergency Action Plans will be updated annually prior to October 1st. The City Emergency Plan will be updated prior to December 31st. The Emergency Services Coordinator is responsible for making revisions to the Emergency Plan that will enhance the conduct of response and recovery operations. The Emergency Services Coordinator will distribute any necessary changes to the plan to all City departments and other agencies as shown on the distribution list of this Emergency Plan.

15.0 PUBLIC AWARENESS AND EDUCATION

The public's response to any emergency is based on an understanding of the nature of the emergency, the potential hazards, the likely response of emergency services, and knowledge of what individuals and groups should do to increase their chances of survival and recovery.

The Glendale Fire Department regularly conducts public education programs for schools, businesses and residents in the areas of fire safety, disaster preparedness (CERT Program), and vegetation management. Numerous public education activities are scheduled throughout the year, and on an individual basis when requested by the community. A dedicated public education telephone registration line is also maintained to provide for inquiries from the public.

16.0 PLAN APPROVAL AND PROMULGATION

This plan has been developed through a cooperative process with all departments/agencies assigned a primary function in the plan. This plan will be submitted to the City Council for review and approval. Upon concurrence by the City Council, the plan will be officially adopted and promulgated.

A copy of the plan will be distributed to the agencies and organizations listed below:

Agency	No. of Copies
Governor's OES, Southern Region	2
Area C Coordinator	1
Director of Emergency Services	1
Assistant Director of Emergency Services	1
Emergency Services Coordinator	2
City Council	5
City Attorney	1
City Clerk	1
City Treasurer	1
Community Development & Housing	1
Finance & Administrative Services Department	1
Fire Department	1
Glendale Redevelopment Agency	1
Glendale Water & Power (GWP)	1
Human Resources Department	1
Information Services Department	1
Library Department	1
Parks, Recreation and Community Services Department	1
Planning Department	1
Police Department	1
Public Works	1
American Red Cross – Glendale Chapter	1
Glendale Unified School District	1
Glendale Community College	1
California Highway Patrol	1
City of Pasadena	1
City of Burbank	1
City of Los Angeles	1
City of La Canada-Flintridge	1
Los Angeles Co. Office of Emergency Management	1
Los Angeles Co. Sheriff's Department	1

ATTACHMENT ONE – HAZARD ANALYSIS

A hazard analysis has indicated that the City may be at risk to certain natural and/or man-made emergencies. The following threat summaries provide general and specific information on their possible impact on the City of Glendale.

THREAT SUMMARY 1 – MAJOR EARTHQUAKE

The following summary has been prepared utilizing information obtained from various State and Federal planning scenarios for a major earthquake in the Southern California region. Numbers provided are coarse estimates for planning and discussion purposes only, and do not represent any form of prediction.

A. GENERAL SITUATION

The City of Glendale is located within Area C, Los Angeles County, Southern Region of the Office of Emergency Services, State of California, and is the vicinity of several known active and potentially active earthquake faults including the Elysian Park, Sierra Madre, Raymond Hill, San Gabriel and the Newport-Inglewood.

The most immediate earthquake threat is posed by the proximity of several active faults: Sierra Madre, Tujunga Fault, Elysian Park Fault, and the Raymond Hill Fault. Additionally, recent findings have indicated an increased potential from various *blind-thrust* faults such as the Elysian Park Fault, which lies to the immediate southern boundaries of the City. A major earthquake occurring in or near this jurisdiction may cause many deaths and casualties, extensive property damage, fires and hazardous material spills, and other ensuring hazards. The effects could be aggravated by aftershocks and by the secondary effects of fire, hazardous material/chemical accidents, and possible failure of waterways and dams. The time of day and season of the year would have a profound effect on the number of dead and injured and the amount of property damage sustained.

Such an earthquake would likely be catastrophic in its affect upon the population and could exceed the response capabilities of the individual cities, Los Angeles County and the State of California Emergency Services. Damage control and disaster relief support would be required from other local governmental and private organizations, and from the State and Federal governments. Search and rescue operations could be required to assist trapped or injured persons. Emergency medical care, food, and temporary shelter could be required by injured or displaced persons. Identification and burial of many dead persons could pose difficult problems; public health could be a major concern. Mass evacuation may be essential to save lives, particularly in areas downwind from hazardous material releases.

Many families could be separated, particularly if the earthquake should occur during working hours, and a personal inquiry or locator system could be essential to maintain morale.

Emergency operations could be seriously hampered by the loss of communications and damage to transportation routes within, and to and from, the disaster area and by the disruption of public utilities and services.

The economic impact on the City of Glendale from a major earthquake could be considerable in terms of loss of employment and loss of tax base. A major earthquake could cause serious damage and/or outage of computer facilities. The loss of such facilities could curtail or seriously disrupt the operations of banks, insurance companies, and other elements of the financial community. It could affect the ability of local government, business, and the population to make payments and purchases.

B. GROUND SHAKING

The most significant earthquake action in terms of potential structural damage and loss of life is ground shaking. Ground shaking is the movement of the earth's surface in response to a seismic event. The intensity of the ground shaking and the resultant damages are determined by the magnitude of the earthquake, distance from the epicenter, and characteristics of surface geology. This hazard is the primary cause of the collapse of buildings and other structures.

It is generally understood that an earthquake does not in itself present a seismic hazard, but that it becomes a hazard when it occurs in a highly urbanized area. Therefore, the significance of an earthquake's ground shaking action is directly related to the density and type of buildings and number of people exposed to its effect.

Recent seismic studies following the 1994 Northridge Earthquake have indicated that *blind-thrust* fault systems underlying the Los Angeles basin could produce moderate to large earthquakes resulting in severe ground-shaking. The concentration of high-occupancy businesses along Brand Blvd. and the neighboring business community could result in higher concentrations of injured, as well as additional impacts to surrounding residential neighborhoods.

C. LIQUEFACTION

Many areas may have buildings destroyed or unusable due to liquefaction, which is a phenomenon involving the loss of shear strength of soil. The shear strength loss results from the increase of pore water pressure caused by the rearrangement of soil particles induced by shaking or vibration. Liquefaction has been observed in many earthquakes, usually in soft, poorly graded granular materials (i.e., loose sands), with high water tables. Liquefaction usually occurs in the soil during or shortly after a large earthquake. In effect, the liquefaction soil strata behave as a heavy fluid. Buried tanks may float to the surface and objects above the liquefaction strata may sink. Pipelines passing through liquefaction materials typically sustain a relatively large number of breaks during an earthquake.

D. CASUALTIES (Estimated using existing planning materials)

Time of Day	2:30 am	2:00 pm	4:30 pm
San Andreas (8.3)	46	138	152
Newport-Inglewood (7.5)	56	132	145

Based on recent experience from the Northridge, Ca. and Kobe, Japan events, injuries from such an event may reach into the tens of thousands, depending on the time of day.

E. HOMELESS

There could be hundreds of long-term homeless persons in the city. The City’s experience during the Northridge Earthquake demonstrated the need for an organized, proactive approach to coordinating available assistance programs for the affected population.

F. BED LOSS IN HOSPITALS

Glendale has three (3) major medical facilities. Several of the acute care hospitals in Los Angeles County may be lost due to structural damage. This will impair the number of beds available and create the need for several field hospitals. Most of the subscribing hospitals to the Los Angeles County Department of Health will be controlled by the Department as to the availability of beds and transfer of patients. Public service agencies and volunteer personnel would be used to assist in the care of the injured.

Although a percentage of the remaining beds could be made available by discharging or transferring non-emergency patients, it may be necessary to receive an immediate influx of emergency medical aid and/or export some of the seriously injured to out-of-county facilities.

G. COMMUNICATIONS

Telephone systems will be affected by system failure, overloads, loss of electrical power and possible failure of some alternate power systems. Immediately after the event, numerous failures may occur coupled with saturation overloads. This may disable the telephone system for one day. In light of the expected situation, emergency planners should not plan on the use of telephone systems for the first few days after the event.

Radio systems are expected to be 40 to 75% effective; microwave systems 30% effective or less.

H. DAM AND FLOOD CONTROL CHANNELS

Because of the current design and construction practices and on-going programs of review and modification, catastrophic failure is considered unlikely. Many flood control channels may suffer damage. Pumping stations in coastal communities may fail due to liquefaction.

I. ELECTRICAL POWER

Major power plants may sustain some damage due to liquefaction and the intensity of the earthquake. Up to 60% of the system load may be interrupted immediately following the initial shock. According to representatives of Southern California Edison Company, the electrical power will not be rerouted and will be lost for an undefined period of time.

Much of the imported power is expected to be lost. In some areas of greatest shaking, it should be anticipated that some of the distribution lines, both underground and surface, will be damaged. Much of the affected area may have service restored in days; damaged areas with underground distribution may require a longer time. Loss of Southern California Edison transmission lines is possible.

J. FIRE OPERATIONS

Although total collapse of fire stations is not expected, possible disruption of utilities, twisted doors, and loss of power can create problems. Fires due to disruption of power and natural gas networks should be expected. Connections to major water sources may be out and storage facilities would have to be relied on. Water supply could vary from sufficient to inadequate. First response from fire personnel is expected to be towards assessment of the area to establish what is needed to bring the community back on its feet. Operations may continue extensively because of the disruption of transportation routes for fire department personnel and equipment.

Secondary responses by the fire service after assessment will be accomplished following use of resources to accomplish search and rescue of trapped persons. Problems the fire service should expect are loss of power and water, jammed doors, restricted mobility due to debris, possible loss of primary dispatch capability, and delays in reaching maximum effectiveness due to personnel shortages.

K. HIGHWAYS AND BRIDGES

Damage to freeway systems is expected to be major. Any inner surface transportation routes could be subject to delays and detours. A major portion of surface streets in the vicinity of freeways will be blocked due to collapsed overpasses. Many surface streets in the central business districts will be blocked by debris from buildings, falling electrical wires, and pavement damage.

The City of Glendale is bisected by the Glendale Freeway (Route 2), the Ventura Freeway (134), the Foothill Freeway (210), and is bordered by the Golden State Freeway (5). Damage to these routes could present significant additional traffic routing and access problems.

L. NATURAL GAS

Damage to natural gas facilities may consist primarily of (a) isolated breaks in major transmission lines, and (b) breaks in mains and individual service connections within the distribution systems, particularly in the areas of intense ground shaking.

These leaks in the distribution system may affect a major portion of the urban areas, resulting in a loss of service for extended periods. Fire may be expected at the sites of a small percentage of ruptures both in the transmission lines and the distribution system. Transmission pipelines serving the general basis area are most vulnerable to damage.

M. PETROLEUM FUELS

Most major pipelines cross the San Andreas Fault, and pipeline breakage may occur. Although refineries located on poor soil may be damaged, all of the major oil refineries in the region are likely to survive.

There is a possibility of fire where pipeline failures occur. Priorities will have to be established to assure adequate fuel for emergency crews. Ruptures of numerous lines due to fault breaks are possible. Fire extension is possible if leaking products are ignited. The oil refineries in the Los Angeles area are subject to earthquake damage. Some harbor water areas will be covered with leaking petroleum products due to pipe damage; this can create a serious fire problem.

N. RAILROADS

It is possible that route segments serving the Southern California region could be unavailable for post earthquake service. These segments include all major connections with the north. The immediate post earthquake capacity to serve both the Los Angeles and Orange County areas would be very small. Railroad bridges are susceptible to damage because of age, design and construction. Some lines could be blocked because of damage to overpass structures.

***For Metrolink information, please call 800-371-LINK (5465)
Or visit www.metrolinktrains.com***

O. SANITATION SYSTEMS

Waste water treatment facilities could be out of service for extended periods depending on the damage caused by the severity of intensity and liquefaction. There is a limited volume of storage available in the waste water treatment plants; if the treatment chain cannot be restored before storage is exceeded, the waste water will require discharge with emergency chlorination to reduce health hazards. Overflow of sewage through manholes and from ponds is possible due to breakage in mains or loss of power. As a result there may be a danger of excessive collection of explosive gas in sewer mains, and flow of untreated sewage in some street gutters. House sewer connections may break and /or plug.

P. WATER SUPPLY

Major aqueducts serving Southern California may be out of service following the event; only the Colorado River Aqueduct is expected to remain in service. This indicates the imported water supply to Los Angeles County may be only partial for a period of time. Ruptures may occur along the water pipelines and the water wells may be disabled by loss of electricity and the lack of backup power sources. In addition, shear forces could render the wells inoperative for an indefinite period.

Water availability and distribution needed for life support, to treat sick and injured, and for fire suppression activities is of MAJOR concern to each community.

THREAT SUMMARY 2 – HAZARDOUS MATERIALS VULNERABILITY

The following information has been extracted from the City of Glendale Hazardous Materials Area Plan. A more detailed analysis and listing of specific hazardous facilities is contained in the City of Glendale Hazardous Materials Business Plan, maintained separately by the Environmental Management Center, Glendale Fire Department.

A. HAZARD ANALYSIS

Hazardous Materials incidents differ from other emergencies because of the wide diversity of causative factors and the pervasiveness of the potential threat. The circumstances and geographic features in the vicinity of incidents vary greatly. Incidents may occur at fixed facilities where there is an opportunity for development of a site specific contingency plan. They may also occur at any place along any land, water, or air transportation route.

The majority of hazardous material incidents are resolved prior to becoming a disaster. Nonetheless, the City needs to be flexible and deliberate in its response to a developing incident. This plan is designed to accommodate both minor releases (Level I) through the initial stages of a large (Level III) hazardous material incident. In the case of large (Level III) incident, City government involvement is principally found in discovery, evaluating, notification and initiation of immediate action.

The City of Glendale has a low to medium level of exposure to hazardous materials which is illustrated by examination of the City's business type and locations, its residential population, traffic routes, and geography.

B. BUSINESS TYPES

There are small quantity, relatively low risk hazardous materials users located along major thoroughfares throughout the City. Businesses in this category include dry cleaners, metal-working machine shops, auto repair facilities, printing facilities and photographic processing facilities. There are also a number of gasoline stations which have large quantities of motor fuel but are considered to be relatively low risk.

The largest businesses have been identified as the following:

- DeSoto International
- American Metaseal
- Disney Imagineering
- GCG Corporation
- Automated Plating Co.
- Glendale Water & Power (GWP)

C. RESIDENTIAL POPULATION

According to the most recent report of the Sacramento Department of Finance, US Census Bureau (1/1/07), the residential population of the City of Glendale is 207,157.

D. TRAFFIC ROUTES

The City of Glendale is traversed by the I-5 Freeway, the 1-210 Freeway, by State Highway 2 and by State Highway 134. Major surface streets include Glenoaks Blvd., San Fernando Rd., Colorado Street, Brand Blvd., Verdugo Rd. and Foothill Blvd. The City is served by the Southern Pacific Railroad Spur which is an additional mode for hazardous materials transportation.

E. ENVIRONMENTAL SENSITIVE AREAS

There are no known environmentally sensitive areas (wetlands, flood zones, aquifer recharge zones) in the City.

F. RISK MANAGEMENT AND PREVENTION PROGRAMS

Businesses which use, handle or store acutely hazardous materials (AHMs) are identified in the Hazardous Materials Business Plan. Chemical risk is assessed using a computer. Chemicals are evaluated for Mass Casualty Potential. This process factors in the hazard of a material and the likelihood of a major incident relating to human health and safety. A formalized Risk Management Prevention Program (RMPP) element of the Hazardous Materials Program is developed. Six RMPPs are being developed. Two additional RMPPs are under consideration. A company which has an acutely hazardous material above the Federal Threshold Planning Quantity (FTPQ) will be required to prepare an RMPP.

G. GEOGRAPHY

The City is approximately 30 square miles in area. The City is bordered by the City of Los Angeles, the County of Los Angeles and the cities of La Canada Flintridge, Burbank and Pasadena. Some of the City is comprised of hills or canyons covered with brush.

There are commercial/industrial facilities throughout the City. There is a concentration of manufacturing/industrial facilities located along the I-5 Freeway which is zoned commercial-industrial.

H. INFORMATION GATHERING

Pre-incident planning for hazardous materials emergencies begins with the collection of inventory and business plan information as mandated by Chapter 6.95 of the California Health & Safety Code. Business plan information such as emergency contacts and phone numbers, facility information, chemical inventory and location is verified through on-site inspections which are conducted by Fire Companies or Hazardous Material Specialist inspections. Also, the business emergency plan, including information related to employee and agency notification and mitigation capabilities, is reviewed. After review and verification of submitted information by business owner, data is collected and upgraded electronically.

Transportation incidents can occur along any roadway or railroad line. The potential is highest for roadways in industrial areas because of the increased number of vehicles transporting hazardous materials. Response to transportation incidents is similar to fixed-facilities incidents except that in many instances information related to transportation incidents is lacking.

I. HIERARCHICAL RESPONSE RELATIONSHIPS

If a hazardous material incident escalates, the City of Glendale has resources to adequately manage the incident; however, even with aid assistance, resources may be overwhelmed. If this occurs, the next level of assistance will be requested. The organization structure for this type of response is identified in the OES Region 1 Hazardous Materials Emergency Plan.

THREAT SUMMARY 3 – MAJOR BRUSH FIRE




The following information has been extracted from the Glendale Fire Department Brush Fire Response Plan. Additional hazard specific data and operational concerns are maintained separately in that document.


A. THREAT ANALYSIS

The major undeveloped regions in Glendale are the Verdugo Mountains, the San Rafael Hills and the foothills of the San Gabriel Mountains. These mountainous regions present a significant safety problem in the form of fire hazards to the many areas developed nearby.

As shown below, the Verdugo Mountains and the San Rafael Hills have been the location of majority of the large fires in the city:

San Rafael Mountains

 <u>Incident</u>	<u>Date</u>	<u>Acres</u>
✓ Chevy Chase Fire	3/64	2,315
✓ Sugar Loaf Fire	11/69	120
✓ Flint Peak Fire	8/86	75
✓ Flintridge Fire	8/86	90
✓ Glenoaks Canyon Fire	12/88	350
✓ College Hills Fire	6/90	109
✓ San Rafael Fire	12/99	502

 Verdugo Mountains

✓ La Tuna Fire	6/55	4,306
✓ Whiting Woods Fire	3/64	6,754
✓ Sunland Fire	11/80	6,400
✓ Mountain Fire	9/02	752

 Southern San Gabriel Mountains

✓ Woodwardia Fire	10/59	14,237
✓ Mill Fire	11/75	43,393
✓ Crest Fire	1/84	580

In conjunction with the Glendale Fire Prevention Bureau, Vegetation Management Section, nine (9) Target Zones were identified throughout the city as having a potential for a brush fire.

Specific information about fuel types, slope and topography, special populations, and other data such as wood roofs was developed for each zone and included here for planning purpose.

BRUSH FIRE ZONE 1 – SAN GABRIEL MOUNTAINS

Populations: 6,000

Primary Fuel Type: Chaparral

Slope/Topo: Steep (20-40%)

Wood Roof Homes: 6

Special Needs:

- Ananda Ashrama – 12 – 15 full-time residents, up to 50 during service
- Deukmejian Wilderness Park

BRUSH FIRE ZONE 2 – NORTHERN VERDUGO MOUNTAINS

Population: 5,600
Primary Fuel Type: 50% Chaparral & Woodland
Slope/Topo: Steep to Very Steep (20-40+ %)
Wood Roof Homes: 6

Special Needs:

- Camp Max Strauss can have up to 120 children and 60 adults
- Mountain Oaks (Approx. 25-50 persons) – older residences, scattered over a wide area with narrow street access. Terrain is very steep with heavy brush.
- Whiting Woods (Approx. 500 persons) – Extreme potential for major problems. **THERE IS ONLY ONE ENTRANCE TO THIS AREA.** Heavy fuel load with steep terrain
- Oakmont Woods (Approx. 300 persons) – **THERE IS ONLY ONE ENTRANCE TO THIS AREA.** Primarily single family residences. Heavy brush with steep terrain. This area will be a main concern during a major brush fire.

BRUSH FIRE ZONE 3 – SOUTHERN VERDUGO MOUNTAINS

Population: 5,400
Primary Fuel Type: 50-70% Chaparral 25-50% Grass
Slope/Topo: Steep to Very Steep (20-40+ %)
Wood Roof Homes: 34

Special Needs:

- Brand Park Library may have between 75-100 patrons – There may be up to 50+ hikers on the trails behind the library and surrounding land fill.
- Entire area (above Mountain/Kenneth) has restricted access with narrow roads which will make evacuation and emergency response difficult.

BRUSH FIRE ZONE 4 – WOODLANDS WEST

Population: 5,500
Primary Fuel Type: Mixed Chaparral Shrub
Slope/Topo: Steep to Very Steep (26-40+ %)
Wood Roof Homes: 34

Special Needs:

- Oakmont Country Club hosts large dining and meeting groups and on golf course.
- Steep hillside at interface & narrow roads with Oak canopy

BRUSH FIRE ZONE 5 – SAN RAFAEL MOUNTAINS

Population: 6,700
Primary Fuel type: Mixed Chaparral Shrub
Slope/Topo: Flat to Very Steep (50% @ 10% slope, 50% @40%+ slope)
Wood Roof Homes: 5

Special Needs:

- Verdugo Hills Hospital with large population
- Narrow streets in Montecito area present evacuation difficulties
- Glendale Community College with large population
- Child Development Center with up to 150 children, staff and college students
- Sports Complex

BRUSH FIRE ZONE 6 – CHEVY CHASE CANYON

Population: 6,800

Primary Fuel Type: Chaparral Shrub

Slope/Topo: Flat to Very Steep (30% @ 10% slope, 55% > 26% slope)

Wood Roof Homes: 1

Special Needs:

- Single access into many areas (Figueroa, Golf Club, Chevy Oaks)
- Narrow streets

BRUSH FIRE ZONE 7 – GLENOAKS CANYON

Population: 6,800

Primary Fuel Type: Woodland/Chaparral

Slope/Topo: Moderate to Steep (10-40%)

Wood Roof Homes: 5

There are 5 wood roof homes in this area. This canyon has only one way out for residents during an evacuation. Severe traffic problems may hamper emergency response

Special Needs:

- Glenoaks Elementary School – 650 children and 100 staff. Keep inside unless evacuation is necessary.
- Glenoaks Park
- Scholl Canyon Parks
- Sleepy Hollow Area

BRUSH FIRE ZONE 8 – COLLEGE HILLS AREA

Population: 4,800

Primary Fuel Type: 50% Grass/Chaparral

Slope/Topo: Moderate (0-20%)

Wood Roof Homes: 8

There are 8 wood roof homes in this area. As with many other areas in the City, these homes are scattered throughout the area, many located on remote streets with limited access.

Special Needs:

- College View School – Up to 110 severely handicapped students (3 years to 22 years old) 32 paid staff. If necessary, surround facility and shelter in place.
- Glenmore Area – severely limited access with small streets, only one way in/out.
- Glendale Adventist Academy – Private school (K-12) with 900 students and staff.

BRUSH FIRE ZONE 9 – ADAMS HILL AREA

Population: 6,700

Primary Fuel Type: Grass

Slope/Topo: Moderate (0-20%)

Wood Roof Homes: 2

Special Needs:

- Adams Hill Area – Hilly terrain and extremely narrow streets limit access and evacuation in this area.

FLOOD HAZARDS



The City of Glendale and surrounding areas are, like most of southern California, subject to unpredictable seasonal rainfall. Most years, the scant winter rains are only enough to turn the hills green for a few weeks, but every few years the region is subjected to periods of intense and sustained precipitation that result in flooding. Flood events that occurred in 1969, 1978, 1980, 1983, 1992, 1995, 1998, and 2005, have caused an increased awareness of the potential for public and private losses as a result of this hazard, particularly in highly urbanized parts of flood plains and alluvial fans. As the population in Los Angeles County increases, there will be increased pressure to build on flood-prone areas, and in areas upstream of already developed areas. With increased development, there is also an increase in impervious surfaces, such as asphalt. Water that used to be absorbed into the ground becomes runoff to downstream areas. If the storm drains systems are not designed or improved to convey these increased flows, areas that may have not flooded in the past may be subject to flooding in the future. This is especially true for developments at the base of the mountains and downstream from canyons that have the potential to convey mudflows.

The City of Glendale is drained by the south-, southwest-, and west-flowing Verdugo Wash and its tributaries. The Verdugo Wash ultimately drains into the larger Los Angeles River at the City's western boundary. Several streams are tributary to the Verdugo Wash. From north to south, in the City of Glendale, these include Cooks Canyon, Dunsmore Canyon, and Ward Canyon. Streams or channels that flow out of the San Gabriel Mountains, through the La Crescenta and La Canada Flintridge areas and into the Verdugo Wash include Shields Canyon, Eagle Canyon, Pickens Canyon, Hall Beckley Canyon, and Winery Canyon. Several streams emanate from the north and east sides of the Verdugo Mountains and make their way into Verdugo Wash as well. These include, again from north to south, La Tuna, Las Barras, Sheep Corral, Cunningham, Henderson, Engleheard, Deer and Dead Horse Canyons.

In the western portion of the City, the Burbank Western Channel extends through a small portion of Glendale on the channel's final stretch before emptying into the Los Angeles River. Other canyons draining off the south flank of the Verdugo Mountains include, from west to east, Childs, Brand, Idlewood, Sherer, Hillcrest, Toll, Brookman and Mand Canyons.

Several small and two large canyons drain the western and southwestern portions of the San Rafael Hills. Most of the small canyons in the northwestern portion of the San Rafael Hills are unnamed, except for Kirby Canyon. The two large ones are Sycamore Canyon and Scholl Canyon. There are also a few unnamed streams in the San Rafael Hills whose headwaters are in Glendale and drain to the east, towards Arroyo Seco.

Several of the canyons in the San Gabriel Mountains have debris basins that were built for flood protection purposes. Most of the streams off the San Gabriel Mountains have debris basins that were built for flood protection purposes. Most of the streams off the San Gabriel Mountains also have been channeled through the La Canada Valley, also for flood-protection purposes. Similarly, Verdugo Wash is channeled through Glendale.

Existing Flood Protection Measures

Most storm drains within the City are maintained by the County of Los Angeles.

Flood Protection Measures for Property Owners

Property owners can make modifications to their houses to reduce the impact of flooding. FEMA has identified several flood protection measures that can be implemented by property owners to reduce flood damage. These include: installing waterproof veneers on the exterior walls of buildings; putting seals on all openings, including doors, to prevent the entry of water; raising electrical components above the anticipated water level improvements; and installing backflow valves that prevent sewage from backing up into the house through the drainpipes. Refer to the FEMA webpage at www.fema.gov.

ATTACHMENT TWO – State of California Emergency Plan

The State of California Emergency Plan was last updated in September 2005. It can be found at [http://www.oes.ca.gov/Operational/OESHome.nsf/PDF/California%20Emergency%20Plan/\\$file/CEP-05.pdf](http://www.oes.ca.gov/Operational/OESHome.nsf/PDF/California%20Emergency%20Plan/$file/CEP-05.pdf) .