

C

SA C – Damage Assessment

THIS PAGE LEFT BLANK INTENTIONALLY

Table of Contents

1	Purpose and Scope	SA C-1
2	Policies and Authorities.....	SA C-1
3	Situation and Assumptions	SA C-1
4	Roles and Responsibilities.....	SA C-2
4.1	Primary Agencies	SA C-2
4.1.1	Assessor.....	SA C-2
4.1.2	Finance Division	SA C-2
4.1.3	Transportation and Development	SA C-2
4.2	Supporting Agencies	SA C-3
4.2.1	Clackamas County Communications.....	SA C-3
4.2.2	Employee Services/Risk Management.....	SA C-3
4.2.3	Fire Defense Board	SA C-3
4.2.4	Health, Housing and Human Services.....	SA C-3
4.2.5	Information Services.....	SA C-4
4.2.6	Sheriff's Office	SA C-4
4.2.7	Water Environment Services	SA C-4
4.3	Other Resources	SA C-4
4.3.1	American Red Cross	SA C-4
5	Concept of Operations.....	SA C-4
5.1	General	SA C-4
5.1.1	Operational Assessment	SA C-4
5.1.2	Damage Assessment	SA C-5
5.2	Formal Damage Reports.....	SA C-5
5.2.1	Initial Damage Assessment	SA C-5
5.2.2	Preliminary Damage Assessment.....	SA C-5
6	Direction and Control.....	SA C-5
6.1	County.....	SA C-5
6.2	Cities	SA C-6
6.3	Special Districts.....	SA C-6
6.4	Regional.....	SA C-6
6.5	State and Federal Assistance	SA C-7

SA C. Damage Assessment

7 Emergency Support Function Development and Maintenance SA C-7

8 Supporting Plans and Procedures..... SA C-7

9 Appendices SA C-7

SA C. Damage Assessment

SA C Tasked Agencies	
Primary Agencies	County Assessor Finance Division Transportation and Development
Supporting Agencies	Clackamas County Communications Emergency Management Employee Services Fire Defense Board Health, Housing and Human Services Information Services Sheriff's Office Water Environment Services American Red Cross

1 Purpose and Scope

This Support Annex (SA) outlines tasks and agency responsibilities in assessing and reporting damages caused by an emergency or disaster.

2 Policies and Authorities

None at this time.

3 Situation and Assumptions

- An emergency that causes major and extensive damage is a County emergency requiring notification of Clackamas County Emergency Management (CCEM), implementation of the Emergency Operations Plan (EOP), and, possibly, full or partial activation of the Emergency Operations Center (EOC). The EOC will coordinate damage assessment activities according to the National Incident Management System (NIMS)/Incident Command System (ICS).
- Accurate damage information is critical to effective emergency response, public safety, and community recovery. Priority inspections include structures involved in response operations, critical transportation routes, and infrastructure, and essential County facilities.
- Cities and special districts within the County share responsibility for damage assessment and provide information regarding damages and costs within their jurisdictions and service areas to the County EOC.
- Capturing all costs associated with the emergency is essential because accurate damage assessments (Initial Damage Assessments [IDAs] and Preliminary Damage Assessments [PDAs]) document the need for

SA C. Damage Assessment

state and/or Federal assistance and are required to obtain a Federal disaster declaration.

- All agencies tasked under this annex will develop and maintain internal operating plans and implementing procedures consistent with the EOP and annex.

4 Roles and Responsibilities

4.1 Primary Agencies

4.1.1 Assessor

The County Assessor coordinates with the EOC Damage Assessment Unit to ensure that damage assessments and analyses accurately reflect the value of damaged property. The Assessor team contributes:

- Maps to assist in property and area-of-damage analysis.
- Current property valuation information for determination of financial impact.
- Ownership information to aid in contacting property owners.
- Staff support for damage analysis.

4.1.2 Finance Division

The Finance Director provides staff for the EOC ICS Finance and Logistics Sections, and as EOC Finance Section Chief:

- Develops guidelines for financial reporting and record-keeping for emergency damage data.
- Oversees the Damage Assessment Unit's (DAU's) collection of damage reports.
- Analyzes data to determine overall financial impact.
- Prepares financial reports to document incident-related emergency expenditures to meet requirements for state and Federal assistance.

4.1.3 Transportation and Development

The Department of Transportation and Development (DTD) Director has overall responsibility for assessment of damage to County infrastructure and collaborates extensively with the Damage Assessment Unit. This position also:

- Participates in Unified Command.

SA C. Damage Assessment

- Helps establish assessment priorities and reporting guidelines for situation reporting and damage assessment.
- Assesses the type and extent of damage to roads, bridges, and structures, including regional Emergency Transportation Routes.
- Assesses damage to County-provided water, sewer, and storm water systems.
- Assesses damage to buildings and related structures.
- Provides staff to support EOC operations.
- Collaborates with the Finance Section to develop damage analyses and reports.
- Coordinates necessary expertise for response and recovery efforts.
- Assists in traffic and access control.
- Acquires maps and displays needed to support damage assessment activities.

4.2 Supporting Agencies**4.2.1 Clackamas County Communications**

Clackamas County Communications (C-COM) is the Public Safety Answering Point or 9-1-1 center for the County and will receive damage reports from field responders and the public. C-COM will coordinate with the EOC to forward non-emergency calls reporting damage information.

4.2.2 Employee Services/Risk Management

Employee Services/Risk Management analyzes the emergency's impact on County financial resources and County-owned facilities and property; analyzes risk to County employees and facilities; and recommends measures to ensure employee safety and reduce property damage.

4.2.3 Fire Defense Board

The Fire Defense Board assists in conducting windshield surveys and reporting infrastructure damage.

4.2.4 Health, Housing and Human Services

The Department of Health, Housing, and Human Services (H3S) assesses the incident's impact on the health and welfare of victims and assists functional and access needs populations and facilities. This department also assesses the environmental health impact of damage to facilities.

SA C. Damage Assessment**4.2.5 Information Services**

Information Services coordinates the assessment and repair of damage to the telephone, computer, computer networks, and geographic information systems, and assists in mapping damaged areas.

4.2.6 Sheriff's Office

Sheriff's Office personnel respond throughout the County and report damage assessment information to the EOC.

4.2.7 Water Environment Services

Water Environment Services, in coordination with the DTD, assists in the analysis of damage to water and sewer systems; analyzes financial impact and identifies sources of alternate systems; and serves as primary liaison with public and private utility providers to ensure prompt restoration of services.

4.3 Other Resources**4.3.1 American Red Cross**

- Shares damage information.
- Establishes and manages shelter and mass care operations for victims in damaged areas.
- Provides feeding and support services for emergency responders.

Volunteers and volunteer groups may also assist in the initial collection of damage information.

5 Concept of Operations**5.1 General**

In a major event, two stages of damage assessment occur, as described below.

5.1.1 Operational Assessment

Operational assessment is the immediate, informal reporting of emergency conditions to size up the damage that has occurred and to determine what personnel, equipment, and facility resources the County has available for response. First indications of the scope and extent of damages will likely be provided by field personnel reporting to their dispatch centers or to the EOC. These initial reports include hazard conditions, critical emergency needs, and condition of surface routes. This information is extremely important in allocating emergency responders and determining incident situation status.

The EOC may also receive damage assessment information from additional sources: ambulance crews, utility crews, employees traveling to or from work,

SA C. Damage Assessment

media sources in the field, citizens, businesses, etc. The EOC will establish a process whereby the public can submit damage reports.

5.1.2 Damage Assessment

Damage assessment/analysis is a more structured and thorough review of the emergency's impact on the County. The information gathered is submitted to the DAU in the Finance Section in the EOC. The DAU collects, compiles, and analyzes the information submitted by the inspection teams. This information helps determine the need for a local Declaration of Emergency and forms the basis for the two formal damage assessment reports required for State and Federal assistance, described below.

5.2 Formal Damage Reports

Both of these reports include damages to the entire County and require damage information from cities, special districts, State agencies operating in the County, and other public and private property owners.

5.2.1 Initial Damage Assessment

The IDA includes information regarding areas impacted by the incident; its effect on the lives, health, and safety of the residents and property in the area; damage to critical facilities and infrastructure; people with functional and access needs who have been or are likely to be affected; and estimated costs for response and recovery.

5.2.2 Preliminary Damage Assessment

The PDA is generally provided by a team of local, state and federal staff reviewing the county IDA to verify and expand upon its findings, and to further document damage, losses, costs and impacts. The PDA assists the governor in determining whether Federal assistance is necessary and supports a request for a presidential emergency declaration.

6 Direction and Control**6.1 County**

The DAU in the Finance Section coordinates the damage assessment process from the EOC, including structural inspections of critical facilities, commercial and residential buildings, assessment of damaged infrastructure, and estimates of financial loss for inclusion in the IDA and PDA reports. Cost estimates and financial analyses are prepared in collaboration with the County Assessor.

The DTD (Building Codes) is responsible for assessment of damage to buildings and related structures.

The DTD (Road Operations and Traffic Engineering) is also responsible for assessing damage to roads, bridges, traffic control devices on County roads and

SA C. Damage Assessment

regional Emergency Transportation Routes. Damage assessment information will be reported to the DAU.

6.2 Cities

Cities have primary responsibility for the safety and well-being of their citizens and for resource allocation and emergency operations within their jurisdictions. City officials collect and analyze damage information within their jurisdictions and report their findings to the County EOC.

Cities may request County assistance in responding to an emergency through a mutual aid agreement with the County or through an Emergency Declaration. If a city emergency is declared to request resources, the city will forward the declaration to the County EOC.

Cities are encouraged to develop EOPs and to work closely with CCEM to integrate preparedness, response, and recovery activities. An intergovernmental mutual aid agreement between the County and cities is available to all jurisdictions that choose to participate. The agreement establishes procedures for requesting and providing mutual aid resources in an emergency.

6.3 Special Districts

Special districts report their damage assessment findings to the County for inclusion in County damage reports and work with County officials to coordinate emergency preparedness, response, and recovery operations.

An intergovernmental mutual aid agreement between the County and special districts is available to all jurisdictions that choose to participate. The agreement establishes procedures for requesting and providing mutual aid resources in an emergency.

6.4 Regional

The Regional Emergency Management Group has developed three regional plans to assist in disaster response and recovery for the Portland-Vancouver metropolitan area (Clackamas, Columbia, Multnomah, and Washington Counties in Oregon and Clark County, Washington).

- **Regional Utility Coordination Plan** outlines procedures between local governments and regional utility providers for sharing situation, resource, intelligence, and risk management information, and response and restoration priorities.
- **Regional Disaster Debris Management Plan** outlines procedures for ensuring that disaster debris removal and disposal are coordinated, efficient, and environmentally sound and that normal refuse collection and disposal are restored as quickly as possible. The plan is available in the EOC library.

SA C. Damage Assessment

- **Regional Emergency Transportation Routes** receive priority damage assessment and a collaborative maintenance/ restoration process to ensure that the region’s transportation capabilities are maintained.
- Clackamas County is a participant in the Inter-County Omnibus Mutual Aid Agreement that provides a framework for counties to request mutual aid from each other in emergencies, saving time and minimizing confusion during an incident.

6.5 State and Federal Assistance

If local resources appear inadequate to respond effectively to the emergency, Incident Command and CCEM will collaborate with the County Administrator and the Board of County Commissioners regarding an Emergency Declaration. The declaration is the first step in requesting additional resources from the state. It includes a description of the scope and costs of the emergency, the reasons for requesting assistance, and a summary of the local response effort. When the Board of County Commissioners declares an emergency, the declaration is submitted by CCEM to Oregon Emergency Management (OEM) for submission to the governor. OEM coordinates state resources and seeks a governor’s declaration if necessary. If local and state resources are exceeded, the governor may request federal disaster assistance. See State of Oregon Emergency Declaration Guidelines for Local Elected and Appointed Officials in the EOC Library.

7 Emergency Support Function Development and Maintenance

The Director of the Finance Department and the Director of the DTD, in collaboration with the Assessor, are responsible for ensuring that this annex and its attachments are updated at least every two years, after each incident or exercise to which they apply, or when changes occur. Emergency Management staff is available to assist as requested.

8 Supporting Plans and Procedures

The following plans and procedures are currently in place in the EOC library:

- Regional Disaster Debris Management Plan
- Regional Utility Coordination Plan
- State of Oregon Emergency Declaration Guidelines for Local Elected and Appointed Officials

9 Appendices

None at this time.

THIS PAGE LEFT BLANK INTENTIONALLY