

City of Calistoga
Staff Report

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TO Honorable Mayor and City Council
FROM Steve Campbell, Fire Chief
DATE June 20, 2017
SUBJECT Review and Consideration of City of Calistoga Annex to County of Napa Emergency Operations Plan

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

1 **ISSUE:** Council review and consideration of a Resolution approving the City of
2 Calistoga Annex to the County of Napa Emergency Operations Plan.

3 **RECOMMENDATION:** Adopt the Resolution.

4 **BACKGROUND:** The City of Calistoga is located in the Napa County Operational Area
5 which is comprised of six jurisdictions that have a strong working relationship. Cities of
6 Napa, St. Helena, American Canyon, Calistoga and the Town of Yountville are
7 incorporated jurisdictions within the area of Napa County. The County of Napa is
8 responsible for all non-incorporated area in the county.

9 On January 23, 2001 and with updates occurring over the past decade, the Napa
10 County Board of Supervisors adopted the Napa County Emergency Operations Plan
11 (EOP). The objective of the EOP is to incorporate and coordinate the best possible
12 approaches to response and recovery in light of major emergencies such as flooding,
13 wildfire and earthquakes so these approaches can be rapidly and effectively applied as
14 resources become available. The use of state and national standard approaches to
15 disaster management allows the County to seamlessly incorporate resources outside
16 the County in times of critical need, to protect private and public property and minimize
17 the impact on the environment.

18 **DISCUSSION:** Currently, the County of Napa is leading the effort to update the EOP
19 which would be a collaborative effort among the jurisdictions in Napa County and would
20 include an Annex that details each participating jurisdiction's specific plans and
21 emergency preparedness/response information.

22 The County of Napa EOP is comprised of three Sections: The Base Plan, EOC
23 Guidance Documents/ EOC Position Guides/Checklists, and Annexes from participating
24 jurisdictions.

25 Section 1, the Base Plan, is comprised of four major parts:

26 1. An overview that discusses hazard mitigation and emergency situations. The
27 County of Napa adopted the Napa County Operational Area Hazard Mitigation
28 Plan 2013-18 and distributed copies at the October 8, 2015 Operational Area
29 meeting. The City of Calistoga joined the County on this plan by Resolution on
30 May 20th, 2014.

31 2. The fundamentals of command management for an emergency operations
32 center that include the National Incident Management System, Standard
33 Emergency Management System and Incident Command System.

34 3. The principles of operations in the EOC.

35 4. Recovery plans from an emergency incident.

36 Section 2 contains documents vital to Emergency Operations Center (EOC) operations.
37 These documents include position guides and checklists for each of the possible
38 positions in the EOC. These documents aid staff members through their respective
39 responsibilities during all phases of the incident including activation of the EOC,
40 operational phase and the demobilization phase.

41 Section 3 is made up of Annexes containing the specific information for each of the
42 participating jurisdictions, including EOC locations, shift assignments and call back lists,
43 as well as any jurisdiction specific response plans.

44 **CONSISTENCY WITH COUNCIL GOALS AND OBJECTIVES:** The proposed EOP
45 would help fulfill Goal 2 of the City Council’s goals and objectives for Fiscal Year 2017-
46 18, which calls, in part for providing a high standard in the delivery of emergency and
47 general municipal services.

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49 **FISCAL IMPACT:** None.

50 **ENVIRONMENTAL REVIEW:** The adoption of the Emergency Operations Plan is not
51 an action that is subject to the California Environmental Quality Act, pursuant to CEQA
52 Guidelines Section 15060(c).

53 **ATTACHMENTS:**

- 54 1. Draft Resolution
55 2. County of Napa Emergency Operation Plan (EOP)

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RESOLUTION NO. 2017-XXX

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, APPROVING THE CITY OF CALISTOGA ANNEX TO THE COUNTY OF NAPA EMERGENCY OPERATIONS PLAN

WHEREAS, the City of Calistoga, as a member of the Napa County Operational Area, has joined a collaborative effort with other county jurisdictions and the County of Napa to update the Emergency operation Plan: and

WHEREAS, the City of Calistoga has prepared an extensive Emergency Operation Plan which provides for coordinated emergency management and response to natural and man-created disasters on an Operational Area basis, and;

WHEREAS, it is highly probable that any disaster experienced in the Calistoga area will cross jurisdictional boundaries in the Napa County Operational Area and;

WHEREAS, said Emergency Operation Plan incorporates and coordinates the emergency management and response personnel from the Napa County Operational Area, as well as California state personnel and federal staff, and;

WHEREAS, the City of Calistoga fully supports a cooperative, Operational Area approach to disaster planning, management and response;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Calistoga that it supports and hereby approves the Calistoga Annex to be included in the Calistoga Emergency Operation Plan.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this **20th day of June 2017**, by the following vote:

- AYES:**
- NOES:**
- ABSTAIN:**
- ABSENT:**

Chris Canning, Mayor

ATTEST:

Kathy Flamson, City Clerk