

PART 2

LOCAL, STATE, AND FEDERAL EMERGENCY RESPONSE SYSTEMS, LAWS, AND AUTHORITIES

(Updates in Yellow Highlight)

Table of Contents

Authorities: Federal, State, Local2-1
UCSF’s Emergency Management Responsibility2-3
UCSF Emergency Management Response plan.....2-3
UCSF Emergency Authority & Delegation of Authority **(ERP)**2-4
EOC Activation Authority **(ERP)**2-4
Authority Vested in the EOC Director **(ERP)**2-4
Declaration of State of Emergency **(ERP)**2-5
Public Safety Emergencies.....2-6
Line of Succession **(ERP)**.....2-6
Policy Decisions & Policy Group **(ERP)**.....2-7
Mutual Aid from UC Sister Campuses.....2-7
City & County of San Francisco2-7
State of California.....2-8
Figure 1: Hierarchy of Disaster Response in California.....2-9
Federal Government.....2-9
Figure 2: Disaster Declaration Process2-10

AUTHORITIES: FEDERAL, STATE, LOCAL

This plan addresses the University of California San Francisco (UCSF) emergency responsibilities. The UCSF Emergency Management Program (as administered by the UCSF Police Department) is authorized and governed by the following:

Federal:

- Federal Civil Defense Act of 1950, Public Law (PL) 81-950 as amended.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 93-288, as amended.
- Code of Federal Regulations (CFR), Title 44. Emergency Management Assistance.
- Critical Infrastructure Information Act 2002

- Homeland Security Presidential Directive 5, February 28, 2003.
- Homeland Security Presidential Directive 7
- Homeland Security Presidential Directive 8, December 17, 2003.
- The National Incident Management System (NIMS), as prescribed by Homeland Security Presidential Directive-5 – Management of Domestic Incidents.
- National Infrastructure Protection Plan (NIPP)
- NFPA 1600 “Standard for Emergency Management and Business Continuity Program.
- Presidential Decision Directive/NSC-63
- Protected Critical Infrastructure Information (PCII) Program

State of California

- The Standardized Emergency Management System (SEMS) as described by California Government Code Section 8607(a)
- California Emergency Services Act states the University of California is a State Agency (§ 8680.8)
- UCSF is a “Local Government” (California Code of Regulations Title 19, Division 2, Chapter 5, NDAA, §2900(y))
- "Local government level" manages and coordinates the overall emergency response and recovery activities within their jurisdiction. (California Code of Regulations Title 19 Standardized Emergency Management System)
- Local government must use the California Standardized Emergency management System (SEMS) to be eligible for state funding of response-related personnel costs (California Code of Regulations, Title 19, §2920, §2925, and §2930.)
- The adoption of the National Incident Management System by State and local organizations is a condition for Federal preparedness assistance. (Department of Homeland Security, National Incident Management System, March 1, 2004)
- All UC employees sign State Oath of Allegiance (UPAY585. Calif. Constitution, Article XX, Section 3, Calif. Government Codes, Sections 3100-3102)
- The State Oath of Allegiance affirms UC employees are, by law, Disaster Service Workers. (Labor Code 3211.92(b))

University of California Office of the President (UCOP):

- UCOP, Policy on Safeguards, Security and Emergency Management (1/25/06)

- UCOP, Policy on the Management of Health, Safety and the Environment (10/28/05)
- UCOP, Facilities Manual, Volume 6, 4.10.1 Emergency Preparedness Program (1/2000)
- UCOP, Regents Standing Orders, 100.4 Duties of the President of the University (1/29/2007)
- UCOP, Presidential Policies, Campus Emergency UCOP Notification Protocol (4/13/2001 – Rev 11/25/2008)

University of California, San Francisco

- UCSF, Policy # 550-23 Emergency Management

UCSF's EMERGENCY MANAGEMENT RESPONSIBILITY

All incidents begin and end locally. The Federal Emergency Management Agency (FEMA) does not take command away from state and local authorities. Neither does the California Emergency Management Agency or San Francisco Department of Emergency Management take over emergency management responsibilities from UCSF.

UCSF is classified as a local government within the San Francisco Operational Area by State and San Francisco emergency management agencies and is thus “responsible for the management and coordination of the overall emergency response and recovery activities within [its] jurisdiction.” (City and County of San Francisco Emergency Response Plan, 4/16/2008, p. 12.)

UCSF EMERGENCY MANAGEMENT RESPONSE PLAN

The University's emergency management preparedness, planning, response and recovery authority, policies, responsibilities, and assignments are established in the Emergency Response management Plan (ERMP).

Responsibility is assigned to the UCSF PD Chief of Police and delegated to the UCSF PD Director of Homeland Security & Emergency Preparedness for ongoing updates, revisions and maintenance.

As an addendum to the normal UCSF administrative procedures, the ERMP provides for the emergency authority of the Chancellor or designee to take actions and make emergency expenditures of University funds in response to emergency conditions.

The ERMP does not automatically supersede or replace the procedures for safety, hazardous materials response, or other procedures that are already in place at the University in non-emergency conditions. However, due to the severity of the emergency, its threat to life, safety, property and research, or the urgency to implement protective actions, the ERMP may supplement or replace those procedures with a temporary crisis management structure and procedures, which provides for the immediate management of response operations and the early transition to recovery operations.

EMERGENCY AUTHORITY AND DELEGATION OF AUTHORITY

The UCSF Emergency Response Management Plan is promulgated under the authority of the Chancellor. In times of crisis, the authority to activate the University's Emergency Response Management Plan, is delegated to the Chief of Police (EOC Director). The ERMP is activated when conditions exist which require immediate action to save and protect lives, prevent damage to the environment, systems, property, and critical programs, provide essential services, temporarily assign UCSF staff to perform emergency work, invoke emergency authorization to procure and allocate resources, activate and staff the Emergency Operations Center (EOC), and when a coordinated management process is needed.

EOC ACTIVATION AUTHORITY

The recommendation to activate the EOC, and take action in the best interest of the University will be made by the Chief of Police who is the EOC Director or her/his designated Alternate (see below).

- Chief of Police (EOC Director)
- Chief of Police designee
- On-call Police Commander
- EOC Director Alternates

The Chief of Police (EOC Director) shall determine which EOC Sections to activate and which staff positions are needed for EOC operations.

AUTHORITY VESTED IN THE EOC DIRECTOR

The EOC Director has ultimate responsibility for activation, oversight and demobilization of the EOC and UCSF emergency responders.

The EOC Director is responsible for providing executive leadership and directing all EOC operations during a UCSF emergency declaration and EOC activation.

The EOC Director has overall responsibility for the management of all emergency activities, including development, implementation, and review of strategic decisions, and post event (After Action) assessments and corrective action plans.

The EOC organizational structure complies with the Incident Command System (ICS). EOC Section Chiefs will report to, and take direction from, the EOC Director. During a UCSF emergency and EOC activation, the ICS organizational structure, supersedes routine reporting lines for UCSF personnel assigned to the Incident Management Team, or Emergency Response Teams.

DECLARATION OF STATE OF EMERGENCY

UCSF will make every effort to remain open at all scheduled times. However, to ensure the UCSF community's health and safety, there are unusual occurrences that may necessitate modified operating schedules or cancellation of classes, such as.:

- Extended power outage and/or disruption to campus water or sanitary service
- Significant property damage to the campus
- Impassable crucial roadways/bridges to/from campus
- A campus emergency event that would pose a danger to the campus population such as a fire, earthquake, or hazardous materials incident

The Chancellor or her/his designee will declare a campus state of emergency when an unusual occurrence requires curtailment of operating schedules. A copy of the proclamation of a campus state of emergency will be forwarded to the Department of Emergency Management (DEM), City and County of San Francisco and the EOC shall notify the University of California Office of the President (Refer to Appendix UCOP: Campus Emergency UCOP Notification Protocol).

The Office of Public Affairs and the Public Information/Media representative in the EOC is responsible for coordinating the release of any information pertaining to the status of campus operations to the campus community, the news media, and general public, e.g.,

- Restricting access to or requesting people to leave the campus

- Canceling classes or events
- Evacuating and closing buildings

PUBLIC SAFETY EMERGENCIES: TEMPORARY PARTIAL SITE / BUILDING CLOSURE

Emergency events may require emergency responders to temporarily close specific areas of the Campus due to exigent life-safety emergencies. This could include a law enforcement event such as “active shooter, a barricaded suspect, or other life threatening circumstance that the Chief of Police, On-call Commander, or Watch Commander deems appropriate to ensure the security and safety of the public or to protect a crime scene.

The ranking Police Officer on the scene must request a temporary partial closure from the Watch Commander, On-Call Commander, or Chief of Police as appropriate. The authority to declare a “Public Safety Emergency” and close portions of the Campus, rests with the Chief of Police or Chief of Police designee.

Designated alternates to the Chief of Police, in order, are:

- 1 Chief of Police Designee
- 2 On-Call Police Commander
- 3 Field Services Division Assistant COP
- 4 Watch Commander

LINE OF SUCCESSION

The authority to declare a Campus “State-of-Emergency” and close the Campus, rests with the Chancellor or the Chancellor’s designated alternate, and the EOC Policy Group. The following comprise the designated alternates to the Chancellor, in the Line of Succession:

- 1) Executive Vice Chancellor and Provost (EVCP)
- 2) Senior Vice Chancellor Financial and Administrative Services
- 3) CEO Medical Center
- 4) Dean of the School of Medicine
- 5) Dean of the School of Pharmacy
- 6) Dean of the School of Nursing
- 7) Dean of the School of Dentistry

POLICY DECISIONS & POLICY GROUP

In an emergency, the EOC Director reports to the Chancellor. The EOC Director will consult with the Chancellor or Her/His designee, and the Policy Group¹ as necessary to advise and assist in making emergency-related policy decisions impacting the UCSF Enterprise. The Policy Group functions as a strategic policy and recovery planning team; setting general policy regarding overall UCSF emergency operations and recovery plan. It advises the Chancellor on large funding expenditures, capital improvement and reconstruction projects. It may also authorize recovery plans and priorities.

MUTUAL AID FROM UNIVERSITY OF CALIFORNIA SISTER CAMPUSES

The University of California Office of the President (UCOP) coordinates emergency preparedness via the UCOP Emergency Manager. During emergency declarations affecting one or more UC system campuses, UCOP may support the affected campus by coordinating UC mutual aid or CalEMA assistance via the State Emergency Operations Center.

The University of California Facility Mutual Assistance Agreement provides for the exchange and provision of facility related assistance. To obtain such assistance, UCSF may call upon the sister campuses during emergencies to petition the provision of assistance.

For assistance to areas other than facilities, UCSF may wish to consider prepared mutual agreements with sister campuses for support and assistance with systems and processes which are highly specialized or critical.

For all mutual aid operations, assistance is provided only when the giving agency will not be exhausting its resources or impacting its own capability for emergency response. Additionally, UCSF will need to track and document labor, materials, and related expenses of the mutual assistance service for FEMA/CalEMA and insurance documentation.

CITY AND COUNTY OF SAN FRANCISCO

The Department of Emergency Management (DEM) is responsible for coordinating disaster mitigation, preparedness, response and recovery within

¹ Refer to Part 3 Table 1 "Policy Group"

it's operational area. The Mayor of San Francisco may declare a State of Emergency in order to activate the city/county emergency response and to become eligible for possible state assistance.

City and County of San Francisco County "Operational Area" is represented by city & county agencies within the County geographical area, special districts, volunteer agencies (such as the Red Cross), utility companies, colleges and universities and other public institutions. UCSF is classified as a local government within San Francisco Operational Area by the San Francisco DEM (City and County of San Francisco Emergency Response Plan, 4/16/2008, p. 12.).

During a disaster response, the Department of Emergency Management will activate the San Francisco EOC and coordinate resources, collect status reports and other information from organizations. It is one of San Francisco DEM's roles in a disaster to support and provide emergency assistance to operational area public agencies and institutions such as UCSF. This may be done by using city and county resources, those acquired through mutual aid. However, the San Francisco EOC also coordinates among all of the public agencies within the County's boundaries and between those organizations and the California Emergency Management Agency (CalEMA) utilizing the California Standardized Emergency Management System (SEMS) and federal emergency management agencies as described in the National Response Framework (NRF) under the leadership of the Federal Emergency Management Agency (FEMA).

UCSF may send an EOC liaison to the City EOC to coordinate UCSF requests for assistance. UCSF may also send a member of the EOC Public Information and Media unit to the City's Joint Information Center. The UCSF Medical Center will coordinate requests for health and medical assistance through the SF Department of Public Health's (DPH) Department Operations Center (DOC).

STATE OF CALIFORNIA

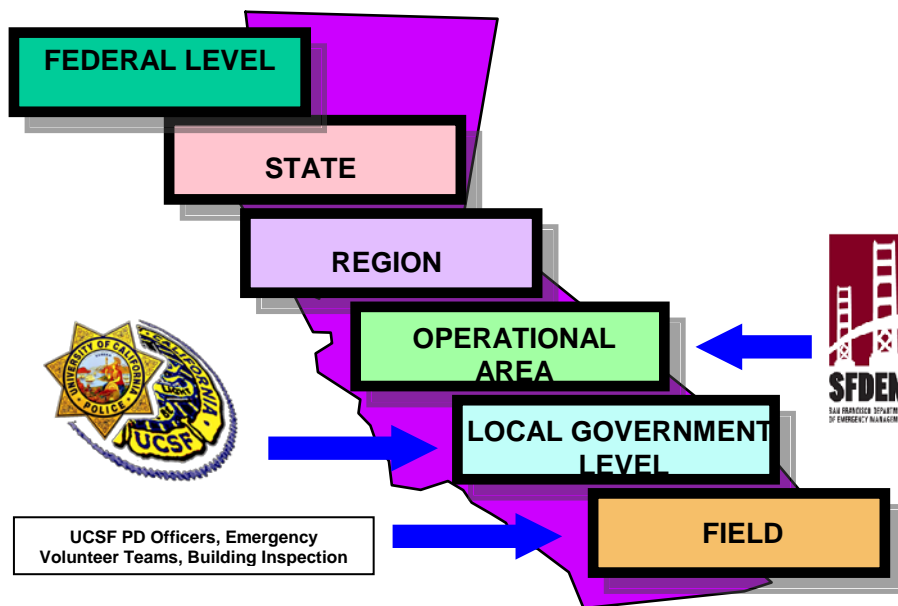
The state's disaster authority is established in the California Emergency Services Act, CA Gov. Code Sections 8550 et. seq. Included in this law are the policies, regulations, and basic procedures for the following:

- California Emergency Plan
- Standardized Emergency Management System (SEMS)
- SEMS Guidelines, March 1995

The UCSF emergency management response system and the ERMP are in accordance with the standardized state response system and the SEMS guidelines.

The Governor must declare a State of Emergency in order to activate the state emergency response and to pave the way for a presidential declaration of disaster. (See Figure 2)

Figure 1: Hierarchy of Disaster Response in California



FEDERAL GOVERNMENT

The federal-level authority for emergency management is the Federal Emergency Management Agency (FEMA). FEMA headquarters is in Washington, DC and the agency is organized into 10 regions throughout the country. California is in Region IX. During a disaster in California (after declaring the state a disaster area), the Governor is responsible for petitioning the President of the United States to make a presidential declaration, so that federal resources can be made available. A presidential declaration activates the Federal Emergency Response Plan and allows the state to access federal resources for emergency response.

The Robert Stafford Act provides the federal authority and program for federal congressional appropriation of public funds for disaster assistance. This program provides for a reimbursement of approximately 75% of eligible

expenses for approved categories of public facility protection and/or repair and restoration of damaged facilities. The San Francisco Department of Emergency Management and the State of California will notify interested organizations when the federal programs are activated and will assist with the application process. Further information regarding the application process for federal disaster assistance funds is in Annex FEMA: FEMA Procedures. The Stafford Act also includes a provision for hazard mitigation projects. These are projects funded for improvements to qualified facilities that were not damaged, but are considered at risk for future events. The information regarding program availability is provided by FEMA to eligible agencies within a few weeks after a disaster.

Figure 2 provides an overview of the National Response Framework (NRF) by which Federal Disaster Assistance Programs may become available to California, San Francisco and UCSF.

Figure 2:
Disaster Response

