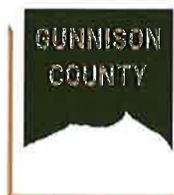


# **Gunnison County, Colorado**

## **Emergency Operations Plan**



Adopted by the Gunnison County Board of County Commissioners:  
December 17, 2024



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It should be noted that this is the Base Emergency Operations Plan. There are numerous supporting annexes and stand-alone supporting plans which are critical to the functionality of this Base Plan.

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# Section 1: Promulgation

Please see the Gunnison County Emergency Operations Plan (EOP). This plan supersedes the previously issued Gunnison County EOP (dated 12/07/2021) and provides a flexible framework for emergency operations in the County. This plan is effective once reviewed, adopted, and signed by the Gunnison County Board of County Commissioners (BoCC).

The EOP, including all associated annexes and appendices, provides a comprehensive framework for system-wide emergency management. It addresses the roles and responsibilities of emergency management and response agencies in Gunnison County, as well as partner agencies, and provides a link to federal, state, local, territorial, tribal, and private organizations and resources that may be called upon to assist and participate in response to incidents that occur throughout the County.

The EOP has been developed taking into consideration recognized State and Federal guidance that includes: Federal Emergency Management Agency (FEMA) Target Capabilities List; FEMA Core Capabilities; National Preparedness Framework; National Incident Management System (NIMS) FEMA's Comprehensive Preparedness Guide (CPG) 101; FEMA CPG 201; Colorado Emergency Management Program Guide; and relevant laws and authorities pertinent to emergency management.

The EOP is designed to minimize the disruption of each agency's mission by establishing a system of collaboration during times of crisis. To meet this goal, it is imperative that all County, partner, and stakeholder agencies and their personnel prepare, train, exercise, equip, and execute their required roles and responsibilities in accordance with this EOP.

Signed this 17th day of December, 2024



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Jonathan Houck, Chair

Gunnison County Board of County Commissioners

## **Section 2: Plan Introduction, Applicability, Authority, and Signatures**

### **2.1: Introduction**

The Gunnison County Emergency Operations Plan (EOP) is designed with several goals in mind, the end result of which is to make Gunnison County safer and more resilient for our citizens, visitors, county staff and emergency services personnel. This is accomplished by developing a plan which provides a flexible blueprint for overall coordination of all-hazard, major emergencies. This EOP unifies County departments and community partners in a common goal to mitigate against, prepare for, respond to, and recover from the threats and hazards that pose a risk to Gunnison County.

This EOP includes information for the preparation, response, recovery, and mitigation for an all-hazards approach to emergency management. Additional hazard-specific or supporting plans are referenced throughout with the EOP. This EOP also includes information relating to the County's hazard and risk assessment and capability assessment. It is important to note these plans may be updated independently of the EOP and may be in a working or draft form. Additional plans and partnerships that collaborate with the EOP include:

1. Evacuation and Sheltering – Identifies Red Cross approved shelters, their location, amenities and contact info. This plan also provides guidance on types of evacuation options.
2. Public Alert, Warning, and Notification – Ensures provision of accurate and timely public alerts and warnings. This Plan reviews who is authorized to send messages, message content guidelines, and different alert and warning systems/contacts.
3. Resource Mobilization (Process and Resource Lists) – Describes the process for coordinated, effective and efficient resource ordering of local, mutual-aid, state and federal resources during incidents. This includes single point ordering, tracking, financial accountability, and timely acquisition of requested resource.
4. Donation & Volunteer Management – Describes the responsibilities of both donation and volunteer management and planning considerations for each.
5. Rapid Needs Assessment – Describes what a Rapid Needs Assessment is and what it accomplishes. It provides forms and maps needed to accomplish a Rapid Needs Assessment.
6. Recovery - The Gunnison County Disaster Recovery Plan provides an overview of how Gunnison County as an organization will prepare for and coordinate recovery from a disaster in collaboration with partner jurisdictions and agencies, utilizing the "Whole Community" planning approach.
7. Re-Entry - The purpose of this plan is to provide for the safe and efficient re-entry of residents into the area of an incident. This document outlines the process to evaluate and assess the immediate human and animal needs prior to and during the re-entry phase of an incident.
8. Damage Assessment – Describes who conducts damage assessments and the major components of a damage assessment.
9. Debris Management – Describes how large amounts of debris post-disaster may be cleared and disposed of.
10. Mutual Aid Agreement Binder – Contains all mutual aid agreements Gunnison County is a part of in relation to emergency management, as well as mutual aid agreements amongst other agencies.

11. Gunnison Regional Communications Center Field User Guide – Describes day to day operations for users of radios in the Gunnison County Regional Communications Center service area.
12. West Region Tactical Interoperable Communications Plan – Describes radio communications between West Region counties to include Gunnison, Delta, Hinsdale, Montrose, Ouray, and San Miguel counties.
13. Hazard Mitigation Plan – Identifies the County’s threats, hazards, and vulnerabilities and a strategy and actions to reduce or eliminate the long-term risks to these hazards in the County.
14. Colorado Emergency Preparedness Assessment – Identifies the threats and hazards in the County, and the County’s capabilities to respond to these threats based on FEMA’s 32 core capabilities.
15. All jurisdictions, organizations, agencies, and special districts in Gunnison County are encouraged to develop and maintain Continuity of Operations Plans (COOP) as defined in the National Incident Management System (NIMS) and the National Response Framework (NRF).
16. Gunnison County Community Wildfire Protection Plan (CWPP) – The CWPP defines Gunnison County’s risk to wildfire by identifying areas wildfire is likely to occur and at what severity, as well as community values at risk, as defined by County stakeholders and public input. The plan then identifies priority areas for potential wildfire mitigation projects based on the identified risk and costs to mitigate.
17. EOP Annexes – A number of annexes support the EOP, to include ESF checklists, EOC guides and job aids, hazard-specific annexes, and disaster related documents (BoCC Guide, Disaster Resolutions, Declaration and Delegation Templates, etc.). These annexes are updated independently of the EOP and do not require BoCC adoption. Some may be in a working or draft form.

## **2.2: Applicability**

This plan supersedes the previous issued Gunnison County EOP, dated 12/7/2021, and is effective as of 12/17/2024 signed by BoCC via resolution # 2024-51. The EOP, including all associated annexes and appendices, provides a comprehensive framework for systemwide emergency management. It addresses the roles and responsibilities of agencies within Gunnison County, as well as partner agencies, and provides a link to federal, state, local, territorial, tribal, and private organizations and resources that may be called upon to assist and participate in response to incidents that occur throughout the locations that may default to this EOP aligned with Colo. Rev. Stat. § 24-33.5-707.

## **2.3: Authority**

The EOP, including all associated annexes and appendices, is considered a living document and shall be continuously updated and revised to reflect lessons learned during incident responses and planned exercises. Recipients are requested to advise the Gunnison County Director of Emergency Management of any changes that might result in improving the EOP. The Director of Emergency Management has the authority to accept or reject changes to the EOP without a senior official's signature, and may defer this authority to designated individuals, such as the Deputy Emergency Manager. See Section 15: Plan Development and Maintenance for more detail on plan development, maintenance, and updates.

## **2.4: Signatures**

This document shall be known as the Gunnison County Emergency Operations Plan. The Gunnison County Emergency Operations Plan was adopted and signed by the Board of County Commissioners via Resolution 2024-51.

Printed Name Jonathan Houck

Title Chairperson

Signed Name  Date 12/17/24

Printed Name Elizabeth Smith

Title Commissioner

Signed Name  Date 12/17/24

Printed Name Laura Puckett Daniels

Title Commissioner

Signed Name  Date 12/17/24

Current hard-copies of this plan shall reside in the Emergency Operations Center, the Incident Command/Communications Vehicle, and electronically on the Emergency Management Shared Drive and the Gunnison County website.

# Section 3: Record of Revisions and Distribution

## 3.1: Record of Revisions

The below table outlines revisions made to the Gunnison County EOP.

Table 1: Record of Revisions

Date	Revised Section	Description of Change	Revised By
6/6/2017	Full Plan	Major update to full EOP – signed and adopted by BOCC	Scott Morrill, Bobbie Lucero
12/7/2021	Full Plan	Major update to full EOP – signed and adopted by BOCC	Scott Morrill, Lisa Bickford
2024	Full Plan	Major update to full EOP in compliance with updated DHSEM requirements. Signed and adopted by BOCC.	Scott Morrill, Lisa Bickford

## 3.2: Plan Distribution

The below table shows a list of agencies and organizations receiving a copy of the Gunnison County Emergency Operations Plan for their respective use during operational situations as well as for planning and training purposes.

Copies of the Gunnison County EOP are also distributed to external organizations in the interest of coordination and support during an incident. External organizations are expected to distribute to their individual departments/agencies using their own distribution system.

Additional copies of this plan are available upon request from the Office of Emergency Management.

Table 2: Gunnison County EOP Distribution List

Agency/Organization	Distributed
Gunnison/Crested Butte Regional Airport	Yes
Gunnison County Assessor’s Office	Yes
Gunnison County Clerk and Recorder’s Office	Yes
Gunnison County Community and Economic Development	Yes
Gunnison County Coroner’s Office	Yes
Gunnison County Attorney’s Office	Yes
Gunnison County Manager’s Office	Yes
Gunnison County CSU Extension	Yes
Gunnison County Fairgrounds Management	Yes
Gunnison County Finance	Yes

<b>Agency/Organization</b>	<b>Distributed</b>
Gunnison County Geographic Information Services	Yes
Gunnison County Health and Human Services	Yes
Gunnison County Human Resources	Yes
Gunnison County Information Technology	Yes
Gunnison County Juvenile Services	Yes
Gunnison County Public Works	Yes
Gunnison County Sheriff's Office	Yes
Gunnison County Treasurer's Office	Yes
Gunnison County Veteran's Services	Yes
Gunnison County Board of County Commissioners	Yes
City of Gunnison	Yes
Town of Crested Butte	Yes
Town of Mt. Crested Butte	Yes
Town of Marble	Yes
Town of Pitkin	Yes
Gunnison Volunteer Fire Department	Yes
Crested Butte Fire Protection District	Yes
Arrowhead Fire Protection District	Yes
Carbondale Fire Protection District	Yes
Paonia Fire Protection District	Yes
Ragged Mountain Fire Protection District	Yes
Gunnison Valley Health Paramedics	Yes
Gunnison RE1J School District	Yes
Western Colorado University	Yes
American Red Cross	Yes
Gunnison Regional Communications Center	Yes
Posted to Gunnison County Website	Yes

## Section 4: Purpose and Scope

This plan, including all associated annexes and appendices, is intended to provide general guidelines and principles for managing and coordinating the overall planning, response, and recovery activities before, during, and after major emergencies and disasters that affect unincorporated areas of Gunnison County. This also includes incorporated areas of Gunnison County which have agreements with and/or rely on Gunnison County for the provision of emergency management assistance.

The EOP is comprised of a base plan and supporting annexes, appendices, policies, and procedures. The base plan establishes the structure and provides guidance for a timely and coordinated response, internal communications, information gathering, information sharing, decision-making, and roles and responsibilities for coordinating incident operations. The annexes, appendices, procedures, and policies provide the tools that support the implementation of the base plan, and may be updated independently of the base plan. The EOP is drafted to be adaptable to any situation in which the County responds to an emergency regardless of the level of severity, and outlines how to prevent, prepare for, respond to, recover from, and mitigate the potential hazards identified within the jurisdiction.

As with all plans of this type, this emergency plan is a tool and should be used as a guide. It is not possible to cover every possible situation that may arise.

It is not the purpose of this plan to replace or countermand existing policies and procedures of emergency service agencies, other governmental entities, or state or federal laws. Nor is it the intent of this plan to dictate tactical or operational activities of departments or agencies responding to an incident, as those activities will be directed by Incident Command.

Each jurisdiction, special district, and public safety agency within Gunnison County is expected to have in place its own current emergency operations plan, and to utilize those plans during operations and trainings. It is the responsibility of Gunnison County and its partner agencies/entities to ensure that their respective emergency plans are compatible with and do not contradict each other. See Section 7.9: Municipalities, Special Districts, and Other Organizations, for a list of jurisdictions known to have Emergency Operations Plans.

## **Section 5: Situation Overview**

### **5.1: Gunnison County Planning Environment**

Gunnison County is located in southwest Colorado, approximately 210 miles southwest of Denver. Principal highways are US Hwy 50, Colorado Highways 135, 149, and 114. The County population is approximately 16,918 (2020 US Census figure, sourced from DOLA), and landmass is approximately 3,300 square miles. The County is approximately 80% public land, owned and managed by the United States Forest Service (USFS), Bureau of Land Management (BLM), and the National Parks Service (NPS). Incorporated municipalities in the County include the City of Gunnison (population approximately 6700), Town of Crested Butte (population approximately 1600), Town of Mt. Crested Butte (population approximately 950), Town of Marble (population approximately 130), and the Town of Pitkin (population approximately 75).

Gunnison County is exposed to several hazards which have the potential for disrupting the community, causing damage to property, and creating casualties. The natural hazards Gunnison County may be exposed to include flooding, wildland fire, severe winter storms, drought, dam failure, high wind, and rockfall/landslides/debris flow. Additional information regarding the types of hazards that the County might be exposed to can be found in the Hazard Identification and Risk Assessment section below.

Additional demographic and geographic information can be found in the Gunnison County Hazard Mitigation Plan and the Gunnison County Rapid Needs Assessment.

Whole-community inclusion is the process involving businesses, schools, media, nonprofit groups, faith-based organizations, community organizations, and individuals and families in the preparedness planning process. In the development of this document, its annexes, and Emergency Support Functions (ESFs), Gunnison County has included the whole community. Whole community inclusion was largely accomplished by utilizing the existing Multi-Agency Coordination (MAC) group for plan input and review. The Gunnison County MAC group includes a wide variety of stakeholders in the Gunnison area, to include County agencies, municipalities, non-profit groups, access and functional needs (AFN) representation, first response agencies, and other local, state, and federal partners. Gunnison County is committed to developing plans that serve the whole community and their continuous involvement in updates and additions to this and other emergency plans.

### **5.2: Provision of Assistance**

Gunnison County is prepared to respond to the hazards listed in this plan. This EOP will be utilized, exercised, and updated so that the County is adequately prepared. However, if an incident goes beyond the County's capabilities to respond, the County acknowledges that outside assistance may be required. Requests for outside assistance will be generated at the local level starting with requesting mutual aid through established agreements, assistance from regional partners, and then assistance from the State.

### **5.3: Hazard Identification and Risk Assessment (HIRA)**

Gunnison County adopted its updated Hazard Mitigation Plan in October 2020. The Gunnison County 2020 Hazard Mitigation Plan re-evaluated the County's and jurisdictions' risk and vulnerabilities to natural hazards, and updated hazard mitigation goals, objectives, and actions to reduce the identified risks and vulnerabilities. The plan follows best practices and the guidelines put forth by the Federal Emergency Management Agency (FEMA). The HIRA included in the EOP is a high-level overview, and the Hazard Mitigation Plan contains a detailed hazard analysis for Gunnison County and its participating jurisdictions, and should be referenced for specific details.

Risk is the potential for damage, loss, or other impacts created by the interaction of natural hazards with community assets. Examples of community assets in Gunnison County include property, businesses,

critical resources, critical infrastructure, and natural resources. Vulnerability is defined as characteristics of community assets that make them susceptible to damage from a given hazard.

Gunnison County conducted a HIRA to identify what natural and technological hazards pose the greatest risk to the County based on probability of the event, the extent of the impact, the spatial extent of the event, the potential for losses, and what community assets are vulnerable to the hazard. The hazards identified for the County include:

- Avalanche
- Dam Failure
- Drought
- Earthquake
- Extreme Cold
- Flooding
- Hailstorm
- High Wind
- Ice Jam/Ice Flow
- Landslide/Rockfall/Debris Flow
- Lightning
- Severe Winter Storm
- Wildland Fire

Each hazard was then ranked into low risk, medium risk, and high risk based on the factors described above. Low risk means the hazard presents minimal potential impact to the County, medium risk is moderate potential impact, and high risk is widespread potential impact.

Table 3: Gunnison County Hazard Identification and Risk Assessment

Hazard	Likelihood of Event/Frequency	Hazard Spatial Extent	Potential Magnitude	Significance (Risk)
Avalanche	Highly Likely	Limited	Limited	Low
Dam Failure	Occasional	Significant	Critical	Medium
Drought	Likely	Extensive	Limited	Medium
Earthquake	Occasional	Extensive	Limited	Low
Extreme Cold	Highly Likely	Extensive	Negligible	Low
Flooding	Highly Likely	Significant	Critical	High
Ice Jam/Flow	Highly Likely	Limited	Critical	Medium
Hailstorm	Occasional	Limited	Negligible	Low
High Wind	Likely	Extensive	Negligible	Medium
Landslide/Rockfall/Debris Flow	Likely	Limited	Limited	Medium
Lightning	Likely	Limited	Negligible	Low
Severe Winter Storm	Likely	Extensive	Limited	High
Wildland Fire	Highly Likely	Extensive	Critical	High

According to this analysis, Gunnison County is at most risk to flooding, severe winter storms, and wildland fire. For full details on the table and profiles for each hazard, see the Gunnison County Hazard Mitigation Plan.

The Gunnison County EOP is designed to apply to all-hazards, however, utilizing the HIRA allows for specific analysis for capabilities to respond to our most prevalent hazards as well as prioritizing what hazard specific annexes may be necessary. It also provides data-driven context on the extent to which the County may be impacted by hazards.

### 5.4: Capability Assessment Summary

The Colorado Emergency Preparedness Assessment (CEPA) is a framework and tool to help state and local stakeholders assess risk, capabilities, and the potential need for support and resources during emergencies or disasters. CEPA provides a standardized and repeatable process to better understand the capabilities at the county/local level and allows for the examination and analysis of regional or statewide trends.

The key component of the CEPA process is an in-person meeting between state and local subject matter experts (SMEs) to discuss and analyze risk and capability information and to identify potential resource gaps. This process also provides an opportunity to promote continued communication and coordination among state and local partners.

The CEPA identifies the threats and hazards in the County, and the County’s capabilities to respond to these threats for FEMA’s 32 core capabilities. A summary of Gunnison County’s completed Capability Assessment from the 2021 CEPA is below. Core capabilities with a higher score (longer blue bar) are capabilities the County has the most ability to manage in the event of a disaster. Overall, according to the CEPA, the County’s strongest core capabilities are threat and hazard identification, economic recovery, mass care services, mass search and rescue operations, risk-disaster resilience assessment, operational communications, and planning. Capabilities the County would like to strengthen are public alert and warning and cybersecurity.

Figure 1: Gunnison County CEPA Core Capability Results



## **Section 6: Planning Assumptions**

1. Mutual aid, regional, state, and national resources will be available if requested during a disaster.
2. All Gunnison County departments and stakeholders will be familiar with this Plan.
3. Where appropriate, Gunnison County departments and stakeholders have in place current mutual aid agreements (or similar documents), establishing parameters and processes for requesting function specific assistance from other jurisdictions or organizations.
4. Events that cross jurisdictions may result in the establishment of a Unified Command (UC). Events with multiple locations or incident sites may result in the establishment of an Area Command (AC).
5. Other jurisdictions and organizations will have their own current Emergency Operations Plan.
6. Response personnel have the appropriate level of trainings and certifications.

# Section 7: Concept of Operations (CONOPS)

## 7.1: CONOPS Overview

This section explains how Gunnison County will address all-hazard disaster events. The CONOPS does not include specific procedures or tactics. This plan follows the principles outlined in the National Response Framework (NRF), including all hazards, scalable, flexible, and adaptable concepts that promote integration and coordination of the whole community across all levels of government.

All incident responses will start and end at the lowest jurisdictional level. If an incident becomes too complex for the initial response agency or jurisdiction to handle, it will first reach out to mutual aid partners, then the County. The County may request assistance from regional partners and/or the Colorado Division of Homeland Security and Emergency Management (DHSEM). If the incident continues to grow in complexity, Federal assistance may be requested. However, the responsibility of the incident will always remain with the jurisdiction with authority where the incident resides. Gunnison County will be responsible as the lead agency for those incidents that occur where Gunnison County has jurisdiction. Gunnison County may serve as a support agency for incidents occurring in other jurisdictions with statutory authority.

## 7.2: EOP Activation

Once promulgated by the Board of County Commissioners, this EOP will be the current plan for Gunnison County and may be activated in whole or in part in response to:

- Incidents in or affecting the unincorporated areas of Gunnison County, either in a specific location within the jurisdiction or the entire jurisdiction.
- Requests for assistance due to resources being exhausted or additional assistance from a local municipality or governing body of a special district within Gunnison County.
- A public or environmental health emergency arises that is affecting Gunnison County, regardless of whether located in a municipality or unincorporated area or neighboring county that affects Gunnison County citizens and resources.
- Non-routine life safety issues in or affecting Gunnison County.

The plan may be activated by the Emergency Manager, Deputy Emergency Manager, Health and Human Services Director, County Sheriff, County Manager, or their designee without an emergency declaration, and the EOP may be implemented as deemed appropriate by emergency staff for the situation or at the request of an on-scene Incident Commander (IC). When a local jurisdiction or response agency requests County assistance with an incident, the Emergency Manager, Deputy Emergency Manager, or designee may choose to activate the EOP.

While an emergency declaration is not needed to activate the plan, the plan will automatically be activated in the event an emergency declaration is issued by Gunnison County.

## 7.3: Disaster/Emergency Declaration Process

A Disaster/Emergency Declaration is an administrative tool used by governments and special districts to signal to its constituents and other governments when an emergency exceeds or has the potential to exceed local capacity. Exceeding local capacity may include, but is not limited to, exceeding the physical resources available, personnel, and financial resources to effectively manage the disaster.

Disaster/Emergency Declarations may be used to authorize spending, enable emergency authorities, suspend laws and policies that inhibit an effective response, encourage prioritization of resource requests, and open channels for state and federal resource and financial support (although state and federal funding assistance is not guaranteed). A disaster declaration by the County may be required as a precondition of some form of state or federal assistance or to expedite state assistance.

Gunnison County may issue a Disaster/Emergency Declaration at the county level when an incident or potential incident is of such severity, magnitude, and/or complexity that is considered a disaster and exceeds the County's capability to effectively manage the disaster, or in support of a local municipality or special district's declaration. The Gunnison County Manager is the only person with authority to declare a Gunnison County Disaster/Emergency. All Gunnison County disaster/emergency declarations, including those continuing or terminating the declaration, are recorded with the Gunnison County Clerk and Recorder. Additionally, it is the responsibility of the Emergency Manager or Deputy Emergency Manager to notify DHSEM of the declaration.

More information regarding Gunnison County's Disaster/Emergency declaration process is included in Gunnison County Resolution 2024-20, A Resolution Amending Gunnison County Emergency and Disaster Management and Procedures.

At the request of the County, the State of Colorado may also issue a State Declaration of Disaster/Emergency and will serve as the channel to the federal government should thresholds be met to request a Presidential Disaster Declaration in accordance with the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

## **7.4: Pre-Disaster Operations**

This section provides a high-level description of pre-disaster operations in Gunnison County. These actions take place on a continuous cycle, and this list is only meant to provide an overview, not a detailed description of preparedness in the County.

### **Planning**

Gunnison County Emergency Management manages a number of supporting plans and annexes in addition to this EOP. They are listed in Section 2.1. Plans are reviewed and updated on an as-needed basis, or in conjunction with mandated update timelines. Plans are written with the whole community concepts, and include input from appropriate agencies, to include the MAC group which represents a wide variety of stakeholders in the County.

### **Organization**

Gunnison County and first response agencies continuously work to maintain and organize staff. Every County department or office may be required to assist in supporting an emergency. If a department does not have a specific response role in a given emergency, that department may still be relied upon to fill support roles. Resolution 2024-20 establishes Emergency and Disaster Management Procedures, which includes reassignment by county leadership of county employees and resources as necessary to address emergency situations. Additionally, Emergency Management maintains the organizational structure for the Emergency Operations Center (EOC) with staff that may be mobilized during an event.

### **Equipment**

Gunnison County Emergency Management manages equipment needs and readiness in the EOC. Examples include radios, phones, computers, laptops, audio/visual equipment, and call center equipment. Emergency Management, in conjunction with other departments such as IT, ensure the readiness of this equipment through frequent checks or EOC activations. Equipment needs in other agencies/organizations are managed independently by the respective agency/organization.

### **Training and Exercise**

Trainings can take place in many forms to prepare for a disaster. There are many federal, state, and local trainings that are open to County and first response personnel. Every County employee is required to take FEMA's IS-100 (Introduction to the Incident Command System) and IS-700 (Introduction to the National Incident Management System). Beyond that, each County department and office is responsible for ensuring that staff have been trained to the appropriate level of incident command and incident

management. Exercises can be facilitated via a discussion, tabletop, functional, or full-scale format. Exercises are typically conducted to test specific plans and processes. Emergency Management maintains a three-year Integrated Preparedness Plan (IPP), formally known as the Training and Exercise Plan (TEP), as well as a regional IPP with the six-county West Region (Gunnison, Delta, Montrose, Hinsdale, Ouray, and San Miguel Counties). These plans are reviewed and updated yearly.

## **7.5: Response to Disaster Operations**

Gunnison County utilizes the EOP, in conjunction with its annexes, other response plans, job aids, policies, and procedures to respond to disasters in the County.

Gunnison County as an organization (resolution 2006-17), and each jurisdiction/special district in Gunnison County has adopted the National Incident Management System (NIMS), which includes:

1. The Incident Command System (ICS) for managing all incidents
2. The Multi-Agency Coordination (MAC) System to support complex incidents
3. The Joint Information System to coordinate incident information

Incidents will be managed in the field under the ICS structure, utilizing either a single Incident Commander or a Unified Command, depending on the scope and type of incident.

In accordance with the NIMS, the NRF, the State of Colorado Emergency Operations Plan, and recognized best practice, Gunnison County will utilize the Emergency Support Functions (ESF) model to support emergency operations. Contributing ESFs ensure the stabilization of Community Lifelines during an emergency in the County. More information on Gunnison County ESFs is included in Section 8.1. More information on Community Lifelines is included in Section 7.8.

Every County department or office may be required to assist in supporting an emergency. If a department does not have a specific response role in a given emergency, that department may still be relied upon to fill support roles. Resolution 2024-20 establishes Emergency and Disaster Management Procedures, which includes reassignment by county leadership of county employees and resources as necessary to address emergency situations.

## **7.6: Recovery from Disaster Operations**

The Gunnison County Recovery Plan identifies the core activities necessary for successfully implementing the recovery process. The Recovery Plan utilizes an all-hazards approach, which works in consort with the Gunnison County EOP. These core activities can be categorized under the Recovery Support Functions: Community Recovery Planning, Economic, Natural and Cultural Resources, Housing, Infrastructure, Safety and Security, and Community Service. The plan also establishes the roles and responsibilities of all stakeholders in the recovery process, both pre- and post-disaster.

The Recovery Plan is part of a larger system of inter-related plans at the local, state, and federal levels. They are founded upon the National Disaster Recovery Framework (NDRF) and the principles of the National Incident Management System (NIMS).

The recovery plan and its associated Emergency Support Functions and Recovery Support Functions (ESFs and RSFs) are intended to guide the County's short and long-term recovery efforts. Short-term recovery efforts are initiated during and immediately after the disaster to focus on the restoration of essential services and providing for basic human needs, specifically housing, food, water, and emotional/psychological support. Long term recovery efforts address cost accounting, reimbursement, and restoring the community to pre-disaster conditions (if possible) and a state of normalcy, often called the "new normal". This includes tracking and resolving citizen unmet needs.

## 7.7: Access and Functional Needs

Policies surrounding access and functional needs (AFN) ensure equal and equitable access for all individuals without discrimination. The Americans with Disabilities Act (ADA) defines an individual with a disability as “a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment.” The NRF defines these populations as “populations whose members may have additional needs before, during, and after an incident.”

Gunnison County incorporates a whole-community approach throughout its planning, response, and recovery efforts and considers individuals with AFN to be included in the whole community. Gunnison County utilizes the CMIST framework to understand and meet the true needs of the entire effected community. CMIST identifies resource needs before, during, and after a disaster to ensure whole community inclusion, rather than labeling vulnerable populations.

- **Communication:** People with communication needs may have limited ability to hear announcements, see signs, understand messages, or verbalize their concerns.
- **Maintaining Health/Medical:** Early identification and planning can help to reduce the negative impacts of disaster on individual health.
- **Independence:** Independence is the outcome of ensuring that a person’s actual resource needs are addressed as long as they are not separated from their resources, devices, assistive technology, service animals, etc.
- **Safety/Support Services:** Some individuals may require additional support for Personal Care Assistance, have difficulty understanding or remembering, may be victims of abuse, and need support for personal safety.
- **Transportation:** Disaster planning requires coordination with mass transit and accessible transportation services providers that support individuals who lack access to personal transportation or may not drive.

Gunnison County has committed to working with partner agencies, such as Gunnison County Health and Human Services, local non-profit groups such as Six Points, and CO DHSEM AFN team for planning, training, and exercise development.

## 7.8: Community Lifelines

Community Lifelines enable the operation of critical government and business operations in the aftermath of a disaster. These Lifelines are essential to health, safety, and economic security. The following Lifelines represent those fundamental services and their subcomponents that, when disrupted, interfere with a community’s ability to function properly.

- **Safety and Security:** Law enforcement/security, fire service, search and rescue, government service, community safety.
- **Food, Water, Sheltering:** Food, water, shelter, agriculture.
- **Health and Medical:** Medical care, public health, patient movement, medical supply chain, fatality management, and EMS.
- **Energy (Power and Fuel):** Power grid, fuel, natural gas/propane.
- **Communications:** Infrastructure, responder communications, alerts, warnings, and messages, finance, 911 and dispatch.
- **Transportation:** Highway/roadway/motor vehicle, mass transit, railway, aviation, maritime.
- **HazMat:** Facilities, HazMat, Pollutants, Contaminants.

Gunnison County will report the status of Community Lifelines during an emergency utilizing a red, yellow, and green system, as described below:

- Red: Unstable, inadequate level of service

- Major disruptions to the Community Lifeline
- Yellow: Functional, but inadequate for consistent service
  - Disruptions to the Community Lifeline, but temporary solutions are in place or disruptions are being managed
- Green: Stable
  - Lifeline disruptions have been stabilized, or there are no or minor disruptions to the Community Lifeline

The County will report Lifeline statuses in WebEOC as well as in situation reports.

## **7.9: Municipalities, Special Districts, and Other Organizations**

Response and recovery operations are the responsibility of the jurisdiction(s) in which the disaster occurs. When an incident occurs within the boundaries of a municipality or on the property of an institution with a current EOP or similar document, management of that incident is the responsibility of that municipality or institution, and it is expected that the municipality or institution will utilize their EOP to manage the incident. In these situations, if requested by the affected municipality/institution, the Gunnison County EOP could be used in a support role, where appropriate. Similarly, it is assumed that for incidents occurring in Gunnison County, which necessitate use of the Gunnison County EOP, if requested, external organizations could utilize their EOPs to support the County.

Organizations with a current Emergency Operations Plan (EOP) or similar document are listed below (hard copies of these plans can be found on the bookshelf in the EOC or from the plan owner). Municipalities and organizations with an EOP are responsible for ensuring that their employees are familiar with the policies and procedures contained in the EOP through regular trainings and exercises.

- Town of Crested Butte
- Town of Mount Crested Butte
- City of Gunnison
- RE1J Gunnison Watershed School District
- Western Colorado University
- Gunnison Valley Health Systems
- Gunnison – Crested Butte Regional Airport
- Emergency Action Plans for area Dams

Each municipality and fire district within Gunnison County has adopted the National Incident Management System (NIMS). It is expected that the employees of all municipalities, first response agencies, and other governmental institutions within Gunnison County have the appropriate NIMS trainings.

It is expected that each jurisdiction/institution within Gunnison County has developed Continuity of Operations Plans (COOP), and that staff have been oriented to and trained on their roles and responsibilities under their respective COOP.

Disasters and complex emergencies are rarely confined to one jurisdiction. Although only a portion of Gunnison County is likely to be impacted by a single disaster or emergency event, a multi-jurisdictional effort will be required to effectively manage most major incidents. Accordingly, emergency plans and exercises should incorporate procedures for integrating the resources of county and municipal governments, private and volunteer organizations, and state and federal governments.

Should a municipality within Gunnison County need to declare a disaster, the municipality should declare a disaster to Gunnison County, which may then declare a County Emergency or Disaster to the State. Municipalities are responsible for developing policies and procedures for the declaration process, including line of authority and line of succession. The CO DHSEM is the state agency responsible for

processing requests for state and federal disaster assistance. State or federal funding assistance is not guaranteed as a result of a declared emergency or disaster event.

# Section 8: Organization and Assignment of Roles and Responsibilities

## 8.1: Emergency Support Functions

Based on State and Federal standards, Gunnison County utilizes the Emergency Support Function (ESF) model to respond to disasters. Impacted ESFs will be staffed by the identified lead or supporting agencies and integrated into the Emergency Operations Center (EOC). During large disasters, every ESF may be impacted, but not every disaster will impact every ESF. The EOC will determine which ESFs need to be activated based on the evolving situation. A description of each ESF is below.

- **ESF 1 Transportation:** Provides for the coordination, control, and allocation of transportation assets in support of movement of emergency resources, people, and animals and redistribution of emergency food and fuel supplies.
- **ESF 2 Communications:** Provide emergency warning, information, and guidance to the public. Provide for telephone, radio, and other communications capabilities for the direction and control of emergency response and recovery operations. Facilitates the requirements and resources necessary for redundant capabilities for all means of communications.
- **ESF 3 Public Works and Engineering:** Provides for the clearance and repair of roads, highways, and bridges, as well as engineering the repair and restoration of essential public works systems and services.
- **ESF 4 Firefighting:** Provides firefighting resource mobilization, deployment, and assistance in coordinating urban structural fire incidents. Provide incident management assistance for on-scene incident command and control operations.
  - **ESF 4a Wildfire Suppression:** Provides for and assists in the coordination and utilization of resources in wildland fire emergencies.
- **ESF 5 Emergency Management:** Provides for the management and coordination of emergency operations and resources in support of local response agencies and jurisdictions. Activation and staffing of the EOC.
- **ESF 6 Mass Care, Housing and Human Services:** Manage and coordinate sheltering, feeding, and clothing, and ensuring medical care for disaster victims, including AFN populations. Manage the receipt and distribution of donated goods, as well as the coordination and management of volunteer organizations and their relief efforts.
- **ESF 7 Resource Support:** To secure resources through existing mutual aid resources and/or procure resources for other ESFs as needed.
- **ESF 8 Public Health and Medical and Mortuary Services:** Mobilization of trained health and medical personnel to deliver care for the ill and injured. To procure emergency medical supplies, materials, facilities, public health, and environmental health services, and the collection, identification, and protection of human remains.
  - **ESF 8a Mental Health and Substance Abuse:** Provide time-limited crisis counseling services to individuals and groups impacted by the disaster. These services shall be designed to assist these individuals and groups in returning to their pre-disaster level of functioning.
- **ESF 9 Search & Rescue:** Provides mobilization and coordination of ground, air, and water search and rescue resources in order to locate and extricate lost or injured persons and animals from urban and/or rural situations.
- **ESF 10 Oil and Hazardous Materials Response:** Provides response, inspection, and containment of hazardous materials accidents or releases.
- **ESF 11 Agriculture and Natural Resources:** Nutrition assistance; animal and plant disease/pest response; food safety and security; natural, cultural, and historic resources/properties protection and restoration.

- **ESF 12 Energy:** Energy infrastructure assessment, repair, and restoration.
- **ESF 13 Public Safety and Security:** Facility and resource security; security planning and technical and resource assistance; public safety/security support; support to access, traffic, and crowd control.
- **ESF 14 Long-Term Community Recovery and Mitigation:** Social and economic community impact assessment; long-term community recovery assistance to the private and public sectors; mitigation analysis and program implementation.
- **ESF 15 External Affairs:** Emergency public information and protective action guidance; media and community relations; local, regional, and state governmental affairs.
- **ESF 16 Education & Public Schools:** Coordinates actions necessary to provide the required support from school districts and higher education institutions. This ESF has support resources for transportation, mass care, medical, utilities, and staffing.

The table below shows each Emergency Support Function, the lead County department and supporting departments/agencies. Some ESF lead agencies and ESF support may be non-County organizations. Refer to the Acronym table for definition of acronyms used in this table. Definitions of lead and supporting roles are below.

- **Lead Department/Agencies:** Departments/Agencies with statutory authority or subject matter expertise for that ESF. The Lead ESF should provide representation in the EOC.
- **Supporting Department/Agencies:** Departments/Agencies that contribute to fulfillment of the ESF.

For full detail on each ESF's roles and responsibilities during a disaster, including checklists for actions to take, see the ESF checklist Annex.

Table 4: Emergency Support Function Lead and Supporting Departments and Agencies

ESF	Description	Lead Department/Agency	Supporting
1	Transportation	County Public Works, Rural Transportation Authority	Gunnison – Crested Butte Airport, CDOT, County Sheriff, CSP, Other Law Enforcement agencies, RE1J School District, WCU, Alpine Express, GVH, AVFlight (FBO), County HHS, Six Points
2	Communication	GRCC	OEM, Six Points, County Multi-Cultural Center, IT, Amateur Radio, Local Radio Stations, Gunnison Metropolitan Recreation District, Spectrum Communications, Internet Providers Century Link, AT&T, Verizon
3	Public Works & Engineering	County Public Works	CDOT, City of Gunnison Public Works and Building/Planning Departments, Crested Butte Public Works and Building/Planning Departments, Mt. Crested Butte Public Works and Building/Planning Departments, County Facilities Maintenance
4	Firefighting	Gunnison Volunteer Fire Department	County Sheriff, CBFPD, AFD, County HHS
4a	Wildland Firefighting	County Sheriff	OEM, DFPC, CBFPD, GVFD, AFD USFS, BLM, County GIS, County HHS

ESF	Description	Lead Department/Agency	Supporting
5	Emergency Management	OEM, County Manager	County Administration, Colorado Office of Emergency Management, Sheriff, GIS, IT, County Attorney, County Departments as ESF Leads
6	Mass Care, Housing, Human Services	Red Cross, County HHS	OEM, Facilities Maintenance, County Fairgrounds, County Attorney, City of Gunnison, RE1J School District, Six Points, WCU, Faith Based Organizations, GVRHA
7	Resource Support	OEM	GRCC, County Finance, Administration, Human Resources, County Attorney, Colorado Office of Emergency Management, Montrose Interagency Dispatch, Montrose CSP Dispatch
8	Public Health, Medical	County HHS, Gunnison Valley Hospital	EMS Districts, All Private Clinics, CDPHE
8a	Mental Health	County HHS	Mid-West Center for Mental Health, Faith Based Organizations
8b	Coroner	County Coroner	County Coroner, DMORT, Colorado Coroner Assist Team
9	Search and Rescue	Sheriff	Western Mountain Rescue Team, Crested Butte SAR, West Elk SAR, OEM, GIS, Colorado Search and Rescue Board,
10	Hazardous Materials	County Sheriff (as Designated Emergency Response Agency)	Gunnison Hazardous Materials Team, County HHS, OEM, Colorado State Patrol
11	Agriculture and Natural Resources	CSU Extension	Community Development, USFS, BLM, NPS, Ute Mountain Ute Tribe, BIA Upper Gunnison Water Conservancy, Taylor River Users Group, NRCS
12	Energy and Public Utilities	County Public Works, Gunnison County Electric Association	<u>Electricity</u> : City of Gunnison, Excel Energy, WAPA, Tri-State Generation; <u>Natural Gas</u> : Atmos Energy, Excel Energy; <u>Propane</u> : Ferrell Gas Amerigas, <u>Water/Waste Water</u> : City of Gunnison, Towns of Crested Butte and Mt Crested Butte, Gunnison Metropolitan Recreation District, Crested Butte South Metropolitan District; <u>Fuel Providers</u> : Parish Oil, Loves, Alta,
13	Public Safety and Security	County Sheriff	County Attorney, DA Office, Gunnison Police, Crested Butte Marshal, Mt. Crested Butte Police, CSP, NPS, DPW, USFS, BLM
14	Community Recovery and Mitigation	Community Development, OEM	Administration, Assessor, County HHS, Six Points, Faith Based Organizations

ESF	Description	Lead Department/Agency	Supporting
15	External Affairs	County PIO's	Administration PIO, BoCC, OEM, Colorado Office of Emergency Management, USFS/BLM, WCU, CBMR, RE1-J, Mt. CBPD, Six Points, County Multi-Cultural Center, Faith Based Organizations, Ute Mountain Ute Tribe
16	Education and Public Schools	RE1J School District, WCU	County HHS

## 8.2: Gunnison County Department and Offices Roles and Responsibilities

Gunnison County Departments and Offices are listed below with the department's primary roles and responsibilities in emergency operations. Every County department or office may be required to assist in supporting an emergency. If a department does not have a specific response role in a given emergency, that department may still be relied upon to fill support roles. All Gunnison County departments and offices as well as County personnel are directed to accept their respective responsibilities and roles in coordinating preparedness, mitigation, response, and recovery activities prior to and during emergencies as outlined in this plan. This includes organizational planning and training necessary to implement the plan when required.

### Gunnison County Board of Commissioners

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Appropriate level of ICS training.
  - Review the Gunnison County EOP on an annual basis.
  - Familiarization with Gunnison County BOCC Guide for Emergencies and Disasters and Gunnison County Resolution 2024-20.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Approve Emergency Management related budgets and contracts.
- During and Post Event Activities:
  - If necessary, activation of the departmental COOP in support of the disaster or continued provision of Essential Functions.
  - Communicate with the County Manager regarding (reference Resolution 2024-20 and the BOCC Guidelines):
    - Delegations of authority.
    - Declarations of emergency or disaster.
  - Continue or terminate declarations of emergency or disaster.
  - Approval of Gunnison County resources and funds for disaster or emergency purposes.
  - Participation in policy meetings as appropriate.
  - In conjunction with Incident Command and the EOC, issuance of official orders or proclamations regarding population protection or temporary social restrictions, such as evacuation orders, establishment of curfew, and enactment of price controls.
  - Participation and/or facilitation of community meetings related to the disaster.

### Gunnison County Manager

- Pre-Event Activities:
  - Review the Gunnison County EOP on an annual basis.
  - Ensure processes and guidelines are developed and maintained for purposes of entering into a Delegation of Authority with an Incident Management Team. Reference Resolution 2024-20.

- Participate in development of the County Recovery Plan.
- Participation in response and recovery trainings and exercises.
- During and Post Event Activities:
  - In accordance with Resolution 2024-20, prepare a formal declaration of an emergency or disaster for the purposes of obtaining state and/or federal assistance.
  - Per Resolution 2024-20, the County Manager shall, as soon as possible, convene a quorum of the Board of County Commissioners to continue or terminate the declaration.
  - Coordination, commitment, and direction of Gunnison County government resources, funds and activities in support of emergency or disaster response and relief and recovery efforts.
  - Issuance of directives regarding redeployment of personnel from normal job duties/work schedules, temporary reassignments, and employment of temporary workers during the emergency and relief/recovery activities.
  - In coordination with Incident Command and the EOC, intergovernmental liaison and initiation of formal requests for outside assistance from other local jurisdictions.
  - During an emergency, assign a previously designated County public information officer (PIO) to coordinate with the incident PIO to provide consistent releases of disaster related information to the media and the public.
  - Participate in the Policy Group.

### **Gunnison County Manager's Office**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Office staff trained on various public information processes and systems (Website, Facebook etc.) This should include depth in staff, with adequate permissions to publish information to these sites.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of designated office staff to the EOC to support incident functions.
  - Documentation and retention of all BoCC meetings and policy decisions related to the emergency/disaster.
  - Ensure all county documents related to the emergency/disaster are appropriately notarized and/or recorded with the Gunnison County Clerk and Recorder.
  - Ensure timely and appropriate public notice of BoCC meetings related to the emergency/disaster.
  - In coordination with the PIO, ensure appropriate emergency/disaster information is posted to County website.
  - Coordinate with the incident PIO and the EOC to ensure consistent releases of disaster related information to the media and the public.

### **Gunnison County Attorney**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).

- Staff trained to appropriate level of the ICS.
- Review the Gunnison County EOP on an annual basis.
- Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
- Participation in response and recovery trainings and exercises as appropriate.
- Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- Preparation and legal review of Emergency Management related ordinances, resolutions, policies, and contracts.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of designated office staff to the EOC to support incident functions.
  - Provision of legal counsel and assistance to the County Manager, County Commissioners, and to other County officials before, during and after disaster/emergency incidents in the county.
  - Draft and/or review emergency contracts, memoranda of understanding, and inter-governmental agreements.
  - Preparation of legal documents (disaster declarations, delegations of authority, resolutions, or regulations required to facilitate emergency operations).
  - Court appearances to enforce or defend County actions in relation to its emergency powers and actions taken during or after a disaster.

### **Gunnison County Sheriff's Office**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Review and update of the Annual Operating Plan for Wildfire with DFPC
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Support with development and maintenance of Evacuation and Re-Entry plan.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Participation in development of Damage Assessment Plan.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of designated office staff to the EOC to support incident functions.
  - Implementation of the Incident Command System (ICS), including determining the locations of Incident Command Post (ICP), establishing necessary positions and functions (i.e., planning, finance, logistics, operations and public information) and activation of the EOC.
  - Implementation of the Annual Operating Plan and related processes (WERFF, EFF) during wildfire events.
  - Assessment of emergency conditions and determination of required levels of immediate assistance.
  - Implementation of available public warning/notification measures.
  - Determine the need for and conducts and coordinates evacuations.
  - Implement re-entry for evacuated populations.

- Responsible for coordinating search and rescue (SAR) operations.
- Support with establishment of measures for animal control, sheltering, and reunification with owners
- Detention Center may be requested to support EOC in extended operations with meals and snacks.
- Coordination of communications and provision of communications staff support for field command post(s).
- Provision of law enforcement, traffic control, and access control within the disaster area(s) and in other areas of the County.
- Provision of aviation support to include search & rescue, rapid transportation, and aerial observation.
- Provision of security measures at ICP, EOC, temporary emergency shelters, temporary morgues, and in evacuated and disaster-impacted areas, if available.
- In coordination with fire districts and land management agencies, direction of wildland fire suppression in unincorporated areas of Gunnison County.
- Designated Emergency Response Authority (DERA) for hazardous materials incidents within unincorporated Gunnison County.

### **Gunnison County Office of Emergency Management**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Staff trained to appropriate level of the ICS.
  - Develops standard operating procedures (SOP) for Emergency Operations Center (EOC).
  - Emergency Operations Plan maintenance, training, and exercises.
  - Resource Mobilization Plan maintenance, training, and exercises.
  - Recovery Plan maintenance, training, and exercises.
  - Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
  - Identification of appropriate temporary shelters and reception areas, in coordination with American Red Cross. This includes completion of ARC facility surveys and signed agreements between ARC and the facilities.
- During and Post Event Activities:
  - If necessary, activation of the departmental COOP in support of the disaster or continued provision of Essential Functions.
  - Activation and management of the Gunnison County Emergency Operations Center (EOC) and ESFs. This may include activation in support of other jurisdictions.
  - Implementation/utilization of appropriate plans to support the incident.
  - Incorporate appropriate management principles within the EOC in support of the incident and to carry out additional functions that as needed.
  - Provide situation updates regarding the emergency to local leadership, partner agencies, and the Colorado Office of Emergency Management.
  - Coordination of resources and logistical support to augment incident requirements.
  - In coordination with Incident Command, provide recommendations to County Leadership concerning the need for local disaster declarations, travel restrictions, curfews, or other temporary social restrictions.
  - Implementation of available public warning measures. In coordination with Incident Command, provision of notifications and warnings, including but not limited to, evacuation notices, to the public based on the messaging needs of the incident.
  - Coordination of volunteer amateur radio resources to augment primary communications and provide back-up capabilities.
  - Establishment of locations for temporary shelters, in coordination with American Red Cross.

- Establishment of communications with Colorado OEM for purposes of providing situation reports and forwarding requests for state assistance.
- Technical support to EOC staff and other county personnel with respect to resource management, damage assessment, intergovernmental coordination, hazard mitigation, recovery, and other emergency management functions, as needed.
- Make recommendations to the Policy Group on matters pertaining to an incident of significance, major emergency or disaster or the threat thereof, and ongoing incident response and recovery activities.

### **Gunnison County Human Resources**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Ensure appropriate employee policies and forms are in place for disaster situations relative to overtime, hours worked, workers compensation, etc.
  - Participation in response and recovery trainings and exercises as appropriate.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of designated office staff to the EOC to support incident functions.
  - Provide guidance and support to the County Manager and Department Directors relative to directives to county departments and personnel regarding redeployment of personnel from normal job duties/work schedules, temporary reassignments, and employment of temporary workers during the emergency and relief/recovery activities.
  - Prepare medical care compensation information for injured County employees through Worker's Compensation Plans.

### **Gunnison County Finance**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Establish and maintain a financial record keeping system for large scale incidents/emergencies, declared or undeclared.
  - Per Resolution 2010-09, Gunnison County maintains an unassigned fund balance of 25% in its General Fund, and maintains an emergency reserve in an amount equal to at least 3% of fiscal year spending in accordance with Article X, Section 20 of the Colorado Constitution.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of staff to the EOC to support incident functions, if necessary.
  - Serve as EOC finance section lead, if activated.

- With authorization of the County Manager, procurement of emergency-related supplies and materials and administration of vendor contracts for emergency services and equipment. Emergency purchases, which by their nature or circumstances do not lend themselves to a competitive selection process, are exempt from the County's competitive bid selection process. However, emergency procurement in general must be at least as stringent as the state and, in turn, federal policies in order to remain eligible for reimbursements.
- Record-keeping and documentation of disaster-related costs and financial commitments.
- Ensure accurate timesheets are kept and recorded for all County employees from the start of the incident through demobilization.
- Ensure accurate timesheets are kept and recorded for non-County personnel from the start of the incident through demobilization.
- Ensure accurate timesheets are kept and recorded for all volunteers from the start of the incident through demobilization.
- Participation on county damage assessment team at EOC and on local-state field damage survey teams, as needed.
- Provide financial records for disaster reimbursement, if applicable.

### **Gunnison County Assessor**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Development and maintenance of damage assessment procedures.
  - Participation in development and updates of the County Recovery Plan.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the departmental COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of staff to the EOC to support incident functions, if appropriate.
  - Contribution of personnel, records, and other resources to support damage assessment function during emergency and recovery activities (participation on field damage assessment teams).
  - Implement damage assessment protocols. Appraise damaged and destroyed property. Report damaged and destroyed property valuation to state, county, school districts, and other taxing entities in accordance with Colorado Revised Statutes.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.

### **Gunnison County Clerk and Recorder**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP)
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.

- Participation in response and recovery trainings and exercises as appropriate.
- Development and maintenance of standard operating procedures (SOP's) including processes to provide for safe keeping of vital records.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of staff to the EOC to support incident functions, if appropriate.
  - Receipt and filing of any orders or proclamations declaring, continuing, or terminating a Gunnison County emergency or disaster.

### **Gunnison County Coroner**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Development and maintenance of a Mass Fatalities Plan.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of staff to the EOC to support incident functions, if appropriate.
  - Identifying human remains.
  - Providing adequate and decent storage/temporary mortuary services.
  - Inventorying and protecting personal effects of the deceased.
  - Locating and notifying the decedent's next of kin.
  - Establishing family assistance/victim identification center.
  - Release of remains.
  - Securing any evidence pertaining to death.

### **Gunnison County Facilities Maintenance**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of designated office staff to the EOC to support incident functions.
  - Restoration of public facilities, systems, and buildings to normal use.
  - Support of and coordination with County departments in need of additional workspace for provision of normal or additional services to citizens.

- Support and coordination of utilizing County facilities and buildings as emergency shelters.

### **Gunnison County Information Technology (IT)**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of designated office staff to the EOC to support incident functions.
  - Provision of information technology services, telecommunications, and staff support to EOC and if necessary, Incident Command staff.
  - Provision of technical support/resources for information technology activities during disaster response and recovery efforts.
  - In coordination with the PIO, ensure appropriate emergency/disaster information is posted to County website.

### **Gunnison County Treasurer**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Coordinate with Gunnison County Finance regarding revenues and expenses during and post disaster. This may include provision of staff to the EOC.
  - Collect, receipt, and deposit in bank money from other County departments on a daily basis.
  - Report checks written by the County Sheriff to Bank of the West positive pay.

### **Gunnison County Juvenile Services**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.

- Participation in response and recovery trainings and exercises as appropriate.
- Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of staff to emergency shelters or other locations to assist with unaccompanied minors and reunification of families.

### **CSU Extension**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the departmental COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of designated office staff to the EOC to support incident functions.
  - Provision of livestock related information and expertise to the public for incidents directly or indirectly affecting livestock.
  - Provision of livestock related information and expertise to Incident Command and County leadership for incidents directly or indirectly affecting livestock.
  - Provide assistance to Gunnison County Fairgrounds staff with housing of livestock and reunification of livestock with owners.
  - Assist Incident Command and the Emergency Operations Center with identifying means of livestock transportation/evacuation and temporary relocation sites.

### **Gunnison County Geographic Information Services (GIS)**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Participation in development and updates of the County Recovery Plan.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of designated office staff to the EOC to support incident functions.
  - Provision of mapping information in digital and hard copy format for locational and analysis purposes in support of disaster response, relief and recovery activities.

## **Gunnison County Health and Human Services**

- Pre-Event Activities:
  - Development and maintenance of Public Health Emergency Operations Plan (PHEOP).
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Training, exercising, and maintenance of redundant communications modes for internal key staff (Emergency Call Tree, Ready Op, etc.)
  - Develop, maintain, and exercise systems and processes, relative to the communicable disease monitoring and containment steps listed below.
  - Communicable disease surveillance, investigation, or response.
  - Public information and communication for public health and human services.
  - Public Health Emergency Declaration process and procedures.
  - Strategic National Stockpile (SNS) Processes for Ordering, Receiving, and Distributing.
  - Development and maintenance of processes and systems relative to providing for and tracking citizen needs in disaster situations. This includes training staff on processes and that they may be assigned to evacuation shelters.
  - Identification of Child Day Care options for working parents, and agreements with providers for emergency situations
  - Child Welfare situations
  - Participation in development and updates of the County Recovery Plan.
  - Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
  - Develop processes for local quarantine, isolation, restrictions on travel, or other temporary social restrictions.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - If necessary, activate the Public Health Emergency Operations (PHEOP) in response to a Public Health Emergency.
  - Assist the American Red Cross, Salvation Army, and other volunteer organizations in the provision of emergency shelters, temporary housing, and other assistance to displaced citizens.
  - Provision of Public Health services to evacuees.
  - Provision of translation services to Non-English speaking population
  - Provision of specialized services to Access and Functional Needs Population
  - Senior Care
  - Child Welfare situations
  - Coordination of outside health resources providing assistance to Gunnison County, in cooperation with EMS agencies, local clinics, and Gunnison Valley Hospital.
  - Implementing procedures for Isolation and Quarantine, social restrictions, or restrictions on travel.
  - Determine the need for, and execute the process for redundant communication for internal key staff (Emergency Call Tree, Ready Op, etc.)
  - Determine the need for and execute the process of Declaring a Public Health Emergency.
  - Issue Public Health Orders as appropriate.
  - Determine the need for and execute the process for mass prophylaxis and Points of Distribution (POD) Sites.

- Determine the need for and execute the process for Communicable disease surveillance, investigation or response.
- Determine the need for and execute the process for a Spokesperson and Public Information distribution.
- Determine the need for, and execute the process for Strategic National Stockpile (SNS) Ordering, Receiving, and Distributing
- Provision of environmental health services and technical support, including the identification of chemical hazards, sources of contamination, or unsanitary conditions that present health hazards to the general public.
- Provision of staff to the EOC, if appropriate.
- Assistance to EOC staff in assessing overall health and medical resource needs during response and recovery operations and maintenance of situation status information within the EOC.
- Assist in the coordination of overall efforts of volunteer organizations and other (spontaneous) volunteers, in coordination with the Colorado Volunteer Organizations Active in Disasters (COVOADS).
- Administration of Individual and Family Grant Program in Presidentially declared disasters in Gunnison County.

### **Gunnison County Public Works**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP)
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in development of and updates to the County Debris Management Plan.
  - Participation in development of and updates of the County Recovery Plan.
  - Maintenance of departmental ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of staff to the EOC, if appropriate.
  - Provision of transportation services in support of emergency response and recovery efforts (e.g., movement of county personnel, equipment and supplies to designated staging areas).
  - Removal of debris, clearance of public right-of-ways, and planning for street/route recovery operations, with priority assigned to predetermined critical emergency services routes.
  - Provision of personnel, equipment, and supplies in support of emergency operations (wildfire, search and rescue, flooding, road closures building collapse etc.)
  - Restoration of damaged county roads and bridges and other related infrastructure.
  - Restoration of water and waste-water systems
  - Provision of personnel for structure and facility inspections to determine safety of individual structures (businesses, residences, and public buildings) and to identify needed repairs (or to implement condemnation procedures when necessary).
  - Participation on Gunnison County damage assessment team at EOC and on local-state field damage survey teams, as needed.

### **Gunnison / Crested Butte Regional Airport**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of staff to the EOC, if appropriate.
  - Coordinate air transport assets in the movement of emergency resources, supplies, equipment, and personnel.
  - Coordinate air transport assets in the movement of displaced or injured citizens.
  - Provision of equipment and personnel in support of wildfire incidents.
  - Provision of Airport facilities for use as temporary shelter and morgue.

### **Gunnison County Community Development**

- Pre-Event Activities:
  - Maintain and exercise Continuity of Operations Plans (COOP).
  - Office staff trained to appropriate level of the ICS.
  - Review the Gunnison County EOP on an annual basis.
  - Designate office staff member(s) who shall be required to participate in EOC trainings, exercises and activations.
  - Participation in response and recovery trainings and exercises as appropriate.
  - Participation in development and updates of the County Recovery Plan
  - Participation in long-term disaster recovery and hazard mitigation planning to ensure the compatibility of community redevelopment plans and hazard mitigation measures with the comprehensive county land use plan and other community development plans.
  - Maintenance of office ability to manage response and recovery support operations using command and management principals as outlined in the National Incident Management System.
- During and Post Event Activities:
  - If necessary, activation of the office COOP in support of the disaster or continued provision of Essential Functions.
  - Provision of staff to the EOC, if appropriate.
  - Provision of personnel, maps, and records to identify hazardous situations/areas which may affect disaster response activities.
  - Provision of environmental health services and technical support, including the identification of chemical hazards, sources of contamination, or unsanitary conditions that present health hazards to the general public.

### **8.3: Non-County Organizations Roles and Responsibilities**

External organizations' integration into an incident response is described below.

#### **Gunnison RE-1J School District**

- Pre-Event Activities:
  - Develop, maintain and exercise Continuity of Operations Plans (COOP).
  - Staff trained to appropriate level of the ICS.

- Develop, maintain and exercise District Emergency Operations Plan.
- Participation in response and recovery trainings and exercises as appropriate.
- Provide for the safety and protection of pupils and school personnel, through planning and training exercises with local public safety organizations.
- In coordination with Gunnison County Public Health, identification of and agreements for school facilities as immunization sites for public health emergencies.
- In coordination with the American Red Cross, identification of and agreements for school facilities as temporary evacuation shelters.
- During and Post Event Activities:
  - Provide buses for evacuation and transportation, when needed.
  - Coordinate with American Red Cross to provide schools as temporary shelters, when needed.
  - Coordinate with Gunnison County Public Health to utilize schools as mass immunization centers in public health emergencies.
  - Coordinate and communicate needs and impacts for the school district during an emergency.

**Gunnison Valley Health System (Includes Gunnison Valley Hospital, Emergency Medical Services, Palliative Care, Hospice, Home Health, and Senior Care)**

- Pre-Event Activities:
  - Develop, maintain, and exercise Continuity of Operations Plans (COOP).
  - Staff trained to appropriate level of the ICS.
  - Develop, maintain, and exercise Facility Emergency Plans.
- During and Post Event Activities:
  - Provision of emergency medical care to injured persons.
  - Coordinate and communicate needs and impacts for the health system during an emergency.
  - Provide stand-by EMS service to fire districts in the event of structural or wildland fire operations and response, if requested.
  - Establish and activate Incident Command System upon arrival on-scene of a mass casualty event or other significant medical emergency, to include designating an Incident Commander and Incident Command Post.
  - Directs resources on medical emergencies including personnel and apparatus, orders resources, and enacts mutual aid agreements.

**Western Colorado University**

- Pre-Event Activities:
  - Develop, maintain, and exercise Continuity of Operations Plans (COOP).
  - Staff trained to appropriate level of the ICS.
  - Develop, maintain, and exercise Facility Emergency Plans.
  - In coordination with the American Red Cross, identification of and agreements for school facilities as temporary evacuation shelters.
  - In coordination with Gunnison County Public Health, identification of and agreements for school facilities as immunization sites for public health emergencies.
  - Provide for the safety and protection of pupils and school personnel, through planning and training exercises with local public safety organizations.
- During and Post Event Activities:
  - Coordinate with Gunnison County Public Health to utilize schools as mass immunization centers in public health emergencies.
  - Coordinate with American Red Cross to provide schools as temporary shelters, when needed.
  - Provide buses for evacuation and transportation, when needed.

- Coordinate and communicate needs and impacts to the University during an emergency.

### **American Red Cross**

- Pre-Event Activities:
  - Identification of suitable shelters, and agreements in place with facility owners.
  - Pre-staging of supplies for shelters.
- During and Post Event Activities:
  - In coordination with Gunnison County, provision of immediate assistance to disaster victims, including food, water, shelter, clothes, physical and mental health counseling and referrals.
  - Establishment and management of emergency shelters for mass care, in cooperation with Gunnison County and affected municipalities, including registration, feeding, lodging, and responding to public inquiries concerning shelter residents.
  - Provision of temporary and immediate housing for displaced disaster victims.
  - Provision of food, beverages, and other assistance to emergency response personnel and emergency relief workers.
  - Provision of damage assessment information upon request.
  - Coordination of mental health services in cooperation with Gunnison County.

### **Fire Protection Districts**

- Pre-Event Activities:
  - Development and maintenance of Continuity of Operations Plans.
  - Staff trained to appropriate level of the ICS.
- During and Post Event Activities:
  - Suppression of structure fires/wildfires in respective jurisdictions or as mutual aid agreements stipulate.
  - Establish and activate Incident Command System upon arrival on-scene of an active structure or wildfire to include designating an Incident Commander and Incident Command Post.
  - Directs resources on fires including personnel and apparatus, orders resources and enacts mutual aid agreements. Responsible for negotiating cost share agreements with fire agencies at the local, regional, state, and federal level, and negotiating fire response contracts.
  - Hazardous Materials response and recovery in their area of jurisdiction.
  - Provide fire causation and arson investigation services.
  - Conduct hazardous material (hazmat) response and decontamination
  - Provide triage, extrication, and medical treatment to affected persons
  - Establish priorities for debris removal
  - As conditions, capacity, and the incident permit, assist in warning the public and evacuation operations, as requested by and under direction from law enforcement
  - Enforcement of fire code
  - Swiftwater rescue as capability allows.

## **8.4: State and Federal Coordinating Organizations**

Below represent other state and federal agencies that may provide coordination and support during an emergency in Gunnison County.

### **State Agencies:**

In disaster situations, requesting assistance from State agencies should be coordinated through the Colorado Division of Homeland Security and Emergency Management, unless agencies have

established procedures for requesting assistance (for example, Gunnison County Sheriff's Office requesting assistance from the CO Division of Fire Prevention and Control).

- Colorado Division of Homeland Security and Emergency Management – ESF 5, 7
- Colorado State Patrol – ESF 13
- Colorado Department of Transportation – ESF 1
- Colorado Division of Fire Prevention and Control – ESF 4a
- Colorado State Forest Service – Support 4a
- Colorado Department of Public Health and Environment – ESF 8
- Colorado Department of Natural Resources – ESF 11
- Colorado Division of Parks and Wildlife – ESF 11
- Colorado Department of Local Affairs – ESF 14
- Colorado Division of Water Resources (Dam Safety Branch)
- Colorado Water Conservation Board
- Colorado Bureau of Investigation
- Colorado Department of Agriculture – ESF 11

### **Federal Agencies**

In disaster situations, requesting assistance from Federal agencies should typically be coordinated through the Colorado Division of Homeland Security and Emergency Management.

- National Park Service
- United States Forest Service
- Bureau of Land Management
- Colorado River Basin Forecast Center (NOAA)
- National Weather Service (NOAA)
- Federal Emergency Management Agency
- Environmental Protection Agency
- Bureau of Reclamation
- Bureau of Indian Affairs
- Federal Aviation Administration
- National Transportation Safety Board
- Federal Bureau of Investigation
- Disaster Mortuary Operational Response Teams (DMORT)

## Section 9: Direction, Control, and Coordination

Resolution 2024-20 establishes Emergency and Disaster Management Procedures in Gunnison County and should be referred to for specific emergency procedures.

### 9.1: Incident Direction and Control

Direction and control of the incident prior to, during, and after an emergency or disaster rests with the elected leadership of the legally recognized jurisdiction impacted at the local level. Unless a delegation of authority is completed, this authority continues throughout each stage – mitigation, preparedness, response, and recovery of emergency operations. Even under a delegation of authority, statutory requirements for the responsible jurisdiction must be completed by the jurisdiction during the incident.

Gunnison County is responsible for emergency response operations in unincorporated areas of the County. The County supports emergency response operations of, and coordinates with, the following municipalities and communities. Gunnison County may share the responsibility of emergency response operations during times of declared emergency or disaster.

- Town of Crested Butte
- Town of Mount Crested Butte
- City of Gunnison
- Town of Pitkin
- Town of Marble
- Portions of Saguache County falling within the primary response area of Gunnison County Emergency Services and are covered under discipline specific mutual aid agreements for this purpose.

Federal/State Public Lands – The state or federal agency with ownership/jurisdiction over public lands in unincorporated Gunnison County will maintain management over any incident on their lands. County departments/agencies may provide initial response efforts until federal/state agency resources can arrive and relieve local resources.

### 9.2: Delegation of Authority

During response to an incident, particularly a Type III to Type I incident, the County, a municipality, or a special district may be required to delegate authority to another agency or an Incident Management Team (IMT) for management of the incident and give the IMT/agency authority to order resources and direct response activities. A Delegation of Authority is a statement provided to the Incident Commander by the agency executive delegating authority and assigning responsibility for incident management. The Delegation of Authority can include objectives, priorities, expectations, constraints, cost share terms, and other considerations or guidelines as needed. Statutorily responsible duties such as those of the Sheriff cannot be delegated to another agency. Additionally, the overall responsibility of the incident will always remain with the impacted jurisdiction, even with a Delegation of Authority.

### 9.3: Incident Management

#### National Incident Management System (NIMS)

The NIMS provides guidance for all levels of government, nongovernmental organizations (NGOs), and their subsequent private sector partners to work together to mitigate, respond to, and recover from incidents or disasters. NIMS outlines three core components: Resource Management, Command and Organization, and Communications and Information Management.

- Resource Management: Gunnison County utilizes the Resource Mobilization Plan to manage resources during the full disaster cycle. These resources include personnel, supplies, equipment, etc.
- Command and Organization: Gunnison County uses the Incident Command System (ICS) with support from the Emergency Operations Center (EOC) to manage incidents and provide support, as described in detail in the sections below.
- Communications and Information Management: Gunnison County utilizes the following to manage disaster communications and maintenance of critical information:
  - Chain of command and communications
  - Joint Information Center
  - Alert and Warning Plan
  - Tactical Interoperability Plan
  - Radio systems, as applies
  - WebEOC and Situation Reports

Gunnison County as an organization (resolution 2006-17), and each jurisdiction/special district in Gunnison County has adopted the National Incident Management System (NIMS).

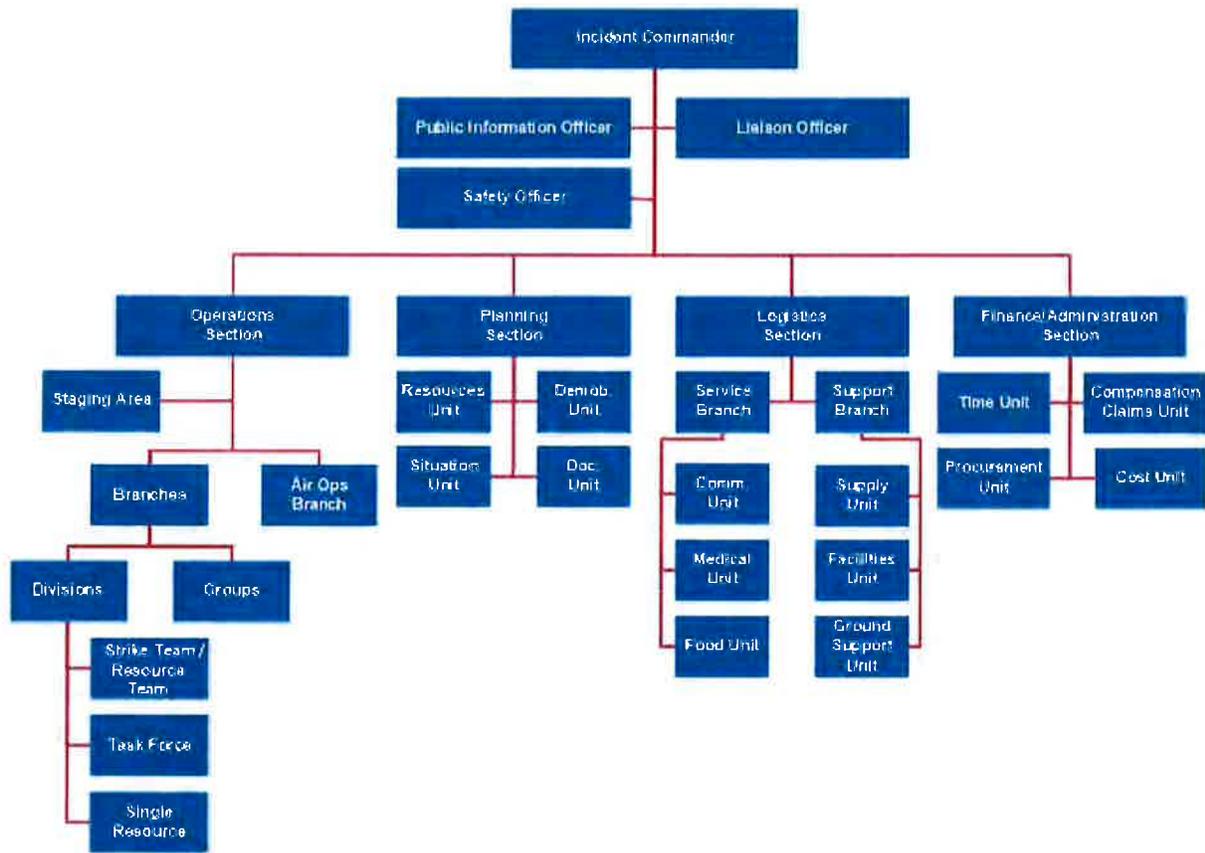
### **Incident Command System (ICS)**

Gunnison County will adhere to the Incident Command System (ICS) per the guidelines set forth by the NIMS and Resolution 2006-17, where Gunnison County Board of County Commissioners officially adopted the National Incident Management System. Incident Management falls to the on-scene Incident Commander (IC), as defined by NIMS and the Incident Command System (ICS), and the IC will be responsible for directing the command and control of activities at the incident site. The initial Incident Command/Unified Command at an incident site will be from the service having primary jurisdiction (police, fire, EMS, etc). As an incident expands, the primary jurisdiction may change. If jurisdictional boundaries become unclear or in the event of an incident that crosses multiple jurisdictions/agencies, a Unified Command team should be formed. An Incident Commander may also be designated by a Delegation of Authority, particularly if an Incident Management Team (IMT) is supporting the incident. Incident Command will coordinate with the Emergency Manager as much as possible so agency coordination can occur and updates can be provided to elected officials, DHSEM, and other agencies.

The management of incidents will start in the field. If appropriate, an Incident Command Post (ICP) will be established, and the incident scene may be expanded to suit the needs of the event. As the incident expands and resource requirements escalate, the Gunnison County EOC may open and provide support to the ICP. When an incident occurs within the County, notification will occur via standard dispatching procedures.

The figure below shows a full Incident Command organizational chart. This assumes all ICS positions are activated. ICS is meant to be adaptable to the incident, so every incident will not have every ICS position staffed.

Figure 2: Full ICS Organizational Chart



### Gunnison County Emergency Operations Center (EOC)

The EOC is the physical location at which the coordination of information and resources to support incident command (on-scene operations) activities normally takes place. The EOC is the primary area where consequence management and coordination activities are conducted. Primary purposes of activating the EOC include:

- Support the incident and Incident Command
- Support Gunnison Dispatch
- Public warning/notification
- Consequence management
- Inform (situational awareness) local policy makers and jurisdictional administrators
- At direction of IC and/or county leadership, assist with public information dissemination

EOC activation may be requested by:

- Incident Commander (includes initial IC, first responder on scene)
- Chief appointed official, law enforcement officer, or fire officer of affected jurisdiction
- Gunnison Regional Communications Center (Director or on-duty Communications Officer)
- Emergency Manager or Deputy Emergency Manager

When the decision is made to activate the EOC, the Emergency Manager or their designee will send out a notification via the ReadyOp notification system to the agency representatives needed for that level of

activation. The notification should include a brief synopsis of the emergency, the reporting location, a reporting time, and required equipment.

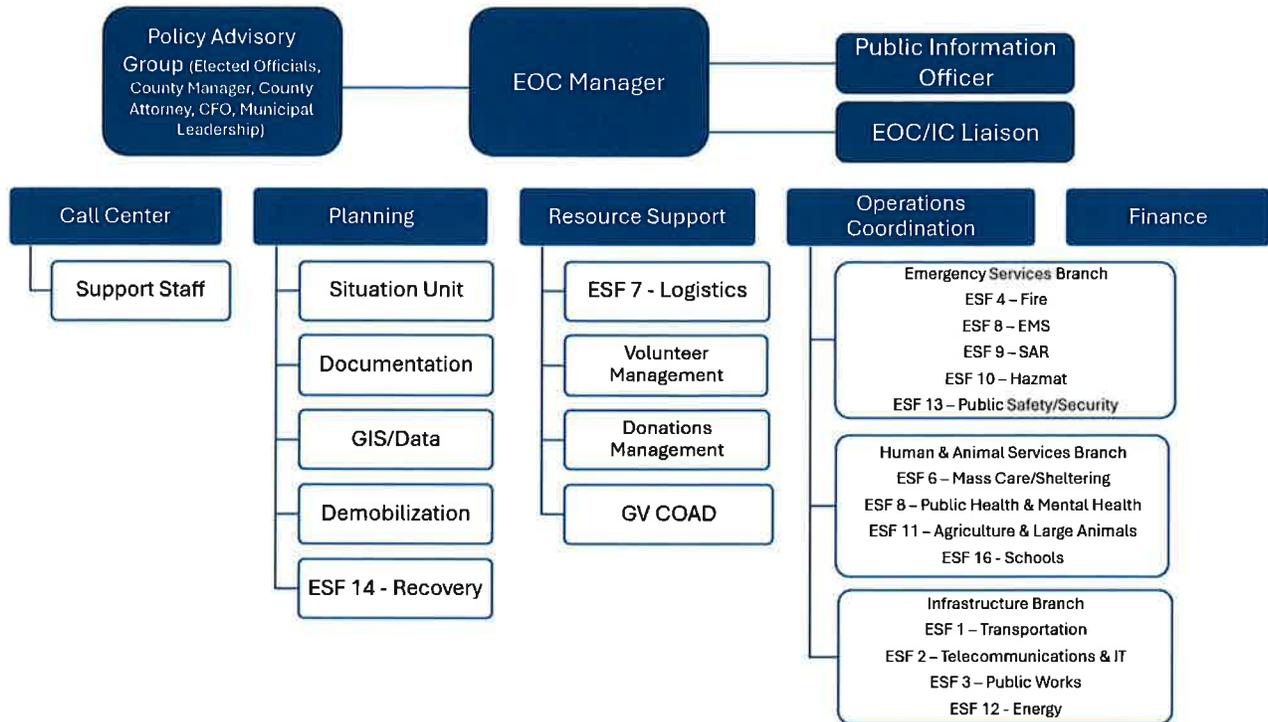
The EOC may be partially or fully activated depending on the needs of the incident. The level of activation for the EOC may change as the situation progresses. The table below describes the different EOC activation levels.

Table 5: EOC Activation Levels

Level	Description	Staffing
<b>4 – Routine Operations</b>	Operational readiness is maintained by the OEM through monitoring of daily incidents and assessing potential threats and hazards to the county and resources. There is ongoing coordination with agencies, review and updating of plans, training and maintenance of the facility, and software and hardware necessary for an EOC activation. This includes maintaining computers, software, radios and other technology and plans required when the EOC is activated.	Emergency Manager & Deputy Emergency Manager
<b>3 - Monitoring</b>	EOC may be activated in a low level to support Incident Command. OEM may monitor from their office, or in the EOC. Command will meet and discuss a situation or threat that has or is likely to develop and requires monitoring and coordination between jurisdictions and/or agencies.	Emergency Manager & Deputy Emergency Manager, policy group
<b>2 – Partial Activation</b>	An emergency, threat, or natural disaster has developed or is developing that requires additional support from local, county, regional, state, and possibly federal agencies through ESFs and the community lifelines.	Emergency Management, C&G EOC positions, some ESFs, policy group
<b>1 – Full Activation</b>	County is facing a significant emergency or natural disaster with a threat to lives, personal property, and/or infrastructure. Coordination with multiple jurisdictions, ESFs, and ordering of resources is necessary and may involve coordination with an Incident Management Team (IMT) or Command Post, and requests from state and federal agencies.	All EOC and ESF positions staffed, policy group, liaisons from state and federal agencies

The EOC will organize using the principles of ICS and integrate activated Emergency Support Functions (ESFs) into that structure. The figure below shows a fully activated EOC organizational chart. Not every incident will require all EOC positions to be activated or staffed.

Figure 3: Full EOC Organizational Chart



### **Gunnison Regional Communications Center**

The Gunnison Regional Communications Center (GRCC) serves as the 9-1-1 (Public Safety Answering point (PSAP)) and dispatch center for public safety agencies based in Gunnison and Hinsdale Counties. The GRCC's responsibilities during an incident include (but are not limited to):

- Activating notifications for appropriate first responders
- In coordination with Emergency Management or the EOC, alerting public with important messages (i.e., evacuation notifications)
- Maintaining communication with the IC
- Conducting single point ordering through dispatch until ordering responsibilities are moved to the EOC
- Relaying critical information to responders
- Facilitating communications with mutual aid and other dispatch centers
- Additional communication needs, as required.

During more complex incidents, some of the GRCC responsibilities will be transferred to the EOC. Examples include, public alert and warning, resource ordering, and establishing a call center to alleviate public call volume to dispatch.

### **Multi-Agency Coordination Group**

The Gunnison Valley Multi-Agency Coordination (MAC) group is comprised of all first response agencies (Dispatch, Law, Fire, EMS, Public Works, Public Health, SAR, etc.), support agencies/organizations, utilities (Electrical, Water, Wastewater, Natural Gas, Propane), education, economic, health and well-being organizations in the valley. The purpose of the MAC group is information sharing, incident, training, exercise, and project updates amongst the members, which meets on a bi-monthly basis. The MAC group has no authority in terms of policy decisions, though can provide guidance to policy makers.

During significant incidents, the MAC group is utilized as an information conduit, and is also a source of additional resources. Members of the MAC group may also fill positions in the EOC.

### **Policy Group**

The Gunnison County Policy Group stands up during an incident activation and consists of the current agency administrators, or designated appointees. The Policy Group is responsible for providing policy guidance the EOC and other incident personnel, supporting resource prioritization and allocation, and enabling decision-making among elected and appointed officials and/or senior executives. It is important to note that in Gunnison County, the Policy Group is separate from the MAC group.

### **Control of Response Assets**

Individual agencies/jurisdictions own their own response assets separate from Gunnison County and can relocate and direct their personnel and equipment assets during an emergency. Once assets are on-scene or have arrived at their assigned site, the Incident Commander, or other site lead, will assume responsibility for those assets. Gunnison County follows ICS standards including roles and responsibilities and reporting structure during an activation. Field-level responders coordinate with the appropriate point of contact for requesting, acquiring, and allocating resources and information. Appropriate documentation is completed for all tactical assets to ensure the appropriate use and return of assets once an incident has concluded. The use of any type of resource, whether the resource is being provided to or provided by Gunnison County, is updated and documented by the Logistics section. Section 14 goes into more detail about incident resource management, as well as the Gunnison County Resource Mobilization Plan.

# Section 10: Information Collection, Analysis, and Dissemination

Information collection, analysis, and dissemination is a critical task of the Gunnison County EOC during an incident. Information is collected from the field through a variety of methods for incident planning, decision making, and situational awareness.

## 10.1: Critical Incident Information

The following critical incident information is required to be reported to the CO DHSEM. The EOC will report the following information to the DHSEM Field Manager:

- Any incident or event that could receive significant state or national attention, to include the death of a first responder.
- Any incident related deaths or injuries within the population that could exceed local capacity.
- Any extended closure of four (4) hours or greater of major highways, airports, or railways that creates a significant response or supply chain disruption.
- Any incident related evacuation, food, water, and/or sheltering requirements that could exceed the local capacity.
- Any developing situation that threatens the stability of local or state Community Lifelines.
- Any imminent threats to critical infrastructure.

Additional critical information that the EOC collects may include:

- Situation updates/updates to the operational environment.
- Any potential for evacuation.
- Instructions for the public.
- Life safety issues.
- Resource needs.
- Environmental or historical resource concerns.
- Updates, needs, and gaps from stakeholders.

## 10.2: Information Collection and Reporting

Information may be collected and reported through a variety of methods. Common methods include:

- Field responders
- Dispatch
- ESF leads
- National Weather Service for weather related updates
- Incident Action Plans (IAP)
- Newspaper, television, radio, and other forms of public media
- Social media
- Stakeholder meetings

If the Situation Unit is staffed, they are responsible for collecting incident information. If the Situation Unit is not staffed, this responsibility falls to the Planning Section Chief, and if that position is not staffed it is the responsibility of the EOC Manager. It is important to verify information, particularly information that comes from external sources such as social media. This can be accomplished by meeting with Incident Command, dispatch, ESF leads, or other relevant stakeholders that will have verified information.

### **10.3: Information Analysis**

Information may be further analyzed through resources such as GIS. Information collected is utilized to determine open needs, and a task list should be created based on these needs. The task list should be organized by a description of the task, priority of the task, who is responsible for the task, and a timeline for completing the task. The task list may also be used for work assignments in an Incident Support Plan (ISP) or Incident Action Plan (IAP). This ensures information collected that requires action is documented and a plan is in place for closing any gaps.

### **10.4 Information Sharing**

It is the responsibility of the Situation Unit/Planning Section Chief/EOC Manager to determine how and who to distribute information. Stakeholder distribution lists should be maintained throughout the incident and utilized to share certain information with certain groups. WebEOC should be utilized to share information with CO DHSEM and regional emergency managers. Information may be shared through a variety of methods. Primary methods may include:

- Situation Reports shared through stakeholder distribution lists and WebEOC. Situation reports should include an overview of the situation, community lifeline impacts, EOC and ESF report outs, agencies/resources involved, assistance anticipated, deaths/injuries, damages, evacuation status, future threats, and contact information. A template is available on the Gunnison County EOC Microsoft Team.
- EOC Coordination Calls – coordinated calls with impacted stakeholders that include a situation update and updates, needs, and gaps from EOC and ESF staff, as well as time for questions from stakeholders.
- EOC Briefs – quick report outs from EOC staff only.
- Incident Support Plans (ISP) – The ISP describes the plan for the next operational period in the EOC. An ISP template is available on the Gunnison County EOC Microsoft Team.
- Incident Action Plans (IAP) – The IAP describes the plan for the next operational period for Incident Command or the IMT. ICS forms for an IAP are available on the Gunnison County EOC Microsoft Team.
- Policy Group coordination meetings.
- Informal phone calls, email, and text messages utilized as needed.

### **10.5 Public Information Sharing**

A Public Information Officer (PIO) should be established for the incident. Prior to a PIO being established, the EOC Manager is responsible for publishing information to the public. For larger or multi-jurisdictional incidents, a Joint Information Center (JIC) should be established with impacted organizations for coordinated public information sharing. For public information, information gathered should be vetted through the EOC Manager or Incident Commander and disseminated through the following methods, as dictated by the incident:

- Gunnison County website
- Gunnison County Notify Me emails
- Gunnison County social media pages (Facebook and Twitter)
- Incident specific social media pages (if applicable)
- Radio
- Newspaper
- Sandwich boards/traplines in key locations across the County
- Public Meetings/Town Halls

## **Public Alert and Warning**

Public Alert and Warning messages, such as alerts sent through Gunnison Regional Alerts or the Integrated Public Alert and Warning System (IPAWS), should be utilized for critical life safety alerts to the public, such as evacuation notices or shelter in place notices, or significant incidents. Gunnison Regional Alerts may be sent by the Emergency Manager, Deputy Emergency Manager, GRCC Executive Director, and GRCC Dispatch Supervisors. IPAWS alerts may only be sent by the Emergency Manager and Deputy Emergency Manager. See the Alert and Warning Plan and Gunnison Regional Alerts Job Aids for more details on public alert and warning.

# Section 11: Incident Communications

## 11.1: Communications Summary

The Gunnison Regional Communications Center (GRCC) serves as the 9-1-1 (Public Safety Answering point (PSAP)) and dispatch center for public safety agencies based in Gunnison and Hinsdale Counties. The GRCC is the primary agency responsible for coordinating incident communications within the response agencies.

The State of Colorado, as well as Gunnison County, uses the Colorado Digital Trunked Radio System (DTRS) as the primary command and control radio system for daily operations as well as disasters. DTRS uses radios on the 800 MHZ. Gunnison County uses different talkgroups on the DTR system to communicate with different disciplines and agencies within the county, regionally, and in the state. This includes mutual talkgroups licensed to agencies within the county, the West Region, and the state.

Routine operations will remain on the user's Primary Radio Channel. In the event an incident requires more than one agency type (i.e. EMS, fire, SAR) an incident channel or talk group should be used. As an incident grows, regional or statewide MAC channels may be use for communications between Gunnison County and regional partners involved in the incident, as well as from Gunnison County to the state. ICS forms 205 and 205a may be utilized to create a communication plan specific to the incident.

In addition to radios, all forms of communication may be used during an incident, to include phone, email, text, etc.

The GRCC Field User Guide details local radio communication procedures.

The West Region Tactical Interoperable Communications Plan describes communications between the West Region counties.

## 11.2 Tactical Interoperable Communications Plan

A Tactical Interoperability Communications Plan (TICP) is a guide that documents the interoperable communications structure, assets, and policies and procedures for a given jurisdiction/agency/organization/other entity. Gunnison County maintains a separate TICP with the West All Hazards Region (Gunnison, Hinsdale, Montrose, Delta, Ouray, and San Miguel Counties) that includes all the interoperability communications resources available within each county, identifies who controls each resource, and the use of operational procedures that exist for activation and deactivation of the identified resources. The TICP reviews interoperability at a regional level. The TICP is available on the West All Hazards Region Google Drive.

## **Section 12: Administration**

### **12.1: Employee Reassignment**

During a declared disaster, employees may be reassigned from their day-to-day duties to assist with the disaster response. Gunnison County resolution 2024-20 outlines this authority in Section E, Effects of Declaration of Emergency, giving the County Manager authority to redeploy Gunnison County personnel or equipment from normal job duties to assist in emergency response.

### **12.2: Worker's Compensation**

Employee wellbeing is a top priority for Gunnison County. Workers' compensation claims are to be administered according to the Gunnison County Employee Handbook. Department administration will coordinate with Human Resources to manage incidents. If incidents arise requiring a change in policy or procedure those will be coordinated by Gunnison County Human Resources and communicated to the EOC.

### **12.3: Timekeeping**

Tracking employee time spent on emergency operations is an important aspect of determining disaster costs and opportunities for reimbursement. For accurate timekeeping, a unique code should be created by Gunnison County Finance where all straight time and overtime spent working on the disaster should be coded on the employee's timesheet. A timekeeping software called Paylocity is used to maintain accurate records. This software automatically sends records to the finance and administration department when completed. If, for some reason, this timekeeping software cannot be used, employees are instructed to maintain their records using Gunnison County's Microsoft Excel based paper timesheets and then send their records to Gunnison County Finance department. Additionally, all personnel working on the incident will complete an ICS 214 detailing their hours worked and significant tasks completed for each operational period. ICS 214s should be turned into the documentation unit at the end of each operational period.

More detail on Gunnison County's timekeeping policy can be found in the Gunnison County Employee Handbook.

### **12.4: Records Documentation and Retention**

It is essential to maintain documentation records throughout an incident and incident recovery. Documentation is a critical part of potential reimbursement, as well as to utilize as lessons learned from the incident for future incidents. The Gunnison County EOC maintains an EOC Microsoft Team where all resources related to incident management are maintained. For incidents, there is a folder named "Incidents" where a new folder for each new incident should be created. All incident related documentation should be maintained in that folder. The EOC Plans Section (specifically the documentation unit if staffed) is responsible for maintaining and organizing incident documentation within this folder. If staff cannot access Teams, they should email documents to the Plans section to upload into the incident folder. Hard copies of incident documents should be scanned and uploaded into the incident folder.

For records retention, incident folders should not be deleted. Paper copies may be kept as a backup, but are not required.

### **12.5 Volunteer Management**

Volunteer management falls under the Resource Support section in the EOC. If a volunteer manager is not identified, the Resource Support Section Chief or EOC Manager is responsible for managing volunteers. All volunteers must be vetted by Gunnison County prior to working on the incident.

Volunteers must complete an ICS 214 for each operational period they work to ensure accurate documentation and timekeeping.

## **12.6: After Action Reporting**

Both exercises and real-world incidents/use of the County EOP should be followed by a written After Action Report (AAR). AARs should at a minimum document:

- An overview of the situation and the activities that took place
- Successes
- Any areas for improvement
- An improvement plan with individual/office/agency assignments

AARs are typically coordinated and written by Gunnison County Emergency Management, but any agency may take the lead. The AAR should be saved in the incident folder with the incident documentation. AARs should be reviewed prior to any exercise to ensure that any previous issues are recognized and corrected as successfully as possible.

## **Section 13: Finance**

### **13.1: Emergency Spending, Procurement, and Contracting**

#### **Authorities**

Gunnison County resolution 2024-20 allows the County Manager an increase in contracting authority to \$350,000 when a disaster is declared. Otherwise, standard operating policies and procedures for spending, procurement, and contracting need to be followed.

#### **Processes**

As part of the Resource Support section, ESF 7 – Logistics is responsible for the procurement of any resources that are needed for an emergency response. Generally, the resource request and ordering process follows the following steps:

1. Request assigned to ESF 7 through a 213rr.
2. Request reviewed and validated by ESF 7.
3. Contract or other vendor that can supply needed resources identified and ordered by ESF 7.
4. Resource received and delivered to requester by ESF 7.
5. Payment reconciled by ESF 7.
6. ESF 7 must save all receipts and submit to Gunnison County Finance (or Finance Section Chief).

Gunnison County utilizes any existing County contracts first to make purchases or secure services. If such a contract is not available, ESF 7 can work with the EOC Manager to use an Emergency Purchase Authorization to procure the necessary resources provided it is in accordance with Gunnison County procurement guidance.

#### **Emergency Contracting**

Emergency and post-disaster contracts will be managed by the contracting department, in conjunction with the Gunnison County Finance department. Allowing emergency contracting during and after an incident is an important way to avoid lengthy contract bidding processes and speed up response and recovery efforts; however, it should be carefully managed in order to prevent the jurisdiction and its residents from being taken advantage of by contractors. Gunnison County does not have specific emergency contracting procedures, but institutes emergency contracting based on the incident. Specifics may be listed in the Disaster Declaration, or other authorities in accordance with Resolution 2024-20.

### **13.2: Land-Use Agreements**

Emergency incidents such as a wildland fire or flood may require local, state, or federal agency access to Gunnison County owned land, facilities and/or equipment to support response and recovery operations. This may be for direct access to perform emergency operations or incident support such as staging area locations, command centers, or recovery centers. During these situations Gunnison County will utilize Land Use and Facility Rental Agreements, commonly referred to as Land Use Agreements as a streamlined and simplified method for acquisition procedures. The Gunnison County EOC will work with County Administration to enter into these agreements. Agreements must be negotiated and signed. Rental requirements are usually short term, for an undefined period, and open only during the length of the incident. However, facilities and land use agreements can be negotiated in advance.

### **13.3: Tracking Incident Costs**

All incident ordering should be done through a single point, ESF 7 Logistics. All orders should be associated with a 213rr. A specific cost code will be set up by Gunnison County Finance that all incident costs should be coded to. ESF 7 will keep all receipts and submit them to Gunnison County Finance. For personnel time, all personnel on the incident will charge their straight time and overtime worked on the

incident to the established cost code on their timesheet and submit to Finance. Gunnison County Finance is responsible for calculating and reporting incident costs. It is important to note Gunnison County is responsible for tracking incident costs related to Gunnison County expenditures. External agencies and IMTs working on the incident will need to establish their own procedures for tracking their costs related to the incident. For total incident cost, costs from all involved agencies/entities will need to be added together.

### **13.4: Reimbursement**

Reimbursement for incident related costs is not guaranteed, but should always be planned for. Reimbursable costs may include (but are not limited to), resource orders, contractors/vendors, food for staff, and staff overtime. Staff straight time may not be reimbursable. Gunnison County Finance is responsible for disaster related reimbursement. The Finance department will track costs through the methods listed above. The EOC may assist in providing other incident related documentation for reimbursement (such as 214s, IAPs, etc.). Reimbursement procedures will be dependent on the agency providing reimbursement and the incident specific situation. Gunnison County will work closely with the agency providing reimbursement to facilitate the process.

### **13.5: Financial Records Retention**

Incident financial records are maintained in accordance with the Gunnison County Finance department's established policies and procedures for purchase card statements, timesheets, and vouchers. If the incident qualifies for reimbursement, reimbursement documentation should be saved with the rest of the incident documentation in the appropriate folder on the EOC Team.

## **Section 14: Resource Management/Logistics**

### **14.1: Mutual Aid Agreements (MAAs) and Regional Aid Agreements (RAAs)**

An MAA is a written agreement between offices and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and/or equipment in an emergency. There may be a time and cost consideration for resources. It is only after a jurisdiction identifies that the event will exceed their capacity that mutual aid resources are requested. Once local emergency response resources are exhausted or if county does not possess the needed capabilities, then state and federal resources can be requested. Gunnison County MAAs are created with input from the parties involved. The agreements are reviewed and refined with input from the County Attorney's Office, and then signed by all parties. MAAs should be updated as necessary.

Individual first response agencies should maintain their own MAAs with other response agencies. For example, fire departments may maintain their own MAAs with other fire departments that do not need to go through Gunnison County or Gunnison County's processes.

### **14.2: Resource Gaps**

Gunnison County does not have an extensive list of resources, especially specialized resources that may be needed in certain emergencies or disasters. Gunnison County identified resource gaps as part of the 2021 Colorado Emergency Preparedness Assessment (CEPA). Examples of resources that the County does not have and will have to be requested from neighboring agencies through mutual aid or other means include but are not limited to: SWAT and Bomb Squad teams, specialized subject matter such as hazardous materials, epidemiologists, water engineers, leak detection equipment, etc. A large-scale disaster may quickly overwhelm resources available in the County, such as ambulances and hospital capacity during a widespread medical emergency. Additionally, the resource gap may be personnel to maintain multiple operational periods during an incident. Gunnison County continues to work to minimize identified resource gaps.

### **14.3: Resource Ordering, Tracking, and Demobilization**

Resource orders are initially made through the GRCC or Montrose Interagency Dispatch (MID) depending on the incident. If the EOC is activated, resource orders will be made through the EOC. ESF-7 – Logistics is responsible for resource ordering. Resource orders may come from a variety of sources, such as the Incident Commander, EOC Manager, or ESF Leads. However, all ordering should come from ESF-7 for a single point of ordering. All resource orders should be documented on a 213rr.

Sourcing resources should start local, utilizing existing County resources, and then MAAs with regional agencies and private or non-profit organizations. If a resource cannot be filled locally, a 213rr should be placed in WebEOC for the resource order to go up to the State EOC.

Resource orders should be tracked on a spreadsheet located in the designated incident folder. The spreadsheet should contain requester information, resource details, delivery details, supplier details, payment details, logistics tracking details, and demobilization details. A template is included in the EOC Microsoft Team. All resource orders should be tracked through demobilization.

See the Resource Mobilization Plan for further detail on ordering resources during a disaster in Gunnison County.

### **14.4: Specialized Resources**

As an incident is developing and if the Incident Commander determines specialized resources or resources that exceed the capabilities of those in the County are needed to ensure a safe and effective response, resource gaps should be communicated to agency administrators to discuss the financial

costs of resource orders. If the resource(s) are needed and authorized, the requesting agency should follow the procedures outlined in this plan as well as the Resource Mobilization Plan.

An important planning and response consideration for all agencies is that no county, special district, or even the state has every resource that may be needed to respond to all emergencies and disasters.

# Section 15: Plan Development and Maintenance

## 15.1: EOP Coordination

Gunnison County Emergency Management has the ultimate responsibility for maintaining, updating, and distributing the EOP. The Gunnison County Emergency Manager has the authority to review and approve any proposed changes to the EOP. The EOP will be promulgated by the Gunnison County BoCC every three years. The reviews, revisions, updates, and changes made to the plan will begin with Gunnison County Emergency Management, who will then elevate the plan as needed if signatures are required for the changes to the plan. If any changes need to be made to the plan that originate outside of Emergency Management, the need for updates will be communicated to the appropriate department or organization to ensure version control and accountability. Emergency Management may also utilize the MAC group to ensure whole community participation in the EOP planning process.

Updates and changes to annexes or other plans that are connected or included in the EOP will also be communicated with the appropriate department or organization to ensure all plans and annexes associated with the EOP are kept up to date. Annexes to the EOP may be updated independently of the base plan, and do not need to be promulgated by the BoCC. In all cases, annual review of the agency EOP is encouraged.

## 15.2: EOP Updates

Plan maintenance includes updating and revising the plan to reflect all changes, testing the plan periodically, and ensuring that all personnel remain up to date on their roles and responsibilities as outlined in the plan. If any issues emerge, situations change, gaps become apparent, and/or requirements change, the plan must be updated to reflect these and remain usable, compliant, and up to date. This Gunnison County EOP will be reviewed annually, after any tests or exercises, following any changes in requirements, and/or after actual incidents, as necessary.

### EOP Reviews and Updates

This EOP is continuously monitored and evaluated for its effectiveness, and will be updated after the following:

- When lessons learned from real-world incidents or exercises are reviewed and impact the EOP.
- When hazard risks or risk areas change.
- When alert and warning or communications systems change.
- When governmental planning standards for the EOP are changed.
- When policies or procedures that impact the EOP are changed.

### EOP Revision

The EOP will be revised (which involves a complete rewrite of the existing EOP or when substantial changes are made that result in essentially a new document) when multiple pages of the document have been updated, major portions of the document have been removed, or substantial text has been added. Additionally, the EOP should be revised and promulgated by the Gunnison County BoCC every three years.

### Formal EOP Change

The EOP undergoes a formal change when portions of the document have been updated with specific changes on a limited number of pages. These types of changes will be numbered for identification, and any holders of the document will be issued the changes with a memorandum of the changes that were made. The memorandum should instruct the holder of the document on where to insert the new pages and what pages to remove from the existing EOP. The holder of the document should then note the

changes on the record of changes in the EOP. A change of this type does not alter the original document date and does not need a new signature.

### **15.3: Training and Exercises**

Anyone who plays a role in implementing the EOP should be appropriately trained on the plan and understand their role in supporting emergency response operations. Gunnison County exercises its EOP annually; however, real world events that result in activations may be substituted for an exercise if deemed appropriate.

Departments, offices, and other organizations with authorities identified in the plan are encouraged to conduct their own exercises and training sessions. Staff participation in periodic exercises provides the best opportunities for refining plans and procedures in preparation for actual disaster and emergency events.

# **Section 16: Laws, Authorities, and References**

## **16.1: Legal Basis of Emergency Operations and Activities**

Legal authority to maintain a jurisdictional emergency management program is found in the Colorado Revised Statutes Title 24, Article 33.5, Part 707 (1), (2) which states, "Each political subdivision is within the jurisdiction of and served...by a local or interjurisdictional emergency management agency responsible for the coordination of disaster preparedness, prevention, mitigation, response, and recovery. Each county shall maintain an emergency management agency." Gunnison County Resolution 1988-10 establishes the Emergency Management Program for the County. Colorado Revised Statutes Title 24, Article 33.5, Part 707 (8) requires the County to develop and maintain a countywide EOP. It states that "Each local and interjurisdictional emergency management agency shall prepare and keep current a locally defined or interjurisdictional emergency management plan for its area, including provisions for the preparation, prevention, mitigation, response, and recovery from emergencies and disasters. Gunnison County has an all-hazards plan that encourages a cooperative relationship between all local, state, and federal agencies, and boards, and organizations that have an emergency management function. Additionally, Gunnison County resolution 2024-20 outlines disaster and emergency procedures for Gunnison County.

## **16.2: Continuity of Operations**

All Gunnison County departments are required to have an approved Continuity of Operations Plans (COOPs) in place, on which staff have been oriented and trained. Department COOPs outline lines of succession, essential services that need to be maintained during an emergency, essential software/equipment, and alternative facilities to carry out essential operations.

Additionally, Gunnison County resolution 2024-20 outlines lines of succession and their authorities for the BoCC and the County Manager during an emergency.

## **16.3: Plan Acronyms**

AFPD Arrowhead Fire Protection District

AOP Annual Operating Plan (State/County Sheriff Wildfire Agreement)

BIA Bureau of Indian Affairs

BLM Bureau of Land Management

CBFPD Crested Butte Fire Protection Dist.

CHIRRP Colorado Hazard and Incident Response and Recovery Plan (State EOP)

CDPHE Colorado Dept. of Health and Environment

CDPW Colorado Dept. of Parks and Wildlife

COG Continuity of Government

COOP Continuity of Operations Plan

CDOT Colorado Dept. of Transportation

CSP Colorado State Patrol

DFPC Colorado Division of Fire Prevention and Control

DHSEM Colorado Division of Homeland Security and Emergency Management

DMORT Disaster Operational Mortuary Response Team

DTRS Digital Trunked Radio System  
E-911 Enhanced 9-1-1 System  
EAS/EAN Emergency Alert System/Emergency Alert Network  
EAP Emergency Action Plan  
EMS Emergency Medical Services  
EOC Emergency Operations Center  
EOP Emergency Operations Plan  
FBO Flight Based Operation at Airport for General Aviation. Managed by AvFlight Inc.  
GIS Gunnison County Geographical Information Service  
GRCC Gunnison Regional Communications Center (Dispatch)  
GVFD Gunnison Volunteer Fire Dept.  
GVH Gunnison Valley Hospital  
IAP Incident Action Plan  
IC Incident Command or Commander  
ICP Incident Command Post  
ICS Incident Command System  
IGA Inter-Governmental Agreement  
ISP Incident Support Plan  
IT Information Technology  
JIC Joint Information Center  
MAA Mutual Aid Agreement  
MAC Mutual Aid Channel or Multi-Agency Coordination (depending on context)  
MACC Multi-Agency Coordination Center  
MCI Mass Casualty Incident  
MOU Memorandum of Understanding  
MSAG Master Street Address Guide  
NIMS National Incident Management System  
NPS National Park Service  
NRCS National Resource Conservation Service  
OEM Gunnison County Office of Emergency Management  
PIO Public Information Officer  
RTA Rural Transportation Authority  
SAR Search and Rescue  
SEOC State of Colorado Emergency Operations Center  
SOP Standard Operating Procedures

UC Unified Command (ICS)  
USFS United States Forest Service

# Section 17: Federal, State, and Local Laws, Authorities, and References

## 17.1: Federal

- Comprehensive Preparedness Guide (CPG) 101 V3
- Emergency Planning and Community Right-to-Know Act of 1986 (Superfund Amendments and Reauthorization Act (SARA) Title III)
- Americans with Disabilities Act (ADA)
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act)
- Post-Katrina Emergency Management Reform Act (PKEMRA)
- National Planning Framework
- Homeland Security Presidential Directive 5 (HSPD 5), Management of Domestic Incidents
- The Pets Evacuation and Transportation Standards Act of 2006 (PETS Act)
- Presidential Directive Policy 8 (PPD-8), National Preparedness Goal
- "Plain Language" Guidance
- Homeland Security Act of 2002

## 17.2: State of Colorado

- Colorado Disaster Emergency Act (CRS 24-33.5-700 Series)
- Colorado Emergency Operations Plan (EOP)
- Sheriff Authority for Forest Fires (CRS 30-10-513.5)
- Hazardous Substance Incidents (CRS 29-22-101)

## 17.3: Local Resolutions

- 1988-10; Established the Emergency Management program and director position.
- 1989-31; Adopted the flood damage prevention resolution for the County.
- 1994-15; Entered Gunnison County into the Regional Emergency Planning Committee with Delta, Montrose, San Miguel, Ouray, and Hinsdale Counties.
- 2006-17; Adopted NIMS/ICS as the basis for all incident management in the County.
- 2008-15; Established Gunnison County emergency and disaster management and procedures.
- 2024-20; Amending Gunnison County Emergency and Disaster Management and Procedures (supersedes Resolution Numbers 2015-2, 2017-19, 2020-11, and 2022-32.
- 2021-28 Adoption of revised Gunnison County EOP.
- 2009-18: Establishing SB-194 for GCPHA.
- 2009-139: Establishing the Multicultural Resource Office in the Role of Local Health Disparities Coordinator; providing representation to minority residents of Gunnison County.
- The Gunnison Watershed School District Board of Education is the authority for the Gunnison Watershed School District (RE1-J) and provides direction, oversight, and guidance to Gunnison Watershed School District staff and leadership.