

AGENDA
Disaster Fire and Safety Commission
December 2, 2020
7:00 PM

| | |
|-------------------------------|-----------------------------|
| District 1 – Ruth Grimes | District 5 – Shirley Dean |
| District 2 – Annie Bailey | District 6 – Robert Flasher |
| District 3 – Gradiva Couzin | District 7 – Robert Simmons |
| District 4 – Antoinette Stein | District 8 – Paul Degenkolb |

Mayor’s Appointee- Jose Luis Bedolla

PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH VIDEOCONFERENCE AND TELECONFERENCE

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the December 2, 2020 meeting of the Disaster, Fire and Safety Commission will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.

To access the meeting remotely: Join from a PC, Mac, iPad, iPhone, or Android device: Please use this URL <https://zoom.us/j/91846585472>. If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the “raise hand” icon by rolling over the bottom of the screen.

*To join by phone: Dial 1-669-900-9128 and enter Meeting ID 918 4658 5472. If you wish to comment during the public comment portion of the agenda, Press *9 and wait to be recognized by the Chair. Please be mindful that all other rules of procedure and decorum will apply for Commission meetings conducted by teleconference or videoconference*

Preliminary Matters

Call to Order

Approval of the Agenda

Public Comment on Non-Agenda Matters

1. Fire Department Staff Report Including Measure GG Budget Update

Consent Items

2. Approval of Draft Minutes of Meeting of October 28, 2020*

Action Items

3. 2021 Commission Meeting Schedule
4. Referral from City Council: Amending Chapter 19.34 of the Berkeley Municipal Code to Expand Automatic Gas Shut-Off Valve Requirements in Multifamily, Condominium and Commercial Buildings Undergoing Renovations and to All Existing Buildings Prior to Execution of a Contract for Sale or Close of Escrow*
5. Recognition for Pam Grossman for Her Contributions to Disaster Preparedness

Discussion Items

6. Discussion of the City's Wildfire Evacuation Plan, Pre-Evacuation Decisions, and Public Communications
7. Public Safety Power Outages
8. Future Agenda Items

Adjournment

Disaster & Fire Safety Commission
Regular Meeting
Wednesday October 28, 2020

Present: Annie Bailey, Shirley Dean, Ruth Grimes, Gradiva Couzin, Jose Luis Bedolla, Paul Degenkolb, Robert Flasher, Toby Simmons, Toni Stein,

Absent:

Staff: Keith May, Khin Chin, Stacie Clarke

Preliminary Matters

Call to Order

G. Couzin called meeting to order at 7:00pm

Approval of the Agenda

Move Item 5 and 6 ahead of Item 3 and 4

Item 7 will be discussed under Item 8 as a Future Agenda Item

Approved by Acclimation

T. Simmons arrived at 7:04

T. Stein arrived at 7:04

Public Comment on Non-Agenda Items

David Peattie said that Berkeley Mutual Aid has been doing important work within the community.

Jose Luis Bedolla said that he was wondering who has the call to evacuation during a wind and fire danger event and what resources were provided by the City during such a call to evacuate.

1. Fire Department Staff Report

Stacie Clarke provided an update on the format for quarterly reports on Measure GG to be provided next year.

Consent Items

2. Approval of Draft Minutes of Meeting of October 14, 2020*

Motion to approve minutes as submitted: Couzin

Second: Flasher

Vote: 9 Ayes: Couzin, Flasher, Stein, Degenkolb, Grimes, Bailey, Dean, Bedolla, Simmons; 0 Noes; 0 Absent:, 0 Abstain.

Action Items

Discussion Items

3. Update on local ADU Urgency Ordinance
4. Fire Tax Ballot Measure FF
5. Time Limits on Discussion of Agenda Items
6. Update Grizzly Peak Corridor Turnouts
7. Future Item for Discussion: Fire Department Budget
8. Future Agenda Items

Adjournment

Adjourn

Motion to adjourn: Couzin

Second: Flasher

Vote: 9 Ayes: Couzin, Flasher, Stein, Degenkolb, Grimes, Bailey, Dean, Bedolla, Simmons; 0 Noes; 0 Absent:, 0 Abstain.

Adjourned at 859p



Kate Harrison
Councilmember District 4

CONSENT CALENDAR
October 29, 2019

To: Honorable Mayor and Members of the City Council
From: Councilmembers Harrison, Wengraf, Hahn, and Bartlett
Subject: Amending Chapter 19.34 of the Berkeley Municipal Code to Expand Automatic Gas Shut-Off Valve Requirements in Multifamily, Condominium and Commercial Buildings Undergoing Renovations and to All Existing Buildings Prior to Execution of a Contract for Sale or Close of Escrow

RECOMMENDATION

Refer to the Disaster and Fire Safety Commission to consider an ordinance amending Berkeley Municipal Code (BMC) 19.34.040 to expand requirements for automatic natural gas shut-off valves or excess flow valves in multifamily, condominium and commercial buildings undergoing renovations and in all existing buildings prior to execution of a contract for sale or close of escrow. Ask the Commission to consider other triggers as appropriate.

POLICY COMMITTEE RECOMMENDATION

On October 3, 2019, the Facilities, Infrastructure, Technology, Environment & Sustainability Committee adopted the following action: M/S/C (Harrison/Robinson) to send the item with a Positive Qualified Recommendation back to the City Council with the following amendments.

Amend the recommendation revised to read as follows:

1. Refer to the Disaster and Fire Safety Commission to consider an ordinance amending Berkeley Municipal Code (BMC) 19.34.040 to expand requirements for automatic natural gas shut-off valves or excess flow valves in multifamily, condominium and commercial buildings undergoing renovations and in all existing buildings prior to execution of a contract for sale or close of escrow and to ask the Commission to consider other triggers as appropriate.

Amend the Financial Implications to read:

Staff savings realized from responders not having to shut off gas in an emergency.

Vote: All Ayes.

BACKGROUND

The California Building Standards Code, or Title 24 of the California Code of Regulations, specifies the standards for buildings and other structures in California. Title 24 is intended to protect public health, safety, and general welfare building occupants, and is updated at the state level and adopted by local jurisdictions every three years. Municipalities are permitted to make local amendments to the Building Standards Code¹ as deemed necessary for general welfare, as long as they are submitted to the California Building Standards Commission with the necessary findings. The ideal time to update local buildings codes is before the next code cycle. Berkeley will adopt the 2019 code on January 1, 2020.

Natural gas in buildings poses significant risks to health and safety. A recent ordinance adding Chapter 12.80 to the Berkeley Municipal Code phases out natural gas in new buildings.² This will make Berkeley's new building stock safer and greener over time, but there is an outstanding need to prevent seismic and other disasters in existing buildings.

Gas shut-off valves are a component of a plumbing system capable of preventing the flow within a gas piping system. Shut-off valves allow for a resident to stop the flow of gas in their homes in case of an emergency, such as an earthquake or a gas leak.

All existing buildings, if they have natural gas, should have a shut-off valve of some kind. However, manual shut-off valves require timely attention during a seismic event, physical access and exertion, and mechanical knowledge to operate. In case of a natural disaster, relying purely on manual shut-off valves can be dangerous. For example, following the 2010 San Bruno explosion, Pacific Gas & Electric officials testified before the National Transportation Safety Board that "gas feeding the flames could have been shut off an hour earlier if PG&E had automatic or remotely controlled valves on the pipeline that exploded."³ Since the San Bruno explosion, gas companies across California have urged a fast transfer to automatic shut-off valves.

Currently, BMC 19.34.040 requires automatic gas shut-off valves in all new construction or existing buildings that undergo repair or alteration exceeding \$50,000 consistent with sewer lateral requirements. However, it makes blanket exceptions for buildings with individually metered residential units when the building contains five or more residential units, unless the units are condominiums, putting renters at risk of physical harm.

¹ "Local Amendments to Building Standards—Ordinances," California Building Standards Commission, <https://www.dgs.ca.gov/BSC/Codes/Local-Jurisdictions-Code-Ordinances>.

² Susie Cagle, "Berkeley became first US city to ban natural gas. Here's what that may mean for the future," The Guardian, <https://www.theguardian.com/environment/2019/jul/23/berkeley-natural-gas-ban-environment>.

³ Paul Rogers, "PG&E officials grilled about automatic shut of valves," Mercury News, March 1, 2011, <https://www.mercurynews.com/2011/03/01/pge-officials-grilled-about-automatic-shut-off-valves-3/>.

In recommending this exception for multi-unit buildings in 2010, City staff intended to reduce the cost burden to property owners. For example, City staff were concerned that the ordinance would require very large multifamily buildings to install shut-off valves in every unit in a 50 unit building when completing a \$50,000 renovation.⁴

While financial costs are important, there will also likely be significant costs to human life and property resulting from natural gas infrastructure during seismic events that far outweigh the costs to property owners for installing shut-off valves. A more-tailored and comprehensive approach was adopted by the City of Los Angeles's 1997 policy in the wake of the Northridge Earthquake, requiring valves in all multifamily, condominium and commercial units when a permit for any addition, alteration or repair valued in excess of \$10,000 is taken out affecting the entire building, or in specific units affected by work in excess of \$10,000.⁵

This item proposes to apply the \$50,000 threshold for all work affecting multifamily, condominium and commercial buildings exclusive of work affecting the units and apply a \$10,000 threshold to work in excess of \$10,000 inclusive of any individual unit. In addition, this item proposes maintaining the current single-family home requirement when a permit is taken out of any addition, alteration or repair valued in excess of \$50,000.

Consistent with the Los Angeles code, the item removes the exception for commercial occupancies and uses in mixed use buildings of residential and non-residential occupancies with a single gas service line larger than 1 1/2 inches that serves the entire building. Berkeley City staff in 2010 previously suggested that pipes larger than 1 1/2 inches were marginally more expensive to retrofit with valves and therefore warranted an exception. Though upon further review, the few additional hundred dollars in labor and materials per valve does not warrant an exception due to ongoing risks to health and safety.

Berkeley is on top of one of California's most dangerous fault lines, the Hayward fault, making it prone to earthquakes. The extreme fire risk associated with natural gas infrastructure is illustrated by the 2017 U.S. Geological Survey stimulation of "a 7.0 quake on the Hayward fault line with the epicenter in Oakland." The agency's report predicted that "about 450 large fires could result in a loss of residential and commercial building floor area equivalent to more than 52,000 single-family homes and cause

⁴ "Installation of Automatic Gas Shut-off Valves," Berkeley Planning and Development Department, July 13, 2010, <https://www.cityofberkeley.info/recordsonline/api/Document/Af7NhvRQQKZ1%C3%81%C3%89xY9QpwmChW6QBqKp%C3%89scsKBclRXOVsvA1QlgXjP%C3%89Rs2zLVn2kCnCNjn918yaZSDbGqiogM WpBM%3D/>

⁵ City of Los Angeles Ordinance No. 171874, December 16, 1997, http://clkrep.lacity.org/onlinedocs/1995/95-0217-S1_ORD_171874_02-05-1998.pdf; See also, City of Los Angeles Plumbing Code Section 94.1217.0.

property (building and content) losses approaching \$30 billion.”⁶ The report identified ruptured gas lines as a key fire risk factor. This finding mirrors the destructive gas fires resulting from the Loma Prieta (1989) and Northridge (1994) earthquakes. According to the most recent census, 59.1% of units in Berkeley are occupied by renters.⁷ It is vital to extend the shut-off valve requirement to rental units to prioritize the health and safety of all Berkeley residents and the broader community.

Beyond extending this protection to large rental buildings during major renovations, this ordinance amends BMC 19.34 to mirror the City of Los Angeles’s code to require installing automatic shut-off valves prior to execution of a contract for sale in all buildings and units therein.

The transfer of property triggers various state and local building code requirements. For example, at time of sale the state health and safety code requires that, gas water heaters are seismically braced, anchored, or strapped.⁸ Other local ordinances related to environment, such as the BMC 19.81: the Building Energy Saving Ordinance, require energy efficiency reports prior to time of sale. The intention of Section 1209.4.2 is to ensure that all buildings that are sold in Berkeley include automatic gas shut-off valves, therefore enhancing seismic safety across the existing building stock.

FINANCIAL IMPLICATIONS

Staff savings realized from first responders not having to shut off valves manually in case of emergency.

Staff time to submit ordinance to the Building Standards Commission. In addition, building inspector staff time will be necessary to compliance with new provisions.

ENVIRONMENTAL SUSTAINABILITY

Mandating shut-off valves in rental units undergoing renovation and all units at sale will prevent the excess release of greenhouse gases (methane) due to gas leaks and fires during seismic events and other related emergencies.

CONTACT PERSON

Councilmember Kate Harrison, Council District 4, (510) 981-7140

ATTACHMENTS

1: Ordinance

⁶ “The HayWired earthquake scenario—Engineering implications,” U.S. Geological Survey, April 18, 2018, <https://pubs.er.usgs.gov/publication/sir20175013v2>.

⁷ “Bay Area Census: City of Berkeley” <http://www.bayareacensus.ca.gov/cities/Berkeley.htm>

⁸ Health and Safety Code § 18031.7, https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=18031.7.&lawCode=HSC

AMENDING CHAPTER 19.34 OF THE BERKELEY MUNICIPAL CODE TO EXPAND
AUTOMATIC GAS SHUT-OFF VALVE REQUIREMENTS IN MULTIFAMILY,
CONDOMINIUM AND COMMERCIAL BUILDINGS UNDERGOING RENOVATIONS
AND TO ALL EXISTING BUILDINGS PRIOR TO EXECUTION OF A CONTRACT FOR
SALE OR CLOSE OF ESCROW

BE IT ORDAINED by the Council of the City of Berkeley as follows:

Section 1. That Berkeley Municipal Code Section 19.36.040 is hereby amended to read as follows:

19.34.040 Gas Shut-Off Valves.

Chapter 12 of the 2016~~9~~ California Plumbing Code is adopted in its entirety subject to the modifications thereto which are set forth below.

1209.2 General Requirements for Gas Shut-Off Valves. Automatic gas shut-off valves installed either in compliance with this Section or voluntarily pursuant to a plumbing permit issued on or after the effective date of this Section, shall comply with the following:

1209.2.1 All valves shall:

1. Comply with all applicable requirements of the Berkeley Plumbing Code.
2. Be tested and listed by recognized testing agencies such as the Independent Laboratory of the International Approval Services (IAS), Underwriter's Laboratory (UL), International Association of Plumbing and Mechanical Officials (IAPMO) or any other agency approved by the State of California Office of the State Architect (OSA).
3. Be listed by the State of California Office of the State Architect (OSA).
4. Be installed on downstream side of the gas utility meter.
5. Be installed in accordance with the manufacturer's instructions.
6. Be installed in accordance with a plumbing permit issued by the City of Berkeley.
7. Provide a method for expedient and safe gas shut-off in an emergency.
8. Provide a capability for ease of consumer or owner resetting in a safe manner.

1209.2.2 Motion activated seismic gas shut-off valves shall be mounted rigidly to the exterior of the building or structure containing the fuel gas piping, unless otherwise specified in the manufacturer's installation instructions.

1209.3 Definitions

For the purpose of this Section terms shall be defined as follows:

AUTOMATIC GAS SHUT-OFF VALVE shall mean either a motion activated gas shut-off valve or device or an excess flow gas shut-off valve or device.

DOWNSTREAM OF GAS UTILITY METER shall mean all gas piping on the property owner's side of the gas meter and after the service tee.

EXCESS FLOW GAS SHUT-OFF VALVE shall mean an approved valve or device that is activated by significant gas leaks or overpressure surges that can occur when pipes rupture inside a structure. Such valves are installed at each appliance, unless otherwise specified by the manufacturer's installation instructions.

MOTION ACTIVATED GAS SHUT OFF VALVE shall mean an approved gas valve activated by motion. Valves are set to activate in the event of a moderate or strong seismic event greater than 5.0 on the Richter scale.

UPSTREAM OF GAS UTILITY METER shall mean all gas piping installed by the utility up to and including the meter and the utility's service tee.

1209.4 Devices When Required. Approved automatic gas shut-off or excess flow valves shall be installed as follows:

1209.4.1 New Construction. In any new building construction containing gas piping for which a building permit is first issued on or after the effective date of this Section.

1209.4.2 Existing Buildings. In any existing building, when any addition, alteration or repair is made for which a building permit is issued on or after the effective date of this Section and the valuation for the work exceeds \$50,000.

1209.4.2.1 Multifamily, Condominium and Commercial Buildings.

1. In any existing commercial, multifamily and condominium and commercial building, and applicable to all units and tenant spaces therein if the building is individually metered and lacks a central automatic shut-off valve downstream of the utility delivery point, when any addition, alteration or repair exclusive of individual units or tenant spaces is made for which a building permit is issued on or after the effective date of this Section and the valuation for the work exceeds \$50,000.
2. In any existing commercial, multifamily and condominium unit for all gas piping serving only those individual units, when any addition, alteration or repair inclusive of individual units or tenant spaces is made for which a building permit is issued on or after the effective date of this Section and the valuation for the work exceeds \$10,000.

1209.4.3 Sale of Existing Buildings.

The requirement to install seismic gas shutoff or excess flow shutoff valves shall apply

prior to entering into a contract of sale, or prior to the close of escrow when an escrow agreement has been executed in connection with a sale as follows:

1. in any building or structure, and all units therein when gas piping serving those units lacks a central automatic shut-off valve downstream of the utility delivery point; or
2. in an individual condominium unit for all gas piping serving that individual unit.

1209.4.4 Exceptions:

~~1.—Buildings with individually metered residential units when the building contains 5 or more residential units, unless the units are condominiums.~~

~~2.—For residential or mixed use condominium buildings, valves are required when the value of the work exceeds \$50,000 in any single condominium unit or when any work done outside of the units exceeds \$50,000.~~

~~3.—Commercial occupancies and uses in mixed use buildings of residential and non-residential occupancies with a single gas service line larger than 1 1/2 inches that serves the entire building.~~

14. Automatic gas shut-off valves installed with a building permit on a building prior to the effective date of this Section provided the valves remain installed on the building or structure and are adequately maintained for the life of the building or structure.

25. Automatic gas shut-off valves installed on a gas distribution system owned or operated by a public utility.

Section 2. The effective date of this amendment shall be January 1, 2020, or the effective adoption date of the 2019 California Building Standards Code, whichever is sooner.

Section 3. Copies of this Ordinance shall be posted for two days prior to adoption in the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way. Within 15 days of adoption, copies of this Ordinance shall be filed at each branch of the Berkeley Public Library and the title shall be published in a newspaper of general circulation.

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I. INTRODUCTION

Berkeley faces an ongoing threat from a very likely wildland-urban interface (WUI) fire along its hillsides, where wildland and residential areas intermix. WUI fires can be sparked by both human activity and natural causes. Once ignited, these fires can be difficult to contain when they occur during extreme fire weather conditions. A WUI fire can move with breathtaking speed, expanding to one square mile in under an hour, and consuming hundreds of structures in an hour.

The Berkeley Hills areas include about 8,300 properties.

d) Purpose

This *Wildfire Evacuation Plan* describes how the City of Berkeley will direct, coordinate, and support evacuation of people and animals out of an area threatened by wildfire. The goal of these activities is to minimize the loss of life by evacuating the maximum number of people and animals possible from the immediate hazard area as quickly as possible.

Each emergency situation will dictate response priorities. This document provides structure and considerations to guide responders' decision-making process.

e) Scope

This Plan considers City departments' coordination with each other to direct and support evacuation during a wildfire. It describes Berkeley's evacuation zones and City government's communication and decision-making structures. It highlights key considerations for first responders, including anticipated resource gaps, but does not direct tactical decision-making. This Plan covers protocols and procedures for evacuations implemented across geographic areas and is not intended to cover site-specific evacuations.

This Plan can be used in conjunction with other plans, policies and procedures designed to protect the community:

- Firefighting tactics (see Fire Department Standard Operating Procedures)
- Mass Care and Sheltering of Evacuees (see ESF 6: *Mass Care and Recovery Support Annex*)
- Emergency Public Information and Warning System Procedures (see Administrative Regulation 9.3: *Use of the AC Alert System and 1610 AM Radio for Emergency Public Info and Warning (EPIW)*)
- County/Regional evacuation (see *San Francisco Bay Area Regional Emergency Coordination Plan (RECP)* and the *Regional Catastrophic Earthquake Plan's Mass Transportation/Evacuation Plan*)

f) Hazard Overview

Berkeley is most vulnerable to a wind-driven fire incident originating in an area adjacent to the City's eastern border, in land owned by UC Berkeley, the East Bay Regional Park District, the City of Oakland or

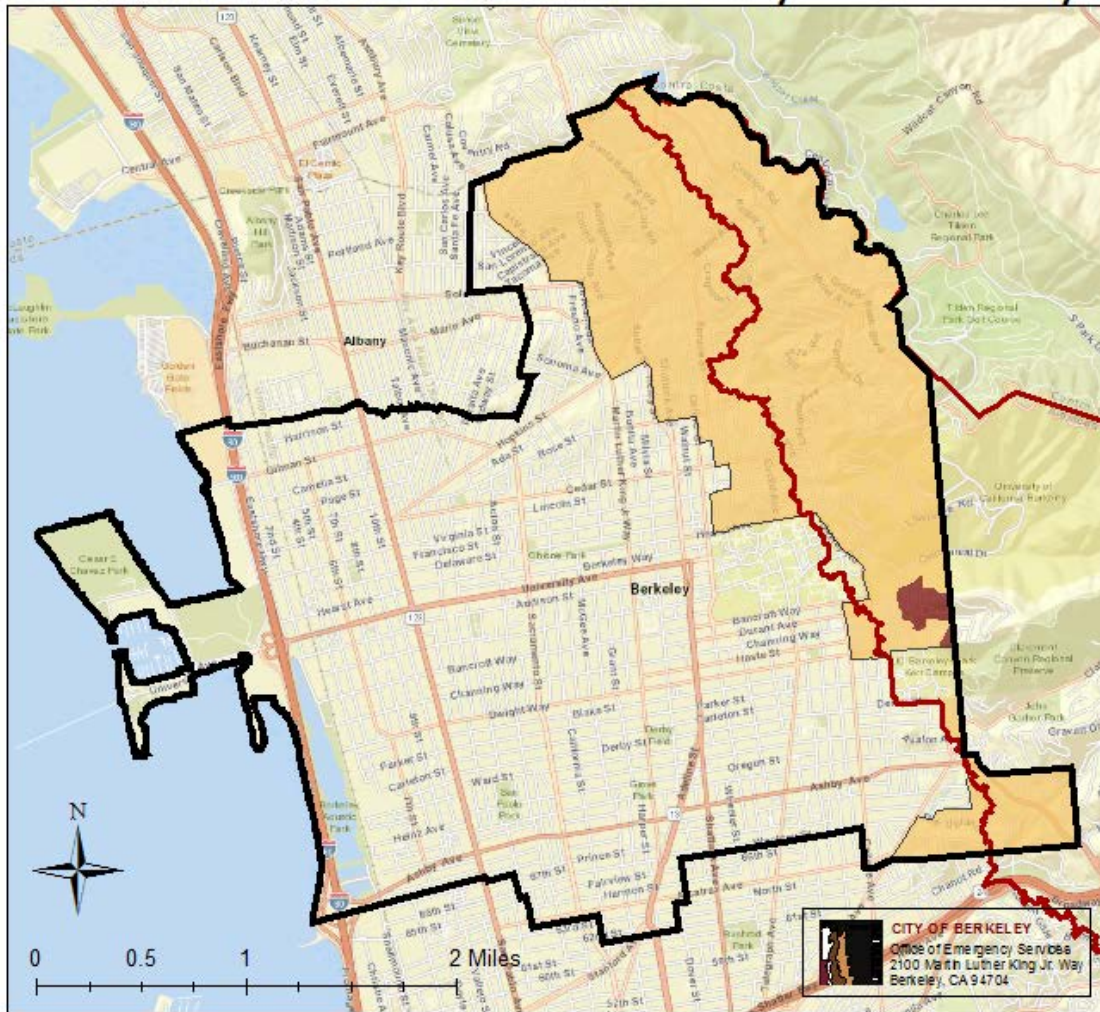
Contra Costa County. The WUI fire risk facing Berkeley's wildland-urban interface area is compounded by the area's mountainous topography, its limited water supply, its minimal access and egress routes, and its location, overlaid upon the Hayward Fault. These factors have all contributed to the area's significant WUI fire history. Given the right wind conditions, a fire in one of these areas could quickly encroach into Berkeley.






The Berkeley Fire Department has divided the city into Fire Zones 1, 2, and 3, designated in order of ascending fire risk. Fire Zone 3 is the Panoramic Hill area specifically; Fire Zone 2 covers the remainder of the city's eastern hills; Fire Zone 1 covers the rest of the City west of the hills. Fire Zones 2 and 3 currently include about 8,300 properties. These zones have the strictest fire prevention standards in the City for issues such as building materials for new structures. The City also enforces vegetation management measures in these areas.

Additionally, CAL FIRE has designated Berkeley's "Very High Fire Hazard Severity Zone."

The map below illustrates the boundaries of the CAL FIRE VHFHSZ, as well as Fire Zones 1, 2, and 3.

Map 1: Hazardous Fire Zones in Berkeley



-  City of Berkeley
 -  CA Dept of Forestry, Very High Fire Severity Zone
- Berkeley Fire Zones**
-  Hazardous Fire Zone 1
 -  Hazardous Fire Zone 2
 -  Hazardous Fire Zone 3

II. ASSUMPTIONS

Integration of Emergency Management Structures

This Plan integrates the concepts and structure defined by the National Incident Management System (NIMS), the California Standardized Emergency Management system (SEMS), and the National Incident Command System (ICS).

- In any disaster, primary consideration is given to the preservation of life.
- In a catastrophic incident, damage control and disaster relief will be required from the State and federal governments, other local governments, and private organizations.
- The City Emergency Operations Center (EOC) may or may not be activated in support of an event. EOC activation will be determined based on the scope and scale of the event.
- Electronic communications utilizing information technology systems will be compliant with Section 508 of the Rehabilitation Act.
- All printed public education material produced to support this Annex for distribution to the general public shall be available in accessible formats.
- All City programs and activities are subject to Title II of the Americans with Disabilities Act.

Field/Emergency Operations Center Coordination

Field operations directed by the Unified Command Post will focus on saving lives and property.

The UCP will operate without EOC support in the initial phase of incident response. Depending on the time and day, this could be several hours. If activated, the EOC's capability to provide support will grow over time.

The EOC can support the UCP by providing information and coordinating resources to help the UCP develop and implement the event-specific evacuation plan.

The UCP and the EOC together will coordinate transportation support activities. The UCP will direct any transportation support activities occurring in the areas under active threat from the fire; the EOC will coordinate transportation support activities in the rest of the City.

The EOC will coordinate mass care and shelter activities for evacuees.

Coordination outside Berkeley Boundaries

Evacuation operations, including routes and resources, may need to be coordinated with across multiple jurisdictions and authorities both inside Berkeley (e.g., UC Berkeley and the Lawrence Berkeley National Lab) and outside of Berkeley (e.g., Kensington, Oakland, East Bay Regional Parks and Albany.) Whenever possible, this coordination should occur both at the field level Unified Command Post and at the Emergency Operations Center (EOC).

This plan addresses movement of a targeted portion of the Berkeley population out of a hazard area created by a wildfire. The Regional Emergency Coordination Plan (RECP) addresses mass movement of

the Berkeley population out of Berkeley. This plan, and the City's Emergency Operations Plan, coordinate with the RECP.

Hazard Scenario Assumptions

A wildfire requiring evacuations could result in the following circumstances that would further challenge response:

- Electrical power may be out in multiple areas of the City. Power outage may be due to infrastructure damage or due to Pacific Gas & Electric temporarily turning off electricity to customers who are served by PG&E electric lines that run through extreme fire-threat areas. In either case, power outage may affect a larger area of the City than the area immediately threatened by a fire.
- Residents could be displaced; requiring shelter and social services support. Mass care and sheltering activities could be short term or long term depending on the severity of the incident.
- Transportation infrastructure could be damaged and in limited operation. Vital vehicle corridors could be damaged and impassible. Reestablishment of transportation infrastructure will be critical.
- Fires occurring as a result of earthquake could cause additional infrastructure, roadway, and communications system damage that would further challenge evacuation and firefighting efforts.
- People with disabilities and people with access and functional needs may require evacuation assistance.

Resource Availability and Prioritization

A Complex Evacuation (see below) will quickly utilize the City's law enforcement and firefighting resources. The Unified Command Post will rely on external resources to effect an evacuation. Even with external resources, the Unified Command Post will have to balance resource allocation among three activities: firefighting; roadway management; and door-to-door notifications.

In the event of a Complex Evacuation, only life-threatening or serious injury-type calls for service should be dispatched from the City's Emergency Communications Center.

Community Member Responsibilities

Community members have specific responsibilities to prepare to evacuate from a wildfire:

Prepare to evacuate

Community members should make a plan with all members of their households to evacuate their neighborhoods with their neighbors, caregivers, and loved ones.

Because community members may not receive warning, and because the path of a fire is by nature unpredictable, community members must prepare by identifying and practicing multiple evacuation routes that are appropriate for their homes.

Most evacuees will use privately-owned automobiles to escape a wildfire. Past events have demonstrated that roadways may be blocked due to excessive traffic and/or impacted infrastructure. Community members may need to evacuate without their vehicles, or they may need to abandon their vehicles in order to completely exit the evacuation zone.

When planning for evacuation, people with disabilities and others with access and functional needs have additional requirements including:

- The need to evacuate with Durable Medical Equipment (DME), Consumable Medical Supplies (CMS), medication, personal attendants, and service animals
- Transportation methods that accommodate access and functional needs, such as wheelchair or gurney transport vehicles.

Know when to evacuate

Some wildfires requiring evacuation will have little to no warning.

Community members must evacuate immediately if an evacuation is ordered for their area. Community members are responsible for being ready to receive emergency public information and warning messages from multiple sources, including AC Alert, radio, television, and internet.

Community members should consider whether they will need extra time to evacuate (such as people who may need assistance from caregivers and families with children). If they are located outside the zone(s) being evacuated but near the hazard area, they should immediately activate their evacuation plans using their own resources and networks.

However, community members may not receive warning of a fast-moving wildfire. Community members should not wait to receive an official order before evacuating. Community members should evacuate immediately if:

- An evacuation is ordered for their area
- They see or experience visible fire in an adjacent home, visible fire in a home close by with strong winds, and/or strong winds carrying smoke and/or embers through or over our neighborhood.
- They feel threatened.

Know how to evacuate

Time permitting, evacuating community members should:

- Wear long pants and long sleeves, heavy shoes, goggles/glasses, and a dry bandanna/cloth for face cover.

- Bring a flashlight, a cell phone, and pets, and a map with their pre-selected routes.
- Agree on where to meet and a common friend/relative to contact if separated.

Many affected community members will not have performed these responsibilities at the time a wildfire evacuation is needed.

Access and Functional Needs

People with access and functional needs are defined as community members who may have additional needs before, during and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities, live in institutionalized settings, are elderly, are children, are from diverse cultures, have limited English proficiency, or are non-English speaking, or are transportation disadvantaged. An individual with a disability is defined by the ADA as a person who had 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 ADA does not specifically name all of the impairments that are covered.

This plan includes ways to identify and address access and functional needs among community members affected by the emergency.

III. CONCEPT OF OPERATIONS

Evacuation involves the safe movement of people and animals out of a hazard area. The Concept of Operations comprehensively defines the strategies that will be used to effect evacuation in a wildfire scenario. Strategies involve identifying, monitoring, and predicting the extent of the fire and impacts to evacuation infrastructure; making key decisions to allocate resources to implement an incident-specific Traffic Control Plan; and other activities to support evacuation.

Response strategies for wildfire evacuation are described below in four sections:

- a) Evacuation Levels
- b) Evacuation Zone Identification and Monitoring
- c) Incident Planning for Evacuee Movement in Complex Evacuations
- d) Wildfire Evacuation Support Activities

Later in this plan, Section IV: *Roles and Responsibilities* establishes the responsible parties for the activities described in this Concept of Operations. Section V.c: *Response Actions* describes these activities in a sequential order.

a) Evacuation Levels

Berkeley defines two levels to describe necessary evacuation circumstances and associated strategy: Simple Evacuation and Complex Evacuation:

- Simple Evacuation: Often evacuations occur as first responders perform day-to-day operations. These are termed *Simple Evacuations*. Simple Evacuations are generally small-scale and can be implemented using available staffing and normal resources.
- Complex Evacuation: Under some circumstances evacuations of larger areas may be necessary. In these circumstances, more resources and greater capabilities will be needed to effect an evacuation, as well as to provide support to evacuated populations. This scenario is termed *Complex Evacuation*. Need for a *Complex Evacuation* could be immediately obvious, for example in a wildfire spreading from Tilden Park into the Berkeley Hills neighborhoods. Alternately, a *Simple Evacuation* could evolve to become a *Complex Evacuation* as the incident develops (for example, a house fire that spreads out of control in the Berkeley Hills neighborhoods).

b) Identification of Evacuation Zone(s)/Key Locations

This section outlines concepts, considerations, and tools to define the area to be evacuated, for both simple and complex evacuations.

Hazard Monitoring

The first step in a wildfire evacuation involves identifying the area at risk. Fire and Police Commanders will perform this step together considering:

- Fire extent (direct and areas impacted by smoke and embers)
- Anticipated spread (considering weather, dryness, topography)
- Roadway/traffic conditions

Police Commanders must be engaged in this discussion because they are primarily responsible for affecting the evacuation. In most scenarios the area that could be impacted by the fire will be defined by the fire’s extent and anticipated spread. However, impacted roadways and high volumes of traffic could extend the hazard area if particular neighborhoods are cut off by traffic decisions.

Area to Evacuate

Once the hazard area has been identified, the area to be evacuated will be defined. In many cases this will be the same as the overall hazard area. In some cases, the hazard area will be divided into different sections with different instructions, such as:

- Evacuate now
- Prepare to evacuate

In a small incident requiring a Simple Evacuation, the incident commanders on scene will identify the hazard area and evacuation areas. In a larger event, incident commanders may need to coordinate with the Emergency Operations Center in order to define the hazard area, evacuation areas, and Temporary Refuge Areas (see *Temporary Refuge Areas* below).

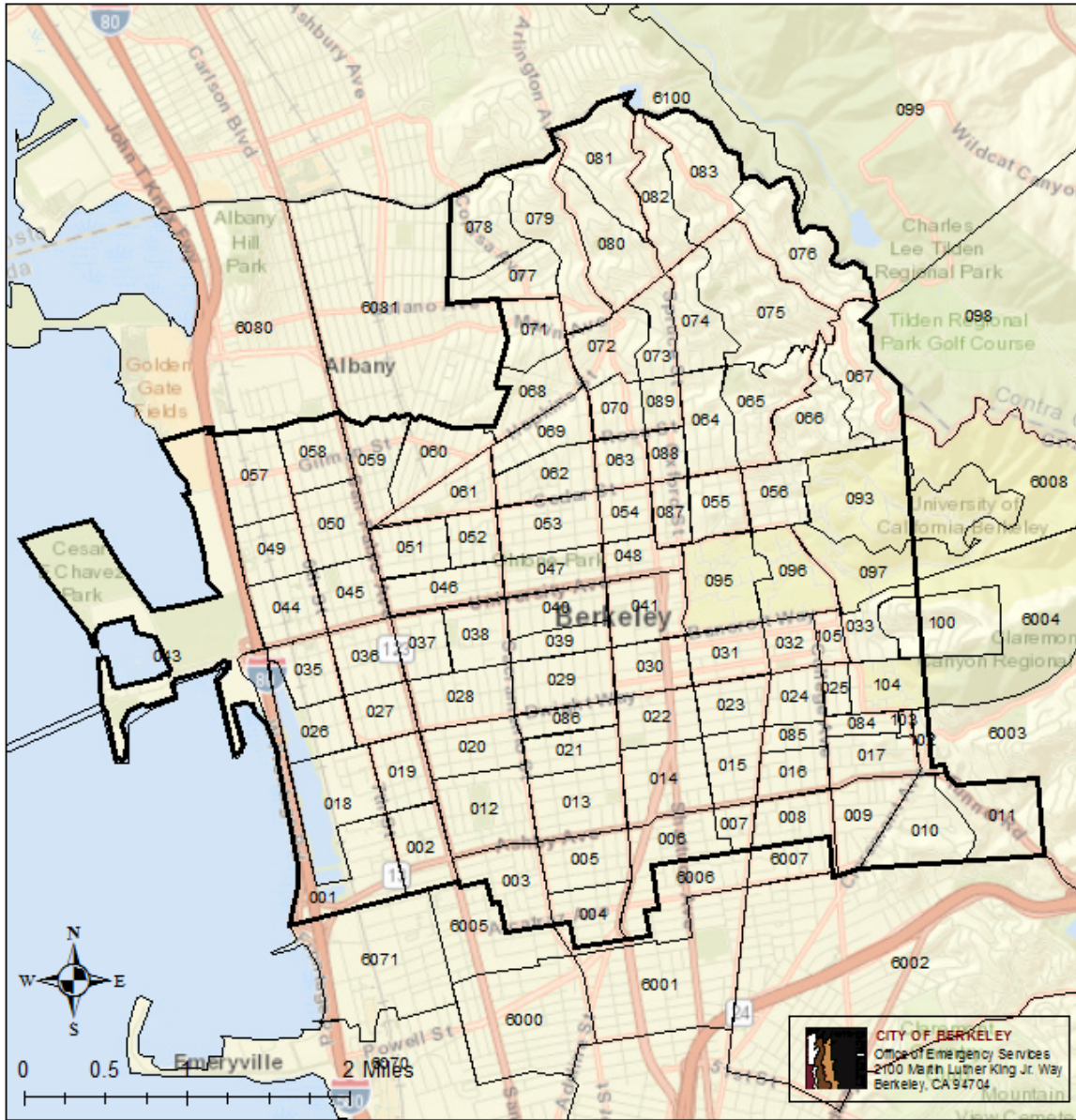
The UCP (Field-Level) will make these decisions. If the EOC is activated, the EOC will provide supportive information to Field-Level commanders.



Evacuation Zones

Berkeley has been divided into Evacuation Zones. Zones have been designed to have similar populations. Evacuation Zones will serve two response functions:

1. Field Commanders will use Evacuation Zones to define the boundaries of an area to be evacuated. Especially in the Berkeley hills, where streets are not gridded, communicating evacuation orders using Evacuation Zones will provide speed and clarity of communication among responders and the community.
2. Evacuation Zones will serve as suggested thresholds for decision-making by Incident Commanders. If an incident involves or will shortly involve multiple evacuation zones, this may indicate that the evacuation cannot be implemented without extensive external assistance. Incident Commanders should consider activating the EOC and calling for mutual aid to facilitate field-level evacuation activities.

Map 2: City of Berkeley Evacuation Zones



-  City of Berkeley
-  Berkeley Evacuation Zones

Key Locations

As part of evacuation planning, the UCP must also identify key response sites, critical facilities, and facilities with vulnerable populations in the Evacuation Zones, as well as Temporary Refuge Areas outside of the Evacuation Zones.

- Response sites include the UCP, staging areas, bases, and Temporary Refuge Areas (see below).
- Critical facilities are those locations that are high priorities for protection due to either their role in ensuring ongoing operations (e.g., power substation, pumping station, etc.) or supporting incident response (e.g. fire stations).
- Facilities with vulnerable populations have a high density of people with access and functional needs (e.g., schools and nursing homes.)
- Temporary Refuge Areas serve as locations outside of the hazard area to which pedestrian evacuees can be directed to receive further information and instructions. They will serve as Casualty Collection Points for emergency medical services providers, as well as pickup locations to move evacuees to mass care sites via accessible transportation. TRAs and mass care sites will be accessible to people with disabilities.

If activated, the EOC can provide support in identifying these sites.

c) Incident Planning for Evacuee Movement in Complex Evacuations

In complex evacuations, once the area to evacuate has been defined, incident-specific decisions must be made for the best routes for evacuees to use to move out of the hazard area. This section outlines the resources and considerations for responders to determine the best routes for the incident, as well as how those decisions can inform development of a supporting Traffic Control Plan.

Berkeley's Vehicular Circulation Network

Per the *Vehicular Circulation Network* below, the City's roadways are designated as major streets, collector streets, and local streets, in order of descending capacity.

This plan does not specify capacity of various roadways because calculated roadway capacity will not appropriately estimate traffic flow for an emergency situation. Evacuation will cause a surge in traffic, and traffic flow will be best facilitated by removing blockages at intersections and along roadways. Resources assigned to roadway management will focus on removing blockages from major and collector streets.

Because there are no major streets in the Berkeley hills, vehicular evacuation for most hills residents will involve navigating local streets to access a collector street to move out of the hazard area.

Map 3: Vehicular Circulation Network



Pedestrian Pathways

In the city's many steep neighborhoods with winding roads, public pathways take the shortest, most direct routes, mimicking city block grids that do not exist. These pathways can assist evacuation and firefighting efforts in the hills, because most of the paths offer more expeditious evacuation routes than the surrounding city streets.

In preparedness outreach, the City instructs community members to always be ready to evacuate without a car and to be aware of the locations of developed paths that may reduce evacuation distance. However, because developed pathway conditions vary widely from those with concrete steps and railings to those with wooden steps, these paths may not be good options for evacuees with mobility issues or low vision. For these evacuees, the City recommends City streets for pedestrian evacuation.

Temporary Refuge Areas

A Temporary Refuge Area is a landmark outside the immediate hazard area. A Temporary Refuge Area serves as a location to which evacuees can be directed to receive further information and instructions.

Temporary Refuge Areas are most likely to be used in a Complex Evacuation, either:

- By people evacuating on foot
- As drop-off point for people being evacuated by responders. In this scenario, responders may need to quickly drop-off evacuees and then return into the hazard area to continue door-to-door notifications.

Evacuees leaving in vehicles should not stop at a Temporary Refuge Area; they are expected to drive further away from the hazard area to an Evacuation Center or another location with services.

The UCP may use Temporary Refuge Areas as Casualty Collection Points for triage and further emergency medical transport. See *Health and Medical Support* for details.

Temporary Refuge Areas are not intended to provide mass care services. Depending on the incident needs, the UCP or EOC may direct transportation resources to move evacuees from Temporary Refuge Areas to Mass Care service sites. (See *Community Transportation below* for more details.) They will serve as pickup locations to move evacuees to mass care sites via accessible transportation. TRAs and mass care sites will be accessible to people with disabilities. TRAs will be selected to be accessible to buses and paratransit vehicles.

In this way, Temporary Refuge Areas serve as an interface between wildfire evacuation activities and broader City efforts to support evacuees.

When issuing an evacuation order for a Complex Evacuation, the UCP should identify one or more Temporary Refuge Area(s), so that people evacuating on foot and responders know how far they need to travel to be outside the hazard area. Temporary Refuge Areas should be located away from staging areas so that gathered evacuees do not interfere with other incident response activities.

Temporary Refuge Areas identified in this plan will not all be available and may not be safe in an actual incident. Community members should prepare to receive information about which Temporary Refuge

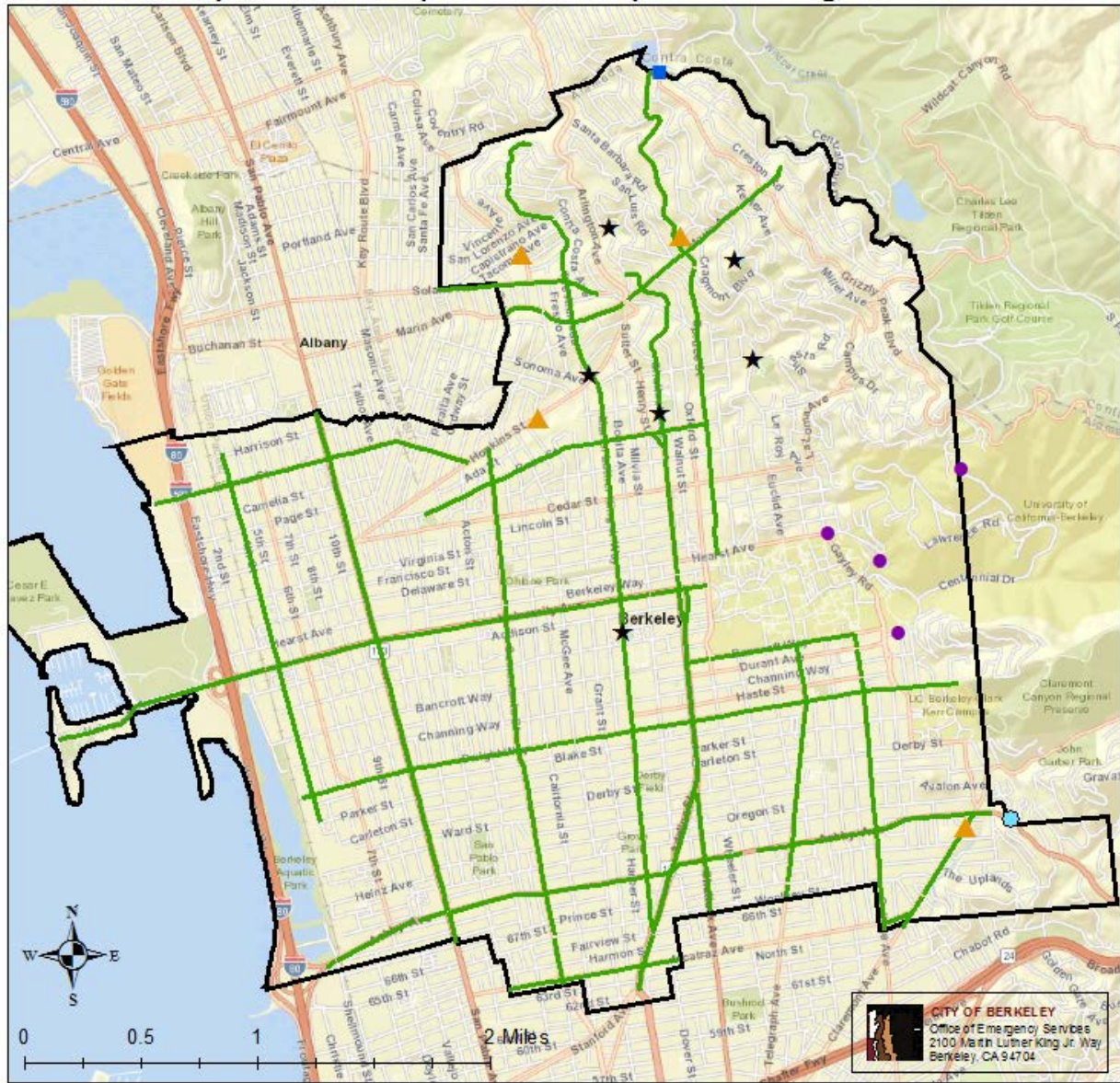
Areas are active during an incident. Potential TRAs have been pre-identified to be accessible. If that information is not available, evacuees should proceed as far as possible away from the perceived threat.

Depending on the extent of the fire, the Unified Command Post may need to select different Temporary Refuge Areas. If activated, the EOC can provide support for this decision.

Attachment A lists possible Temporary Refuge Areas for wildfire evacuation.

Map 4 below illustrates the locations of possible Temporary Refuge Areas for wildfire evacuation, along with major streets which may be used for Community Transportation (see *Community Transportation* below).

Map 4. Temporary Refuge Areas and Major Streets – **NEED TO UPDATE**



- ▲ BUSD Owned
- UC Owned
- EBMUD Owned
- Privately Owned
- ★ City Owned
- Major streets
- City of Berkeley

Priority Transportation Routes

Fire ignition and path/speed of spread are not easily predicted. A single “flush plan,” or predetermined set of evacuation routes and directions, will not effectively support wildfire evacuation planning needs. Additionally, while evacuees and responders may use many routes to get out of or into the hazard area, limited resources cannot support clearance and active management of all possible routes.

Therefore wildfire evacuation response will involve identification of incident-specific Priority Transportation Routes to support responder ingress and community evacuation.

The Incident Traffic Control Plan (see below) will identify Priority Transportation Routes. Priority Transportation Routes will be highest priority for route clearance and traffic management activities.

When establishing Priority Transportation Routes, the UCP will consider:

- Zones under evacuation order
- Hazard area and potential area of hazard spread
- Current route status/hazard impacts to routes
- Key response sites
- Temporary Refuge Area(s)
- Critical facilities inside and adjacent to the Hazard Area
- Vulnerable facilities in the Hazard Area (see attachment X)
- Vehicular Circulation Network (see above)
 - Emphasis on Major Streets and Collector Streets both inside and adjacent to the Hazard Area
- Additional circumstances (time of day, existing traffic flow, etc.)

The EOC can provide supportive information to help the UCP determine or update Priority Transportation Routes.

Traffic Control Plan (TCP)

The primary goal of the Traffic Control Plan will be to support the safe and quick movement of community members out of the hazard area while maintaining responder access to the hazard area. The Traffic Control Plan allocates personnel and equipment resources to clear roadways and provide active and passive traffic control of the Priority Transportation Routes. The TCP is developed considering evacuation areas, priority transportation routes, and available resources.

The Traffic Control Plan may:

- Establish of special traffic patterns both inside and outside of the evacuation zone:
 - Change path of travel on specific streets
 - Restrict travel on specific streets
 - Put traffic signals in “flash” mode to facilitate traffic flow
- Include traffic controls outside of the immediate hazard area if necessary to relieve congestion in areas impacted by the incident.
- Include traffic controls to prevent people from entering the hazard area.

- Designate evacuation routes, including recommended routes for those:
 - Evacuating by car
 - Evacuating on foot
 - Evacuating using assistive devices
- Designate separate routes for responder ingress
- Assign resources to remove roadway obstructions, including debris (by Public Works) and parked cars (private towing companies, at BPD discretion)
- Include a map of impacted areas and routes. Note that any publicly distributed map shall include a detailed written description of the map.

In Simple Evacuations, the Traffic Control Plan will be developed by a BPD commander on scene. In Complex Evacuations, Public Works – Transportation Division staff will coordinate with Police Department staff to develop and implement the plan. In Complex Evacuations this responsibility may shift from the field level to Department Operations Centers and/or the Emergency Operations Center. In the EOC, this activity occurs between the Law Enforcement Branch and the Construction and Engineering Branch of the Operations Support Section.

Once developed, the Evacuation Route/Traffic Control Plan must be communicated to responders so that it may be implemented. The plan must also be communicated to the public via *Emergency Public Information and Warning* (described below).

During implementation of the TCP, it will be necessary to monitor the situation in order to identify and address any issues, such as gridlock. As incident circumstances change (e.g., the hazard area grows, an evacuation route becomes blocked, additional responders become available, etc.) the TCP must also be updated and re-communicated to responders and the public for implementation. This situation monitoring will be a combined responsibility of field responders and the EOC, if activated.

d) Wildfire Evacuation Support Activities

The table below outlines activities that may be undertaken to support an evacuation. For each activity, the table identifies whether the activities would be part of a Simple or Complex Evacuation.

| Activity | Simple Evacuation | Complex Evacuation |
|---|---|--|
| Emergency Public Information and Warning | Yes – often in-person | Yes |
| Access Control and Reentry | Yes – narrow and short-term | Yes – possibly extensive and ongoing |
| Door-to-door Notification and Assistance | Yes | Unlikely |
| Health and Medical Support | Yes | Yes, may be limited inside evacuation area |
| Animal Response | Yes | Yes |
| Community Transportation | No | Yes |
| Evacuation Centers/ Mass Care and Shelter | Possible, depends on expected incident duration | Yes |
| Resource Management | Yes | Yes |
| Policy Support | No | Yes |

Each activity is described in detail below including related access and functional needs considerations.

Emergency Public Information and Warning

Both simple and complex evacuations require Emergency Public Information and Warning (EPIW). The goal of EPIW alerting is to motivate people in danger to take protective action. In an evacuation context, this means:

- Motivating people to evacuate immediately in areas under evacuation order, and
- Motivating people to prepare to evacuate in areas that may be ordered to evacuate.

The City plans to use multiple systems, including AC Alert and the 1610 AM radio station, to disseminate EPIW messages to affected populations per existing protocols.¹ The City plans to send EPIW messages in both verbal and text-based formats so that all community members, including people with access and functional needs, can receive the messages in the format that works best for them.

In life-threatening emergencies, the City may also request that the Alameda County Office of Emergency Services activate the Integrated Public Alert and Warning System (IPAWS), which includes television scrolls, radio interrupts, and wireless emergency alerts to mobile phones.

The UCP will direct the Emergency Communications Center to send initial community notifications as early as possible in an incident to allow as much evacuation time as possible for those in danger, and to

¹ See Administrative Regulation 9.3: *Use of the AC Alert System and 1610 AM Radio for Emergency Public Info and Warning (EPIW)*

give as much advance warning as possible to people who may need extra time to evacuate (such as people who may need assistance from caregivers and families with children).

Because the evacuation plan will evolve over time, follow-up messaging may be necessary to provide more specific instructions. The UCP will direct the Emergency Communications Center to update messages as necessary in order to provide the most current instructions to community members. Updated messaging will be disseminated in both verbal and text-based formats so that all community members, including people with access and functional needs, can receive the messages in the format that works best for them.

Evacuation messaging templates are included in Attachment B: *Wildfire Evacuation Messaging*. If evacuation messaging includes a map or any visual depiction, a detailed written description of the map must also be included to ensure that it is accessible to people who may not be able to see the map.

Additionally, field responders may also use their apparatus to signal the need to take protective action to community members. Responders may sound apparatus sirens and do announcements over loudspeaker. These alerting options must be used in conjunction with other EPIW alerting systems, as these methods cannot provide specific response instructions, and they may exclude people who are indoors, asleep, have impaired hearing, or otherwise cannot hear the messages.

Access Control and Reentry

An evacuated area may be hazardous to those people who attempt to reenter. Evacuated areas are also vulnerable to property-related crime by persons without authorized access.

A Simple Evacuation may involve shutting down a street while incident response occurs. A Complex Evacuation may be a longer-term shutdown of access to an impacted neighborhood, along with establishment of reentry checkpoints to manage the community's return.

In either scenario, commanders must consider whether they will permit entry into the evacuation area for caregivers who need to assist in the evacuation of area residents, for example, family members helping elderly relatives or in-home caregivers providing support to clients.

When the area is determined to be safe enough for law enforcement to enter, law enforcement responders shall provide organized patrols inside the perimeter of the evacuation zone to enforce the evacuation and ensure evacuated persons do not reenter before the evacuation order is lifted. These organized patrols will also deter criminal activity in the area. If safety concerns do not allow for organized patrols within the evacuated area, law enforcement should establish hard containment security perimeters immediately outside of the evacuation zone perimeter to prevent entry into the area.

Reentry of evacuated areas by residents will be coordinated through the EOC. Safety concerns must be mitigated before community members can reenter the area, and utilities may need to be restored before residents can remain onsite. Depending on the impact of the fire, reentry may be permitted with certain restrictions, for example allowing limited groups of people into affected areas, and only during daylight hours.

Door-to-Door Notification and Assistance

If resources allow, field responders may perform “door-to-door” evacuation notifications for households, businesses and other gatherings in the hazard area.

The primary goal of door-to-door notification is to motivate the community members most at risk to evacuate immediately. Community members will be more likely to evacuate if they receive consistent information and instructions from multiple trustworthy sources, including from EPIW messages and door-to-door notifications. In this way, door-to-door notification can be considered to be an “in-person” EPIW message.

Door-to-door notifications will include considerations for people who have difficulty seeing and hearing and understanding, for example visual aids demonstrated in the ShowMe application from the State of Massachusetts (<https://www.mass.gov/service-details/show-me>).

The secondary goal of door-to-door notification is to coordinate assistance to enable a community member to evacuate if that person cannot do so alone.

Provision of door-to-door notifications and assistance is very resource-intensive. Door-to-door notifications and assistance will likely be extremely limited based on the resources available. In complex evacuations with wide areas of impact, incident commanders may need to greatly reduce or suspend door-to-door notifications in order to facilitate other evacuation response activities.

Health and Medical Support

The City of Berkeley Fire Department provides emergency medical services (EMS) through its Engine and Truck companies, all of which are staffed with a paramedic and Advanced Life Support (ALS) equipment; four ambulances, each staffed with two paramedics; and pre-established mutual aid processes to request EMS resources from outside the City of Berkeley.

All City of Berkeley Fire Department paramedics are also firefighters. In a Complex wildfire evacuation, most City Fire and EMS resources will be initially allocated to the UCP. The UCP Fire Commander will determine how to best allocate City ambulances and the firefighter/paramedics that staff them. In a fast-moving WUI fire, firefighter/paramedics may be fully allocated to the UCP for firefighting or evacuation activities.

In a complex wildfire evacuation, the Fire Commander in the Unified Command Post will request EMS mutual aid from the Alameda County Regional Emergency Communications Center (ACRECC) to support wildfire evacuation activities. The Fire Department (Deputy Chief or Chief assigned to cover the City) will also request EMS mutual aid from ACRECC in order to maintain service to areas of the City not under threat from fire.

The majority of EMS mutual aid will be provided by private ambulance companies, although some may come from fire agencies. The UCP will assign its ambulance resources to respond inside/outside of the

area under evacuation order considering roadway conditions, current/predicted path of fire, and capability of the ambulance (private or fire agency ambulance).

Community members experiencing medical emergencies during a wildfire evacuation will continue to call the Emergency Communications Center (9-1-1) to request medical assistance. The Communications Center will determine whether the call is coming from an area under evacuation order and will forward calls for service from within the evacuation area to the UCP. The UCP will triage those requests and will respond as resources allow. The operational focus on firefighting and moving people out of the hazard area will likely make provision of medical care within the evacuating area a low priority.

The UCP may direct assigned ambulance resources to Temporary Refuge Area(s), which will also serve as Casualty Collection Points. In this case, the UCP will establish a Medical Branch or Group which will command Triage Units at the Casualty Collection Points, and a Transport Unit which may be located outside of the hazard area. These three units will work together to identify medical needs among evacuees arriving at TRAs, and to coordinate and prioritize emergency medical transport for those evacuees whose conditions make it unsafe or impossible for them to leave the TRA via community transportation.

Guidance to evacuees will include the following:

- Individuals dependent on medical devices, such as respirators, sleep-apnea monitors, and wheelchairs should bring those with them as feasible.
- Medical professionals and personal assistants already in the process of supporting a person with medical needs will be expected to accompany the evacuee.
- Definitive medical treatment may be temporarily unavailable due to the event.

The EOC will coordinate with the Fire Department and the Department of Health, Housing, and Community Services to provide health and medical support to evacuees at Evacuation Centers and other mass care sites (see ESF 6: *Mass Care and Recovery Support Annex*). This may involve staffing mass care sites with medical personnel, or using community transportation to transport evacuees needing medical treatment to appropriate medical facilities.

Animal Response

“Animals” includes service animals², pets, and livestock³. Low evacuation rates from past disasters have resulted in laws requiring that animal planning be included in mass evacuations⁴. People are more likely to evacuate if they can do so with their animals.

Service animals must always be evacuated with their owners. If at all possible, pets and livestock should evacuate with their owners. Those evacuating in vehicles should bring their pets in kennels/crates, with food and other pet care supplies, if possible. Emergency messaging (see *Emergency Public Information and Warning* in Section III.d *Wildfire Evacuation Support Activities*) will instruct evacuees to bring their animals.

The City of Berkeley’s Animal Care Services Division (BACS) leads the City’s animal response activities, including field services and sheltering. BACS maintains vehicles and staff for animal transport, staffs and operates the Dona Spring Animal Shelter on Bolivar Drive, maintains emergency sheltering supplies for animals, and manages a cadre of volunteers to serve in day-to-day operations as well as emergencies.

In a wildfire evacuation, BACS will use multiple approaches to support evacuated animals. BACS may be represented at the:

- Animal Shelter
- Emergency Operations Center - Operations Support Section
- Temporary Refuge Areas
- Mass Care Sites (Evacuation Centers, disaster shelters, etc.)

Field operations

During wildfire evacuation, BACS staff will not enter areas under threat. Instead, BACS will work through the EOC to monitor and provide support to evacuated animals at Temporary Refuge Areas. This may involve crating or providing physical support to contain animals who have evacuated with their owners

² Service animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities. Examples of such work or tasks include guiding people who are blind, alerting people who are deaf, pulling a wheelchair, alerting and protecting a person who is having a seizure, reminding a person with mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Service animals are working animals, not pets. The work or task a dog has been trained to provide must be directly related to the person’s disability. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA. Miniature horses who have been individually trained to do work or perform tasks for people with disabilities are service animals as defined by the Department of Justice regulations.

http://www.ada.gov/service_animals_2010.htm.

³ Berkeley’s only known population of large animals is the horses at Golden Gate Fields, which is not in the hazard area for wildfire evacuation.

⁴ Pets Evacuation and Transportation Standards Act of 2006: <http://www.gpo.gov/fdsys/pkg/PLAW-109publ308/pdf/PLAW-109publ308.pdf>

on foot, as well as transporting animals to the Animal Shelter or to Evacuation Centers as they are established.

When the fire threat has been mitigated and the evacuated area has been determined to be safe and navigable, BACS may also respond inside the impacted area. BACS will allocate resources to managing stray animals through a combination of roaming patrols, as well as possibly responding to requests for service for particular homes that have been evacuated.

While BACS does not have formalized MOUs for field response, BACS may call on partner agencies in surrounding jurisdictions to assist with these activities.

Sheltering Operations

BACS will coordinate sheltering of evacuated animals. Potential shelter locations include the City Animal Shelter, the Berkeley Humane Society (under MOU with BACS), and collocated animal sheltering at disaster shelters for human evacuees. Animal Sheltering operations and coordination are detailed in ESF 6: *Mass Care and Recovery Support Annex* and ESF 11: *Animal Response Annex*.

Community Transportation

In wildfire evacuation, Community Transportation involves use of transit resources to move collected evacuees from a location outside the hazard area to a location providing mass care services. A Complex Evacuation may require Community Transportation to move evacuees from a Temporary Refuge Area to an Evacuation Center.

Community Transportation in this context would be coordinated in the EOC's Operations Support Section by the Law Enforcement Branch, the Construction and Engineering Branch, and the Community Branch.

Key points of information to affect Community Transportation include:

- Transportation needs (estimated number of people and animals, including number needing wheelchair or gurney transport)
- Temporary Refuge Areas to pick up community members and animals (predesignated and/or spontaneous)
- Evacuation Center locations to drop off community members and animals
- Recommended route to Evacuation Center locations

Responders may perform ad-hoc evacuation of community members as part of their *Door-to-Door Notification and Assistance* activities. However, the time and resources are unlikely to be available to do evacuation out of the hazard area with Community Transportation.

To access transportation resources, the City will request City transportation resources as well as partner assets from elsewhere in Berkeley. These transportation resources include accessible buses, vans, and other vehicles. The City will also coordinate with the Alameda County Sheriff's Office of Emergency Services or the Alameda County Operational Area EOC (if activated) to access County transportation

resources such as Paratransit vehicles and AC Transit buses. Any requests for transportation resources must include vehicles with accessible capacity.

Evacuation Centers/Mass Care and Shelter

An Evacuation Center is a designated site where the City and partners will provide basic mass care services to evacuees, such as snacks, water, restroom access, and connection to instructions and information. Evacuation Centers are designed as very-short-term operations of a few hours or less. If evacuees require overnight sheltering, the EOC will coordinate activation of one or more disaster shelters. An Evacuation Center may become a shelter site or the EOC may designate a more appropriate location to provide emergency sheltering for evacuees.

Evacuation Center Designation

Evacuation Centers should be designated as early as possible to give evacuees a location to go. An Evacuation Center situated away from:

- The hazard area so that the Evacuation Center will not need to be relocated if the incident grows
- Staging areas, the UCP, and other incident response sites, so that evacuees may be properly served without interfering with other incident response activities

The UCP may designate an Evacuation Center as part of an evacuation order. If the UCP does not specify an Evacuation Center site, the EOC's Mass Care Branch will designate one⁵, notifying the UCP, Emergency Communications Center, and PIO/JIC for communication to the community. Once the Evacuation Center is designated, the EOC is responsible for coordinating resource needs for the site. During non-business hours, Evacuation Center locations may be initially closed or unable to provide services. As the response progresses, the City will provide more mass care services. *ESF 6: Mass Care and Recovery Support Annex* outlines care and shelter practices in Berkeley.

Resource Management

City EOC Not Activated:

- The UCP will request resources through the Field UCP Logistics Section.
- If the UCP Logistics Section cannot fulfill the request, the Field UCP Logistics Section shall contact the Emergency Communications Center (Dispatch) to obtain resources as needed.
- Communications Center staff will request further resources from:
 - City Departments
 - City Partner agencies (see *Partner Coordination* below)
 - Alameda County agencies

City EOC Activated:

⁵ See *Shelter Site Identification Procedure*, which incorporates Access and Functional Needs considerations

- The UCP will request resources through the Field UCP Logistics Section.
- If the UCP Logistics Section cannot fill the request, the Field UCP Logistics Section will request resources from City Departments:
 - If a Department is represented at the UCP, the UCP will route the request directly to the Department/DOC
 - If a Department is not represented at the UCP, the UCP will route the request to the EOC Operations Support Section.
 - At the EOC level, resource requests will be coordinated through the Operations Section as described in Emergency Operations Plan Section 2.3.5 *Resource Management*.

Policy Support

A Complex Evacuation from a wildfire will create a need for Policy-level decision-making. Complex evacuations may require the Director of Emergency Services to provide support by making emergency policy decisions. Emergency policy decisions are those decisions that change or suspend City rules and regulations. Potential policy issues for an evacuation scenario include:

- Ongoing access control for evacuated areas
- Access to vacated homes by emergency services personnel in response to owner request
- Approval of emergency contracts for supportive equipment and services
- Reentry procedures for residents and the general public

Policy decisions would normally require City Council approval. Because evacuation scenarios generally evolve quickly, it is likely that policy decisions will initially be made by the DES rather than the City Council. These decisions must be approved by the City Council as soon as is practicable. See EOP Base Plan Section 2.2.2 *Policy Group* for details.

At any time, the Director of Emergency Services may assemble an ad-hoc Policy Group of experts to advise on emergency policy decisions. For wildfire evacuation, key individuals that the DES may engage in a Policy Group include:

- Police Chief
- Director of Public Works
- Transportation Division Manager
- City Attorney
- Fire Chief
- Health Officer
- Waterfront Manager
- Toxics Division Manager
- Public Information Officer
- Access and Functional Needs Technical Specialist

e) Partner Coordination

City responders may coordinate at the field, Department, EOC, and Policy levels with partners external to Berkeley City government in order to implement a wildfire evacuation. Some key partners are listed below, along with descriptions of necessary coordination and clarification of responsibilities.

Mutual Response Area Partners

The Berkeley Fire Department participates with other departments in a Mutual Response Area concept. When a fire breaks out in areas of the east bay hills that are highly vulnerable to fast-moving fires, departments from outside the jurisdiction may respond in order to quickly quell the fire. In Berkeley's Mutual Response Areas, responding departments may include:

- Moraga/Orinda Fire
- Oakland Fire
- El Cerrito/Kensington Fire
- East Bay Regional Parks Fire

This means that even without a mutual aid request to the County, these agencies may be participating in response efforts during a wildfire evacuation in Berkeley.

Berkeley Partners

UC Berkeley

Berkeley Fire provides Fire and EMS services to UC Berkeley. UCPD is in charge of law enforcement on the UC Berkeley campus.

If wildfire may impact any area of the UC Campus, including if Berkeley Fire will recommend evacuation for any of areas of the UC Campus, UCPD would be responsible for implementing that evacuation. Therefore, UCPD should be part of the Unified Command Post if any areas of the UC Campus may be in any way affected by wildfire response.

UC Berkeley would likely activate its own Emergency Operations Center and should send a liaison to the City of Berkeley's Emergency Operations Center if the City EOC is activated.

UC Berkeley has its own emergency notification systems that should be used in tandem with City processes (see *Emergency Public Information and Warning* in Section III.d *Wildfire Evacuation Support Activities*) to issue evacuation information and instructions to students, staff and faculty.

Because the UC Berkeley campus borders a significant portion of Berkeley's hills area, the fastest evacuation routes for community members might involve roadways and walking paths on the UC Campus. Many of these paths include accessible routes for people who use wheelchairs or mobility aids. If the City wants to recommend evacuation routes through Campus property, the City must coordinate with UCPD through the UCP and/or the EOC. Regardless of the City's recommendation to the community, the UC Berkeley Campus can expect that evacuating community members may travel to or through the UC Campus as they leave the hazard area.

Lawrence Berkeley National Lab

LBNL sits on the border between Berkeley and the wildlands managed by the East Bay Regional Parks District. A wildfire could first enter Berkeley on LBNL property.

LBNL's Fire and HazMat response is provided through a contract with Alameda County Fire. UCPD is in charge of law enforcement on the Lab campus. The City of Berkeley provides EMS to the LBNL campus.

If wildfire could affect any area of the LBNL campus, including if Berkeley Fire will recommend evacuation for any of area of the LBNL Campus, LBNL should be represented at the Unified Command Post. If the UCP recommends evacuation of areas of the LBNL Campus, LBNL officials will determine the course of action and UCPD would be responsible for implementing that evacuation.

Additionally, if the LBNL was under threat of wildfire, LBNL would activate its own Emergency Operations Center. LBNL should also send a liaison to the City of Berkeley's Emergency Operations Center if the City EOC is activated.

LBNL has its own emergency notification systems that should be used in tandem with City processes (see *Emergency Public Information and Warning* in Section III.d *Wildfire Evacuation Support Activities*) to issue evacuation information and instructions to personnel onsite.

Because the LBNL campus occupies a significant portion of Berkeley's wildland-urban interface, the fastest evacuation routes for community members could involve roadways and walking paths on the LBNL Campus. However, due to the hazardous materials in place on the LBNL Campus, using these paths may pose additional dangers to both evacuees and to the LBNL Campus.

If the City wants to recommend evacuation routes through LBNL Campus property, the City must make this request to LBNL through the UCP and/or the EOC. LBNL will determine whether it is safe to open the LBNL Campus for evacuation. Regardless of the City's recommendation to the community, the LBNL Campus can expect that evacuating community members may attempt to travel to or through the LBNL Campus as they leave the hazard area.

Berkeley Unified School District

California Senate Bill 187 (SB 187) and California Education Code Section 35294.1-222 mandate that all California public schools have a comprehensive school safety plan, which must be reviewed and updated annually. SB 187 defines what the document should cover, including procedures to accommodate children and youth with disabilities. The California State Board of Education supports the mandate with Policy #01-0223.

BUSD schools situated in Fire Zones 2 and 3 are considered facilities with vulnerable populations (see *Key Locations* above) and are included on maps used by field responders and the City EOC.

The City will coordinate with BUSD through the City of Berkeley Emergency Operations Center. BUSD currently has a designated EOC Partner Representative position in the EOC Operations Support Section, Community Branch. Additionally, BUSD may establish its own EOC to coordinate its operations. Until the

City EOC is activated, BUSD shall communicate status and resource requests through the Emergency Communications Center.

Students in public K–12 schools are a dependent population, and as such, BUSD is responsible for the custodianship of the students until they are released to a custodial adult. BUSD will provide the necessary personnel and resources to ensure that students with disabilities and others with access and functional needs are evacuated and supported until they are released to their custodial adult.

At each school site, staff coordinate evacuation out of school buildings. In the event a campus requires a full evacuation, BUSD provides for the relocation of students to an alternative school district property. Schools may consider predesignating a backup location for this kind of incident and communicating it to parents/guardians in advance of an emergency.

BUSD may use its own transportation resources (buses) to evacuate the school, depending on the particular circumstances of the scenario, including available resources and the Traffic Control Plan. If BUSD opts to use buses to evacuate students, questions about entry points and recommended routes shall be routed to the Unified Command Post.

If BUSD needs assistance from the City to evacuate, BUSD must immediately communicate those resource requests to the City. The Communications Center or City EOC will determine whether the call is coming from an area under evacuation order and will forward calls for service from within the evacuation area to the UCP. The UCP will triage those requests and will respond as resources allow.

The City may request that BUSD preemptively evacuate schools near to the evacuation zone in order to reduce potential congestion on affected roadways from parents/guardians picking up their children.

The City may request assistance from BUSD buses, including accessible buses, in order to move evacuees from Temporary Refuge Areas to Mass Care sites.

In a wildfire evacuation in Berkeley, BUSD will:

- Monitor public Emergency Public Information and Warning (EPIW) systems for information and instructions that may be targeted at school sites
- Maintain communication with:
 - School sites
 - City of Berkeley (via Emergency Communications Center or EOC, if activated)
 - Parents of affected children
- Coordinate evacuation of school sites
 - Serve as first point of resource provision for school sites
 - Forward resource requests to the City as needed
 - Provide reception sites for evacuating BUSD schools
- Respond to resource requests from City of Berkeley for incident support, likely from BUSD school buses, including accessible buses.

Easy Does It

Easy Does It Emergency Services provides assistance to the elderly and individuals with disabilities living independently in the City of Berkeley. Should a disabled person experience an unforeseen crisis or a temporary lapse in his or her own regular attendant care, that person can call upon Easy Does It for assistance at the time of need. In a Disaster, EDI services may include:

- Forwarding City EPIW messages to clients in impacted areas
- Dispatching emergency attendants to evacuation center
- Using EDI transportation to pick up wheelchair users
- Carrying clients up and down stairs
- Independent Living Case Management
- Wheelchair repair

Per SEMS, Easy Does It is a Private Nonprofit organization operating within the City of Berkeley Local Government area.

Key Partners on Berkeley's Borders

Berkeley shares borders with cities and a special district. Because a fire could affect multiple jurisdictions simultaneously, each potential response partner is described below.

East Bay Regional Park District

The East Bay Regional Park District maintains and operates a system of parks throughout Alameda and Contra Costa Counties. Coordination with EBRPD is critical, as multiple parks on Berkeley's borders could be the source of a wildfire that burns into Berkeley:

- Tilden Regional Park, on Berkeley's northeastern border
- Claremont Canyon Regional Park, on Berkeley's southeastern border (within the City of Oakland borders)

At the field level, the EBRPD Fire Department serves as one of Berkeley's Mutual Response Area partners (see above) and would likely be requested to provide mutual aid.

Additionally, a fire could affect both EBRPD and Berkeley simultaneously. In a fire burning in both jurisdictions, the UCP must include both EBRPD and Berkeley fire and law enforcement representatives. EBRPD and Berkeley would coordinate at the Emergency Operations Center level to ensure that both jurisdictions maintained a common operating picture in order to coordinate evacuation information and instructions for affected areas.

City of Oakland

The City of Oakland, sitting on Berkeley's southern border, may need to coordinate at multiple levels with the City of Berkeley during a wildfire response.

At the field level, the Oakland Fire Department serves as one of Berkeley's Mutual Response Area partners (see above) and would likely be requested to provide mutual aid.

Because the cities share a border, it is possible that evacuees from a Berkeley fire would evacuate into the city of Oakland.

Additionally, a fire could affect both Oakland and Berkeley simultaneously; in fact, Berkeley and Oakland share the Panoramic Hill neighborhood, which is considered to be Berkeley's most vulnerable to wildfire. In a fire burning in both cities, the UCP must include both Oakland and Berkeley fire and law enforcement representatives. Additionally, the cities of Oakland and Berkeley would coordinate at the Emergency Operations Center level to ensure that both cities maintained a common operating picture in order to coordinate evacuation information and instructions for affected community members in both cities.

City of Albany

The City of Albany, sitting on Berkeley's northwestern border, may need to coordinate at multiple levels with the City of Berkeley during a wildfire response.

At the field level, mutual aid would likely be requested from the Albany Fire Department (fire and EMS) and the Albany Police Department (law enforcement).

Because the cities share a border, it is possible that evacuees from a Berkeley fire would evacuate into the city of Albany. The cities of Albany and Berkeley would coordinate at the Emergency Operations Center level to ensure that both cities maintained a common operating picture in order to coordinate evacuation information and instructions for affected community members in both cities.

Community of Kensington

The community of Kensington, sitting on Berkeley's northeastern border, may need to coordinate at multiple levels with the City of Berkeley during a wildfire response.

At the field level, the El Cerrito-Kensington Fire Department serves as one of Berkeley's Mutual Response Area partners (see above) and would likely be requested to provide mutual aid.

Because they share a border, it is possible that evacuees from a Berkeley fire would evacuate into the city of Kensington.

Additionally, a fire could affect both Kensington and Berkeley simultaneously. In a fire burning in both cities, the UCP must include both El Cerrito-Kensington and Berkeley fire and law enforcement representatives.

Per SEMS, because Kensington sits in Contra Costa County, EOC-level communication should be through the Alameda County and Contra Costa County Operational Area Emergency Operations Centers. The County EOCs must coordinate on behalf of Berkeley and to ensure that both jurisdictions maintain a common operating picture in order to coordinate evacuation information and instructions for affected community members in both jurisdictions.

County-Level Partners

Alameda County Regional Emergency Communications Center (ACRECC)

The Alameda County Regional Emergency Communications Center (ACRECC) is located at the Lawrence Livermore National Laboratory (LLNL) and is operated by the Alameda County Fire Department (ACFD). ACRECC serves as the Alameda County Operational Area Coordinator.

As such, ACRECC will receive requests for law, fire, and EMS mutual aid from the City of Berkeley. The Unified Command Post will originate these requests, which will be forwarded to ACRECC through the City of Berkeley Emergency Communications Center. ACRECC will coordinate with other cities and jurisdictions to assign resources to the City of Berkeley.

Alameda County Sheriff's Office of Emergency Services and Homeland Security (AlCo OES)

AlCo OES coordinates emergency management activities for Alameda County at the SEMS Operational Area level. For wildfire evacuation, this coordination involves two key functions:

- AICo OES processes requests for activation of the Integrated Public Alert and Warning System (IPAWS), which is a key part of Berkeley’s Emergency Public Information and warning capability. While the City of Berkeley can directly send messages to the community through its own systems, the most powerful capabilities for community notification and warning exist at the County level. These systems are Wireless Emergency Alerts, which can target alerts to people in a hazard area based on their real-time locations, and the Emergency Alert System, which can interrupt radio and television programming.
- AICo OES manages the Alameda County Emergency Operations Center. The AICo EOC coordinates information and resources for jurisdictions within Alameda County. Representatives from utilities and organizations serving multiple cities in the County may sit at the Alameda County EOC in addition to or in lieu of providing representatives to the City of Berkeley EOC. The AICo EOC serves as Berkeley’s EOC-level connection for the State Office of Emergency Services Coastal Region. The City of Berkeley EOC will share situation status information and resource requests not being directed to ACRECC (see above) with the AICO OA EOC for further coordination.

American Red Cross of the Bay Area – Alameda County (Red Cross)

The Red Cross supports coordination of care and shelter services. For wildfire evacuation, this may entail providing Temporary Refuge Areas and Mass Care sites with basic support services that could include water, snacks, basic first aid, and mental health support as necessary.

If requested, the Red Cross may help to staff positions in the EOC Operations Support Section Mass Care Branch.

For American Red Cross responsibilities refer to ESF 6: *Mass Care and Recovery Support Annex*.

Utility Partners

EBMUD

EBMUD water systems will be used for firefighting activities. The Unified Command Post may request changes to the water distribution system from EBMUD. EBMUD’s involvement in a wildfire evacuation will be related to support of firefighting tactics.

At the time of the event, the UCP may communicate with EBMUD through the Communications Center or through an EBMUD Liaison at the UCP. Additionally, EBMUD may also provide a liaison to the EOC Operations Support Section – Construction and Engineering Branch. If this is not possible, the City’s EOC will connect with these representatives through the Alameda County OA EOC.

PG&E

Pacific Gas and Electric Company provides natural gas and electric service to the Berkeley community. While PG&E does not play a specific role in implementing wildfire evacuation, the status of the company's infrastructure poses particular concern in a wildfire scenario.

A wildfire could be caused by electric power and distribution lines, conductors and/or the failure of power poles. To mitigate the possibility of a wildfire initiated by PG&E infrastructure, the utility may temporarily turn off electricity to customers who are served by PG&E electric lines that run through extreme fire-threat areas. While the utility plans to provide as much advance notice as possible before taking this step, it has not provided specific thresholds or criteria that the City can monitor.

This power shutoff could impact evacuation efforts in many ways. First, it could reduce the City's ability to communicate with residents through EPIW systems and impacting the City's transportation infrastructure. Additionally, life-sustaining and mobility equipment may not be charged when an evacuation is ordered, creating evacuation challenges for people who rely on this equipment.

At the time of an event, PG&E may provide an Agency Representative at the UCP if requested. PG&E may also provide a liaison to the EOC Operations Support Section – Construction and Engineering Branch. If this is not possible, the City's EOC will connect with these representatives through the Alameda County OA EOC.

IV. ROLES AND RESPONSIBILITIES

Evacuations, like all emergency operations in the State of California, occur within the context and under the authority of mandated plans and response systems that describe coordination within and between multiple levels of government response. SEMS describes these levels, which are reflected in State and local emergency plans and procedures. This document serves as both a Functional Annex and Hazard-Specific Appendix to the City's Emergency Operations Plan - Base Plan, which clarifies organization within the Local Jurisdiction level.

Evacuation operations require particular attention to the coordination within and between each level of government response. Operations will follow the framework of SEMS, NIMS, ICS, and the EOP Base Plan by adhering to the six organizational levels:

1. Field (Incident Command (IC), Unified Command (UC), Area Command)
2. Local Jurisdiction (City of Berkeley, including EOC and Policy organizations)
3. Operational Area (Alameda County agencies)
4. Cal OES Coastal Region
5. State of California
6. Federal

Responsibilities for the Field, Local, and Operational Area levels are detailed further in the sections below.

a) Field Responsibilities

Unified Command Post Representatives:

- Fire and Rescue
 - Berkeley Fire Department
 - May also include:
 - Moraga/Orinda Fire
 - Oakland Fire
 - El Cerrito/Kensington Fire
 - East Bay Regional Parks Fire
 - Alameda County Fire
 - CAL FIRE
- Law Enforcement
 - Berkeley Police Department
 - May also include:
 - UC Berkeley Police
 - Oakland Police
 - Kensington Police
- Emergency Medical Services
 - Berkeley Fire Department
- Public Works
 - City of Berkeley Public Works Department

- Streets Division
 - Transportation Division
- May also include:
 - Pacific Gas and Electric Liaison
 - East Bay Municipal Utilities District Liaison
- City of Berkeley Emergency Communications Center⁶
- Emergency Management
 - City of Berkeley Office of Emergency Services Liaison (EOC not activated)
 - City of Berkeley Emergency Operations Center Liaison

All of the Unified Command Post representatives are listed in the table below, along with their Wildfire Evacuation Responsibilities at the UCP.

⁶ While the Emergency Communications Center will not be physically present at the UCP, the Communications Center will perform a key coordination role for the UCP.

| Function | Wildfire Evacuation Responsibilities |
|-----------------|--|
| Fire and Rescue | <ul style="list-style-type: none"> • Establish Unified Command with appropriate Law Enforcement and Public Works representatives • Identify hazard area(s) and Zone(s) to be evacuated • Coordinate with Law Enforcement to develop and update evacuation plan <ul style="list-style-type: none"> ○ Identify Temporary Refuge Areas ○ Advise on fire conditions and impacts on evacuation routes ○ Update plan as situation warrants • Support implementation of evacuation plan <ul style="list-style-type: none"> ○ Support evacuation of the identified areas, as necessary, which may include the use of public address systems and/or door-to-door notification. If public address systems are used, simultaneous use of a visual method is necessary. • Direct Fire Suppression and Rescue personnel • Request Fire Mutual Aid as needed |

| | |
|------------------------|--|
| <p>Law Enforcement</p> | <ul style="list-style-type: none"> • Establish Unified Command with appropriate Fire and Rescue and Public Works representatives • Serve as lead City department for evacuation operations • Coordinate with Fire Department to develop and update evacuation plan <ul style="list-style-type: none"> ○ Receive from Fire: Temporary Refuge Areas, hazard areas, and areas to be evacuated ○ Establish evacuation routes from areas to be evacuated to selected Temporary Refuge Areas <ul style="list-style-type: none"> ▪ As needed, adjust traffic flows to maximize egress capacity. This may include blocking streets, changing streets to one-way, and/or changing traffic signal flow. ▪ If possible, establish designated responder-only ingress routes ○ Update plan as situation warrants • Implement Evacuation Route/Traffic Control Plan <ul style="list-style-type: none"> ○ Secure evacuated areas and control ingress and egress to maintain perimeter control during an evacuation ○ Manage and control selected evacuation routes. <ul style="list-style-type: none"> ▪ Deploy Parking Enforcement Officers to direct vehicle traffic ▪ Coordinate with Public Works-Streets Division to adjust traffic signals and position traffic management resources ▪ Coordinate with private towing companies to remove parked cars as needed ○ Support evacuation of the identified areas, as necessary, which may include the use of public address systems and/or door-to-door notification. If public address systems are used, simultaneous use of a visual method is necessary. ○ Provide support to people who cannot evacuate without assistance ○ Monitor implementation of the Evacuation Route/Traffic Control Plan and update the plan as necessary • Manage law enforcement personnel and material resources for evacuation activities <ul style="list-style-type: none"> ○ Mobilize department personnel and material resources ○ Request Law Enforcement Mutual Aid as needed • Implement and Request Community Notifications <ul style="list-style-type: none"> ○ Direct Communications Center to send emergency alerts <ul style="list-style-type: none"> ▪ Update Communications Center any time Evacuation Route/Traffic Control Plan is updated ○ Consider use of public address systems and/or door-to-door notification in evacuated areas. If public address systems are used, simultaneous use of a visual method is necessary. • Communicate with other law enforcement entities as needed |
|------------------------|--|

| | |
|------------------------------|---|
| Emergency Medical Services | <ul style="list-style-type: none"> • Receive and prioritize requests for Emergency Medical Services in areas under UCP control <ul style="list-style-type: none"> ○ From field responders ○ From Emergency Communications Center • Direct assigned emergency medical system resources <ul style="list-style-type: none"> ○ Determine with Fire and Law commanders whether/which resources to allow in evacuation zone • Request EMS mutual aid as needed |
| Public Works: Streets | <ul style="list-style-type: none"> • Support implementation of Evacuation Route/Traffic Control Plan <ul style="list-style-type: none"> ○ Install appropriate signage, traffic control devices, and barricades ○ Remove debris or other roadway obstructions to facilitate evacuation or ingress for emergency personnel • Change traffic signals as requested by Police Department |
| Public Works: Transportation | <ul style="list-style-type: none"> • If possible, provide a Traffic Engineer to the UCP to support Police Department in development of Evacuation Route/Traffic Control Plan for Complex Evacuation |
| Utility Liaisons | <ul style="list-style-type: none"> • Communicate with utilities to provide UCP with updated information on outages and impacts |
| Communications Center | <ul style="list-style-type: none"> • Support incident communications for involved departments and agencies • Craft and send Emergency Public Information and Warning messages per Administrative Regulation 9.3 • Communicate Evacuation Route/Traffic Control Plan to AC Transit • Receive calls from community <ul style="list-style-type: none"> ○ Communicate current evacuation instructions to callers ○ Log requests for evacuation assistance and forward to UCP for triage |
| Emergency Management | <ul style="list-style-type: none"> • Maintain communication between the Local Government Level and the Field Level to ensure maintenance of a Common Operating Picture • Forward non-mutual-aid resource requests to the EOC for processing • Coordinate with the EOC/City Departments and partner agencies on response activities not being coordinated by the UCP <ul style="list-style-type: none"> ○ Temporary Refuge Area support activities ○ Mass Transportation, including accessible transportation, from Temporary Refuge Areas to mass care sites ○ Mass care and shelter activities (activation of Evacuation Centers) |

b) Local Emergency Operations Center Responsibilities

Supporting EOC Positions:

- EOC Management Section
 - EOC Coordinator
 - Public Information Officer/JIC
 - Liaison Officer
- EOC Operations Support Section
 - Coordinator
 - Fire and Rescue Branch
 - Law Enforcement Branch
 - Construction and Engineering Branch
 - Transportation Unit
 - Construction and Engineering Unit
 - Mass Care Branch
 - Shelter Unit
 - Animal Care Unit
 - Health and Medical Branch
 - Community Branch
- EOC Plans/Intelligence Section
 - Situation Analysis Unit
 - Resource Status Unit
 - Access and Functional Needs Technical Specialist
- EOC Logistics Section
 - Supply/Procurement Unit

All of the above EOC positions are listed in the table below. The table identifies the Unit/Position, the Unit/Position’s Wildfire Evacuation responsibilities, and the Emergency Support Functions associated with those responsibilities. “Normal Duties” is listed to indicate that the position should be activated to perform normal duties in support of wildfire evacuation. For additional details on normal duties for each position, see the City of Berkeley *Emergency Operations Plan*.

| EOC Unit/ Position | ESF | Wildfire Evacuation Responsibilities |
|----------------------------------|--------------------------------|---|
| <i>Management Section</i> | | |
| EOC Coordinator | 5: <i>Emergency Management</i> | <ul style="list-style-type: none"> • Normal Duties |
| Public Information Officer/JIC | 15: Public Information | <ul style="list-style-type: none"> • Normal Duties |

| EOC Unit/ Position | ESF | Wildfire Evacuation Responsibilities |
|-------------------------------------|---|---|
| Liaison Officer | 5: <i>Emergency Management</i> | <ul style="list-style-type: none"> • Normal Duties • Coordinate with Community Branch and Construction & Engineering Branch to get transportation resources, including accessible transportation resources, to move evacuees without cars from Temporary Refuge Areas to Evacuation Centers |
| Operations Support Section | | |
| Coordinator | 5: <i>Emergency Management</i> | <ul style="list-style-type: none"> • Normal Duties • Establish and maintain an EOC liaison at the UCP to relay information to the Emergency Operations Center |
| Fire and Rescue Branch | 16: <i>Evacuation</i> | <ul style="list-style-type: none"> • Normal Duties |
| Law Enforcement Branch | 16: <i>Evacuation</i> | <ul style="list-style-type: none"> • Normal Duties • Coordinate evacuation operations with: <ul style="list-style-type: none"> ○ Construction and Engineering Branch to designate evacuation routes ○ PIO/JIC to ensure public messaging has current information • With Construction and Engineering Unit, monitor traffic status to recommend changes to the Evacuation Route/Traffic Control Plan |
| Construction and Engineering Branch | 3: <i>Public Works and Engineering</i> 16: <i>Evacuation</i> | <ul style="list-style-type: none"> • Normal Duties • Maintain information on the status of City Roadways • Coordinate with Caltrans and County to maintain information on status of non-City roadways • With Law Enforcement Branch, monitor traffic status to recommend changes to the Evacuation Route/Traffic Control Plan • Work with UCP and Mass Care Branch to coordinate incoming transportation resources to move evacuees without cars from Temporary Refuge Areas to Evacuation Centers |
| Mass Care Branch – Shelter Unit | 5: <i>Emergency Management</i> 6: <i>Mass Care and Recovery Support</i> 7: <i>Logistics</i> | <ul style="list-style-type: none"> • Normal Duties • Coordinate with Plans/Intelligence Section to anticipate need for evacuation centers • Provide coordination and support to HHCS and PRW in identification and activation of evacuation centers • Establish evacuation centers as necessary and communicate their location to all EOC Sections, the PIO/JIC, and Communications Center. |

| EOC Unit/ Position | ESF | Wildfire Evacuation Responsibilities |
|-------------------------------------|----------------------------|--|
| Mass Care Branch – Animal Care Unit | 11: <i>Animal Response</i> | <ul style="list-style-type: none"> • Normal Duties • Monitor and support implementation of evacuation plan • Coordinate with Animal Care Services to: <ul style="list-style-type: none"> ○ Provide resources to Temporary Refuge Sites and other sites as needed to provide safe transportation for animals in need of confinement during an evacuation. ○ Shelter affected animals if necessary, using: <ul style="list-style-type: none"> ▪ Berkeley Animal Shelter ▪ Mutual aid animal shelter facilities ▪ Emergency animal sheltering facilities at evacuation centers (coordinate with Mass Care Branch - Shelter Unit) ○ Perform animal rescue, triage, medical treatment, transport, care, and domestic animal reunification ○ Mobilize additional ACS personnel, and other department trained volunteers. |
| Community Branch | 16: <i>Evacuation</i> | <ul style="list-style-type: none"> • Normal Duties • Coordinate with Law Enforcement Branch, PIO/JIC, and external organizations to: <ul style="list-style-type: none"> ○ Communicate evacuation information and instructions through community networks, including BEACON⁷ organizations ○ Coordinate with Construction and Engineering Branch and Liaison Officer to identify external resources (personnel, equipment and services) to assist with evacuation, including transportation of individuals unable to evacuate themselves |
| Plans/Intelligence Section | | |

⁷ BEACON (Berkeley Emergency Accessible Community Organization Network) is composed of organizations in the City of Berkeley that serve people with disabilities and other access and functional needs and seniors.

| EOC Unit/ Position | ESF | Wildfire Evacuation Responsibilities |
|--|---|--|
| Situation Analysis Unit | 5: <i>Emergency Management</i> 16: <i>Evacuation</i> | <ul style="list-style-type: none"> • Normal Duties • Maintain up-to-date situation status for incident. Important evacuation information includes: <ul style="list-style-type: none"> ○ Hazard areas ○ Areas under evacuation order ○ Areas under “prepare to evacuate” order ○ Hazard impact to transportation system (blocked routes, condition of major transportation agencies/services, structural integrity of roads/bridges/overpasses, etc.) ○ Access to critical facilities ○ Designated routes for evacuation and/or responder ingress ○ Designated Temporary Refuge Areas ○ Estimated number of evacuees |
| Resource Status Unit | 7: <i>Logistics</i> | <ul style="list-style-type: none"> • Normal Duties |
| Access and Functional Needs Technical Specialist | 5: <i>Emergency Management</i> 16: <i>Evacuation</i> | <ul style="list-style-type: none"> • Normal Duties • Ensure that accessible evacuation assistance is provided to people with disabilities and AFNs • Coordinate with Liaison Officer and Operations Support Section identify external resources (personnel, equipment and services) to assist with evacuation of people with access and functional needs |
| Logistics Section | | |
| Supply/Procurement Unit | 7: <i>Logistics</i> | <ul style="list-style-type: none"> • Normal Duties |

c) Local Policy Responsibilities

Policy Positions:

- Director of Emergency Services
- Policy Group
- City Council Liaison
- City Council

All of the above Policy positions are listed in the table below. The table identifies the Entity, its Wildfire Evacuation responsibilities, and the Emergency Support Functions associated with those responsibilities. “Normal Duties” is listed to indicate that the position should be activated to perform normal duties in support of wildfire evacuation. For additional details on normal duties for each position, see the City of Berkeley *Emergency Operations Plan*.

| Entity | ESF | Wildfire Evacuation Responsibilities |
|--|--------------------------------|---|
| City Manager/ Director of Emergency Services | 5: <i>Emergency Management</i> | <ul style="list-style-type: none"> • Normal Duties |
| Policy Group | 5: <i>Emergency Management</i> | <ul style="list-style-type: none"> • Normal Duties |
| City Council Liaison | 5: <i>Emergency Management</i> | <ul style="list-style-type: none"> • Normal Duties |
| City Council | 5: <i>Emergency Management</i> | <ul style="list-style-type: none"> • Normal duties as outlined in <i>City Council Emergency Response: Initial Actions and Ongoing Duties</i> <ul style="list-style-type: none"> ○ Receive and review verified information. ○ Share verified information to networks. ○ Collect information from networks. ○ Participate in Council meetings |

d) Operational Area Responsibilities

Although the City of Berkeley has no authority to assign responsibilities to Operational Area Level agencies, many of these agencies are primarily responsible for providing certain services to the City of Berkeley.

Supporting Operational Area Level Agencies:

- Alameda County Regional Emergency Communications Center (ACRECC)
- Alameda County Sheriff’s Office of Emergency Services and Homeland Security (AlCo OES)
- Alameda County Operational Area EOC (AlCo OA EOC)
- American Red Cross of the Bay Area – Alameda County (Red Cross)

Those Operational Area-level agencies and positions with responsibilities for wildfire evacuation are listed in the table below, along with the services they are responsible for providing in the event of a wildfire requiring evacuation.

| OA Level Agency | Wildfire Evacuation Responsibilities |
|------------------------|--|
| ACRECC | <ul style="list-style-type: none"> • Coordinate City of Berkeley’s mutual aid requests for law enforcement, fire and rescue, and emergency medical services |
| AlCo OES | <ul style="list-style-type: none"> • Process City of Berkeley IPAWS activation requests • Activate AlCo OA EOC as appropriate to support City of Berkeley response activities • Connect Alameda County to State Office of Emergency Services Coastal Region |
| AlCo OA EOC | <ul style="list-style-type: none"> • Coordinate information and resources for Alameda County • Host Alameda County agencies and external OA-level agencies to ensure they are integrated into response |
| Red Cross | <ul style="list-style-type: none"> • Provide support and coordination for mass care needs arising from wildfire evacuation |

V. ACTIVATION, NOTIFICATION AND RESPONSE ACTIONS

a. Activation

Within the City, the Director of Emergency Services or the Chief of Police have the overarching authority to initiate an evacuation. This plan may be activated by any member of the Fire Department or Police Department Command Staff, or any Fire Department Incident Commander when a wildfire event affecting the Berkeley population is anticipated or has occurred.

Two scenarios may activate this plan:

- Impending wildfire: If a wildfire occurs outside City boundaries, Fire Department and Police Department officials will monitor the situation to determine if activation of this plan is necessary to protect the Berkeley community. Officials may activate this plan even if fire has not reached Berkeley.
- Actual wildfire: If a wildfire occurs inside City boundaries, the Fire Department Incident Commander determine whether the event necessitates activation of this plan.

Scalable Activation

The level of activation will be determined according to the requirements of the event. Commanders will determine:

- Whether the necessary evacuation is Simple or Complex (see table below)
- Impacted agencies to engage at the Unified Command Post based on location of the fire and affected populations (see Section III.e *Partner Coordination*)

| Wildfire Evacuation Type | Examples | Coordinating Department | Activated Structures |
|---------------------------------|---|---|---|
| Simple | Structure fire in WUI area | Fire Department | <ul style="list-style-type: none"> • Incident Command Post |
| Complex | Structure fire that has expanded beyond initial occupancy and its immediate exposures Wildfire encroaching on Berkeley | Police and Fire Departments (Unified Command) | <ul style="list-style-type: none"> • Unified Command Post • Fire DOC • Police DOC • Public Works DOC • Emergency Operations Center |

b. Notification

Under direction of the Unified Command Post the Emergency Communications Center will issue notifications to all relevant supporting departments and agencies, and to any additional departments or agencies as required. The Office of Emergency Services will support notification efforts as staff are able.

Notification will be issued through the most appropriate communications channels and equipment for the event requirements, and will detail event information, reporting instructions, and any relevant coordination information.

c. Response Actions

Response actions listed below reference concepts that are detailed in Section III: *Concept of Operations*.

1. Establish Incident/Unified Command as appropriate⁸
 - a. City representatives include Fire, Police, and Public Works
 - b. UCP identifies any key departments/external agencies and requests representatives as appropriate at the UCP
2. Conduct Initial Assessment⁹
 - a. UCP – Fire Command determines fire extent and anticipated spread
 - b. UCP – Law Command determines roadway/traffic conditions
 - c. UCP determines Zone(s) to Evacuate
 - i. May sub-divide into “evacuate now” and “prepare to evacuate” areas
 - d. UCP identifies key locations
 - i. Response sites (inside/outside Evacuation Zones)
 - ii. Critical facilities and facilities with vulnerable populations in Evacuation Zones
(see attachment X)
 - iii. Temporary Refuge Areas outside Evacuation Zones
3. Initial Community Notifications
 - a. UCP directs Emergency Communications Center to perform initial notifications to affected community members
4. Request resources
 - a. UCP requests internal City resources via Emergency Communications Center
 - b. UCP requests mutual aid resources (fire, law enforcement, EMS) from ACRECC via Emergency Communications Center
5. Develop Evacuation Plan
 - a. UCP establishes Priority Transportation Routes
 - b. If possible, UCP establishes designated responder-only ingress routes
 - c. UCP determines which responders will be permitted into which areas
 - d. UCP establishes supportive Traffic Control Plan
6. Implement Evacuation Plan
 - a. UCP directs Emergency Communications Center¹⁰ to perform detailed community notifications with affected areas, recommended evacuation routes, and other instructions
 - b. UCP directs access control to impacted areas
 - c. UCP – Law Commander directs implementation of Traffic Control Plan
 - i. Law Enforcement field responders facilitate traffic flow on major and collector streets
 - ii. Public Works – Streets:
 1. Removes debris or other roadway obstructions to facilitate evacuation or ingress for emergency personnel
 2. Installs appropriate signage, traffic control devices, and barricades

⁸ This section assumes a Complex Evacuation with Unified Command

⁹ If activated, EOC will provide requested support for initial assessment.

¹⁰ Office of Emergency Services staff will provide support if available.

- 3. Changes traffic signals as requested by Police Department
 - iii. As needed, private towing companies remove parked cars
 - d. UCP receives and triages requests for service from within evacuation zones. Requests for service may come from:
 - i. Emergency Communications Center
 - ii. Field Responders
 - iii. Emergency Operations Center – Operations Support Section (if activated)
 - e. UCP assigns available resources to:
 - i. Door-to-door notifications in multiple formats including visual
 - ii. Drive-by notifications from apparatus
 - iii. Requests for service
- 7. Monitor and update Evacuation Plan
 - a. UCP-Fire Commander monitors fire activity to determine necessary changes to Initial Assessment and Zones to Evacuate
 - b. UCP-Law Commander monitors evacuation progress
 - c. UCP adjusts Evacuation Plan as necessary to integrate additional resources
- 8. EOC-driven support
 - a. Activate and staff EOC
 - b. Request Department support/DOC activation(s) as needed
 - c. Maintain up-to-date situation status for the incident
 - d. Coordinate support for field response
 - i. For Unified Command Post
 - 1. Provide information as requested by UCP
 - a. Maintain status of City and non-City roadways
 - b. Monitor traffic status
 - ii. Determine need for activation of ESF 6: *Mass Care and Recovery Support Annex*
 - 1. Establish Evacuation Center locations as needed
 - iii. Coordinate with transportation providers to manage evacuee transportation from Temporary Refuge Areas to mass care sites
 - iv. Coordinate with BACS to provide animal response at Temporary Refuge Areas and mass care sites
 - e. Support resource requests
 - i. Receive and coordinate fulfillment of non-mutual-aid resource requests from:
 - 1. UCP
 - 2. Departments/DOCs
 - 3. Identify external resources (personnel, equipment and services) to assist with evacuation of people with access and functional needs
 - f. Report to departments, field, and Policy level
 - g. Identify and address Policy questions
 - h. Coordinate with affected external partners
 - 9. Unified Command Post Transition
 - a. When fire threat is contained, end evacuation operations
 - b. Transition UCP structure to address evacuation enforcement/reentry
 - i. UCP may be demobilized with responsibility shifting to PD DOC and EOC

10. Evacuation enforcement

- a. Police DOC directs ongoing protection of evacuated area via perimeter controls and/or ongoing patrols of evacuated area

11. Reentry

- a. EOC develops reentry plan in coordination with:
 - i. Appropriate departments to address safety concerns
 - ii. Policy Group and Director of Emergency Services to address policy concerns

d. Deactivation

This plan is deactivated when the fire threat is contained and evacuation operations are no longer in progress. Activities to address evacuees' mass care and shelter needs will be addressed as indicated in ESF 6: *Mass Care and Recovery Support Annex*. If necessary, the EOC will coordinate with City departments, external agencies and policymakers as needed to develop and implement a reentry plan for evacuated areas.

- VI. ATTACHMENTS**
 - a. Possible Temporary Refuge Areas for Wildfire Evacuation**
 - b. Wildfire Evacuation Messaging**

Wildfire Evacuation Plan

Attachment A: Possible Temporary Refuge Areas for Wildfire Evacuation

| Name NEEDS TO BE UPDATED | Owner |
|---|-----------------|
| Codornices Park | City |
| Cragmont Park | City |
| John Hinkel Park | City |
| Live Oak Park | City |
| MLK Jr Civic Center Park | City |
| North Berkeley Public Library | City |
| Cragmont School | BUSD |
| John Muir School Park | BUSD |
| King School Park | BUSD |
| Thousand Oaks School Park | BUSD |
| Claremont Hotel (Parking Lot, Tennis Courts, etc.) | Claremont Hotel |
| Summit Reservoir (South End) | EBMUD |
| Foothill Parking Lot | UC Berkeley |
| La Loma Parking Structure | UC Berkeley |
| Lawrence Hall of Science Parking Complex (East Lot, MSRI Parking Lot, Hill Terrace Parking Lot) | UC Berkeley |
| Prospect Court Lot | UC Berkeley |

ADD A COLUMN: "ASSESSED FOR ACCESSIBILITY"

Temporary Refuge Areas will be assessed for accessibility using Department of Justice ADA standards.

Wildfire Evacuation Plan

Attachment B: Wildfire Evacuation Messaging

Messages are formulated according to the Common Alerting Protocol (CAP). Messages are formatted into short and detailed versions to accommodate SMS text limits and email format.

Short Message (limited to 120 characters or less)

Per Fire Dept people in [DESCRIBE AFFECTED AREA/EVACUATION ZONE(S)] should evacuate now due to a [SEVERITY] fire.

Detailed Message (2,500 character limit, can include attachments)

This is AC Alert Berkeley at [TIME OF MESSAGE]. Due to a [SEVERITY] fire, the City of Berkeley Fire Department recommends that people in [DESCRIBE AFFECTED AREA IN DETAIL – USE N/S/E/W, EVACUATION ZONE(S), CROSS-STREETS AND IDENTIFIABLE LAND MARKERS] should evacuate now until [ENDPOINT].

[DETAILED RESPONSE INSTRUCTIONS IF AVAILABLE:

- WHERE TO EVACUATE – DESIGNATED TEMPORARY REFUGE AREAS
- RECOMMENDED ROUTES FOR CAR, FOOT, AND ASSISTIVE DEVICES
- Bring your pets.

For more information, check [INFORMATION SOURCES] every [FREQUENCY].

Additional notes:

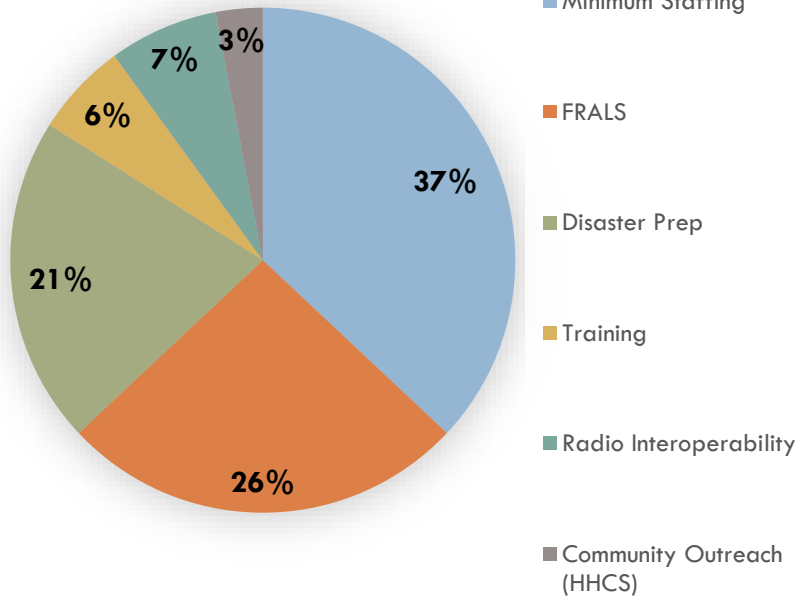
- If possible, include a map of impacted areas and routes. Note that any publicly distributed map shall include a detailed written description of the map.

DISASTER & FIRE SAFETY COMMISSION

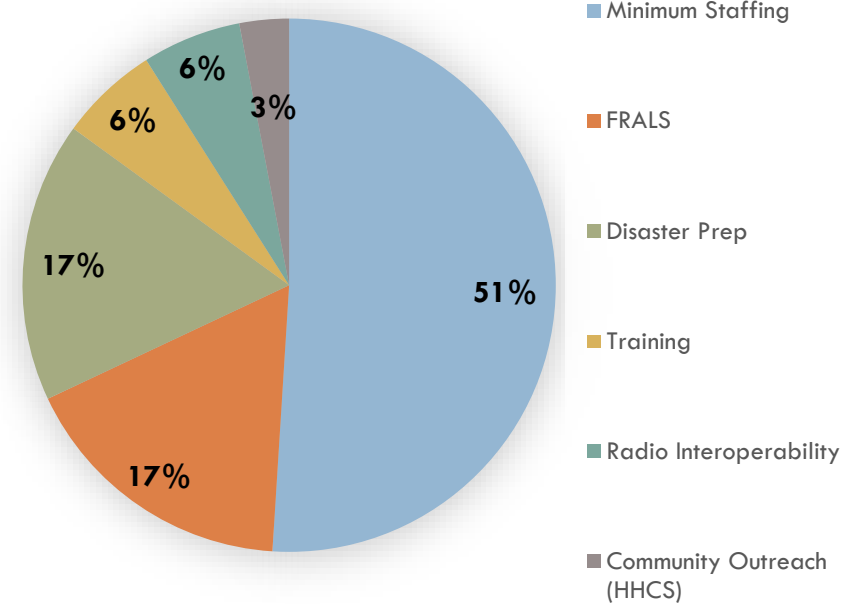
FY 2020 YEAR END BUDGET

December 2, 2020

FY20 Adjusted Budget



FY20 Year End Expenditures

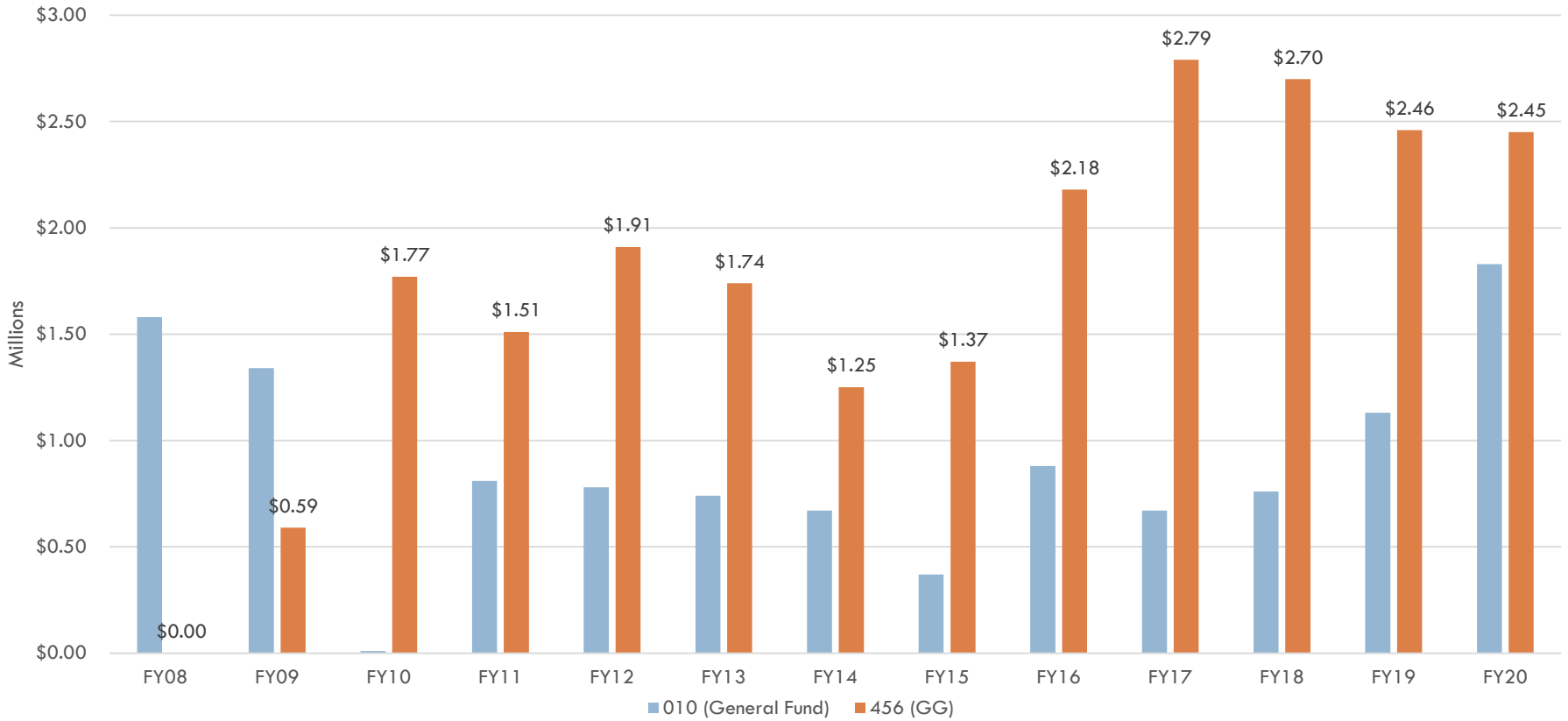


| Program | FY 2020 Adjusted Budget | | FY 2020 Year End Expenditures | | FY 2019 Year End Expenditures | |
|---------------------------|-------------------------|-------------|-------------------------------|-------------|-------------------------------|-------------|
| Minimum Staffing | 1,803,289 | 37% | 2,618,604 | 51% | 2,706,164 | 52% |
| FRALS | 1,308,893 | 26% | 864,418 | 17% | 897,247 | 18% |
| Disaster Prep | 1,062,288 | 21% | 897,112 | 17% | 762,496 | 15% |
| Training | 287,921 | 6% | 306,177 | 6% | 297,323 | 6% |
| Radio Interoperability | 336,046 | 7% | 333,497 | 6% | 320,398 | 6% |
| Community Outreach (HHCS) | 221,616 | 3% | 137,856 | 3% | 135,957 | 3% |
| Totals | 5,020,054 | 100% | 5,157,664 | 100% | 5,119,585 | 100% |

FY2020 Year End Expenditures

| | <u>ACTUAL</u> |
|--|----------------------|
| □ Dumpster Program Actual: 14 Dumpsters | \$ 6,728 |
| □ Medical Director Contract | \$ 72,000 |
| □ Disaster Readiness Classes/Training | \$ 11,765 |
| □ Gas Shut Off Valve Program | \$ 271 |
| □ CRC/Cache Program | \$ 49,876 |
| □ 2020 Shakeout & Urban Shield Prog's canceled | \$ 0 |
| □ Motorola (consolette radios) for BFD & BPD | \$ 51,866 |

Actual Overtime by Fund



FY2021 Measure GG

Quarterly Expense Tracking

| Program | Budget | Actuals | | | | % Budget Available | Available Budget |
|---------------------------|---------------------|---------------------|-------------------|-------------------|-------------------|--------------------|---------------------|
| | | July-Sept. 2020 | Q2 Oct.-Dec. 2020 | Q3 Jan.-Mar. 2021 | Q4 Apr.-June 2021 | | |
| Disaster Prep | \$ 1,098,490 | \$ 226,795 | | | | 79% | \$ 871,694 |
| FRALS | \$ 781,252 | \$ 141,089 | | | | 82% | \$ 640,163 |
| Minimum Staffing | \$ 2,234,254 | \$ 1,004,583 | | | | 55% | \$ 1,229,671 |
| Radio Interoperability | \$ 356,941 | \$ 5,357 | | | | 98% | \$ 351,584 |
| Training | \$ 293,907 | \$ 65,188 | | | | 78% | \$ 228,719 |
| Community Outreach - HHCS | \$ 239,315 | \$ 30,427 | | | | 87% | \$ 208,888 |
| Totals | \$ 5,004,159 | \$ 1,473,439 | | | | 71% | \$ 3,530,720 |

Note: Minimum Staffing actuals are high due to COVID-19 coverage

Measure GG Fund Forecast

as of 12/2/20

| Description | FY 2016 Actuals | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Actuals | FY2020 Actuals | FY2021 Projected |
|---|--------------------|--------------------|--------------------|--------------------|-------------------|---------------------|
| Beginning Fund Balance | 3,172,988 | 3,038,006 | 2,514,379 | 2,566,004 | 2,593,648 | 2,718,312 |
| % Revenue Increase | 5.1% | 4.7% | 6.1% | 2.6% | 3.9% | 3.73% |
| Revenues (A) | 4,467,332 | 4,701,604 | 5,212,511 | 5,147,228 | 5,282,327 | 5,484,147 |
| Fire and Disaster Tax | 4,420,756 | 4,630,398 | 4,911,612 | 5,037,790 | 5,232,958 | 5,428,147 |
| Reimbursement from Mutual Aid Deployment | 11,938 | 4,431 | 248,448 | 51,474 | 5,727 | 10,000 |
| Other Revenues | 34,638 | 66,775 | 52,451 | 57,964 | 43,643 | 46,000 |
| Expenditures (B) | 4,602,314 | 5,225,231 | 5,160,886 | 5,119,584 | 5,157,663 | 5,903,535 |
| Personnel Costs Excluding Overtime | 1,760,654 | 1,789,826 | 1,887,127 | 1,889,028 | 1,987,843 | 2,141,844 |
| Overtime | 2,184,563 | 2,790,900 | 2,697,761 | 2,455,873 | 2,455,105 | 3,025,535 |
| Non-Personnel | 657,097 | 644,505 | 575,998 | 774,683 | 714,715 | 736,156 |
| % Revenue Expended (B/A) | 103% | 111% | 99% | 99% | 98% | 108% |
| Annual Surplus/Shortfall (A-B) | (134,982) | (523,627) | 51,625 | 27,644 | 124,664 | (419,388) |
| Ending Fund Balance (C) | 3,038,006 | 2,514,379 | 2,566,004 | 2,593,648 | 2,718,312 | 2,298,924 |
| Set Asides: | | | | | | |
| Fund Balance Set Aside for Radio Replacement | 880,000 | 1,100,000 | 1,320,000 | 1,540,000 | 1,760,000 | 1,980,000 |
| Fund Balance Set Aside for Disaster Microgrid | 0 | 289,000 | 289,000 | 289,000 | 0 | 0 |
| Fund Balance Reserve | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Total Set Asides (D) | 1,180,000 | 1,689,000 | 1,909,000 | 2,129,000 | 2,060,000 | 2,280,000 |
| Ending Unreserved Fund Balance (C-D) | 1,858,006 | 825,379 | 657,004 | 464,648 | 658,312 | 18,924 |

Notes & Assumptions

Radio Replacement at \$220,000 or less per year, depending on funding availability. A
\$300,000 reserved fund balance for emergency purposes.

Revenue

FY 2021 Fire Disaster Taxes increase by 3.73% CPI for this year.

Expenditures

Personnel Cost:

-Annual COLA increase: 0.5% FY 2021

-Overtime is assumed to increase 2% in and includes budget deferred amount of \$521,328

Non-Personnel Cost:

An annual increase of 3% beginning FY18 to adjust for inflation and other unexpected increases.

Measure GG – Program Definitions

Minimum Staffing

This covers staff required to keep the “minimum staffing” levels on our fire apparatus (engines, ambulances, and trucks) up and in-service. Minimum staffing is 3 staff per apparatus for the engines and truck companies and 2 for the ambulances.

FRALS

The First Responder Advanced Life Support program are Paramedics that are staffed on the engines and truck companies. This also includes certain ALS (advanced life support) equipment and staffing.

Disaster Prep

This covers activities and staff positions that concentrate on Disaster Preparedness and include:

- Disaster Cache
- CERT Trainings
- CERT Instructors
- CERT Volunteers
- LISTOS
- Community Resource Centers (CRC's)
- Apartment Resource Centers (ARC's)
- Gas Shut-off valve program
- Dumpster program
- Disaster Preparedness Fairs
- School Outreach
- Berkeley Reay Brochures
- Preparedness Presentations
- Emergency Public Info and Warning (AC Alert)
- Full time OES positions

Training

This covers full time positions in the Training Division

Radio Interoperability

This covers EBRCSA radios in all of our apparatus (mobile and portable) and BPD radios

Community Outreach-HHCS

This covers full time and part time positions in HHCS as well as these programs:

- National Night
- Shake Out
- Preparedness Presentations
- Childcare Preparedness
- Business Preparedness