

**IA10**

**Animal and Agriculture-Related**

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| <b>Animal and Agriculture-Related Incident Checklist</b> |  |   |
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| <b>Phase of Activity</b>                                 | <b>Action Items</b>  | <b>Supplemental Information</b>                     |
| <b>PRE-INCIDENT PHASE</b>                                | <input type="checkbox"/> Arrange for personnel to participate in necessary training and exercises, as determined by Marion County Emergency Management and ESF 8 and 11 Leads.   | <i>County NIMS Implementation and Training Plan</i> |
|  | <input type="checkbox"/> Participate in Marion County preparedness activities, seeking understanding of interactions with participating agencies in an animal disease or agriculture-related emergency.  |   |
|  | <input type="checkbox"/> Ensure that contact lists are current and establish a pre-event duty roster allowing for 24/7 operational support to Marion County EOC.<br>Contact lists should include the following agencies (notification procedures will depend on the nature of the incident): <ul style="list-style-type: none"> <li>- Oregon Dept of Fish and Wildlife</li> <li>- Oregon Department of Agriculture</li> <li>- Marion County Extension Service (OSU)</li> <li>- Farm Service Agency</li> <li>- Marion County Health Department</li> <li>- Oregon State Public Health Division</li> <li>- Local and State Veterinarians</li> </ul> | <i>ESF 11 Annex to the County EOP</i>               |
|  | <input type="checkbox"/> Inform Marion County Emergency Management of any major developments that could adversely affect response operations (i.e., personnel shortages, loss of equipment, etc.).   |   |
| <b>RESPONSE PHASE</b>                                    | <input type="checkbox"/> Following positive laboratory results for an animal disease stemming from a significant animal/agriculture-related outbreak or contamination concern, activate the County EOC and establish Incident Command or UC, as appropriate. Identify the lead animal/agriculture agency. Staffing levels will vary with the complexity and needs of the response. At a minimum, IC, all Section Chiefs, Resource Coordinator and management support positions.  | <i>ESF 5 and 11 Annexes of the County EOP</i>       |
|  | <input type="checkbox"/> Establish a site Health and Safety Plan and identify appropriate personal protective equipment to be implemented among response and support staff throughout the duration of the emergency. The Safety Officer will develop this plan, make changes to procedures/practices as deemed necessary by the situation, and provide regular scheduled safety briefings to the command staff.  |   |
|  | <input type="checkbox"/> If incident response exceeds local capabilities and/or resources, submit a request for emergency/disaster declaration according to established county procedures.   | <i>Section 1.4 of the County EOP</i>                |
|  | <input type="checkbox"/> Contact the County Sheriff if the Oregon Department of Agriculture requires enforcement of a quarantine area. The Emergency Management Director or designee will contact the County Court with information on required measures and resources. Local police departments and Oregon State Police may be called upon to provide additional resources.   | <i>ESF 13 Annex of the EOP</i>                      |

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|-------------------|--|--|
|                   | <input type="checkbox"/> <b>Impose animal movement restrictions by emergency order, if necessary (enforcement activities supported by law enforcement agencies).</b>   | <i>ESF 13 Annex of the EOP</i>                   |
|                   | <input type="checkbox"/> <b>Estimate emergency staffing levels and request personnel support.</b>  |  |
|                   | <input type="checkbox"/> <b>Develop work assignments for ICS positions (recurring).</b>  | <i>ICS Form 203-Organization Assignment List</i> |
|                   | <input type="checkbox"/> <b>Notify appropriate ESF-11 and ESF-8 supporting agencies. Support agencies may include, but are not limited to:</b> <ul style="list-style-type: none"> <li>- U.S. Department of Agriculture                             <ul style="list-style-type: none"> <li>• Animal Plant Health Inspection Service</li> <li>• Foreign Animal Disease Diagnostic Lab</li> <li>• Food Safety Inspection Service</li> </ul> </li> <li>- Oregon Department of Agriculture                             <ul style="list-style-type: none"> <li>• State Veterinarian’s Office</li> <li>• Regional Veterinary Emergency Response Teams</li> </ul> </li> <li>- Private Veterinarians</li> <li>- Oregon Department of Fish &amp; Wildlife</li> <li>- Oregon Department of Environmental Quality</li> <li>- Marion County Health Department</li> <li>- Marion County Extension Service (OSU)</li> <li>- Farm Service Agency</li> <li>- Oregon State University , College of Veterinary Medicine</li> <li>- Marion County Farm Bureau</li> <li>- Local volunteer organizations (SPCA, Humane Society)</li> </ul> | <i>ESF 8 and 11 Annexes to County EOP</i>        |
|                   | <ul style="list-style-type: none"> <li>- <b>Identify local, regional, or State agencies that may be able to mobilize resources and staff to the County EOC for supporting response operations.</b></li> </ul>  |  |
|                   | <input type="checkbox"/> <b>With support from the local health department, State Veterinarian and Area Veterinarian In-Charge, determine the scope and extent of outbreak/disease (recurring). Verify reports and obtain estimates of the areas/livestock operations in the County that may be affected.</b>   | <i>ICS Form 209-Incident Status Summary</i>      |
|                   | <ul style="list-style-type: none"> <li>- <b>Notify command staff, support agencies, adjacent jurisdictions, ESF coordinators, and/or liaisons of any situational changes.</b></li> </ul>   |  |
|                   | <input type="checkbox"/> <b>Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</b>  |  |
|                   | <ul style="list-style-type: none"> <li>- <b>Dedicate time during each shift to prepare for shift change briefings.</b></li> </ul>  | <i>ICS Form 201-Incident Briefing.</i>           |
|                   | <input type="checkbox"/> <b>Confirm or establish communications links among primary and support agencies, the County EOC, AOCs, and State ECC - confirm operable phone numbers and backup communication links.</b> <ul style="list-style-type: none"> <li>- <i>Note: Depending on the type and size of the incident, an Area Command Center may be instituted at the Oregon Department of Agriculture.</i></li> </ul>  | <i>ESF 2 Annex of County EOP</i>                 |

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|                   | <input type="checkbox"/> Ensure that all required notifications have been completed. Consider other local, regional, State, and Federal agencies that may be affected by the incident. Notify appropriate industry groups and animal/plant agriculture businesses. Provide status of incident and conditions of actual or perceived disease threat.  | Section 4.2 of the County EOP; Established emergency contact lists at the County EOC |
|                   | <input type="checkbox"/> Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a UC if scope of response increases.  |  |
|                   | <input type="checkbox"/> Implement local plans and procedures for responding to animal/agriculture-related emergencies. Ensure that copies of the following documents are available to response personnel. Implement agency-specific protocols and SOPs. <ul style="list-style-type: none"> <li>- Oregon Animal Disease Emergency Management Plan (2004)</li> <li>- Applicable animal disease-specific protocols, including Public Health plans focusing on potentially contagious diseases</li> </ul> | Agency-specific SOPs and ESF 11 Annex to the County EOP                              |
|                   | <input type="checkbox"/> Determine need to conduct human and/or animal evacuations and sheltering activities (recurring). Evacuation assistance should be coordinated among ESF-1 (Transportation), ESF-5 (Emergency Management), ESF-6 (Mass Care, Housing, and Human Services), ESF 11 (Agriculture and Natural Resources), and ESF-15 (Public Information and External Affairs)   | ESF 1, ESF 5, ESF 6, ESF 11, and ESF 15 Annexes of the County EOP                    |
|                   | <input type="checkbox"/> Determine the need for additional resources and request as necessary through appropriate channels (recurring), including activation of intergovernmental agreements and memos of understanding. <ul style="list-style-type: none"> <li>- Note: All resources activated through mutual aid agreements needs to be tracked by the County EOC for cost and liability purposes.</li> </ul>  | ESF 7 Annex of county EOP  |
|                   | <input type="checkbox"/> Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers with potential needs as well as current needs. <ul style="list-style-type: none"> <li>- Note: The county EOC will coordinate requests by the lead animal disease/public health agency for local resources and mutual aid resources.</li> </ul>  |  |
|                   | <input type="checkbox"/> Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include: equipment, personnel, facilities, supplies, procedures and communications. Track resources as they are dispatched and/or used.  | ICS Resource Tracking Forms and ESF 7 Annex of county EOP                            |
|                   | <input type="checkbox"/> Manage and coordinate volunteers through the County EOC via the Volunteer Coordinator. Individuals, organizations, or groups wishing to volunteer their assistance during any phase of a disaster need to be registered by the County. Volunteers may be used in credentialed capacity only. Written proof is expected at the time of sign up.  | ESF 5 and 7 Annexes of the County EOP  |

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|                                      | <input type="checkbox"/> Establish a JIC. In the case of animal disease that could spread or pose risk to humans, the County Health Officer or designee will address medical and public health issues/concerns within the Joint Information System via the JIC, if it is activated.  | <i>ESF 15 Annex of the County EOP</i>                         |
|                                      | <input type="checkbox"/> Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts (recurring).  | <i>ESF 15 Annex of the County EOP</i>                         |
|                                      | <ul style="list-style-type: none"> <li>- Public information focusing on animal/agriculture-related incidents will be developed in conjunction with ODA (State Veterinarian’s Office), local/State public health agencies, Marion County Extension Services, and other support agencies. Public information dissemination will be coordinated through the County EOC and JIC and supported by Marion County Court. Information will be approved for release by the IC and Lead PIO prior to dissemination to the public.</li> </ul> |   |
|                                      | <input type="checkbox"/> Record all EOC activity and completion of individual personnel tasks (recurring). All assignments, person(s) responsible, and significant actions taken should be documented in logbooks.   | <i>EOC position checklists/forms and applicable ICS forms</i> |
|                                      | <input type="checkbox"/> Produce situation reports (recurring). At regular periodic intervals, the EOC Manager/EMD and staff will assemble a situation report.   |   |
|                                      | <input type="checkbox"/> Develop, update, and implement an IAP (recurring) for each operational period. This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular periodic intervals and modified as the situation changes.  | <i>ICS Form 202 – Incident Objectives</i>                     |
|                                      | <input type="checkbox"/> Ensure that all reports of injuries, illness, and deaths occurring during animal/agriculture emergency response are communicated to the IC and/or Safety Officer.   |   |
| <b>RECOVERY/DEMobilizatiON PHASE</b> | <input type="checkbox"/> Ensure an orderly demobilization of emergency operations in accordance with current county procedures and implement community recovery plans (including COOP/COG).  | <i>ESF 14 Annex to the County EOP</i>                         |
|                                      | <input type="checkbox"/> Coordinate with appropriate organizations for the deployment of inspectors and veterinarians to verify/certify viability of animals/plants following a disease outbreak or contamination incident.  | <i>Specific Agency SOPs</i>                                   |
|                                      | <input type="checkbox"/> Release mutual aid resources as soon as possible.   |   |
|                                      | <input type="checkbox"/> Coordinate disposal of infected livestock, contaminated animal carcasses/feed, and other potentially contaminated items following response procedures. Consult with EQ for identification of disposal sites and appropriate procedures.   |   |
|                                      | <input type="checkbox"/> Conduct post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.  |   |

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|                   | <input type="checkbox"/> Deactivate/demobilize the County EOC.  | <i>ESF 5 Annex of the County EOP</i> |
|                   | <input type="checkbox"/> Correct response deficiencies reflected in the IP.   |                                      |
|                   | <input type="checkbox"/> Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website ( <a href="http://www.llis.gov">www.llis.gov</a> ) |                                      |

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