



EOC-AP

Emergency Operations Center
Action Plan

Polk County
Emergency Management Commission

1907 Carpenter Avenue
Des Moines, Iowa 50314

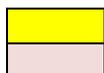
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Summer 2018 Flooding

Operational Period: 12

Starting: 2018-07-10 1200 hours

Ending: 2018-07-11 1200 hours



Indicates new/amended info

Indicates point of emphasis

Situation Summary

Excessive rainfall occurred on the evening of 30 JUN causing extensive flash flooding countywide. Widespread rainfall of 3 to 8 inches were reported throughout the county. Flooding resulted in widespread property damage and dangerous conditions causing dozens of rescues from vehicles and homes.

An additional threat from inflow from the Des Moines River into Saylorville Reservoir creates the potential of longer-term river flooding below the reservoir. Army Corps of Engineers reports that Saylorville Reservoir crested at 886.19' on 09 JUL. As of 0921 hours (7-10-18) inflow was 21,500 cfs and outflow was 21,000 cfs. It is anticipated that during the operational period and inflow and outflow inversion of values should begin to occur.

3-Day Weather Forecast

Tuesday	Mostly sunny. High in the upper 80s. Northeast wind around 5 mph.
Tuesday Night	Mostly clear. Low in the upper 60s. East wind around 5 mph.
Wednesday	Mostly sunny. High in the upper 80s. Southeast wind 5 to 10 mph.
Wednesday Night	Partly cloudy. Low in the lower 70s.
Thursday	Partly sunny. A 30 percent chance of thunderstorms in the afternoon. High around 90.
Thursday Night	Partly sunny with a 50 percent chance of thunderstorms. High in the upper 80s.

Safety Messages

1.	Forecast includes temperatures in the 80s with sunny conditions. Responders and volunteers should ensure they are properly hydrated and continue to watch for signs of heat related illness. Protect exposed skin from sun exposure with sunscreen.
2.	All personnel are to stay out of floodwater unless wearing appropriate personal protective equipment and work assignments require it.
3.	Many injuries related to disasters occur during clean-up and repair operation; use caution when conducting cleaning or repair work.
4.	Anyone working in conditions where exposure to floodwater is likely should be appropriately vaccinated or immunized.
5.	Be cautious working around public right of ways that are cluttered with debris piles and pedestrian traffic.

EOC Priorities

Difficult resource allocation decisions are almost certain during execution of this plan. The following priorities should guide the allocation of resources when scarce. (Resources are defined as **personnel**, equipment, supplies, materials, time and effort.)

I	Protecting lives and safeguarding safety efforts.
II	Coordinating stabilization of the incident.
III	Enabling property protection and environmental conservation.
IV	Facilitating the recovery process.

Operational Period Emphasis

- Deploy volunteers in the various communities in Polk County to continue cleanup efforts.
- Deploy damage assessment teams **and monitor progress.**
- Track requests for assistance using the dynamic damage assessment database.
- Reevaluate work completed and make assessments and assignments for the next operational period.

EOC Objectives Overview – WHAT the EOC will do

- Monitor evolving conditions and continuously reassess actions.
- Provide validated information to the public, responders and the policy group.
- Provide support to identified displaced residents.
- **Enhance the volunteer management strategy to streamline the process and improve the accuracy of progress tracking.**
- **Monitor donations management needs and operations.**
- Protect responders and the public from secondary hazards.
- Coordinate a uniform damage assessment process.
- Monitor and support jurisdictional debris management operations to account for damages and costs to the extent possible.

EOC Strategies – HOW the EOC will do it**I. Protecting lives and safeguarding safety efforts.****A. Provide ongoing care to displaced survivors – *Leadership Assignment:*
*Polk County Community, Family and Youth Services***

1. Monitor and support the implemented case management system for residents displaced by flooding (ongoing).
2. Communicate to the public the organizations available to provide assistance to impacted citizens. (The LDRC has demobilized effective 7/9/2018, 1600) but services remain available to the public.

a. Number served by the LDRC Organizations:

Monday (7/2) – 289
Tuesday (7/3) – 352
Wednesday (7/4) – closed
Thursday (7/5) – 178
Friday (7/6) – 113
Saturday (7/7) – 79
Sunday (7/8) – 81

Monday (7/9) – 145

Total to date: 1,237

- b. Establish and publish documents for distribution across the community.

**B. Protect responders and the public from secondary hazards – *Leadership Assignment:*
*Polk County Health Department***

1. Continue distribution of information regarding floodwater related health hazards for distribution to the public and responders.
2. Provide information to the public regarding cleaning recommendations for contaminated property and homes.
3. Maintain a vaccination and/or immunization program for delivery to those at risk.
4. Distribute hazard, risk and prevention information to responders via Polk County EMA and to the public via the Joint Information Center.

II. Coordinating stabilization of the incident.

A. Monitor and Support debris management operations – *Leadership Assignment:* *Polk County Emergency Management*

1. Convene debris management group meetings as needed with jurisdictions and the Metro Waste Authority.
2. Execute the selected debris management strategy (on-going)
 - a. Alleman roll on- roll off at city hall
 - b. Altoona –Drop off at aquatic center
 - c. Ankeny – Curbside/Dropoff
 - d. Bondurant – Curbside (Citywide)
 - e. Clive – Curbside (Select Areas)
 - f. Des Moines – Dropoff Sites and curbside pick up
 - g. Elkhart -
 - h. Grimes – Dropoff Sites
 - i. Johnston – Dropoff Sites/Routine Collection
 - j. Mitchellville – Dropoff Site
 - k. Pleasant Hill – Routine Collection
 - l. Polk City – Routine Collection
 - m. Polk County – Dropoff/Routine Collection
 - n. Runnells -
 - o. Urbandale – Curbside (Call to Schedule)
 - p. West Des Moines –Curbside pick-up with sticker, appliances call for pickup
 - q. Windsor Heights – Curbside
3. Share countywide strategy summary and share through the Joint Information Center and the Metro Waste Authority website at <https://www.mwatoday.com/news/alerts/flood-debris-info.aspx>
4. Operate the Volunteers Assistance Program in a way consistent with the debris management strategy selected for each community.

III. Enabling property protection and environmental conservation.

A. Execute a uniform damage assessment process – *Leadership Assignment:* *Polk County Emergency Management*

1. INDIVIDUAL ASSISTANCE PROGRAM

- a. Convene damage assessment group meetings as needed with jurisdictions.
- b. Utilize countywide damage assessment strategy:
 - 211 and jurisdictions provide addresses of known locations impacted via Damage Assessment App.
 - EOC will quality control reports into single dataset and upload into system for completion of damage assessment and placarding as necessary.
 - Jurisdictions complete damage assessment via the Damage Assessment App.
- c. Jurisdictions were emailed damage assessment, plan, field guide, placards, rapid assessment survey form and spreadsheet of known addresses on 02 JUL at 1349 hours.
- d. A list of impacted properties that have not yet had a damage assessment will be produced twice daily at approximately 1100 and 1600.
- e. Submit initial damage assessment information to HSEMD by 12 JUL.
Jurisdictions must submit their damage reports to EMA by close of business on 11 JUL. (Original deadline was targeted for 08 JUL)
- f. Prepare for Joint Preliminary Damage Assessment process.
- g. Business entities with damages should have damage assessments completed. Call 211 to get the process started.

2. PUBLIC ASSISTANCE PROGRAM

Public entities and certain private-non-profit are encouraged to account for damages related eligible costs to the extent possible.

- a. Preliminary FEMA Public Assistance (PA) Briefing from Iowa HSEMD on 05 JUL.
- b. Jurisdictions **must** contact Rick Biondi at Iowa HSEMD (richard.biondi@iowa.gov or 515-725-9330) by 10 JUL to arrange a meeting to account for damage to public infrastructure costs. Costs **must** be broken down into the categories shown in item 2 below. It is **imperative** that disaster-related costs are reported through this process to be eligible for FEMA public assistance. Reference DLAN message 7/6/18 Subject: Public Assistance Meeting.

- c. Costs must be tabbed by the following work categories:
 - *Category A- Debris Removal*
 - *Category B- Emergency Protective Measures*
 - *Category C- Roads and Bridges*
 - *Category D- Water Control Facilities*
 - *Category E- Buildings and Equipment*
 - *Category F- Utilities*
 - *Category G- Parks, Rec Areas and Other Facilities*
- d. Incident Period began on 14 JUN and attempts should be made to associate damages/actions with a date & location.
- e. Equipment Costs should be associated with a unit number & description
- f. Personnel Costs
 - Must contain the time(s) worked on emergency work
 - Claims for labor must be documented project individually
 - Labor & Fringe

IV. Facilitating the recovery process.

A. Maintain and refine the volunteer management strategy – *Leadership Assignment: United Way of Central Iowa and Polk County Emergency Management*

1. Convene volunteer management group meetings with stakeholders as needed.
2. Volunteer management strategy:
 - a. United Way launched website for the public to register if they wish to volunteer.
 - b. Website provides five examples of work to illustrate what volunteers may be asked to do.
 - c. Notification of Volunteer Assistance Program will be distributed to the media as well as through a flyer to be distributed to all the addresses in the database indicating a disaster impact. Flyers will indicate that if that address needs assistance in removing debris from their home, they can contact the Volunteer Assistance Program Coordination Center (embedded in EOC) to begin the process to receive help.

B. Monitor donations management needs and operations. – *Leadership Assignment: Polk County Community Family and Youth Services*

1. Convene donations management group meeting with stakeholders as needed.
2. Monitor the need to develop a donations management strategy for execution based on existing needs and conditions.

- a. The Polk Co. Board of Supervisors have created a recovery fund. Visit <http://www.desmoinesfoundation.org/polkcountyflood> to make a contribution or for more information.
3. Publish any developed countywide strategy and share through the Joint Information Center (JIC).

V. Establish and maintain situational awareness and create a common operating picture.

A. Monitor evolving conditions and continuously reassess actions – Leadership
Assignment: Polk County Emergency Management

1. Monitor river and reservoir conditions:
 - a. Utilize Rivergages.com for ongoing monitoring.
 - b. Receive National Weather Service web briefings on severe weather threats and rainfall forecasts.
 - c. Integrate National Weather Service personnel into briefings and conferences when possible.
2. Capitalize on incident action planning processes to monitor and act on observed or forecast conditions:
 - a. Fully utilize the collaborative planning methods and the meetings and briefings associated with the process.
 - b. Encourage a transparent and sincere information sharing process through trusted relationships both formally and informally.

B. Provide validated information to the public, responders and the policy group -
Leadership Assignment: Polk County Emergency Management

1. Develop a daily situational report for distribution to cooperating agencies, media, and others.
2. Maintain a process for rumor control and correction of inaccurate information by
 - a. Each partner agency monitor information and provide rumor info to Joint Information Center at the EOC.
 - b. All parties work in cooperation to determine truthfulness.
 - c. Joint Information Center will correct information determined to be false in nature through social media, flash reports and direct reports.
 - d. Brief EOC personnel and policy group on new rumors for awareness during EOC Operations Briefings.

EOC Operational Hours and Staffing Pattern

Expected hours and staffing are subject to change and based on conditions, actions and needs.

Tuesday	Wednesday	Thursday	Friday	Saturday
10-Jul	11-Jul	12-Jul	13-Jul	14-Jul
0700-1700	0700-1700	0700-1700	0700-1700	tbd
Shift 1	Shift 1	Shift 1	Shift 1	Shift 1
Mumm	Mumm	Mumm	Mumm	tbd
1000-1700	1000-1700	1000-1700	1000-1700	tbd
Shift 2	Shift 2	Shift 2	Shift 2	Shift 2
Mumm	Davis	Davis	Davis	tbd

Agencies providing EOC Staff resource requests:

- Iowa All-Hazards Incident Management Team (Type 3)
- Marion County Emergency Management Agency
- Mills County Emergency Management Agency
- Pottawattamie County Emergency Management Agency

ICS 230 – DAILY BATTLE RHYTHM & MEETING SCHEDULE

1. Incident Name:		2. Period Covered (<i>may not align with operational period</i>)		
Summer 2018 Flooding		Date: 7-10-2018	From: 0700	To: 1700
Time	Meeting Name	Purpose	Attendees / Responsible	Location
0700	EOC STAFF REPORT FOR DUTY AS ASSIGNED		Assigned	Polk EOC
0730	PLANNING MEETING	Review, amend, approve EOC AP.	IMT Staff Polk EMA Director	Polk EOC – C14
1100	DAMAGE ASSESSMENT PROGRESS REPORT PUBLISHED	Provide officials with status on data required for FEMA PA/IA.	IMT SITL/GIS THSP	Polk EOC
1200	NEW OPERATIONAL PERIOD BEGINS			
1500	OBJECTIVES & STRATEGIES MEETING	Set / approve objectives for next operational period. Develop strategies to implement the approved objectives.	IMT Staff Polk EMA Director	Polk EOC – C14
1600	DAMAGE ASSESSMENT PROGRESS REPORT PUBLISHED	Provide officials with status on data required for FEMA PA/IA.	IMT SITL/GIS THSP	Polk EOC
1630	DAILY SITUATION REPORT PUBLISHED	Update for local, state, stakeholder partners.	Polk EMA	Polk EOC
1700	DRAFT EOC ACTION PLAN COMPLETED		IMT Staff	Polk EOC
4. Prepared by: D Reed, IC-AH		Date/Time: 7-9-2018 / 1803		

