

CITY OF GOLD BAR CEMP ANNEX

This Annex is a part of the Snohomish County Comprehensive Emergency Management Plan (CEMP) and provides specific information for City of Gold Bar.

Promulgation Date:
November XX, 2025

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Promulgation

WHEREAS all people and property within City of Gold Bar are at risk to a wide range of natural, technological, and human-caused hazards, and

WHEREAS the Revised Code of Washington and the Washington Administrative Code require a Comprehensive Emergency Management Plan be in place to address local emergency operations; and

WHEREAS, when an incident occurs; local response agencies will use the National Incident Management System (NIMS) to plan, train, exercise and respond in a coordinated manner to protect people and natural resources; and to minimize property damage within the community; and

WHEREAS, this Annex to the Snohomish County Comprehensive Emergency Management Plan (CEMP) coordinates the response of emergency personnel and supporting services of all City of Gold Bar agencies in the event of an emergency or disaster and during the aftermath thereof; and

WHEREAS, named organizations have the responsibility to prepare and maintain standard operating procedures and commit to the training and exercises required to support this Annex and the Snohomish County Comprehensive Emergency Management Plan;

NOW, THEREFORE, we the undersigned, by virtue of the power and authority vested in us by the laws of this State do hereby adopt the City of Gold Bar Annex to the Snohomish County Comprehensive Emergency Management Plan, dated **November XX, 2025**. This Annex can be put into action by the undersigned.

IN WITNESS WHEREOF, we have subscribed our signatures;

ATTEST: APPROVED:

Lisa Stowe, City Clerk-Treasurer

Steve Yarbrough, Mayor of Gold Bar

1. Forward

1.1 Approval and Implementation

The City of Gold Bar's CEMP Annex establishes an all-hazards approach to enhance the City of Gold Bar's ability to manage emergencies and disasters. It defines how emergency management will be coordinated within the City of Gold Bar in order to save lives; protect public health, safety, property, the economy, and the environment; and foster a return to a normal way of life. It does this by:

- Identifying how organizations within the City of Gold Bar coordinate to prepare for and mitigate against hazards of all kinds.
- Assigning responsibilities to organizations and individuals during emergencies that exceed the routine capability of any one agency.
- Setting forth lines of authority and organizational relationships.
- Describing how multi-agency actions will be coordinated.
- Identifying personnel, equipment, facilities, supplies, and other resources available within the City of Gold Bar or by agreement with other jurisdictions.

This Annex was developed through collaborative efforts of the City of Gold Bar's departments, public safety agencies, and Snohomish County Department of Emergency Management (DEM). This Annex applies to emergency management activities coordinated by City of Gold Bar.

This version dated November XX, 2025 supersedes all previous editions.

2. Introduction

2.1 Purpose

This Annex (“Annex”) is an all-hazards annex to the Snohomish County (“County”) Comprehensive Emergency Management Plan (CEMP) for the City of Gold Bar. The Annex describes how the City of Gold Bar’s preparedness, response, and recovery activities are coordinated. The Annex may be applied to any incident, natural or human caused, that involves the response of multiple departments or agencies outside the scope of normal operations or has the potential to exceed normal capabilities.

The Annex describes how the City of Gold Bar:

- Plans, trains, and exercises in preparation for disasters and emergencies.
- Partners with external stakeholders and community members to take an all-hazards, whole community approach to disaster preparedness, mitigation, response, and recovery.
- Identifies and implements mitigation strategies that reduce vulnerability to hazards.
- Establishes and enacts lines of authority and partnerships to execute tasks and responsibilities.
- Clarifies functions and responsibilities of participating and cooperating departments, agencies, municipalities, organizations, and individuals.
- Develops processes to effectively return the City of Gold Bar to normal as soon as possible.

2.2 Scope

This Annex coordinates prevention, response, and recovery efforts to disasters and emergencies impacting the incorporated area of City of Gold Bar. As an annex to Snohomish County’s CEMP, the Annex also describes the coordination between City of Gold Bar and Snohomish County through the Department of Emergency Management (DEM) and the County’s Emergency Operations Center (EOC).

Each department and responsible entity identified in this Annex will use the annex and the County’s CEMP as the basis for development and implementation of plans, policies, procedures, and guides to direct response and recovery in the event of a disaster or emergency to the City of Gold Bar.

3. Situation

3.1 Jurisdiction Profile and Demographics

The City of Gold Bar is located in Snohomish County, approximately 30 miles east of the City of Everett, on State Route 2, and 40 miles west of Stevens Pass. State Route 2 (US 2) provides the only transportation access to the community.

Gold Bar is one of several communities in the Skykomish Valley. While the city includes the Wallace River and May Creek, the Skykomish River shapes the physical landscape of the region forming the east-west valley that leads to the Cascades. Some portions of the city are subject to flooding related to these three watercourses.

The city is framed on the north and south by rugged foothills that are largely undeveloped. Timber harvesting occurs in some areas outside the city and a gravel quarry is located nearby. Due to steep slopes and geological conditions, future development is limited in the areas to the north and south.

Founded September 16, 1910

Elevation 207 ft.

Area 1.06 square miles

Population 2,403

Density 2,267 /sq mi

3.2 Hazard Identification and Risk Assessment (HIRA)

The Snohomish County Hazard Mitigation Plan (HMP) is published separately, and the accompanying risk assessment provides information on potential natural, technological, and human caused hazards throughout the County. The dynamic and cascading variables of a disaster may alter this assessment.

The Hazard Identification and Risk Assessment (HIRA) identifies Snohomish County's hazards and their potential and estimated consequences (including impacts to residents, buildings and infrastructure, the economy, and the natural environment.) The HIRA identifies those hazards the County is at risk from as the basis for an all-hazards approach to preparedness, mitigation, response, and recovery. The table below is the ranking of the 13 hazards, from highest to lowest, that City of Gold Bar faces. For more information on each hazard, please refer to the City of Gold Bar's Annex in the Snohomish County Hazard Mitigation Plan.

Ranked Hazards	Local Description of Exposure and Vulnerability
Wildfire	Smoke and transportation issues related to wildland fire has previously impacted the City, most recently in the summer of 2022 from the Bolt Creek fire that burned almost 15,000 acres 20 miles

	to the east. Concerns include public health (from smoke), public safety, transportation, impacts to economic development (loss of business and tourism), water supply/quality, and subsequent landslide risk. Much of the City's UGA lies in a wildland/urban interface and is at high risk of wildland fire, given the right circumstances (e.g. high winds, low humidity, etc.) High vulnerability and impact exists. If wildfires impact other jurisdictions, regional air quality and transportation systems may deteriorate, increasing public health risks and limiting access to the City. Economic losses from tourism and business disruption may extend into Gold Bar, especially if nearby recreational areas are affected.
Earthquake & Tsunami	The City of Gold Bar sits within the Cascadia Subduction Zone, a seismically active region stretching from British Columbia to Northern California. This fault system has generated powerful earthquakes at least five times over the past 2,000 years, and a future megaquake poses a significant threat to the region. Within the City, all infrastructure is at risk, particularly older buildings. In the event of a major earthquake, the City could become isolated due to damage to critical transportation infrastructure, including the SR-2 bridges east and west of city limits. These routes are essential for bringing emergency aid into the area and for evacuating residents. Their loss would create population islands, severely limiting access to resources, medical care, and external support for days or even weeks. The compounded effects of structural damage, transportation disruption, and limited communication capacity underscore the City's high vulnerability to seismic events and their cascading impacts. Gold Bar is located inland from Puget Sound with no direct impact from a tsunami. Moderate vulnerability exists to transportation west of the city. If coastal jurisdictions are directly impacted by a tsunami, regional transportation, emergency services, and supply chains may be disrupted, potentially delaying aid and resources to Gold Bar. Evacuees from affected areas could increase demand on local shelters and public services.
Flood	Flooding remains one of the most persistent and high-impact hazards facing the City of Gold Bar. Bordered by the Skykomish and Wallace Rivers, the City is inherently vulnerable to riverine flooding, particularly during heavy rain events, snowmelt, and La Niña years. A dike along the Wallace River established many years ago by unknown persons continues to deteriorate. Failure of this dike would effect both city and county residents. As climate change

	increases the intensity and unpredictability of precipitation events, the City's vulnerability to flood remains high.
Hazardous Materials	Due to its proximity to key transportation corridors, the City of Gold Bar faces a notable vulnerability to hazardous materials incidents. A major east-west rail line runs along the north bank of the Skykomish River. This active rail corridor regularly transports freight, including potentially hazardous substances. Additionally, the City is traversed by US Highway 2—which is heavily trafficked by commercial vehicles such as tanker trucks and tractor trailers. This transportation route passing through populated and critical infrastructure areas increases the risk of hazmat-related accidents, spills, or derailments that could impact public safety and environmental health. Moderate vulnerability exists.
Severe Weather Events	On November 5, 2022, a severe wind and rainstorm caused minor flooding, and downed dozens of trees and powerlines throughout the City, causing 100s of residents to lose power for more than 72 hours. All infrastructure within the City is at risk of vulnerability, especially older infrastructure. High vulnerability to infrastructure, including roads and power, exists.
Extreme Heat & Drought	The City of Gold Bar is increasingly vulnerable to extreme heat events due to a combination of environmental and demographic factors. Areas with development, limited tree canopy, and high concentrations of asphalt and concrete amplify temperatures during heatwaves, posing serious health risks. This is especially concerning given the city's population profile: approximately 17% are children and 13% are seniors. These groups are particularly susceptible to heat-related illnesses and may face barriers to accessing cooling resources. As climate change drives more frequent and intense heat events, the city's vulnerability is expected to grow. As of 2025, 100% of Snohomish County is affected by drought conditions, with the area experiencing its 6th driest year-to-date in 131 years and a precipitation deficit of over 11 inches. The Washington State Department of Ecology issued a drought emergency declaration for portions of Snohomish County in June 2025, citing water supply shortages and reduced snowpack levels. As climate projections indicate continued variability in precipitation and snowpack, vulnerability will increase.
Cybersecurity	The City is often the recipient of malicious e-mail attempts for phishing. City IT staff continually work to mitigate with updating software, backing up files, and training the other City staff to identify attempts to break into the network. All City infrastructure, including the wastewater treatment plant, water facilities, City

	Hall, and the Public Works yard, would be at risk. Moderate vulnerability exists. If a cybersecurity breach affects other jurisdictions, regional IT networks and shared systems may be compromised, increasing the risk of intrusion into the City's infrastructure. Disruption to interagency communication and emergency coordination could delay response efforts. Additionally, attacks on nearby utilities or government systems may indirectly impact City operations and public services.
Dam Failure	The City is located just east of an identified inundation area of Culmback Dam (managed by Snohomish PUD). Inundation would impact residents and businesses along the Skykomish River. Low vulnerability, due in part to established alert systems, distance from the dam, and training and resources offered by Snohomish PUD and Snohomish County. If jurisdictions downstream of the City are more severely impacted by dam failure, regional transportation, utilities, and emergency services may be disrupted, limiting access to mutual aid and critical resources. Environmental contamination and economic ripple effects may also extend into the City, complicating recovery efforts.
Active Assailant	The City of Gold Bar faces a low vulnerability to active assailant incidents due to a limited amount of public gathering spaces. Hosting a few special events annually—including parades and festivals, the City presents few soft targets for manmade threats. Schools are susceptible as targets for active assailants and the city has only one. The City's limited ingress/egress routes, increase the complexity of emergency response and evacuation. Still, Low vulnerability exists.
Disease Outbreak	The City of Gold Bar and its surrounding areas are susceptible to human health hazards, particularly due to their location along US Highway 2. This corridor facilitates high volumes of regional and interstate travel, increasing exposure to communicable diseases and other public health threats. The COVID-19 pandemic highlighted the vulnerability of communities like Gold Bar to widespread health emergencies. It underscored the importance of preparedness, rapid response coordination, and resilient healthcare and communication systems. Challenges such as supply chain disruptions, limited access to medical resources (the City has no hospital, medical centers, or offices), create moderate risk.
Mass Earth Movement	The City of Gold Bar contains very few steep slope areas adjacent to roadways, residential neighborhoods, and commercial zones. While historically considered to have low vulnerability, changing climate conditions—particularly the increase in frequency and

	intensity of heavy rainfall events—have elevated the risk of mass earth movement in areas outside the city. If mass earth movement affects other jurisdictions, regional transportation routes and utility corridors may be disrupted, limiting access to and from the City. Emergency response resources could be diverted or delayed, especially if neighboring areas experience widespread damage. River systems may also carry debris or sediment downstream, impacting increased flood risk within the City.
Volcano	The City of Gold Bar is exposed to volcanic hazards primarily from Glacier Peak, an active volcano located in eastern Snohomish County, and to a lesser extent from Mount Rainier. Glacier Peak has produced some of the most explosive eruptions in the continental U.S. over the past 15,000 years, generating massive volumes of volcanic ash and lahars—volcanic mudflows—that have historically traveled down river valleys now occupied by farms, homes, and infrastructure. While the City is not in the immediate impact zone, ashfall from a major eruption could affect air quality, transportation, and power systems, while lahars could disrupt regional water systems and downstream communities. Vulnerable populations, including seniors, children, and those with disabilities, may face heightened risks due to limited mobility and access to emergency resources. Buildings and infrastructure, especially older structures, could be impacted by ash accumulation and service disruptions. Moderate vulnerability exists, but much could be mitigated with preparedness measures, education, and identification of evacuation routes. If a major eruption occurs outside Snohomish County but within the region, transportation, air quality, and power systems could be severely disrupted, affecting the City even if it is outside the immediate impact zone. Ashfall may damage infrastructure, while vulnerable populations could face heightened health and mobility risks. Economic impacts may also be felt locally, especially if the regional workforce—including City residents employed in affected areas—is displaced or unable to commute.
Aircraft Accident	The city has no aircraft infrastructure. If an aircraft accident occurred outside the City, such as at Paine Field or Boeing, public safety concerns may arise from hazardous materials or airspace disruptions. Impacts to the local workforce could be significant, as many residents are employed at these facilities and emergency response resources may also be strained, particularly if multiple jurisdictions are involved.

3.3 Economy

Gold Bar is known as a destination for those seeking the outdoors. One of the most popular low elevation hikes in the metro Seattle area, the trail to Wallace Falls, is located on the north margin of the city. More than 160,000 people visit Wallace Falls State Park annually. Gold Bar is also a neighbor to the Reiter Foothills. Hikers, Bikers, and off-road enthusiasts all enjoy the area.

Gold Bar has limited local employment with a majority of its residents working outside the city.

3.4 Government Structure

Gold Bar is a non-charter code city with a mayor–council government. The city's residents elect a mayor and five members to the city council, all serving four-year terms from at-large seats. The city council serves as the legislative body, while the mayor is empowered to cast tiebreaking votes in addition to their normal duties as the administrator of the city government.

3.5 Operations

- When possible, the City of Gold Bar Emergency Management Office will provide warning to its citizens of an impending disaster. If a disaster occurs, city, county, fire district and other forces shall respond.
- The first priority shall be the preservation of life, with other mitigation and recovery efforts second.
- Each affected jurisdiction shall maintain control of its own operations, with the City of Gold Bar's Emergency Management Office, providing coordination and assistance as necessary.
- The City of Gold Bar EM Coordinator (CEMC), in coordination with Snohomish County DEM, will respond to the scene to provide field personnel, communications and on-scene coordination if requested by the Unified commander.
- If the disaster should exceed any jurisdiction's capabilities, the Mayor or designated City Unified Commander shall request additional assistance through Snohomish County DEM.
- Disaster Recovery Centers (DRCs), including the American Red Cross, shall provide either individual or mass assistance to disaster victims.
- Disaster operations will be carried out according to existing Disaster Plans and shall be coordinated by officials in their respective EOC(s) using the Incident Command System.]

3.6 Whole Community

The whole community approach to emergency management refers to a commitment to incorporating participation and input from partners in the private and nonprofit sectors, including nongovernmental organizations and the public into emergency preparedness activities. The importance of the whole community in emergency management planning is that individuals, families, businesses, government, nonprofit and faith-based organizations come together to prepare for disasters and represent the needs of their respective communities. This includes those with limited English proficiency, access and functional needs, aging populations, children,

and those from culturally diverse backgrounds. This Annex endeavors to engage the whole community during the planning process.

Whole community also includes a determination of the best ways to organize and strengthen resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This Annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle, including those who do not speak English as a primary or native language.
- Strengthen activities that work well daily to be leveraged in a disaster response.

In keeping with the whole community approach, this Annex was developed with the guidance of representatives from Sultan School District and from City of Gold Bar's City/Town departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders.

3.7 Planning Assumptions

The following assumptions apply to this Annex:

- Local authorities maintain operational control and responsibility for emergency management activities within their jurisdiction, unless otherwise superseded by statute or delegation of authority.
- Some emergencies or disasters will occur with enough warning that appropriate notification can be achieved to ensure some level of preparation. Other situations will occur with no advanced warning.
- Priority of response and recovery will be to protect life, property, the environment, and the economy.
- An incident may overwhelm the capabilities of the jurisdiction or the County to provide prompt and effective emergency response and recovery.
- If the situation is beyond the response or recovery capabilities of the jurisdiction or county department, then the jurisdiction, county department, or outside agency will request activation of the County's Emergency Operations Center (EOC) who, as available and appropriate, will coordinate with other city, town, tribal, county, State, and Federal emergency management agencies and responders.
- Response and recovery are best coordinated at the lowest level of government.
- Infrastructure damage after a major disaster could cut parts of the county off from assistance. County residents, businesses, and industries need to be prepared to be self-sufficient following a disaster for a minimum of fourteen days.

- Communications systems may be overloaded and/or suffer physical disruption from incident damage and/or loss of staff.
- Emergency personnel may be casualties of the incident, preventing them from performing their assigned emergency duties.
- Separate or cascading incidents may complicate response and recovery operations.
- Survivors may be in life-threatening situations requiring immediate rescue and medical care. Resources for these rescues may not be available.
- Damage to lifeline infrastructure such as roads, rail, air transportation facilities, ports, seaport terminals, communications systems, and utilities (water, power, gas) may hinder emergency response efforts, as well as impact normal distribution of public/private resources (food, fuel, water, etc.).
- The County may be unable to satisfy all emergency resource requests during an emergency or disaster. The arrival of state and/or federal assistance may be delayed dependent upon the magnitude of the disaster.
- Emergency management activities are accomplished using the National Incident Management System (NIMS).
- Before requesting EOC resources, normal operational and mutual aid requests must be exhausted or are forecasted to be exhausted.
- The Annex and activities will align with State and Federal plans unless they inhibit the response and recovery efforts of activities at the local level.
- Department and agency supporting plans and procedures are updated and maintained by responsible parties but align with this Annex.
- The Annex may not cover all aspects of every disaster but provides a framework response to all hazards.
- Vulnerable populations (including but not limited to those who may have special health or medical conditions, disabilities, access and functional needs, limited English proficiency, children, or those that may be experiencing homelessness) have unique needs and may require additional assistance before, during, and after disaster.
- Mitigation activities conducted prior to an emergency or disaster may reduce loss of life, injuries, and damage.

4. Organization, Roles, and Responsibilities

4.1 Responsibilities and Tasks by Phase

Phase of Emergency Management	City of Gold Bar Chief Elected Official (Mayor)
Preparedness	• Participate in training related to emergency response, recovery, or emergency operations.
Response	• Proclaim local emergency. • Provide visible leadership to the community and interact with the media through the Joint Information System. • Request assistance from Snohomish County DEM, including the Joint Information Center, if necessary. • Execute emergency activities authorized by City Code. • Carry out the duties of the Office of the Mayor. • Maintain continuity of government.
Recovery	• Work with staff to prioritize recovery efforts. • Keep the City Council informed of recovery effort needs. • Explore funding options for recovery efforts.
Emergency Operations Center	• Provide policy direction. • Work with local first responders as needed.
Phase of Emergency Management	City of Gold Bar Council
Preparedness	• Participate in training related to emergency response, recovery, or emergency operations.
Response	• Appropriate emergency funds to meet community needs. • Maintain continuity of government.
Recovery	• Appropriate emergency funds to meet community recovery needs. • Explore other funding options.
Emergency Operations Center	•
Phase of Emergency Management	City of Gold Bar Emergency Management Coordinator (CEMC)
Preparedness	• Designate local responsibility for updating this Annex. • Coordinate emergency management program. • Coordinate activities of local agencies in preparing and responding to disasters.

	• Participate in training related to emergency response, recovery, or emergency operations. • Communicate training needs of the jurisdiction to Snohomish County DEM for inclusion in the countywide Integrated Preparedness Plan. • Attend DEM quarterly EOC trainings to maintain EOC skills.
Response	• Provide communication coordination for response agencies during a disaster. • Warn the public of impending disasters and provide adequate instructions before, during, and after an emergency. • Coordinate with SOAR4 (via County Human Services) for provision of basic human needs such as temporary housing, clothing, food, etc. • Work with State and Federal agencies during response and recovery to fulfill unmet community needs. • Assist the Chief Elected Official with public information in coordination with the Joint Information System during response. • Collect and share damage observations, incident reports, or other disaster analysis reports with the County EOC, if activated. • Maintain local operational coordination of disaster response.
Recovery	• Act as point of contact for requesting disaster assistance, other than mutual aid, from other governmental agencies. • Collect damage assessments, incident reports, or other disaster analysis reports as necessary. • Submit damage assessment information to DEM for potential public and individual assistance programs.
Emergency Operations Center	• Coordinate facilities, staff, and equipment availability and use. • Coordinate with the Snohomish County EOC.
Phase of Emergency Management	City of Gold Bar City Clerk and Treasurer
Preparedness	• Prepare and maintain disaster spending policies. • Participate in training related to emergency response, recovery, or emergency operations.
Response	• Ensure disaster related expenditures are made in accordance with applicable laws, regulations, and accounting procedures. • Secure public records as necessary.
Recovery	• Participate in potential public and individual assistance programs in coordination with the County.
Emergency Operations Center	• Document emergency related costs and activities.

Phase of Emergency Management	City of Gold Bar Public Works
Preparedness	• Participate in training related to emergency response, recovery, or emergency operations.
Response	• Provide information on current road conditions. • Maintain and/or repair major thoroughfares and bridges for emergency vehicles. • Coordinate for debris removal and disposal. • Keep storm and water systems sanitary and operational. • Provide barricades and other traffic control equipment as needed. • Provide equipment and operators to assist in emergency situations. • Collect damage observation information. • Coordinate and compile initial damage observation and safety evaluation of essential municipal buildings following disaster.
Recovery	• Brief Mayor and Council in recovery efforts and assist in prioritizing community needs. • Provide for streamlined permitting process in the wake of disaster to facilitate recovery efforts. •
Emergency Operations Center	• Provide status of available staff and equipment. • Coordinate the use of parks for staging areas during disaster response. • Coordinate building inspection teams. • Analyze, map, and disseminate damage observations and safety evaluations to local officials and the Snohomish County EOC.
Phase of Emergency Management	Law Enforcement
Preparedness	• Snohomish County Sheriff's Office provides law enforcement services for City of Gold Bar. • Participate in training related to emergency response, recovery, or emergency operations.
Response	• Provide command and control for law enforcement field operations through established Incident Command Posts. • Provide guidance for emergency traffic control. • Direct or support evacuation efforts as appropriate. • Provide support to the Snohomish County Medical Examiner for identification of the deceased. • Provide support to the Emergency Management Coordinator in the dissemination of emergency warning information to the public. • Participate in initial jurisdiction-wide damage observation as appropriate.

	• Provide support to other departments in traffic control, emergency warnings, road closure and protection of property as appropriate.
Recovery	• Participate in the damage assessment process.
Emergency Operations Center	• Provide status of available staff and equipment.
Phase of Emergency Management	Fire/Emergency Medical Service
Preparedness	• Sky Valley Fire provides fire and medical service for City of Gold Bar. • Participate in training related to emergency response, recovery, or emergency operations.
Response	• Provide command and control for fire/hazmat field operations through established Incident Command Posts. • Provide fire suppression services. • Provide hazardous materials incident command and radiological monitoring. Coordinate with other government agencies as appropriate. • Provide light and heavy rescue response. Coordinate with other government agencies as appropriate. • Provide emergency medical services. When necessary and resources are available, coordinate the establishment of first aid stations, temporary medical treatment facilities and morgues within the jurisdiction. Coordinate transportation to hospitals. • Direct or support evacuation efforts as appropriate. • Provide support to the Emergency Management Coordinator in the dissemination of emergency warning information to the public. • Provide support to other departments in traffic control, emergency warnings, road closure and protection of property as appropriate. • Participate in initial jurisdiction-wide damage observation as appropriate, including the observation of department facilities.
Recovery	•
Emergency Operations Center	• Provide status of available staff and equipment.

4.2 Support Agency Responsibilities and Tasks

Support Agency	Roles and Responsibilities
Sultan School District	The Sultan School District has one facility in Gold Bar. That facility, Gold Bar Elementary School, has a large gymnasium that could be used as emergency shelter for certain types of emergencies. Tasks: • Provide emergency shelter for individuals displaced during an event.
Snohomish County Department of Emergency Management	Purpose Statement: Be leaders and integral partners in all five phases of emergency management: prevention, mitigation, preparedness, response, and recovery) and support efficient, reliable, and integrated 911 service in order to enhance the resilience of Snohomish County. Tasks: • Provide 24/7 Duty Officer support for emergency management related requests. • Provide PIO assistance in developing coordinated messaging and alert and warning. • Provide DEM resources such as, MITRU or other incident support trailers, generators, as requested and available. • Coordinate countywide emergency management training and exercise needs through the Integrated Preparedness Plan. Host requested trainings and exercises. • Participate in countywide and state level planning efforts. • Assist partners in the development of disaster-related plans including CEMP and HMP Annexes, COOP/COG, and EOC plans. • Maintain emergency management plans including the CEMP, HMP, and Disaster Recovery Framework. • Provide EOC and technical support. • Activate and manage the County EOC in response to disasters, including the JIC if required. • Coordinate resource requests to county, state and federal agencies. Deploy liaisons to local EOCs as appropriate and available. • Coordinate Individual Assistance and/or Public Assistance requests with Washington State and FEMA. • Provide public information, education, and outreach on emergency preparedness. • Coordinate the dissemination of public alerts and warnings. • Provide radio and communications support and Auxiliary Communications Services volunteers. • Coordinate disaster recovery activities.

4.3 Direction, Control, and Coordination

4.3.1 Direction

The Mayor, or their designee, of City of Gold Bar is responsible for establishing objectives and policies for City of Gold Bar's emergency response, in concert with the County EOC, and providing general guidance for local disaster response and recovery operations.

4.3.2 Control

The on-scene Incident Commander is responsible for field operations. Some field operations can be handled independently of an EOC, and others require greater coordination with one. The Incident Commander is responsible for the following:

- Direct and control the on-scene response to the emergency and managing the emergency resources committed.
- Demobilization of resources or staff that have exceeded their capacity, functionality, and/or lifecycle, or are no longer needed or projected to be necessary.
- Initiating warning to the population in the impacted incident area and providing emergency instructions.
 - For mass alerting (Reverse 911, EAS, WEA) County DEM or Snohomish 911 will create and send messaging throughout the County, based on direction from the on-scene Incident Commander.
 - If the County Joint Information System is activated, alerts will be coordinated there.
- Determining and implementing protective measures, evacuation or in-place sheltering, for the population in the impacted incident area and for emergency responders at the scene.
- Implementing traffic control arrangements in and around the incident scene.
- Requesting additional resources from the City of Gold Bar's EOC, County EOC, or County Duty Officer.

During emergency operations, department heads retain administrative control over their employees and equipment. However, personnel and equipment assigned to the incident carry out mission assignments directed by the Incident Commander. This may include working outside normal jurisdictional boundaries.

4.3.3 Coordination

When the City of Gold Bar EOC is activated, there is a clear division between the responsibilities of an Incident Commander and the Jurisdiction or County EOC. For a list of responsibilities of an Incident Commander, see 4.3.2.

The City of Gold Bar EOC, when activated, is generally responsible for:

- Assembling accurate information on the emergency and current resource data to allow local officials to make informed decisions on courses of action.
- Receiving information from the Incident Commander, governmental departments, and the public. Providing reports and situational awareness information to the County EOC, if activated.
- Working with representatives of emergency services to determine and prioritize required response actions and coordinate implementation.
- Providing resource support for emergency operations; when local resources are exhausted, requesting additional people, equipment, and supplies through the County EOC.
- Issuing instructions and providing emergency information to the public; coordinating public information with the Snohomish County Joint Information System, if activated.
- Organizing and implementing large-scale evacuations, with support from the County EOC.
- Organizing and implementing shelter and mass care arrangements for evacuees, with support from the County EOC.
- Coordinating traffic control for large-scale evacuations, with support from the County EOC.

Each of City of Gold Bar's departments and entities identified in this Annex should develop an internal operational control structure consistent with NIMS. Through that system, each entity can participate in building, maintaining, and sharing a common operating picture consistent with the County EOC.

4.3.4 Snohomish County Coordination

Under normal conditions, County DEM operates a 24/7 Duty Officer program. The Duty Officer can be reached directly, or through 911, to address time-sensitive emergency management related questions or requests by the jurisdiction.

The Snohomish County EOC may be activated at the request of the City of Gold Bar.

When activated, the County EOC is generally responsible for:

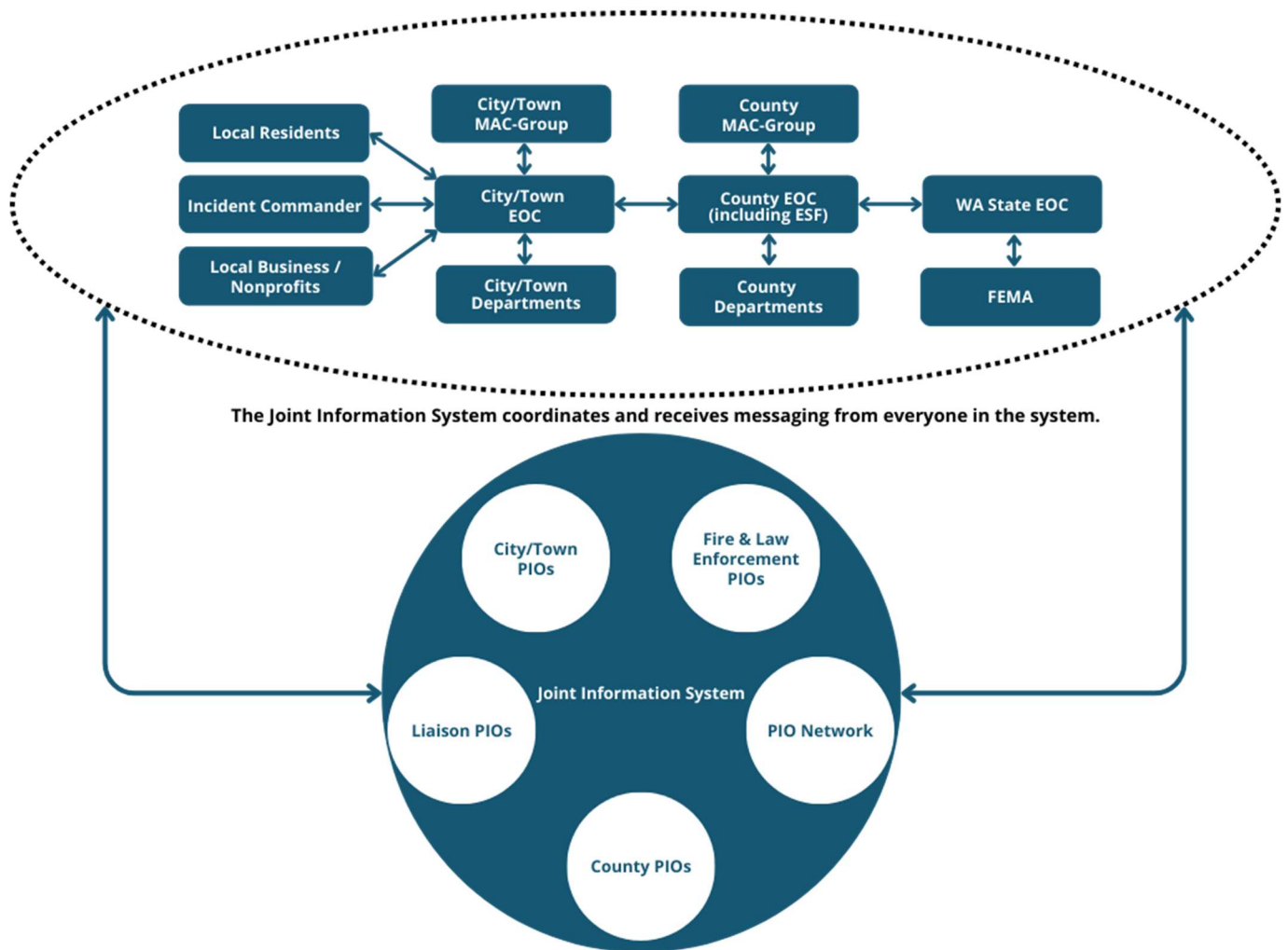
- Multi-agency coordination and incident command support.

- Coordination and implementation of policy decisions that protect life and property and disseminating those decisions to all concerned agencies and individuals.
- Assembling accurate information on the emergency and current data to maintain situational assessment and allow local officials to make informed decisions on courses of action.
- Working with representatives of emergency services to determine and prioritize required response actions and coordinate countywide implementation.
- Requesting assistance from the State and other external sources.
- Providing resource support for emergency operations including demobilization.
- Establishing and maintaining operational coordination and communications.

5. Information Collection, Analysis, and Dissemination

The accurate and timely collection, analysis, and sharing of information is critical in developing situational awareness during an emergency or disaster. This collation of information should result in creating a common understanding of the incident, also known as the Common Operating Picture (COP), from which appropriate responses can be formulated.

Below is an example to illustrate the flow of information during disaster response:



5.1 Essential Elements of Information

Essential Elements of Information (EIs) are critical pieces of intelligence that agencies and responders need to successfully make decisions during response and recovery. EIs must be specific and measurable to help assess barriers for response and recovery. They must facilitate the efficient allocation of resources by providing clear understanding of the situation and the needs of the impacted area.

EIs may be used to support the development of a common operating picture, timely decision making, and a data-informed understanding of the supply chain. It is likely that, due to the unpredictable nature of disruptive events, each incident will require incident specific EIs that will need to be developed in real time. Snohomish County's Towns and Cities provide the County EOC with EIs where it will be consolidated, analyzed, and disseminated to all partners, horizontally and vertically.

Information is shared through a variety of methods collectively comprising the common operating picture. These methods may include verbal reports, emails, situation reports, GIS-based data and displays, and other digital means of communication.

In the Snohomish County EOC, information flows to and from the public through ESF-15 by using a Joint Information Center (JIC) and Joint Information System (JIS).

5.1.1 Community Lifelines

Community Lifelines are the County’s preferred method for categorizing EEIs in a meaningful way. FEMA Community Lifelines doctrine states, “Lifelines are the most fundamental services in the community that enable all other aspects of society to function. They are the integrated network of assets, services, and capabilities that are used day-to-day to support the recurring needs of the community. When disrupted, decisive intervention (e.g., rapid service re-establishment or employment of contingency response solutions) is required.” Using this construct determines how information is methodically framed, organized, and reported from the local level to the County EOC, to State Emergency Management, and to FEMA during response and recovery.

The Community Lifeline table for the City of Gold Bar below lists corresponding components and subcomponents that, when analyzed, capture essential elements of information for response decision makers. Community Lifeline status information is shared reciprocally between the jurisdiction and the County.

During response, the jurisdiction is responsible for collecting information for these indicators and reporting the information to the County EOC. The County EOC is responsible for collecting information from jurisdictions and ESF representatives to build a countywide Community Lifelines. The countywide Community Lifelines is shared with local jurisdictions and the State EOC. The State EOC shares the information with FEMA.

Community Lifelines – Essential Elements of Information	
	Safety and Security
	Law Enforcement/Security • Law Enforcement • Site Security Fire Service • Fire Stations • Firefighting Resources Search and Rescue (SAR) • Local SAR Operations Government Service • Emergency Operation Centers

	• Essential Government Functions • Government Offices • Schools • Public Records Community Safety • Flood Control • Other Hazards • Protective Actions
	Food, Water, Shelter
	Food • Commercial Food Distribution • Commercial Food Supply Chain Hydration • Temporary Hydration Missions (e.g. bottled water distribution) • Commercial Water Supply Chain Shelter • Housing (e.g. homes, shelters) • Commercial Facilities (e.g. hotels) Agriculture • Animals and Agriculture
	Water
	Potable Water Infrastructure • Intake • Treatment • Storage • Distribution
	Health and Medical
	Medical Care • Home Care Public Health • Health Surveillance • Human Services • Behavioral Health • Vector Control Patient Movement

	• EMS
	Energy
	Power Grid • Generation Systems • Transmission Systems • Distribution Systems Fuel • Pipelines • Fuel Distribution (e.g. gas stations, fuel points)
	Communications
	Infrastructure • Wireless • Cable Systems and Wireline • Broadcast (TV and Radio) • Satellite • Internet Responder Communications • Land Mobile Radio Networks Alerts, Warnings, and Messages • Local Alert/Warning Ability • Access to IPAWS (WEA, EAS, NWR) • NAWAS Terminals Finance • Electronic Payment Processing 911 and Dispatch • Public Safety Answering Points (PSAP) • Dispatch
	Transportation
	Highway/Roadway/Motor Vehicle • Roads • Bridges Mass Transit • Bus

	Hazardous Materials
	Facilities • Oil/HAZMAT Facilities (e.g. chemical, nuclear) • Oil/HAZMAT/Toxic Incidents from Facilities HAZMAT, Pollutants, Contaminants • Oil/HAZMAT/Toxic Incidents from Non-Fixed Facilities • Radiological or Nuclear Incidents

5.2 Component Analysis

During an emergency response, determining your Community Lifelines condition, and communicating the information to your community and to the County EOC will be a key activity. The following information will help your staff quickly assess and report conditions.

Based on FEMA's Lifelines doctrine, a simple methodology for determining Lifeline conditions follows: the condition of each lifeline depends on the capability of the underlying components, and is informed by situational awareness reports, impact assessments, and engagement with partners across the public, private, and nonprofit sectors.

Once the condition of a Community Lifeline is determined, the status of each lifeline is represented by one of four colors: red, yellow, green, and grey, known as a Condition Designation. Red indicates severe challenges and obstacles preventing the lifeline from functioning. Yellow indicates disruptions or limitations to the lifeline preventing it from fully functioning. Green indicates the lifeline is mostly functioning as it was prior to the incident. Finally, grey indicates the lifeline status or extent of impacts is currently unknown.

Applying the following questions and understanding the incident is critical in determining the condition of a Lifeline and components:

- Did the incident disrupt services provided by the component to survivors?
- What is the extent of the disruption and impact on response and survivors?
- Has a solution to the disruption been identified?
- Has that solution been converted into a plan of action?
- Has that plan of action been resourced?
- Are there factors worsening impacts to the community? If so, to what extent are they limiting services?
- Are there contingency response solutions in place? How long until emergency repairs are completed?

- When can permanent repairs begin?
- Did the incident create a surge demand exceeding component capabilities?

Lifeline components can be analyzed during response using six assessment categories that capture essential information for response decision makers:

Categories	Description
Component	Identify the component and subcomponents.
Status (<i>what?</i>)	Summarizing the root cause(s) of disruption to lifeline services – keep asking “why?” until the root cause(s) are identified.
Impacts (<i>so what?</i>)	Explain the disaster impacts to specific communities, disaster survivors, and response operations. Detail how the survivor experience or response operation will improve if this component is addressed. Specify the impacted areas and population totals.
Actions (<i>now what?</i>)	Describe the actions that are being taken to address the disrupted services. Summarize the most critical actions being taken across the whole community.
Limiting Factors (<i>what’s the gap?</i>)	Express issues that are preventing services from being re-established. Such issues can stem from another lifeline/component, resource shortfall, management, policy, etc.
Established Time to Status Change / Re-establishment Requirements (<i>when?</i>)	Provide current component condition or an estimated timeframe for when a change in condition is expected.

Below is an example of a completed Component Analysis:

Example Component Analysis



Transportation

Categories	Description
Component	Mass Transit  Sub-component: Bus
Status	Bus services are unavailable due to road debris.
Impacts	100,000 survivors have no access to public transportation nor emergency support services.
Actions	Local jurisdictions are prioritizing route clearance to critical facilities, U.S. Army Corps of Engineers assigned to supplement state and local authorities with route clearance and debris removal efforts, modified mass transit schedules are being executed as roads become passable, micro transit being utilized on roads passable to smaller vehicles, but not buses, messaging of modified routes through numerous information/messaging platforms and outlets (radio, television, social media).
Limiting Factors	Full service will not resume until the routes are cleared and roads inspected.
Estimated Time to Status Change and Re-establishment Requirements	Full service estimated to resume in a week, with a modified service available as roads become clear.

Below is an example of Condition Designations:

Example Condition Designations

Below are example analyses for the Highway/Roadway/Motor Vehicle component of the Transportation lifeline and corresponding color determination for each.

Status	Example
Grey	Assessment teams have been unable to establish status of bridge infrastructure.
Red	The community is unable to be reached via roadway to deliver emergency resources and assistance to survivors. Plans to find alternative means to transport emergency supplies to survivors not yet established. No supplies currently being delivered.
Yellow	Emergency supplies have been identified and resourced, but transportation issues are restricting and limiting delivery and therefore not back to pre-disaster conditions.
Green	The main transportation route is re-established. All community needs met.

6. Concept of Operations

6.1 Disaster Authorities and Plans

6.1.1 Disaster Response Priorities

Disaster response priorities represent the highest priorities for City of Gold Bar. While each disaster will have different operational priorities, these priorities serve as guidance for what the City of Gold Bar considers most important to address during a disaster:

- Save lives and protect the health and safety of the public, responders, and recovery workers.
- Stabilize the incident to return to normal as soon as possible.
- Protect property and mitigate damages and impacts to the community and the environment.
- Protect and restore critical infrastructure and key resources.
- Facilitate the economic recovery of individuals, families, businesses, government, and the environment.

6.1.2 Operational Changes During a Disaster

Non-emergency and non-essential governmental functions may be suspended during a disaster to allocate resources for emergency operations.

With an emergency proclamation, normal procurement procedures may be waived to speed up the acquisition of needed equipment or supplies. Procurement procedures are discussed in [Insert name of procurement procedures document].

The County and each municipal government, unless otherwise delegated, will retain the authority and responsibility for direction and control within its political subdivision of its own disaster operations. This includes use of local resources and application of mutual aid.

During emergencies, certain agencies may relocate their center of control to the City of Gold Bar EOC. During large scale disasters, this may become the seat of local government during the duration of the crisis.

6.1.3 Continuity of Operations and Government

No Continuity of Operations Plan (COOP) or Continuity of Government (COG) Plan exists for the City of Gold Bar. Please see the Line of Succession.

6.1.4 Department Operations

It is the policy of City of Gold Bar that each department plan and develop shared emergency operation guidelines complementary to this Annex. At a minimum, departments should support and encourage personal preparedness of all employees and contractors.

6.1.5 Line of Succession

City of Gold Bar's line of succession is as follows:

Key Position within the government

- Mayor
- Mayor Pro-tem

Key Position within the EOC

- Public Works Director
- City Clerk

Critical EOC staff

- Office Manager/ACO/CEMC
- Snohomish County Department of Emergency Management Liaison

6.1.6 Delegation of Authority

Delegation of authority is governed by the Revised Code of Washington (RCW), Chapter 35 (Cities and Towns), Chapter 38.52 (Emergency Management), and Washington Administrative Code (WAC) Title 118 (Military Department/Emergency Management). Additionally, delegation of authority is delineated in the City of Gold Bar's Council Rules of Procedure, Financial Plan, and the Purchase, Procurement, and Sale Policy.

6.1.7 EOC Activations

The City of Gold Bar's Emergency Operations Plan is kept in a binder in the Public Works Director's Office. This plan contains organizational structure, as detailed in sections 3.5 and 6.1.5 and is briefly restated below.

- City of Gold Bar Mayor (Declarations of Emergencies, Coordination of EOC, liaison with agencies, etc.)
- Office Manager/Emergency Management Coordinator (Opening and running EOC, coordination with agencies, coordination with mayor, staff, and emergency response teams)
- Public Works Director (Organizing and running response operations)
- City Clerk (Declarations of Emergencies, documentation, financial reporting, etc.)

Primary Facilities for emergency response include the Gold Bar City Hall, the Gold Bar Public Works Building, and Sky Valley Fire Department locations. These locations are the source of needed equipment during an emergency response, including generators, equipment such as trucks, plows, and backhoes, emergency response supplies, and the supplies and locations needed to provide shelter.

Communication options between the City, agencies, first responders, staff, etc. include landline phones, cell phones, hand radios, and fire department radios. The Office Manager's duties in running the EOC include notifying Snohomish County DEM and relevant agencies, and updating them regularly during an active emergency situation.

6.2 Authority to Activate

6.2.1 City of Gold Bar EOC Activation

The decision to activate the EOC is made by the City of Gold Bar Mayor or appropriate designee.

The City of Gold Bar EOC will normally activate in response to:

- Learning the potential for an emergency that is or may grow beyond the capability of City of Gold Bar or impact neighboring jurisdictions.
- At the direction of the City of Gold Bar Mayor or designee.
- At the request of an on-site Incident Commander, or an applicable Department Director.

Activation of the City of Gold Bar EOC will necessitate a notification directly, or through 911, to the Snohomish County Duty Officer or the Snohomish County EOC, if activated. Snohomish County will advise applicable local, State, and Federal agencies of the activation.

6.2.2 Snohomish County EOC Activation

Activation of the Snohomish County EOC is authorized by DEM leadership or the County Executive. A jurisdiction may request that the County EOC be activated through the Duty Officer. DEM will notify all jurisdictions of County EOC activations. Automatic activation of the County EOC is as follows:

1. A magnitude 5.0 or higher earthquake occurs within Snohomish County.
2. A commercial passenger plane crashes within Snohomish County.
3. A military aircraft crashes within the urban areas of Snohomish County.
4. A High Hazard Potential Dam failure is imminent or has occurred.
5. Other incidents requiring complex intergovernmental coordination such as mass care, public information, or an ongoing need to assist multiple jurisdictions or agencies within incident coordination support.

Factors that increase the need for County EOC activation include:

- Atypical weather conditions such as winds from the east, extreme heat, record precipitation levels.
- Incident likely to cross county boundaries for example, Bolt Creek Fire.
- Limited or state-controlled resources for example, COVID vaccines.
- Multiple cities/towns/tribes activating their EOC or requesting that DEM activate the SCEOC on their behalf.
- Complicated transit needs such as mass evacuation or mass casualty.

6.2.3 Activation Levels

The activation level of City of Gold Bar’s EOC is commensurate to the situation and need for coordination and support. Activation levels listed below are the levels used by Snohomish County EOC and the Washington State EOC. The descriptions provide a general sense of the staff, time, and support necessary at each level:

Activation Level	Description
3 – Normal Operations	Daily operations are monitored and managed by applicable jurisdiction department head(s) and staff. On-call staff (such as Duty Officers) handle “daily emergency” needs.
2 – Partial Activation	Some EOC positions are filled to monitor and support operations. EOC may be activated for multiple operational periods, but rarely 24/7.
1 – Full Activation	All EOC positions are filled to monitor and support operations. EOC is typically activated 24/7 over multiple operational periods. State and/or Federal involvement in response and recovery.

6.2.4 EOC Activation Considerations

During an activation City of Gold Bar may:

- Place staff on standby and increase situation monitoring.
- Activate/staff local EOC or Incident Command Post (ICP) as appropriate to manage preparedness/response activities.
- Emergency response agencies (fire, law enforcement, public works, etc.) may add more shift staff to cover the anticipated impact of the emergency.
- Notify potentially threatened areas using local resources in conjunction with Snohomish County DEM.
- Coordinate public/media information releases with the Snohomish County Joint Information Center (JIC).

6.2.5 Emergency Proclamation Authority

When a disaster exceeds or is expected to exceed the jurisdiction’s capabilities, the Mayor of City of Gold Bar may issue a local proclamation of emergency and request additional assistance through Snohomish County DEM. If the disaster should exceed the capabilities of Snohomish County, the County Executive may issue a local proclamation of emergency and request additional assistance through Washington State Emergency Management Division.

The City of Gold Bar Mayor, assisted by the local Emergency Coordinator or Incident Commander, shall be responsible for the preparation of Emergency Proclamations. City of Gold Bar is responsible for notifying Snohomish County DEM following the Local Proclamation of Emergency.

6.2.6 Emergency Proclamation Process

Emergency Proclamations follow a City Resolution format. In an emergency, or anticipation of an emergency, the Mayor or designee will declare an emergency. The City Clerk will create the document. If time allows, the proclamation will be given to the Council for action. If time does not permit, the proclamation will be signed by the Mayor and City Clerk, and presented to the Council at the first meeting following an emergency.

Once a proclamation is signed, the document will be disseminated to all involved agencies, posted at the City Hall and public locations, and if possible, posted to the City website and social media platform.

6.2.7 City of Gold Bar Communication Procedures

During an emergency/disaster, city staff and the mayor will use landlines and/or cell phones and email for communication.

If landlines/cell towers are down, our Samcom handheld radios will be distributed and utilized to communicate with staff and the mayor.

Outside communication with first responders and Department of Emergency Management will be via landline, cell phone and/or DEM issued 800mhz radio.

City staff will keep the mayor informed on a regular basis. In turn, the mayor will keep council informed of any important information.

Citizens will be notified using reverse 911 and SnoCoAlerts. The city website and social media, if available, will be updated with important information as needed.

6.2.8 County Communication Procedures

While activated, the Snohomish County EOC can be contacted via phone, email, Microsoft Teams, and various radio bands, assuming phone lines, radio towers, and internet are operational. During an EOC activation DEM may not be able to monitor each communication method, especially if the incident is widespread or catastrophic. Below is a list of communication methods, in order of preference, if the County EOC is activated:

- Phone: Jurisdictions can call the EOC by directly contacting a section or ESF, contacting DEM main line, or through the Duty Officer line.
- Email: Partners can email any section or ESF directly, emailing DEM's email (dem@snoco.org), or the Duty Officer email.

- **Microsoft Teams:** The EOC uses Microsoft Teams to coordinate information sharing throughout the county. Incident specific teams are created for each EOC activation.

1.	Phone: Jurisdictions can call the EOC by directly contacting a section or ESF, (specific lines are provided upon activation), contacting DEM main line, or through the Duty Officer line.
2.	Email: Partners can email any section or ESF directly (specific e-mails are provided upon activation), emailing DEM's email (dem@snoco.org), or the Duty Officer email. Microsoft Teams: The EOC uses Microsoft Teams to coordinate information sharing throughout the county. Incident specific teams are created for each EOC activation.
3.	Radio: The EOC can be contacted via DEM HAIL on the 800MHz public safety radio system, multiple repeaters on the VHF network (frequency programming provided on www.wa7dem.info), or amateur radio on the Granite Falls 146.920MHz repeater (156.7Hz tone) for licensed users.

Outside of an EOC activation, all jurisdictions should contact the Duty Officer for emergency information or logistics needs. Partners should contact the Duty Officer by phone or email to submit a logistics request. There is no formal form required outside of an activation. The Duty Office maintains similar communication methods as during an EOC activation but does not constantly monitor DEM VHF or amateur radio. Below is the list of communications methods to the Duty Office in order of preference:

1.	Phone: Partners should call the Duty Officer 24/7 for any emergency support.
2.	Email: Partners can email the Duty Officer during daytime hours for emergency support. Duty Officer email is monitored 7 days per week, but not overnight. Emails requiring immediate attention should be accompanied by a phone call to the Duty Officer. Microsoft Teams: DEM has invited the jurisdictions to a Duty Officer Coordination Team, allowing for real-time sharing of information between all partners outside of an EOC activation. Similar to email, if a Teams message requires immediate attention, it should be accompanied by a phone call to the Duty Officer.
3.	Radio: DEM can be contacted via DEM HAIL on the 800MHz public safety radio system during regular business/operating hours. After hours, if a partner does not have phone capability, DEM HAIL is monitored by Sno911 who will contact the Duty Officer.

6.2.9 County Joint Information System

Public information should be coordinated and integrated, before (if possible), during and after an emergency or disaster. The County coordinates information through ESF 15 using a Joint Information System (JIS). The JIS provides the mechanism to organize, integrate, and coordinate information to ensure timely, accurate, accessible, and consistent messaging

with Public Information Officers across multiple jurisdictions, federal partners, county government, nongovernmental organizations, and the private sector.

In response to most events, public information activities are often carried out by the lead response agency in coordination with other organizations through the JIS. The JIS helps communications staff accomplish their mission by facilitating coordination, helping to avoid conflicting messages by focusing on one or two key messages, using talking points, designating spokesperson(s), and speaking about one's own agency/program/service.

JIS operations are accomplished, physically or virtually, through the Joint Information Center (JIC) within the County EOC. The County JIC can be activated by request of the City of Gold Bar to support and coordinate public information before, during, and after an emergency or disaster.

The JIC can assist in the following:

- Creating consistent countywide messaging across all partners involved in the disaster.
- Handling public information requests.
- Creating and disseminating public information through a variety of media.
- Maintaining a central point of information for the County known as the Public Safety Hub.
- Creating and vetting all alert and warning messaging.

6.2.10 Emergency Alert and Warning

Emergency alert and warning systems are designed to allow public safety officials to warn the public of potential or current threats or emergencies. Public alerts and warnings may be issued for events that necessitate shelter-in-place, evacuation, or other protective actions for life safety or property preservation. Snohomish County DEM will make a good faith effort to contact a jurisdiction prior to any mass notification in their boundaries. DEM or Sno911 may issue an alert without making contact if there is concern for immediate life safety.

Jurisdictions can request an emergency alert be issued via the Sno911 Supervisor, Snohomish County Duty Officer (if the Snohomish County EOC is not activated), or the EOC Manager (when the Snohomish County EOC is activated).

All interlocal agreement jurisdictions can use Rave Mobile Safety to support mass internal notifications of their employees or partners. These alerts will not go to the public but can be used to recall employees or volunteers.

6.2.11 Mitigation

The Snohomish County Hazard Mitigation Plan (HMP) assesses 13 hazards affecting the county and greater region. Risk reduction action items are identified both at the county level and within each participating jurisdiction. Snohomish County updates the HMP on a

5-year cycle, the next update is planned for 2025, with approval in 2026. City of Gold Bar's HMP Annex was locally adopted on [Insert Date].

6.2.12 Preparedness

Preparedness activities develop operational capabilities in advance of an emergency to alleviate the impacts of disasters and protect people, property and infrastructure from threats and hazards. City of Gold Bar should develop, train, and exercise jurisdictional-specific disaster and emergency operations plans. These plans should be tailored to the capabilities of City of Gold Bar and not exceed or commit the jurisdiction to capabilities they are unable to meet. Coordination with the County provides additional support to fill gaps within capabilities of City of Gold Bar.

6.2.13 Response

Response activities take place immediately before, during and after emergencies or disasters to save lives and minimize damage to property, the environment, and the economy. Specific response roles are described in this Annex in Section 4. Organization, Roles, and Responsibilities.

6.2.14 Recovery

Recovery activities are pre-disaster planning activities that assist the community to efficiently start the recovery process. Snohomish County developed a Disaster Recovery Framework, based on the National Disaster Recovery Framework, to outline the roles that community groups, local governments, tribes, state and federal agencies, and nonprofit organizations would undertake to foster local recovery.

7. Administration, Documentation, and Resourcing

7.1 Administration

During emergency operations, non-essential administrative activities may be suspended. Personnel not assigned to essential duties may be assigned to other departments to provide support services.

It is the policy of City of Gold Bar that each jurisdiction will assign personnel responsible for the documentation of disaster activities and costs.

7.2 Documentation

All organizations with disaster responsibilities should establish and maintain files of disaster-related directives, forms, and paperwork, including fiscal documentation, aligned with State records retention law. Documentation allows City of Gold Bar to submit reimbursements and recover costs, create historical records, apply for grants, address insurance needs, develop mitigation measures, highlight practices to continue, and identify areas for improvement. Documentation by each jurisdiction contributes to the overall ability of the County and State to request support from the Federal government.

7.2.1 Essential Files

Essential files include, but are not limited to:

- Sign-in sheets/staffing patterns
- Media Releases
- Situation Reports
- Emergency Action Plans
- Proclamations of Emergency
- Requests for Assistance
- Damage Observation and Assessment Reports
- Financial Documentation (including receipts, payroll records, contracts, etc.)
- After-Action Reports

7.3 After-Action Report

After-action reports (AAR) create a permanent historical record of the incident and are used to evaluate processes, procedures, and actions pertaining to the response and recovery of an event. AARs include information identifying the actions taken, resources expended, economic and human impacts, and lessons learned because of the disaster. AARs are essential to seeking reimbursement and can assist in supporting mitigation efforts and funding. City of Gold Bar's Office Manager/CEMC (CEMC), in conjunction with DEM, is responsible for soliciting input and conducting an after-action review with each department involved in the disaster. The CEMC is responsible for ensuring completion of the after-action review items.

AARs inform future preparedness, mitigation, planning, training, and exercise efforts through narratives and improvement plans. These actions can include updating this Annex, plans, replacing resources, and augmenting personnel.

7.4 Resources Assessment Section

7.4.1 Resources

It is the policy of City of Gold Bar that all departments prepare and maintain an updated account of its personnel, facilities, and equipment resources to be reviewed annually. Single or multiple resources may be called upon during disaster operations.

The private and nonprofit sectors are an important part of any disaster response and recovery. Businesses and nonprofits including faith-based organizations (FBOs), community-based organizations (CBOs), and nongovernmental organizations (NGOs) provide valuable intelligence and resources before, during, and after a disaster.

Below is a high-level overview of jurisdictional resources that can be used for emergency or disaster response purposes:

Resource Category	Resource Description and Capability
Facilities	City Hall Office and small meeting space. Restroom and kitchen facilities are available. Public Works Building Small office space and removal of equipment from bays allows for emergency shelter space. Restroom and a shower are available.
Staff	Water Manager State Certified Water Distribution Manager and general city knowledge.
Equipment	Medium Duty Dump Truck Vactor Excavation Trailer Medium Duty Backhoe Light Duty Utility Response Truck

7.4.2 Disaster Expenditures

Emergency and disaster expenditures are not a normal item in the budgeting process of local governments. Some departments may include disaster preparedness and mitigation items in their budget already (e.g., sand for flooding or deicer for winter roads).

Nevertheless, disasters may occur which require a jurisdiction to spend substantial, but necessary, unanticipated obligations and expenditures. There are programs available to local jurisdictions, and their residents, to recover some of the cost associated with a disaster including Public and Individual Assistance, Small Business Administration programs, and insurance programs. To be eligible for these programs, jurisdictions and residents must maintain diligent records of expenses related to the disaster.

The Clerk/Treasurer or designee shall develop effective administrative methods to keep and retain detailed records distinguishing disaster operational activities and expenditures and delineate them from routine or general programs, activities, and expenditures. At a minimum, cost records should include personnel time and overtime, resources used, donations, volunteer contributions, mutual aid, and contracts initiated. The Clerk/Treasurer

or designee shall provide documentation processes and training to all personnel involved in the disaster.

7.4.3 Post-Disaster Assistance

Post-disaster assistance is financial reimbursement provided by the State and/or Federal government for costs directly caused by a disaster or emergency. There is no guarantee of post-disaster assistance by Washington State and/or the Federal government, after a locally proclaimed emergency. If provided, post-disaster assistance is offered through the following methods:

Public Assistance (PA) – disaster assistance provided by the federal government and periodically the state to public entities including tribes, state, county and municipal governments, and certain nonprofits that provide essential public service.

Individual Assistance (IA) – federal and/or state assistance to the public who sustained damage from a federally declared disaster. Individual Assistance only covers a portion of damages and is not meant to replace insurance. There is also assistance available for individuals who have become unemployed because of a disaster.

Small Business Administration (SBA) – eligible businesses and nonprofits that are impacted by the disaster may be eligible for recovery loans from the SBA. Regardless of size, eligible businesses may apply for SBA loans for both physical damage and economic loss. SBA's Disaster Loan Program is not exclusively for small businesses. SBA loans are also available for damage to private property owned by individuals and families not fully covered by insurance.

Other Needs Assistance (ONA) – income-dependent assistance for personal property. Some items are only eligible after individuals are denied SBA assistance (including loans); other items are not contingent on SBA denial.

8. Annex Development, Training, Exercise, and Maintenance

Overall development and maintenance of this Annex is the responsibility of City of Gold Bar. This Annex, and any appendices, are reviewed, reevaluated, and updated once every five years by the Mayor and approved by the City Council. Review and revision is conducted in collaboration with County DEM. This Annex should be updated based on lessons learned as a result of real-world emergencies or through training or exercises. Primary departments or supporting agencies will be responsible for maintenance of sections of the Annex related to their assigned function.

Revision may result from or include:

- New procedures, policies, or technologies.
- Lessons learned from a real-world incident or exercise(s).
- Feedback during training or case study review.
- To accommodate new organizations or organizational structures.

Training and exercises are conducted at least annually in conjunction with DEM. An exercise may be substituted for a real-world activation (planned or unplanned). All final revisions are submitted to WA EMD for review and approval. This Annex will be made publicly available on the Snohomish County Department of Emergency Management's website.

9. Authorities, References, and Attachments

9.1 Authorities

- GBMC mayor, council
- DEM interlocal
- RCW 38.52
- SCC 2.36
- Stafford Act – FEMA

9.2 References

- Gold Bar 2024 Comprehensive Plan
- Snohomish County Comprehensive Emergency Management Plan
- Snohomish County Hazard Mitigation Plan

9.3 Attachments

10. Terms and Definitions

Abbreviation	Term	Definition
AAR	After-Action Review	A methodology for assessing performance, identifying challenges, and seeking improvements in the aftermath of a disaster.
CEMP	Comprehensive Emergency Management Plan	An overarching plan for how to respond to an emergency or disaster that covers roles, responsibilities, resources, and authorities.
COOP	Continuity of Operations Plan	Plan for departments and agencies to continue their critical governmental functions in the event of natural or human-caused disaster.
COP	Common Operating Picture	A continuously updated, unified overview of a disaster or emergency.
EAS	Emergency Alert System	National public warning system that allows federal, state, local, and tribal authorities the ability to deliver important emergency information to targeted areas.
EEI	Essential Elements of Information	Qualitative and quantitative data needed to develop situational awareness for decision-making. Snohomish County uses Community Lifelines to organize their EEIs.
EOC	Emergency Operations Center	A location from which organizations and leaders of a jurisdiction coordinate information and resources to support direct operations.
EOP	Emergency Operations Plan	A plan that describes who will do what, when, with what resources in an Emergency Operations Center.
FEMA	Federal Emergency Management Agency	Federal agency that coordinates response to a disaster when local and state resources are overwhelmed.
HAZMAT	Hazardous Materials	Substance or material that has the capability of posing an unreasonable risk to health, safety, and property.
HIRA	Hazard Identification and Risk Assessment	Risk assessment process that identifies hazards, assess their impacts, and provides countermeasure information.
HMP	Hazard Mitigation Plan	Plan to minimize loss of life and property through minimizing the impact of disasters.
ICP	Incident Command Post	Location where an Incident Commander oversees an incident.
IPAWS	Integrated Public Alert and Warning System	National system for local alerting through EAS, WEA, and NWR.
JIC	Joint Information Center	A central location either physical, virtual, or hybrid, where public information officers operate the Joint Information System.
MOU	Memorandum of Understanding	An agreement between two parties which outlines responsibilities to each other. May or may not be legally binding.

NIMS	National Incident Management System	A federal guide for all levels of government, nongovernmental organizations, and the private sector to work together to prevent, protect against, mitigate, respond to and recover from incidents.
NWR	National Weather Radio	Automated 24-hour network of weather radio stations which broadcast weather information from nearby National Weather Service Office.
PSAP	Public Safety Answering Point	Call center for public emergency calls for service for police, fire, or EMS. Commonly known as 911.
SBA	Small Business Administration	In the aftermath of disasters, the SBA offers low-interest loans for homeowners, renters, and businesses in a federally declared disaster.
SCDEM	Snohomish County Department of Emergency Management	County department responsible for working in all five phases of emergency management and supporting integrated 911 service to enhance resilience in Snohomish County.
WA EMD	Washington Emergency Management Division	Responsible for operating the State of Washington's EOC during state emergencies.
WEA	Wireless Emergency Alert	Short emergency alerts sent to mobile devices within a targeted area.
WebEOC	Web-based Emergency Operations Center Platform	Software designed to bring real-time crisis information management to the Washington State Emergency Operations Center (EOC) as well as to other local, state, and federal EOCs.

11. Record of Revision and Exercises

RECORD OF UPDATES			
No.	Date	Changes	Completed By

RECORD OF EXERCISES				
No.	Date	Exercise Name/Type	Overview	Completed By

12. Record of Distribution

Copy No.	Date	Office/ Department and Title