




**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Submitted on:
(COB Stamp)

Department Name: FIRE
Department No.: 031
Agenda Date: OCTOBER 14, 2025
Placement: Administrative Agenda
Estimated Time:
Continued Item: No
If Yes, date from: <Insert Date>
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Mark Hartwig, Fire Chief/Fire Warden 
Contact: Kelly Hubbard, Director Office of Emergency Management
SUBJECT: Resolution to Adopt the Revised Santa Barbara County and Operational Area
Emergency Operations Plan

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: N/A

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Receive and approve the revised *Santa Barbara County and Operational Area Emergency Operations Plan* (formerly known as the *Santa Barbara Operational Area Emergency Management Plan*);
- b) Adopt the attached Resolution adopting the revised Santa Barbara County and Operational Area Emergency Operations Plan, and;
- c) Determine that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5) of the CEQA guidelines because they consist of administrative activities of government that will not result in direct or indirect physical changes to the environment.

Summary Text:

A revision of the *Santa Barbara County and Operational Area Emergency Operations Plan* (formerly known as the *Santa Barbara Operational Area Emergency Management Plan*) is being brought to the Board for approval as required in Section 12-15 of the County of Santa Barbara Code of Ordinances and per the California Emergency Services Act. The *Santa Barbara County and Operational Area Emergency Operations Plan (EOP)* has been updated and is being presented in accordance with new legislative requirements, post-disaster after-action recommendations and current best practices. The

California Governor's Office of Emergency Services (CalOES) has reviewed and approved the draft EOP for compliance with state and federal standards.

Discussion:

The *Santa Barbara County and Operational Area Emergency Operations Plan (EOP)* was prepared by the County Office of Emergency Management (OEM) with contracted assistance from Atlas Planning Solutions. The revision included collaboration and input from various local, County, state, federal, and non-governmental organization (NGO) partners.

The *Santa Barbara County and Operational Area Emergency Operations Plan* incorporates new legislative requirements and key changes at all levels of government. Furthermore, lessons learned through an estimated 27 significant local emergencies over the past decade have merited a comprehensive review and revision of the 2014 Santa Barbara Operational Area Emergency Management Plan. The *Santa Barbara County and Operational Area Emergency Operations Plan* reflects:

- Feedback and lessons learned from local emergencies.
- Legislative requirements for emergency plans.
- Updated hazard analysis and data from the *2023 Multi-Jurisdictional Hazard Mitigation Plan* (Board adopted April 4, 2023) and *2021 Santa Barbara County Climate Change Vulnerability Assessment* (Board approved November 9, 2021).
- Incorporation of several specialized emergency plans and policies such as the *Santa Barbara County and Operational Area Disaster Care and Shelter Plan* and *County of Santa Barbara Public Alert and Warning Policy*.
- Input from local stakeholders spanning the whole community, including County Departments, government agencies, and community organizations that represent the diverse population of Santa Barbara County.
- Updated guidance and framework pertaining to emergency plans provided by state and federal agencies including the Federal Emergency Management Agency's (FEMA's) *Comprehensive Preparedness Guide (CPG) 101, National Incident Management System (Third Edition)*, *State of California Alert & Warning Guidelines*, and the *State of California's Integrating Access and Functional Needs within Emergency Planning Process Best Practices for Stakeholder Inclusion*.

Background:

The County and our partner agencies maintain many different plans to address specific emergency management-related functions or specific types of disaster responses. However, the *Santa Barbara County and Operational Area Emergency Operations Plan* serves as the central emergency management planning document for the County and the Operational Area. An Operational Area in SEMS regulations is defined as the intermediate level of the state emergency services organization consisting of a county and all political subdivisions within the geographic area of the county, with county government typically serving as the lead agency for an Operational Area. In compliance with the California Standardized Emergency Management System (SEMS), the County Board of Supervisors established the Santa Barbara County Operational Area through a formal resolution on September 19, 1995, and has assigned the responsibility of this plan to the Office of Emergency Management through County Code Chapter 12.

The Emergency Operations Plan establishes foundational responsibilities, protocols, and standardized yet flexible guidance applicable to all types of hazards upon which other specialized emergency management planning can be developed. The *Santa Barbara County and Operational Area Emergency Operations Plan*:

- Establishes a standardized local framework for the County's response to all disasters.
- Outlines the actions necessary to support agencies within the Santa Barbara County Operational Area when an emergency exceeds or has the potential to exceed an agency's ability to respond.
- Describes emergency-related lines of authority, protocols, organizational relationships, and how specific activities will be coordinated.
- Provides direction to County staff and guidance to stakeholders and Operational Area partner agencies, including identification of applicable roles and responsibilities.
- Incorporates best practices, lessons learned, and relevant legislation from local, state, and federal levels of government.
- Serves as the foundational document for the County and Operational Area's emergency management program.

Additionally, the *Santa Barbara County and Operational Area Emergency Operations Plan* serves three core audiences:

1. **The County of Santa Barbara as its own governmental agency**, as it provides guidance and policies that are applicable to County Departments and employees.
2. **Unincorporated areas and communities of Santa Barbara County**, as it describes how emergency management activities will be conducted for unincorporated areas and communities served under the jurisdiction of the County.
3. **The Santa Barbara County Operational Area**, as it guides how the County will coordinate with, provide support to, and advocate on behalf of, all agencies within the Santa Barbara County Operational Area during emergencies.

Fiscal and Facilities Impacts:

There are no immediate costs associated with this Board item. However, the *Santa Barbara County and Operational Area Emergency Operations Plan* does assign responsibilities to County Departments and identifies specific facilities for use during emergencies that may have fiscal and facility-related impacts when responding and under certain circumstances. These are not additional or new considerations from current practices. Additionally, the plan strengthens the County's readiness for disaster cost tracking, proclamation processes, and recovery considerations enhancing the fiscal resilience of the County.

Fiscal Analysis:

The contractor utilized for this effort was funded by the FY2019 Public Safety Power Shutoff (PSPS) Resiliency allocation from the California Governor's Office of Emergency Services (CalOES) in the amount of \$80,000.

Staffing Impacts:

There are no immediate staffing impacts associated with this Board item. However, the plan does assign various responsibilities to County Departments and identifies specific facilities for use during emergencies that may have fiscal and facility-related impacts when responding and under certain circumstances. These are not additional or new considerations from current practices.

Special Instructions:

Direct the Clerk of the Board to provide a certified copy of the resolution and minute order to Kendall Johnston, kejohnston@countyofsb.org for final processing to CalOES.

Attachments:

Attachment A – Santa Barbara County and Operational Area Emergency Operations Plan

Attachment B – Resolution adopting the Santa Barbara County and Operational Area Emergency Operations Plan

Contact Information:

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