



**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

Department Name: CEO
Department No.: 012
For Agenda Of: October 18, 2022
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department: Mona Miyasato, County Executive Officer
Director(s): Terri Nisich, Assistant CEO
Contact Info: Kelly Hubbard, Director Office of Emergency Management
SUBJECT: Santa Barbara County and Operational Area Disaster Care and Shelter Plan

DocuSigned by:

41846F5C725B460...

County Counsel Concurrence

As to form: Yes
Other Concurrence: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Review and approve the “Santa Barbara County and Operational Area Disaster Care and Shelter Plan”; and
- b) Provide any direction, as appropriate; and
- c) Determine that these actions are exempt from the provisions of California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15061(b)(3) and 15378(b)(5) since they are organizational or administrative activities of government that will not result in a significant impact to the environment.

Summary Text:

The Santa Barbara County and Operational Area Disaster Care and Shelter Plan (County/OA DCSP), including the operational concepts and policies established within it, is being brought to the Board for review and approval. The Plan sets a standard framework for what disaster care and shelter site services will be provided and when, organizes how the County will provide the identified disaster care and shelter services, and how the County would support jurisdictions within the Operational Area with their respective care and shelter responsibilities.

Specifically, the Santa Barbara County and Operational Area Disaster Care and Shelter Plan:

- Establishes how the County will provide emergency care and shelter services to residents in unincorporated areas;
- Establishes how partner jurisdictions (primarily cities and universities) within the OA can request the County's support in their respective disaster care and shelter operations;
- Describes the roles and responsibilities of stakeholder County departments, partner agencies, and emergency functions such as the County/OA EOC and field incident command as they relate to care sites;
- Defines the protocols, thresholds, and tactics for activating and managing the types of care and shelter sites within scope of the project; and
- Incorporates best practices, lessons learned, and relevant legislation from local, state, and federal levels of government into an organized local framework.

Additionally, the planning effort developed two additional resources which are referenced in the plan and available in the County's Emergency Operations Center (EOC):

- Care and Shelter Operations Toolkit:
 - Provides checklists, background data, staffing plans, and resource lists necessary for disaster care and shelter operations;
 - Supports emergency public information efforts through a communications quick guide, which provides bilingual (English/Spanish) and inclusive pre-scripted messaging and iconography to help local public information officers (PIOs) and the Joint Information Center (JIC) prepare public messaging during future incidents; and,
- Care & Shelter Plan Template - Enables all partner agencies within the OA to develop their own disaster care and shelter plans through the use of this template.

The County/OA DCSP was prepared by Witt O'Brien's, LLC with collaboration and input from various local, county, state, and non-governmental organization (NGO) partners. The Office of Emergency Management (OEM) provided project management and oversaw creation of the County/OA DCSP with significant input from the County Public Health Department (PHD) and Department of Social Services (DSS).

Background:

Disasters and extreme weather events often displace people from their homes or create hazardous conditions that require respite for those impacted. Santa Barbara County has a significant history of wildland fires, floods and debris flows requiring evacuation and community sheltering. Many of the most significant of these evacuations required the collaboration and resources of the County, the American Red Cross, local cities, schools and universities and non-profit partners. However, the County has never had a comprehensive plan that outlines and provides guidance to this process.

Local jurisdictions in the County have various levels of planning, agreements, and training programs in place related to traditional care and shelter operations, but all mostly rely on the American Red Cross (ARC) for the primary provision of these functions. The local ARC chapter serves the tri-county area (San Luis Obispo, Santa Barbara, and Ventura) and their resources are shared with the larger Central California region. As many recent disasters throughout California have shown, the ARC may struggle to provide the

resources and staffing needed to fully support multi-county large impact area disasters or multiple significant emergencies occurring at the same time. Consequently, the County/OA DCSP comprehensively describes how the County will work with the ARC to ensure the provision of disaster care and shelter services, but also how the County can establish these sites on its own when necessary, and how local OA jurisdictions can request support for their operations. The County/OA DCSP also integrates the use of 3 new shelter supply trailers that OEM was able to purchase with grant monies and received as a partnership with California Department of Social Services.

The recent Santa Barbara County Climate Change Vulnerability Assessment and power utility Public Safety Power Shutoff (PSPS) programs highlight further need to consider and plan for what disaster care services should be provided by local government during non-evacuation-based emergencies, such as extended power outages or significant heat events. Though not exclusively a climate change issue, the estimated impacts of climate change within Santa Barbara County indicate that climate change will likely exacerbate conditions and effects of future emergencies. Consequently, the creation of the County/OA DCSP is a vital step to bolstering the OA's disaster preparedness and improving public safety services during emergencies.

Additionally, there have been many new legislative requirements and lessons learned that should inform how the County coordinates disaster care sites moving forward. These include, but are not limited to lessons from the Thomas Fire and 1/9 Debris Flow, COVID, and legislative requirements for integrating cultural competence and inclusivity into all aspects of planning and response.

The Santa Barbara County and Operational Area Disaster Care and Shelter Plan

The County/OA DCSP codifies when and what types of disaster care sites the County will support. These include sites that provide:

- Care and shelter services to displaced members of the public;
- Respite to people subject to extreme heat and cold; and,
- Reliable access to electricity for health and safety needs during Public Safety Power Shutoffs (PSPSs) and other significant power outage incidents.

Temporary Evacuation Points (TEPs), Evacuation Centers/Care and Reception Sites, and Evacuation Shelters are activated during incidents when the hazard to a specific area merits evacuation warnings and/or evacuation orders. Warming Centers and Cooling Centers are activated under certain conditions during periods of extreme heat or cold that may create a serious hazard, especially for those who are medically vulnerable to such conditions. These are general population resources in addition to those already coordinated for unhoused populations. County Power Outage Resource Centers may be necessary in the event of a significant PSPS or power outage, especially if Community Resource Centers (CRCs) or Community Crew Vehicles (CCVs) are not provided by the electrical utility experiencing an outage. See chart below for types of facilities discussed in the plan.

| Resource Relief Sites | Evacuation Sites | Sheltering |
|---|----------------------------|---|
| Utility Public Safety Power Shutoff Community Resource Center (CRC) | Temporary Evacuation Point | General Population Shelters (Short-term, Long-term) |
| Warming Centers | Evacuation Center | |
| Cooling Centers | | Mega Shelters |
| SB County/OA Power Outage Resource Center | | Non-Congregate Shelters |
| Shelter-in-place | | |

The Plan identifies disaster care and shelter resources for the whole community and does not thoroughly address specific planning or resources that have been established for the unhoused community. The Plan limitedly has references to some current programs and resources for the unhoused, and highlights the need for coordination between various unhoused service providers and the County/OA EOC Care and Shelter Branch. Additionally, on August 23, 2022 the Community Services Department received approval from the Board on a trial program to provide Cooling Centers during extreme heat events through their homeless service providers.

The County/OA DCSP establishes multiple policies on what services will be provided by the county and expands coordination and response roles and responsibilities for multiple County departments, most notably Department of Social Services (DSS). Although expressed throughout the plan, below are the key policies identified in the plan and the primary locations to find them:

- Identifying extreme heat, extreme cold and significant power outages as emergencies, requiring the provision of county resources to protect public health and safety. This is in alignment with new state and federal guidance and emergency plans.
 - Section 2.3; Table 5.4; pages 25-26, Table 5.5; pages 27-29, and Table 5.7; pages 32-34
- Setting authorities and triggers for what types of disaster care sites will be coordinated during various types of incidents. Formally establishes cooling, warming and resiliency/power support sites as concepts that the County may provide.
 - Site Activation Triggers: Section 2.3; Tables 5.1-5.7 (except Table 5.6); pages 16-34 and
 - Site Activation Authorities: Section 2.1; page 8
- Reaffirms County Department of Social Services' roles and responsibilities for preparedness, coordination and response to care and shelter sites, and expands this to include the larger definition of Disaster Care Sites as defined in this plan.
 - Explanation of DSS' Responsibility: Section 3.1; page 60 and Section 3.3; Table 8; pages 68-76
- Reaffirms other county department roles and responsibilities for preparedness, coordination and response to care and shelter sites, and expands this to include the larger definition of Disaster Care Sites as defined in this plan.

Page 5 of 6

- Primary and Supporting Agency Responsibilities: Section 3.3; Table 8; pages 68-76 and Table 9; pages 76-81
- Sets policy for reimbursement of County DSS and all County Departments for the provision of Disaster Service Worker staff (DSW) to disaster care sites, both during declared and non-declared incidents.
 - Section 6.4; pages 101-102

One concern identified in the development of this plan is the need to establish a robust County DSW program and policy to support the staffing needed to fulfill these roles and responsibilities. Although DSS, PHD and OEM play a central role in facilitating disaster care and shelter sites, the ability to operate these sites and other disaster response operations will depend on DSW staff from all county departments, partner agencies and the community. OEM staff are in the process of developing a County EOC & Disaster Service Worker Policy which would outline county staff legal responsibilities, training requirements and funding mechanisms for reassignment of county staff. Staff plan to bring this to the Board for approval later this year.

Fiscal and Facilities Impacts:

There are no specific costs associated with this board item. However, the plan does formalize the concept of a department's ability to request a general fund reimbursement of DSW staff costs associated with an incident or disaster when other funding is not available. Departments (particularly Special Revenue Departments) are encouraged to establish disaster finance codes to efficiently track costs associated with all disaster activations. The language can be found in Section 6.4, pages 101-102, and reads as follows:

“Any expenditure made in connection with emergency activities, including mutual aid activities, shall be for the direct protection and benefit of the inhabitants and property of the County of Santa Barbara. Blanket pre-established contracts are established and reviewed in the fall through General Services. Non-personnel costs, including services and supplies, ordered, or requested by the Care and Shelter Branch through the EOC process will be paid out of the EOC Disaster Fund.

DSS and other county departments associated with disaster care sites are responsible for tracking their own staff costs and all site costs. These should be tracked closely following standard County Disaster Finance Policies and processes. Departments may want to consider pre-establishment of departmental disaster coding protocols to enhance tracking and documentation. Each department is responsible for maintaining and producing all documentation that may be required for reimbursement processes, including but not limited to 213 resources, 214 forms for all staff, receipts, contracts, etc.

Departmental costs will initially be borne by the supporting department. If these costs are eligible for State or federal reimbursement, the CEO Budget Office will facilitate this reimbursement process, but each department is responsible for submitting their appropriate project costs and required documentation. If there is a significant delay in state or federal reimbursement that impacts the Department's operations and FY budget, the Department may request in writing to the CEO Budget Office an advancement of the expected reimbursement. Any state or federal reimbursement received after will be available to offset reimbursement already made by the

General Fund. If State or Federal funding is not available and the costs of the response has an operational FY impact to the department, or the responding staff were grant or service fee funded, then the Department can request reimbursement in writing to the CEO Budget Office. Once requested, evaluation and determination of reimbursement will be in a timely manner (within the fiscal year in which the emergency response activities occurred).”

Staffing Impacts:

Legal Positions:
0

FTEs:
0

Special Instructions: N/A Attachments:

Attachment A: Santa Barbara County and Operational Area Disaster Care and Shelter Plan

Attachment B: Santa Barbara County and Operational Area Disaster Care and Shelter Plan Summary Presentation

Authored by:

J.D. Saucedo, Emergency Manager, Office of Emergency Management