



**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

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CONTINGENCY PLAN  
FOR  
EXCESSIVE HEAT EMERGENCIES

*A Supporting Document to the State Emergency Plan*

June 2014

Edmund G. Brown Jr.  
Governor

Mark Ghilarducci  
Director  
California Governor's Office of Emergency Services

## *Summary of Changes*

The following changes have been made in this edition of the plan.

- Updates to reflect the California Governor's Office of Emergency Services (Cal OES)
- Minor editing changes from CDSS
- Updated acronym list
- Removed references to RIMS and call center activation
- Web links corrected/updated

For any questions or comments regarding this plan, please contact the Cal OES Preparedness Division at (916) 845-8731.

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## EXECUTIVE SUMMARY

This is a contingency plan supporting the State Emergency Plan.

The plan describes state operations during heat-related emergencies and provides guidance for state agencies, local government, and non-governmental organizations in the preparation of their heat emergency response plans and other related activities.

The plan recognizes the need for the state to 1) communicate and coordinate with state agencies and local government, 2) mobilize resources and initiate actions in advance of local requests, and 3) support the local government's actions according to the Standardized Emergency Management System (SEMS).

The plan recognizes three (3) phases of activation.

- I. Seasonal Readiness
- II. Heat Alert
- III. Heat Emergency

These phases are activated based on the severity of the risk of heat to vulnerable populations, the general population, and animals. The direct involvement of state and local agencies to protect individuals increases with the severity of the risk.

The plan contains specific actions to be taken by the state in each of the three phases and a checklist to guide local actions. The specific action steps include the following:

- Coordinating among state and local agencies (all phases)
- Disseminating information (all phases)
- Preparing cooling centers to support local response efforts (phase II)
- Activating cooling centers (phases II and III)
- Directly contacting and monitoring those at risk (phases II and III)
- Transporting those at risk to cooling centers (phases II and III)
- Governor's proclamation of a state of emergency (phase III)

The plan contains the following:

- A description of the purpose and scope of the plan.
- Background information including the history of heat emergencies in the state and other parts of the nation.
- Descriptions of the conditions triggering each phase of the plan.
- The responsible state agencies and the actions those agencies will carry out during the different phases of the plan.
- Guidance for local agencies to help plan and coordinate efforts during heat events.
- Appendices of supporting information.

## **1. Purpose**

This is a contingency plan supporting the State Emergency Plan. This plan outlines the actions the State of California will take in support of local government when an extreme temperature event is anticipated or has occurred. This plan also provides guidance for local government and non-governmental organizations in the preparation of their heat emergency response plans and other related activities.

## **2. Scope**

The scope of this document identifies state agency actions and how state resources in excessive heat events will be made available in support of local government preparedness and response efforts in accordance with SEMS.

## **3. Background**

### Impact of Heat Waves

Heat waves do not cause damage or elicit the immediate response of floods, fires, earthquakes, or other more “typical” disaster scenarios. While heat waves are obviously less dramatic they are potentially more deadly. The worst single heat wave event in California occurred in Southern California in 1955, when an eight-day heat wave resulted in 946 deaths.

Heat emergencies have claimed more lives over the past 16 years than all other declared disaster events combined. The 1989 Loma Prieta earthquake resulted in 63 deaths; the 1994 Northridge earthquake was responsible for the loss of 55 lives; and the catastrophic 2003 Southern California Firestorms resulted in 24 deaths. While typical summer temperatures in California contribute to the untimely demise of 20 people on average per year, the heat wave experienced by California in July 2006 caused the death of at least 140 people over a 13-day period.

California did not experience the billions of dollars in damage as it did in the two earthquakes cited, nor did it experience over three thousand homes damaged as it did in the firestorm; but the number of fatalities from heat emergencies is exponentially worse.

Heat emergencies are often slower to develop, taking several days of continuous, oppressive heat before a significant or quantifiable impact is seen. Heat waves do not strike victims immediately, but rather their cumulative effects slowly take the lives of vulnerable populations.

### Heat Wave Response Plans in Other States

Local communities in other states have reacted to their heat wave emergencies by creating their own public warning and response systems. Chicago, Illinois, suffered a week-long heat wave in 1995 that killed 739 above the normal rate of mortality; that city now has a system that reacts to a National Weather Service "heat warning" by activating city service departments to carry out "well-being" checks on shut-ins

and the elderly, providing cooling shelters, checking buildings for proper ventilation, monitoring nursing homes and hospital emergency rooms, and distributing public warnings and public information. In Philadelphia, Pennsylvania, where a 1993 heat wave killed 118 people, the city sounds a warning if a weather formation peculiar to the Mid-Atlantic (the Maritime Tropical Oppressive Air Mass, or MOT) has formed and appears to threaten the city; meteorological checks are made four times a day to monitor this formation until the threat is either confirmed or it dissipates. In St. Louis, Missouri, where a 1980 heat wave was responsible for 246 deaths, a program called *Operation Weather Survival* was created that established formal public-private partnerships that collaborate to prevent illness or death from either extreme heat or cold. The St. Louis program includes a very successful air-conditioner loaner program, energy assistance for low income families, emergency cooling shelters, and dissemination of public information, among other arrangements.

### California Heat Wave Response Plans

Some California communities have heat-related plans or plans that are tied to power shortages during excessive heat events that tax electric demand. At the state level, California has a plan for managing heat wave related stresses on communities in its *Electric Power Disruption Toolkit*, dated June 2012 and can be found on the Cal OES website (<http://www.caloes.ca.gov>) under *Preparedness Division, Plans and Publications*.

### Standardized Emergency Management System

In an excessive heat emergency, as in all other disaster response in California, statewide coordination of resource support to local government is carried out through the Standardized Emergency Management System (SEMS). SEMS incorporates the National Incident Management System (NIMS) and for use in this document will be referred to as either SEMS or SEMS/NIMS. It is the state's system required by Government Code Section 8607(a) for managing response to multi-agency and multi-jurisdictional emergencies in California. SEMS consists of five organizational levels which are activated as necessary: field response, local government, operational area, regional, and state. When local resources are inadequate to meet the need, the requests are made to the next higher emergency response level until the resource need is met.

This Contingency Plan for Excessive Heat Emergencies is designed to facilitate preparedness for and response to future excessive heat events. Resources requested by local government in response to a heat emergency will be coordinated through established SEMS channels.

#### 4. Authorities and References

##### Government Code Section (within the Emergency Services Act, Chapter 7, Division 1, Title 2):

- §8630(a): A local emergency may be proclaimed only by the governing body of a city, county, or city and county, or by an official designated by ordinance adopted by that governing body.

The local health officer may proclaim a local emergency if he or she has been specifically designated to do so by ordinance adopted by the governing body of the jurisdiction.

- §8558(c): “Local emergency” means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor’s warning of an earthquake or volcanic prediction, or an earthquake, or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage requires extraordinary measures beyond the authority vested in the California Public Utilities Commission.

It is possible to proclaim a local emergency for health-related reasons.

- §8625: Gives the Governor the authority to proclaim a “state of emergency” when requested by local jurisdiction or when he finds that local authority is inadequate to cope with the emergency.

##### Health and Safety Code Section:

- §101040: Authority to take preventive measures during emergency. “The county health officer may take any preventive measure that may be necessary to protect and preserve the public health from any public health hazard during any ‘state of war emergency,’ ‘state of emergency,’ or ‘local emergency,’ as defined by Section §8558 of the Government Code, within his or her jurisdiction.”

“Preventive measure” means abatement, correction, removal or any other protective step that may be taken against any public health hazard that is caused by a disaster and affects the public health.

The county health officer, upon consent of the county board of supervisors or a city governing body, may certify any public health hazard resulting from any disaster condition if certification is required for any federal or state disaster relief program.

- §101475: Gives a city public health officer authority to take preventive measures to protect public health.

#### Government Code §8588.15

This government code requires the incorporation of the disability community into the California Standardized Emergency Management System (SEMS) via representatives on the SEMS specialist committees and technical group. It also addresses funding needs for expanded emergency alerting technology in order to ensure early alert and warning to all the disability community, especially the blind and/or vision impaired population. Early emergency alert information in emergencies and/or disasters is critical to the disability community, for example, in the case of mandatory evacuations.

### **5. Assumptions**

- It is the responsibility and authority of the Governor to ensure that the governmental response to events of excessive heat is appropriate.
- The state may initiate specified actions independently, but will communicate to and coordinate those actions with local government.
- The state actions identified in the plan will assist local government.
- Local government may have programs to address excessive heat, and those programs may vary in organization and operation but are consistent with SEMS and NIMS.
- Nothing in this plan serves to restrict local operations as long as they are consistent with SEMS and NIMS.

### **6. State Roles and Responsibilities**

State agencies with lead and support roles in responding to disasters and emergencies, including excessive heat emergencies, will act in accordance with agency and departmental emergency response plans, policies, and procedures established for their duty officers and emergency operations centers (EOC). These include the Cal OES Regional Emergency Operations Centers (REOC), the Department of Public Health/Emergency Medical Services Authority (EMSA) Joint Emergency Operations Center (JEOC), EMSA Department Operations Center (DOC), the Department of Food and Agriculture (CDFA) and Department of Social Services (CDSS) Department Operations Center (DOC), the Cal OES State Operations Center (SOC), and any other involved state agency DOCs. All state response will be coordinated through the Cal OES SOC, the involved REOCs, and with local operational areas.

If activated for an excessive heat emergency, the SOC organizational structure and basic staffing is depicted in the following chart:



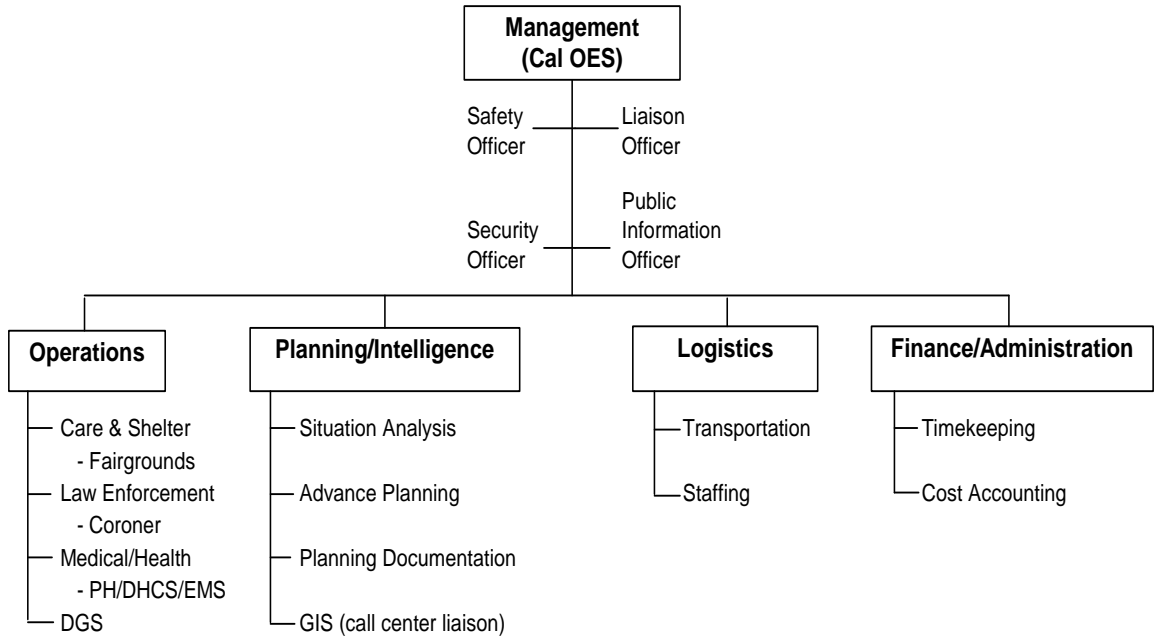


Fig. 1 SOC Organizational Structure and Basic Staffing

Recovery efforts, although initially activated in the response phase of the emergency, are mostly conducted following the response phase, and could last weeks, months, or years to completion.

Associated extreme heat emergency tasks and departmental responsibilities depicted below are consistent with those identified in the State Emergency Plan. Color code as follows:

<span style="background-color: #cccccc;">Gray: State Agencies</span> <span style="background-color: #ffcc99;">Orange: NGOs</span> <span style="background-color: #ffff99;">Yellow: Commissions</span> <span style="background-color: #ccccff;">Purple: Private</span> <span style="background-color: #ccffff;">Blue: Federal</span>	
Department/ Agency	Responsibility
California State Warning Center (CSWC) (Cal OES)	Statewide emergency notification
California Governor’s Office of Emergency Services (Cal OES)	Emergency management – all SEMS/NIMS functions – recovery programs
Cal OES Law Enforcement Branch	Law enforcement / coroner operations
California Department of Aging (CDA)	Provide communication and assistance to senior and caregivers services
Business, Transportation & Housing Agency (BT&H)	Loan guarantees for farm & agriculture related enterprises
California National Guard (CNG)	Logistical support – armories
Community Services & Development (CSD)	Community Service Block Grants (CSBG), Low Income Home Energy Assistance Program (LIHEAP) – migrant programs
Department of Developmental Services (DDS)	Provide communication and assistance to Regional Centers and Developmental Centers who provide direct services and assistance to

Gray: State Agencies	Orange: NGOs	Yellow: Commissions	Purple: Private	Blue: Federal
				people with developmental disabilities; Advise Cal OES on the needs of people with developmental disabilities
Department of Food and Agriculture (CDFA)				Agricultural livestock - pet issues - fairground facilities - link to agricultural commissioners & growers
Department of Health Care Services (DHCS)				Medi-Cal
Department of Public Health (CDPH)				Public health programs
Department of Housing & Community Development (HCD)				Housing programs
Department of Mental Health (DMH)				Crisis Counseling Immediate Services, Crisis Counseling Regular Program
Department of Rehabilitation (DOR)				Provide communication and assistance to the disability community
Department of Social Services (DSS)				<ul style="list-style-type: none"> <li>•CalWORKs cash aid (including immediate need)</li> <li>•CalFresh (including expedited service and/or disaster CalFresh benefits)</li> <li>•Emergency Food Assistance Program (EFAP)</li> <li>•Coordination of state resources in support of local government</li> <li>•Community Care Licensing for the health and safety of vulnerable populations</li> </ul>
Department of Transportation (Caltrans)				Transportation – public works
Emergency Medical Services Authority (EMSA)				Emergency medical care
Employment Development Department (EDD)/ Workforce & Labor Development Agency				Unemployment insurance, disaster unemployment assistance, job training services
American Red Cross (ARC)				Food and shelter
The Salvation Army				Food and shelter – utility assistance
California Foundation for Independent Living Centers (CFILC)				Provide communication and connection to the Independent Living Centers and other disability service organizations
Voluntary/Community-Based Organizations				Mortgage / rental assistance, food, shelter, and clothing
Regional Centers on Developmental Disabilities				Case management and purchase of services for people with developmental disabilities
Agriculture Labor Relations Board				Language translators / mobile offices
California Independent System Operator (CAISO)				Manages the state electrical grid
Public Utilities Commission (PUC)				Deferred payment plans
PG&E – SMUD – SCE –Gas company – SDG&E – Others [Private]				Low income energy assistance
USDA Farm Service Agency [Federal]				Emergency Loan Program for farmers and ranchers crop production and physical losses

Gray: State Agencies    Orange: NGOs    Yellow: Commissions    Purple: Private    Blue: Federal	
USDA Food and Nutrition Service [Federal]	Disaster Supplemental Nutrition Assistance Program (D-SNAP)
US Small Business Administration [Federal]	Low-interest loans for economic losses to main street and agri-related businesses
Other federal agencies	Federal Emergency Management Agency (FEMA) (crisis counseling program) – US Dept. of Labor (DUA), National Weather Service (NWS) (warnings)

## 7. State Concept of Operations

The state operations described in this plan will be activated at the direction of the Cal OES Director. Local operations will be activated locally according to local plans, policies, and procedures.

This plan can be activated at any of the three phases as described in Section 8, *State Activation Phases*. The specific actions to be taken by the state agencies in each of the phases are described in the *State Agency Activation Activities / Checklists* (page 12). In addition to the actions described, the state may, if necessary, provide supplemental support to local activities during any of the three phases.

All state actions will be coordinated with the affected local governments through the affected regions and the local coordination links used by key state agencies. It is essential that the affected local agencies and all the key state agencies are informed of all state actions that will be taken during Phase II and Phase III. It is equally important for the state to be apprised of local actions. This communication is facilitated through the SEMS/NIMS functions, the affected regions, activated EOCs, Cal EOC reports (on-line), and by phone calls to constituents.

During a heat emergency, the Cal OES Director will advise the Governor on local activities and needs. The SOC and REOC activation will be enhanced as needed. The Cal OES Director may convene key state agencies to identify any rules and executive actions the Governor may be advised to take to alleviate the situation, including the proclamation of a state of emergency.

See page 22 for the complete list of Phase III actions. (See [www.caloes.ca.gov](http://www.caloes.ca.gov) – Preparedness Division - Plans & Publications – Local Government Guide for Emergency Proclamations)

## 8. State Activation Phases

Due to California’s diverse geography, weather conditions often vary greatly from one region to another. People are acclimatized to the usual weather conditions in the climate zone they reside in, meaning those in a desert climate tolerate heat differently than those in a coastal climate. Because of these differences, there is no ‘one size fits all’ tool for the entire state to define what constitutes an excessive heat event.

Using historical weather and mortality data, the National Weather Service (NWS) and the California Department of Public Health (CDPH) have identified for each of the five major types of climate regions the conditions that constitute an excessive heat event within those specific regions. When temperatures “spike” for two or more consecutive days without an adequate drop in nighttime temperature to cool the outdoor and indoor environments, there is a significant increase in the risk to vulnerable populations. Therefore the definition of excessive heat events with the climate zones will consider both daytime maximum temperatures and nighttime maximum low temperatures.

Any individual, regardless of age, sex, or health status can develop *heat stress* if engaged in intense physical activity and/or exposed to environmental heat (and humidity). Physiologic mechanisms maintain the core body temperature (i.e., the operating temperature of vital organs in the head or trunk) in a narrow optimum range around 37° C (98.6 °F). When core body temperature rises, the physiologic response is to sweat and circulate blood closer to the skin's surface to increase cooling. Over a period of one-to-two weeks, exposure to conditions that elevate body temperature -- physical activity and/or environmental heat results in a process of physiological adaptation -- “**acclimatization**.” When acclimatized, the body produces more dilute sweat, and heart rate and body temperature increase less than when not acclimatized.

If heat exposure exceeds the physiologic capacity to cool, and core body temperature rises, then a range of heat-related symptoms and conditions can develop – from relatively minor treatable heat cramps to severe life threatening **heat stroke**, which is always an extreme medical emergency. Even when acclimatized, adequate hydration is critical to avoid development of heat-related illness.

Using the climate-region-specific criteria, if NWS forecasters predict for a given region an excessive heat event, then the NWS will issue alerts in the form of a Special Weather Statement that is based on how far in advance of the event they are making the prediction. Specifically:

- An **Excessive Heat Outlook** is issued 3-7 days in advance of an event to give advance notice of the possibility of excessively hot conditions. Criteria match those of an *Excessive Heat Warning*. If predicted weather conditions continue to hold, an *Outlook* may become an *Excessive Heat Watch*.
- An **Excessive Heat Watch** is issued 36-48 hours in advance of an event to give advance notice of the possibility of excessively hot conditions. Criteria match those of an *Excessive Heat Warning*.
- An **Excessive Heat Warning** is issued 0-36 hours in advance of an excessive heat event that is expected to last 2 days or more.

State-level planning efforts are based on NWS alerts. Heat-related preparation and response activities will be carried out in consultation and coordination with state agencies, Cal OES regions, and operational areas (OAs) impacted using the following phases as guidelines to determine the most appropriate level of state response:

### **Phase I - Seasonal Readiness**

Phase I actions are taken in the hotter months (May through August) to prepare for and maintain a state of increased readiness. This includes the following actions:

- Initial notification of key stakeholders
- Review of existing plans, procedures, and resources
- Verification of use/availability of key facilities
- Updating / validating notification processes
- Initiating awareness campaigns
- Orientation and training to plans and procedures

See page 12 for the complete list of Phase I actions.

### **Phase II – Heat Alert**

Phase II actions are taken as a result of credible predictions by the NWS of excessive heat or of power outages during warmer than normal weather conditions. During this phase, contact with local agencies and coordination among state agencies increases.

Phase II actions will be initiated when one or more of the following exists:

- Notification from an operational area that one or more jurisdictions have issued a heat-related special weather statement (outlook, watch, advisory, warning, etc.), but the EOC has not been activated
- The National Weather Service issues a special weather statement for an operational area or region predicting an **Excessive Heat Warning**
- Credible predictions of power outages, electrical blackouts, or rotating blackouts (e.g., CAISO Stage 3 Electrical Emergency) during periods of high heat

Phase II actions include the following:

- Initial coordination call and periodic or daily calls as needed among the key state agencies and the potentially affected operational areas and regions (see page 61 for sample agenda for daily calls) with weather and power updates
- Increasing public information efforts
- Contacting local public health and other officials to ensure contact with those most vulnerable to excessive heat
- Confirmation of roles, identify specific local needs
- Confirm details of agency participation, staffing
- Stand-by and activation (if needed) of state-owned facilities as cooling centers

- If cooling centers are open:
  - Activation of the toll-free information number
  - Update the Cal OES Summer Heat Resources web page to include: maps of cooling facilities with information provided by local and state agencies; general information about measures to reduce the effects of excessive heat conditions; and links to the OA offices

See page 15 for the complete list of Phase II actions.

### **Phase III – Heat Emergency**

Phase III actions are taken when conditions in one or more operational areas pose a severe threat and one or more of the following exists:

- Notification from an operational area that one or more jurisdictions have proclaimed an emergency related to excessive heat
- Abnormal animal mortality rates due to excessive heat
- Abnormal human medical emergencies and mortality due to excessive heat
- CAISO Stage 3 Electrical Emergency and /or extended power outages during expected excessive heat conditions

Phase III efforts include urgent and comprehensive actions to complement and support local actions during the most severe heat event. These actions may include:

- Coordinating calls (see page 61 for sample agenda for daily calls) will increase as needed
- Activation of the SOC
- Fielding requests for mutual aid and state assistance
- Mobilizing cooling centers
- The Governor may declare a state of emergency in the affected area

See page 22 for the complete list of Phase III actions.

## 9. STATE AGENCY Activation Activities

The following tables describe the activities that will be taken by state agencies during the three phases of the plan.

### Phase I - Seasonal Readiness

Season readiness begins annually in May as the warmer months approach; it is the preparedness activities and coordination that takes place prior to receiving a *Special Weather Statement* from the National Weather Service.

Responsible Dept./Agency	Seasonal Readiness Activities
<b>Key State Response Agencies</b>	<ul style="list-style-type: none"> <li>• Key state agencies will review their own procedures and resources to identify any gaps, issues, or problems.</li> <li>• Collaborate to identify any anticipated needs or problems.</li> <li>• State agencies will coordinate with CAISO and municipal utilities to determine power availability.</li> </ul>
<b>California Governor's Office of Emergency Services (Cal OES)</b>	<ul style="list-style-type: none"> <li>• Cal OES reviews the <i>Contingency Plan for Excessive Heat Emergency</i>.</li> <li>• Coordinate to determine the readiness and availability of resources.</li> <li>• Initiate communication with key state agencies.</li> <li>• Coordinate with Cal OES Office of Public Information (OPI) to post seasonal readiness campaign material on the Cal OES website.</li> <li>• SOC/REOC stands ready to activate as conditions and situation require.</li> <li>• State resources will be directed as necessary to assist local government.</li> </ul>
<b>California State Warning Center</b>	<ul style="list-style-type: none"> <li>• Establish link with NWS for weather alerts, watches, and warnings.</li> </ul>
<b>Cal OES Regional Offices</b>	<ul style="list-style-type: none"> <li>• Contact OAs to determine what seasonal efforts are in place at the local level.</li> <li>• MARAC presentations by NWS.</li> </ul>
<b>Cal OES Office of Public Information (OPI) with CA Health and Human Services (CHHSA) Agency Departments</b>	<ul style="list-style-type: none"> <li>• Prepare press statements to increase awareness of the risk from excessive heat for vulnerable populations, disabilities community, and the general public.</li> <li>• Coordinate CHHSA's seasonal readiness campaign material; include a reminder to disabilities community to identify their local para-transit/transportation provider that would be used in an emergency or disaster.</li> <li>• Include in any ongoing seasonal preparedness media campaign information about the risk from excessive heat and ways to mitigate effects.</li> <li>• Issue pre-scripted tips to media outlets, local government through SEMS, websites, service clubs, associations, NGOs, volunteer organizations, and faith-based organizations.</li> </ul>

Responsible Dept./Agency	Seasonal Readiness Activities
	<ul style="list-style-type: none"> <li>Leverage social media channels to amplify messaging.</li> </ul>
<b>CA Dept. of Food and Agriculture (CDFA)</b>	<ul style="list-style-type: none"> <li>Provide hazard-related information to Cal OES to ensure effective coordination and decision making.</li> <li>Identify a public information representative to coordinate emergency public information with Cal OES.</li> <li>Identify potential fairgrounds / facilities for use as cooling centers.</li> <li>Provide animal removal information.</li> </ul>
<b>CA Dept. of Public Health (CDPH)</b>	<ul style="list-style-type: none"> <li>Notify Cal OES PIO of the identified CDPH public information representative to coordinate emergency public information with Cal OES.</li> <li>Develop public health criteria for cooling facilities keeping in mind that pets may be in the facility, the needs of vulnerable populations, including people with disabilities, and possible 24-hour operations.</li> <li>CDPH Licensing and Certification (L&amp;C) monitors heat-related unusual occurrences reported by long term care facilities in affected areas until they are resolved; provides the reporting process long term care facilities must follow to report any unusual occurrence related to the extreme heat and any facilities that report problems with information on caring for patients/residents during extreme heat conditions.</li> </ul>
<b>CA Dept. of Social Services (CDSS)</b>	<ul style="list-style-type: none"> <li>Disaster Services Bureau – Monitor the situation with the American Red Cross and the Department’s internal and local partners.</li> <li>Community Care Licensing – Distribute heat-related information and tips to applicants and licensees during orientations and site visits. Post the information on the CCL website and include in licensing quarterly updates. Request provider and advocacy organizations to include the information in their newsletters and other communications to providers.</li> <li>Community Care Licensing – During site visits, review facility emergency disaster plans to ensure that they are current and include contingency plans for all foreseeable emergencies and disasters.</li> <li>Adult Programs Branch (APB) - Prior to a heat-related event or emergency, will issue an All County Letter (ACL) directing counties to be able to produce for their own use a targeted list of those individuals previously identified as the most vulnerable portion of their IHSS/APS population for immediate use in the event of a severe weather –related emergency.</li> </ul>
<b>CA Dept. of General Services (DGS)</b>	<ul style="list-style-type: none"> <li>Provide Cal OES with an updated list of state facilities that could be used for cooling centers.</li> </ul>
<b>CA Dept. of Developmental Services (DDS)</b>	<ul style="list-style-type: none"> <li>Quality assurance system ensures that state developmental centers and state-operated community facilities emergency preparedness plans are reviewed, updated, and sufficient to address the needs of all possible emergencies and disasters.</li> <li>Contract requirements for regional center’s emergency preparedness plans are monitored for compliance.</li> </ul>



Responsible Dept./Agency	Seasonal Readiness Activities
	<ul style="list-style-type: none"> <li>Notify community-based programs serving people with developmental disabilities regarding any status changes and monitor their status.</li> </ul>
<b>CA Dept. of Mental Health (DMH)</b>	<ul style="list-style-type: none"> <li>While on-site for annual reviews, DMH licensing reviewers ensure that the MHRC and Psychiatric Health Facilities (PHF) facility <i>Disaster and Emergency Preparedness Plans</i> are reviewed, updated, and sufficient to address the needs of all possible emergencies and disasters.</li> <li>Continue having DMH licensing reviewers ensure that the MHRC and PHF facility <i>Disaster and Emergency Preparedness Plans</i> are reviewed, updated, and sufficient to address the needs of all hazards emergencies and disasters.</li> </ul>
<b>CA Dept. of Rehabilitation (DOR)</b>	<ul style="list-style-type: none"> <li>Notify community-based organizations serving people with disabilities.</li> <li>Be available to advise Cal OES on potential issues and needs of the community.</li> </ul>
<b>CA Employment Development Department (EDD)</b>	<ul style="list-style-type: none"> <li>Provide Cal OES OPI public information related to assistance programs that will be available in excessive heat conditions as applicable to farm workers and related businesses whose workers who may lose employment due to the weather conditions.</li> <li>Prepare to respond to possible increase in unemployment resulting from an excessive heat emergency.</li> </ul>
<b>CA Dept. of Education (CDE)</b>	<ul style="list-style-type: none"> <li>Notify schools to review school procedures and practices for measures schools should take in excessive heat emergency conditions</li> </ul>
<b>Emergency Medical Services Authority (EMSA)</b>	<ul style="list-style-type: none"> <li>Disseminate hazard-related information to regional and local medical partners.</li> <li>Prepare to provide medical assistance upon request to support local medical system needs.</li> </ul>
<b>National Weather Service (NWS)</b>	<ul style="list-style-type: none"> <li>National Weather Service (NWS) sends notifications to CA State Warning Center (CSWC).</li> </ul>
<b>Key State Response Agencies</b>	<ul style="list-style-type: none"> <li>Participate in daily conference calls with local and state agencies as required.</li> <li>Collaborate to identify any anticipated needs or problems.</li> </ul>

**Phase II – Heat Alert**

Phase II actions are taken as a result of the issuance of a *Special Weather Statement* by National Weather Service (NWS) predicting an *Excessive Heat Warning* for an operational area, or power outages during warmer than normal weather conditions.

Responsible Dept./Agency	Heat Alert Activities
California State Warning Center	<ul style="list-style-type: none"> <li>Notify Cal OES, CDPH, and EMSA duty officers, the Cal OES regional administrators, the Governor’s Office, and executive staff that the NWS has issued a statement indicating a likely excessive heat warning.</li> </ul>
Cal OES / Affected Cal OES Regions	<ul style="list-style-type: none"> <li>Disseminate the scope of the alert to the operational areas.</li> <li>Determine the current situation, readiness, and availability of potentially needed resources.</li> <li>Coordinate with local government to determine if supplemental support to local activities will be requested.</li> <li>Stand-by to activate cooling centers in the affected area, or activate cooling centers if needed.</li> <li>Cal OES regional offices contact all local emergency managers in affected area on a daily basis.</li> <li>Initiate the daily conference calls and reports with key state response agencies. (Conference call agenda format in appendices.)</li> <li>Schedule conference calls once daily concerning weather, electrical power, and situational status.</li> <li>Coordinate public information efforts with OPI.</li> <li>Stand-by to activate REOCs and SOC as needed.</li> <li>Develop staffing patterns as necessary.</li> <li>Brief the Governor’s Office daily.</li> <li>Identify gaps in contacts, especially with vulnerable populations, disability communities, cooling centers, and transportation.</li> </ul> <p><u>Cal OES Operations</u></p> <ul style="list-style-type: none"> <li>Activate the Cooling Center Map information on the Cal OES home page (<a href="http://www.caloes.ca.gov">http://www.caloes.ca.gov</a>).</li> <li>Cal OES tasks state agencies to augment local cooling centers by opening state cooling centers in the affected area and identifying available non-state fairground facilities.</li> <li>Cal OES contact local emergency management, EMSA contact local emergency medical, and CDPH contact local public health offices to determine the adequacy of transportation for vulnerable populations, including disability communities.</li> <li>Respond appropriately to all requests for assistance.</li> <li>Cal OES Law Enforcement Branch coordinates with county coroners’ offices to track mortality data.</li> <li>Cal OES Law Enforcement Branch coordinates security for state cooling centers, if necessary.</li> </ul>

<b>Responsible Dept./Agency</b>	<b>Heat Alert Activities</b>
<p><b>Cal OES Office of Public Information (OPI)</b></p>	<ul style="list-style-type: none"> <li>• Release critical pre-scripted and public safety information.</li> <li>• Distribute excessive heat emergency pre-scripted educational materials to the impacted OAs and Cal OES regional administrators.</li> <li>• Consider scheduling press briefings to ensure the public is kept informed concerning actions underway and assistance available.</li> <li>• Issue materials focused on vulnerable populations, including people with disabilities, with links to local resources.</li> <li>• Issue public notices in coordination with CDPH and EMSA in the affected area through TV/radio, including ethnic media, through the above named agencies, specific businesses and sport venues with specific risk reduction guidance and notification to check on vulnerable populations (neighbors, those living alone, children, medically fragile, people with access and functional needs, etc.)</li> <li>• Cal OES, CDPH, and EMSA Public Information Officers (PIOs) are notified and briefed by their respective duty officers.</li> <li>• Cal OES, CDPH, and EMSA issue joint press release.</li> <li>• Cal OES PIO requests other state agency PIOs and Cal OES regional administrators to distribute to the impacted OAs the following:               <ul style="list-style-type: none"> <li>• Excessive heat emergency educational materials</li> <li>• State-operated cooling centers</li> <li>• Notifications by Cal OES and/or CDPH and EMSA to specific businesses and sport venues, outdoor public events, with specific risk reduction guidance</li> </ul> </li> <li>• Notification to transportation authorities to check physical infrastructure.</li> <li>• Notifications by Cal OES and/or CDPH strongly encouraging to check on vulnerable populations, including disability community, known to the county or served by the county-run programs, including but not limited to the following:               <ul style="list-style-type: none"> <li>• Single resident occupancy (SRO) buildings</li> <li>• Neighbors, those living alone, children, medically fragile, people with access and functional needs, etc.</li> </ul> </li> </ul>
<p><b>CA Dept. of Food and Agriculture (CDFA)</b></p>	<ul style="list-style-type: none"> <li>• Identify fairground facilities to be used for cooling centers if requested by Cal OES.</li> <li>• Activate cooling centers if requested by Cal OES.</li> <li>• Outreach to agricultural commissioners and growers if significant agricultural impacts expected.</li> <li>• Animal removal.</li> </ul>

<b>Responsible Dept./Agency</b>	<b>Heat Alert Activities</b>
<b>CA Dept. of Aging (CDA)</b>	<ul style="list-style-type: none"> <li>• Instruct local Ombudsman programs to report back to CDA any skilled nursing or residential care facility complaints they receive related to temperature conditions in the facility or health/safety issues related to the heat.</li> <li>• Advise all CDA contractors of the heat advisory warnings, public health alerts being issued, and the availability of heat tip sheets that are available on the Cal OES, CDPH, and CDA websites for dissemination.</li> <li>• Request that any shortages of supplies/equipment that contractors are encountering be communicated to CDA.</li> <li>• Remind contractors that they need to request additional resources through their county office of emergency services.</li> <li>• Instruct CDA contractors to continue to provide them with updated heat-related information until the extreme weather condition ends.</li> </ul>
<b>CA Dept. of General Services (DGS)</b>	<ul style="list-style-type: none"> <li>• Provide a list of state facilities that could be used for cooling centers.</li> </ul>
<b>CA Employment Development Department (EDD)</b>	<ul style="list-style-type: none"> <li>• Provide access to Individual Assistance for Unemployment. (This program is available on regular basis.)</li> <li>• Anticipate the possible need for providing access to Insurance &amp; Disaster Unemployment Assistance (funded by Department of Labor through EDD in the case of a Presidential Disaster declaration), and take preparatory actions as appropriate to the situation.</li> </ul>
<b>CA Dept. of Education (CDE)</b>	<ul style="list-style-type: none"> <li>• Notify schools to review (and activate if needed) school procedures and practices for measures schools should take in excessive heat emergency conditions.</li> </ul>

Responsible Dept./Agency	Heat Alert Activities
<p><b>CA Dept. of Public Health (CDPH)</b></p>	<ul style="list-style-type: none"> <li>• Disseminate information specific to the heat alert event to local health departments via conference calls and/or the California Health Alert Network (CAHAN) and, in coordination with EMSA, disseminate information specific to the heat alert event to the MHOACs, RDMHCs, RDMHS, and LEMSAs via conference calls and/or CAHAN.</li> <li>• Contact and coordinate, via conference calls and the California Health Alert Network (CAHAN), with the following: local health departments; CDPH executive staff and programs (i.e. Licensing and Certification, Emergency Preparedness Office (EPO), and the Office of Public Affairs (OPA)).</li> <li>• CDPH Licensing and Certification notifies Skilled Nursing Facilities (SNF) and Intermediate Care Facilities (ICF).</li> <li>• CDPH Licensing and Certification – Monitors heat-related unusual occurrences reported by long term care facilities in affected areas until they are resolved.</li> <li>• CDPH Operations collects local health-related information from local health departments in affected areas.</li> <li>• CDPH Licensing and Certification – provides the reporting process long term care facilities must follow to report any unusual occurrence related to the extreme heat and any facilities that report problems with information on caring for patients/residents during extreme heat conditions.</li> <li>• CDPH, EMSA, and Cal OES contact local emergency management, local emergency medical, and local public health offices to determine the adequacy of transportation for vulnerable populations.</li> </ul>
<p><b>CA Dept. of Social Services (CDSS)</b></p>	<ul style="list-style-type: none"> <li>• Disaster Services Bureau – Monitor the situation with the American Red Cross and the Department’s internal and local partners.</li> <li>• Disaster Services Bureau – Coordinate the completion of internal partners’ heat plan responsibilities and ensure that the Department reports out all necessary information.</li> <li>• Disaster Services Bureau – Identify staffing to assist local government with cooling center/shelter operations when local resources can no longer meet staffing needs, in accordance with the Standardized Emergency Management System (SEMS)</li> <li>• Community Care Licensing (CCL) – Monitor any unusual heat-related occurrences or emergencies reported by licensed community care facilities, and provide assistance as needed.</li> <li>• Community Care Licensing (CCL) – During site visits and other interactions, encourage licensees and providers in the affected geographic areas to implement heat-related tips to protect clients and residents, such as making sure clients and residents are hydrated and remain in air-conditioned interior spaces during peak hours of heat. Continue to distribute heat-related information and tips as necessary,</li> <li>• Community Care Licensing (CCL) – During site visits, continue to review facility emergency disaster plans to ensure that they are current and include contingency plans for all foreseeable emergencies and disasters-</li> </ul>

<b>Responsible Dept./Agency</b>	<b>Heat Alert Activities</b>
	<ul style="list-style-type: none"> <li>• Community Care Licensing (CCL) – Alert all regional and local licensing offices to any extreme heat advisories, warnings, and alerts that impact their geographic areas.</li> <li>• Adult Programs Branch (APB) – Will issue an electronic alert to county welfare directors, public authorities, and county IHSS/APS program managers instructing them to implement their individual county plans or protocols to help ensure the safety of their most vulnerable IHSS/APS recipients/consumers.</li> <li>• Adult Programs Branch (APB) – CDSS post extreme heat weather advisory tips/information. CDSS Adult Programs Branch prepared to forward this information to each county, the CA Association of Public Authorities (CAPA) and the California Welfare Directors Association (CWDA) when an extreme heat alert is issued.</li> <li>• Emergency Food Assistance Program (EFAP) - Establish communications with the local food banks to assess any increased participation rates.</li> <li>• Emergency Food Assistance Program (EFAP) Provide additional food to the food banks when necessary and available.</li> </ul>
<b>Emergency Medical Services Authority (EMSA)</b>	<ul style="list-style-type: none"> <li>• Communicate EMSA's activities to executive management and CA Health &amp; Human Services Agency (CHHSA).</li> <li>• Coordinate with CDPH information dissemination to local public health officers/departments, the MHOACs, RDMHCs, RDMHS, and LEMSAs via conference calls and emails and/or CAHAN.</li> <li>• Maintain communication with RDMHCs, RDMHSs, MHOACs, and LEMSAs to identify potential needs for medical assistance to local government.</li> <li>• Coordinate with CDPH and CDSS on potential medical support needed in support of local or state shelters.</li> </ul>
<b>CA National Guard (CNG)</b>	<ul style="list-style-type: none"> <li>• If the situation is expected to be widespread, prolonged, or compounded by blackouts, be prepared to assist the affected area with person-to-person contacts and transportation if needed.</li> </ul>

<b>Responsible Dept./Agency</b>	<b>Heat Alert Activities</b>
<p><b>CA Dept. of Developmental Services (DDS)</b></p>	<ul style="list-style-type: none"> <li>• Ensure that all developmental centers, state-operated community facilities, and regional centers are alerted to any heat advisories and/or warnings and alerts that impact their geographic area.</li> <li>• Regional centers and state-operated community facilities will implement various procedures to protect the health and safety of residents and staff, including, but not limited to the following:               <ul style="list-style-type: none"> <li>• Curtailing or suspending outdoor activities</li> <li>• Closing training sites that lack air conditioning</li> <li>• Providing for alternate activities for residents in air conditioned areas</li> <li>• Providing extra fluids, sunscreen, and modified clothing</li> <li>• Adjusting employee work schedules to avoid strenuous assignments during afternoon heat</li> <li>• Distributing reminders to staff regarding precautionary measures</li> </ul> </li> <li>• Regional centers will initiate contact with their community emergency preparedness networks to identify cooling sites and resources for assisting persons to access those sites if needed.</li> <li>• Regional centers will initiate contact with service providers and consumers who live independently to provide them with information about precautionary measures for protecting the health and safety of consumers and staff, identification of cooling sites, and other pertinent information.</li> </ul>
<p><b>Cal OES, Office for Access and Functional Needs</b></p>	<ul style="list-style-type: none"> <li>• Place staff, including qualified sign language interpreters, to provide assistance if necessary.</li> <li>• Notify community-based organizations serving people with access and functional needs regarding any status changes and advise on potential issues and needs of the community.</li> <li>• Advise on accessibility of and taking measures to ensure usability of shelters.</li> <li>• Notify all Independent Living Centers (ILC) to advise of appropriate measures to take in the extreme heat emergency conditions.</li> <li>• Assess needs of individuals with access and functional needs and relay information to appropriate affiliated agency.</li> </ul>

Responsible Dept./Agency	Heat Alert Activities
<p><b>CA Dept. of Mental Health (DMH)</b></p>	<ul style="list-style-type: none"> <li>• All facilities ensure that nursing staff are familiar with patients taking antipsychotic and other forms of medications that have possible drug/heat or sun exposure interactions. Hats, sunscreens, and prompts to drink fluid are also available for patients and staff as needed. Outdoor activity is limited.</li> <li>• Contact county mental health directors and all licensed facilities to ensure that they have all necessary information regarding locating cooling centers and access to cooling tips. For licensed facilities, determine if additional assistance is needed and take appropriate action.</li> <li>• DMH Licensing and Certification will ensure that all Mental Health Rehabilitation Centers (MHRCs) and Psychiatric Health Facilities (PHFs) are alerted to any heat advisories and/or warnings and alerts that impact their geographic area. (This is currently in practice based upon the daily notices issued by the Cal OES Warning Center.)</li> <li>• DMH Licensing and Certification will also ensure that host counties [MHPs] of MHRCs and PHFs are alerted to any heat advisories and/or warnings and alerts that impact their geographic area and will request the MHP monitor and provide appropriate assistance to the facility under their jurisdiction as needed.</li> <li>• DMH Licensing and Certification will provide heat-related tips/information to all MHRCs and PHFs. Specifically, DMH Licensing and Certification will request all providers of MHRCs and PHFs to implement numerous procedures to protect the health and safety of residents and staff, including but not to be limited to the following:             <ul style="list-style-type: none"> <li>• Providing the contact information to the community emergency preparedness networks to identify cooling sites and resources for assisting persons to access those sites if needed</li> <li>• Curtailing or suspending outdoor activities</li> <li>• Providing for alternate activities for residents in air conditioned areas</li> <li>• Providing extra fluids, sunscreen, and modified clothing</li> <li>• Distributing reminders to staff regarding precautionary measures</li> </ul> </li> <li>• While on-site for annual reviews, DMH licensing reviewers ensure that the MHRC and PHF facility disaster and emergency preparedness plans are reviewed, updated, and sufficient to address the needs of all possible emergencies and disasters.</li> </ul>



**Phase III – Heat Emergency**

Issued when a local jurisdiction or operational area declares a heat emergency.

Responsible Dept./Agency	Heat Emergency Activities
National Weather Service (NWS)	<ul style="list-style-type: none"> <li>Send notifications to CA State Warning Center (CSWC).</li> </ul>
Key State Response Agencies	<ul style="list-style-type: none"> <li>Initiate coordination with local and state agencies.</li> </ul>
California State Warning Center (CSWC)	<ul style="list-style-type: none"> <li>CSWC notifies Cal OES, CDPH, and EMSA duty officers, the Governor’s Office, and executive staffs (via flash reports) that heat emergency has been issued.</li> </ul>
Cal OES Director	<ul style="list-style-type: none"> <li>Advise Governor on local activities and needs.</li> <li>In conjunction with key state response agencies, identify any rules and executive actions the Governor may be advised to take to alleviate the situation, including the proclamation of a state of emergency by the Governor.</li> </ul> <p><b>A state of emergency proclamation by the Governor is warranted when:</b></p> <ol style="list-style-type: none"> <li>There exists conditions of disaster or of extreme peril to the safety of persons, which, by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage requires extraordinary measures beyond the authority vested in the California Public Utilities Commission [Government Code Sections 8558(b) and 8625(a)]; or</li> <li>The Governor is requested to do so by the mayor of a city or the chairman of the county board of supervisors or the county administrative officer [Section 8625(b)]; or</li> <li>The Governor finds that local authority is inadequate to cope with the emergency [Section 8625]; and</li> <li>Local emergency response costs are significant to make these costs eligible for reimbursable under the California Disaster Assistance Act or as a prerequisite for a request for federal disaster assistance for state and local governments.</li> </ol> <p>Proclamation gives the Governor authority: (a) over all agencies of the state government (Section 8627) to provide supplemental services and equipment to political subdivisions in order to provide for the health and safety of the citizens of the affected area (Section 8628); (b) to make, amend, or rescind orders and regulations that temporarily suspend any state county, city, or special district statute, ordinance, regulation, or rule imposing non-safety related restrictions on the delivery of emergency necessities distributed through retail or institutional channels, including, but not limited to, hospitals, jails, restaurants, and schools [Section 8627.5(a)] and (c) to commandeer or utilize any private property or personnel deemed by him necessary in carrying out the responsibilities vested in him as Chief Executive of the state (Section 8572).</p>

Responsible Dept./Agency	Heat Emergency Activities
<p><b>Cal OES</b>  <b>SOC / Affected Cal OES Regions /</b>  <b>REOCs / Duty Officers</b></p>	<ul style="list-style-type: none"> <li>• Notify all key state agencies involved with heat emergencies and provide current situation information.</li> <li>• Establish a schedule for conference calls twice daily concerning weather, deaths, cooling center locations and operations, electrical power and operational status with emphasis on power generation status.</li> <li>• Activate the SOC, REOC, and DOCs as needed to appropriate levels.</li> <li>• Direct requested state resources as necessary to assist local government.</li> <li>• Develop Cal OES staffing patterns as necessary.</li> <li>• Cal OES and CDPH/EMSA JEOC develop action plan.</li> <li>• Establish twice daily briefing schedule for Governor’s Office.</li> <li>• Cal OES regional offices contact and coordinate with all local emergency managers; identify gaps in contacts, especially with vulnerable populations, cooling stations, and transportation.</li> <li>• Obtain identification of the cooling center locations, including senior centers, community centers, shopping malls, churches, possibly ice skating rinks, and other potential cooling centers.</li> <li>• Advise affected local government to cancel outdoor school-sponsored sporting events with advisories given to those participating in outdoor activities.</li> <li>• Advise affected local government to do wellness checks on vulnerable populations.</li> <li>• Advise affected local government to implement plans for dealing with vulnerable populations, including but not limited to single room occupancy buildings (SROs) and outreach to the homeless.</li> <li>• Advise affected local government that has social service, public health, public safety, and community organizations to check on those most at risk including seniors living alone and those in single room occupancy buildings.</li> <li>• Access the call volumes for the appropriate adjustment to resources (number of phones) committed daily and the toll-free number.</li> </ul> <p><u>Cal OES Operations</u>          If requested by the affected area to augment local activity:</p> <ul style="list-style-type: none"> <li>• Cal OES will task CDFA to open state fair cooling centers in the affected area to augment local cooling centers already open.</li> <li>• Cal OES may task the California National Guard to assist the operational area with person-to-person contacts and transportation to cooling centers.</li> <li>• Cal OES, CDPH, and EMSA will contact local emergency management and health offices to determine the adequacy of transportation for vulnerable populations to cooling centers as necessary.</li> </ul>

Responsible Dept./Agency	Heat Emergency Activities
	<ul style="list-style-type: none"> <li>• Cal OES/DOR will coordinate with CFILC to determine the adequacy of transportation for people with disabilities living independently.</li> <li>• Cal OES Law Enforcement Section to collect death-related information.</li> <li>• Cal OES Law Enforcement coordinates security for state shelters, if necessary.</li> </ul>
<b>Cal OES Office of Public Information (OPI)</b>	<ul style="list-style-type: none"> <li>• Consider scheduling additional press briefings to inform the public and provide safety information.</li> <li>• Monitor state cooling centers and their operations.</li> <li>• Continue to issue tips on extreme heat emergency protective measures through sources previously identified.</li> <li>• Provide links and information to local OA websites that include cooling center information.</li> <li>• Issue joint press release with CDPH and EMSA.</li> <li>• Request other state agency PIOs and Cal OES regional administrators to distribute to the impacted OAs the emergency pre-scripted educational materials specific to the extreme heat event at hand.</li> <li>• Cal OES regional administrators disperse pre-scripted information to OAs containing the toll-free number, state-operated cooling centers ,and social media links.</li> </ul>
<b>CA Alcohol and Drug Programs</b>	<ul style="list-style-type: none"> <li>• Contact appropriate local alcohol and drug program administrators to assess any disruption in the continuity of services and treatment protocols.</li> <li>• Report any such disruption to Health and Human Services Agency before being forwarded to Cal OES.</li> </ul>
<b>CA Dept. of Aging (CDA)</b>	<ul style="list-style-type: none"> <li>• Instruct local Ombudsman programs to report back to CDA any skilled nursing or residential care facility complaints they receive related to temperature conditions in the facility or safety issues related to the extreme heat conditions.</li> <li>• Advise all of CDA's contractors of the extreme heat emergency warnings, public health alerts being issued, and the availability of tip sheets that are available on Cal OES, CDPH, EMSA, and CDA websites for dissemination.</li> <li>• Request that any shortages of supplies/ equipment that contractors are encountering be communicated to CDA.</li> <li>• Remind contractors that they need to request additional resources through their county office of emergency services.</li> <li>• Instruct CDA contractors to continue to provide them with updated extreme heat related information until the extreme weather condition ends.</li> </ul>
<b>CA Dept. of Food and Agriculture (CDFA)</b>	<ul style="list-style-type: none"> <li>• If tasked by Cal OES, open state fair cooling centers in the affected area to augment local cooling centers already open.</li> <li>• Coordinate animal removal.</li> <li>• Outreach to agricultural commissioners and growers if significant agricultural impacts expected.</li> </ul>

Responsible Dept./Agency	Heat Emergency Activities
<b>CA Dept. of Public Health (CDPH)</b>	<ul style="list-style-type: none"> <li>• CDPH and Cal OES Public Information Officers (PIOs) are notified and briefed by their respective duty officers.</li> <li>• Contact and coordinate with local health departments, CDPH executive staff and programs, and Office of Public Affairs (OPA) via conference calls and the California Health Alert Network (CAHAN).</li> <li>• Issue press release in coordination with EMSA and Cal OES, via the Joint Information Center (JIC) at Cal OES.</li> <li>• Respond to the SOC/REOC, as requested by Cal OES.</li> <li>• CDPH Licensing and Certification – Monitors heat-related unusual occurrences reported by health care facilities in affected areas until they are resolved.</li> <li>• Collect local health-related information from local health departments in affected areas.</li> <li>• Conduct drinking water system outreach.</li> <li>• CDPH Licensing and Certification provides the reporting process long term care facilities must follow to report any unusual occurrence related to the extreme heat and any facilities that report problems with information on caring for patients/residents during extreme heat conditions.</li> </ul>
<b>CA Dept. of Social Services (CDSS)</b>	<ul style="list-style-type: none"> <li>• Include heat-related tips/information on CDSS' website, including local emergency response information provided by local emergency response agencies when an extreme heat emergency is issued.</li> <li>• Disaster Services Bureau – Monitor the situation with the American Red Cross and the Department's internal and local partners.</li> <li>• Disaster Services Bureau – Coordinate the completion of internal partners' heat plan responsibilities and ensure that the Department reports out all necessary information.</li> <li>• Disaster Services Bureau - Identify staffing to assist local government with cooling center/shelter operations when local resources can no longer meet staffing needs, in accordance with the Standardized Emergency Management System (SEMS).</li> <li>• Community Care Licensing (CCL) – Ensure that all licensing offices are alerted to any extreme heat advisories, warning and alerts that impact their geographic area.</li> <li>• Community Care Licensing (CCL) – Post emergency heat updates, including how to find a local cooling center, on the CCL website as warranted. Continue to distribute heat-related information and tips as necessary,</li> <li>• Community Care Licensing (CCL) – Monitor any unusual heat-related occurrences or emergencies reported by licensed community care facilities, and provide assistance as needed,</li> <li>• Community Care Licensing (CCL) - Maintain contact with facilities that require evacuation of clients and offer assistance, if needed, during the emergency,</li> </ul>

Responsible Dept./Agency	Heat Emergency Activities
	<ul style="list-style-type: none"> <li>• Community Care Licensing (CCL) - Contact contracting counties to insure that licensed facilities under their jurisdiction have the resources required during the crisis.</li> <li>• Adult Programs Branch – Contact all counties to confirm compliance with Phase III directives and instruct the counties to begin activities under their individual county plans.</li> <li>• Adult Programs Branch – Will monitor the situation and collect and record county-action data and identify any high level issues for action and reporting purposes. This will allow the Adult Programs Branch to report the progress of county actions during an extreme heat emergency to ensure the safety of this vulnerable population.</li> <li>• Emergency Food Assistance Program (EFAP) – Coordinate with local county food banks to ensure that they have an adequate supply of food to meet any increased participation demands.</li> </ul>
<b>California Volunteers (CV)</b>	<ul style="list-style-type: none"> <li>• Ensure that California Volunteers volunteer organizations are contacted and utilized as appropriate.</li> </ul>
<b>CA National Guard (CNG)</b>	<ul style="list-style-type: none"> <li>• Utilize California National Guard (CNG) for person-to-person contact and transportation if the situation is widespread, prolonged, or compounded by blackouts.</li> </ul>
<b>CA Dept. of Developmental Services (DDS)</b>	<ul style="list-style-type: none"> <li>• Ensure that all developmental centers, state-operated community facilities, and regional centers are alerted to any heat advisories, warnings, and alerts that impact their geographic area.</li> <li>• DDS regional centers and state-operated community facilities will implement various procedures to protect the health and safety of residents and staff, including, but not limited to:             <ul style="list-style-type: none"> <li>• Curtailing or suspending outdoor activities</li> <li>• Closing training sites that lack air conditioning</li> <li>• Providing for alternate activities for residents in air conditioned areas</li> <li>• Providing extra fluids, sunscreen, and modified clothing</li> <li>• Adjusting employee work schedules to avoid strenuous assignments to avoid afternoon heat</li> <li>• Distributing reminders to staff regarding precautionary measures</li> </ul> </li> <li>• DDS regional centers will initiate contact with their community emergency preparedness networks to identify cooling sites and resources for assisting persons to access those sites if needed.</li> <li>• DDS regional centers will initiate contact with service providers and consumers who live independently to provide them with information about precautionary measures to protect the health and safety of consumers and staff, identification of cooling sites, and other pertinent information.</li> </ul>

Responsible Dept./Agency	Heat Emergency Activities
<b>Cal OES, Office for Access and Functional Needs</b>	<ul style="list-style-type: none"> <li>• Place staff on call, including qualified sign language interpreters, to provide assistance, if necessary.</li> <li>• Notify community-based organizations serving people with access and functional needs regarding any status changes and advise on potential issues and needs of the community.</li> <li>• Advise on accessibility of and taking measures to ensure viability of shelters.</li> <li>• Notify all ILC centers to advise of appropriate measures to take in the extreme heat emergency conditions.</li> <li>• Assess needs of individuals with access and functional needs and relay information to appropriate affiliated agency.</li> </ul>
<b>CA Dept. of Mental Health (DMH)</b>	<ul style="list-style-type: none"> <li>• All facilities ensure that nursing staff carefully monitor patients taking antipsychotic and other forms of medications that have possible drug/heat or sun exposure interactions. Hats, sunscreens, and prompts to drink fluid are also available for patients and staff as needed. Outdoor activities are terminated as needed.</li> <li>• Contact County Mental Health Directors and licensed facilities to ensure that they have all necessary information regarding locating cooling centers and access to cooling tips. For licensed facilities, determine if additional assistance is needed and take appropriate action.</li> <li>• DMH Licensing and Certification will ensure that all Mental Health Rehabilitation Centers (MHRCs) and Psychiatric Health Facilities (PHFs) are alerted to any heat advisories and/or warnings and alerts that impact their geographic area. (This is currently in practice based upon the daily notices issued by the Cal OES warning center.)</li> <li>• DMH Licensing and Certification will also ensure that host counties [MHPs] of MHRCs and PHFs are alerted to any heat advisories and/or warnings and alerts that impact their geographic area and will request the MHP monitor and provide appropriate assistance to the facility under their jurisdiction as needed.</li> <li>• DMH Licensing and Certification will provide heat-related tips/information to all MHRCs and PHFs. Specifically, DMH Licensing and Certification will request all providers of MHRCs and PHFs to implement numerous procedures to protect the health and safety of residents and staff, including but not to be limited to the following:             <ul style="list-style-type: none"> <li>• Providing the contact information to the community emergency preparedness networks to identify cooling sites and resources for assisting persons to access those sites if needed.</li> <li>• Curtailing or suspending outdoor activities</li> <li>• Providing for alternate activities for residents in air conditioned areas</li> <li>• Providing extra fluids, sunscreen, and modified clothing</li> <li>• Distributing reminders to staff regarding precautionary measures</li> </ul> </li> <li>• While on site for annual reviews, DMH licensing reviewers ensure that the MHRC and PHF facility disaster and emergency preparedness plans are reviewed, updated, and sufficient to address the needs of all possible emergencies and disasters.</li> </ul>

Responsible Dept./Agency	Heat Emergency Activities
<b>CA Employment Development Department (EDD)</b>	<ul style="list-style-type: none"> <li>• Provide access to Individual Assistance for Unemployment.</li> <li>• Provide access to Insurance &amp; Disaster Unemployment Assistance (funded by Department of Labor through EDD) if there has been a Presidential disaster declaration.</li> </ul>
<b>Emergency Medical Services Authority (EMSA)</b>	<ul style="list-style-type: none"> <li>• Communicate EMSA's activities to HHS.</li> <li>• EMSA and CDPH coordinate information dissemination to local public health officers/departments, MHOACs, RDMHCs, RDMHS, and LEMSAs via conference calls, emails, and CAHAN.</li> <li>• Maintain communication with RDMHCs, RDMHSs, MHOACs, and LEMSAs to identify and potential needs for medical assistance to local government.</li> <li>• Coordinate with CDPH and CDSS on potential medical support needed in support of local or state shelters.</li> <li>• Mobilize medical mutual aid assets if requested.</li> <li>• Issue press releases in coordination with CDPH and Cal OES via the Joint Information Center (JIC) at Cal OES.</li> <li>• Include heat-related tips/information on EMSA's website, including local emergency response information provided by local emergency response agencies when an extreme heat emergency is issued.</li> <li>• Provide extreme heat-related tips/information to RDMHCs, RDMHSs, MHOACs, LEMSAs, and provider associations for inclusion to their websites and distribution lists.</li> </ul>
<b>Department of Health Care Services (DHCS)</b>	<ul style="list-style-type: none"> <li>• CDPH Primary and Rural Health Care Systems Branch will provide a list of primary care clinics in the affected counties that provide services to patients regardless of ability to pay.</li> </ul>

## 10. LOCAL GOVERNMENT Guidance - Roles & Responsibilities

### Guidance - Roles & Responsibilities

This plan recognizes that local agencies may have a system for managing heat events. It also recognizes that those systems should be consistent with SEMS and NIMS. It is the intent of this guidance to provide a tool to further assist local efforts and to better coordinate with efforts initiated by state agencies. The guidance is intended to be applied flexibly to fit unique community needs.

Local preparedness efforts must be coordinated across levels of local government, within the SEMS/NIMS framework.

An example of a local government EOC organization during activation in response to an extreme heat event is illustrated below.

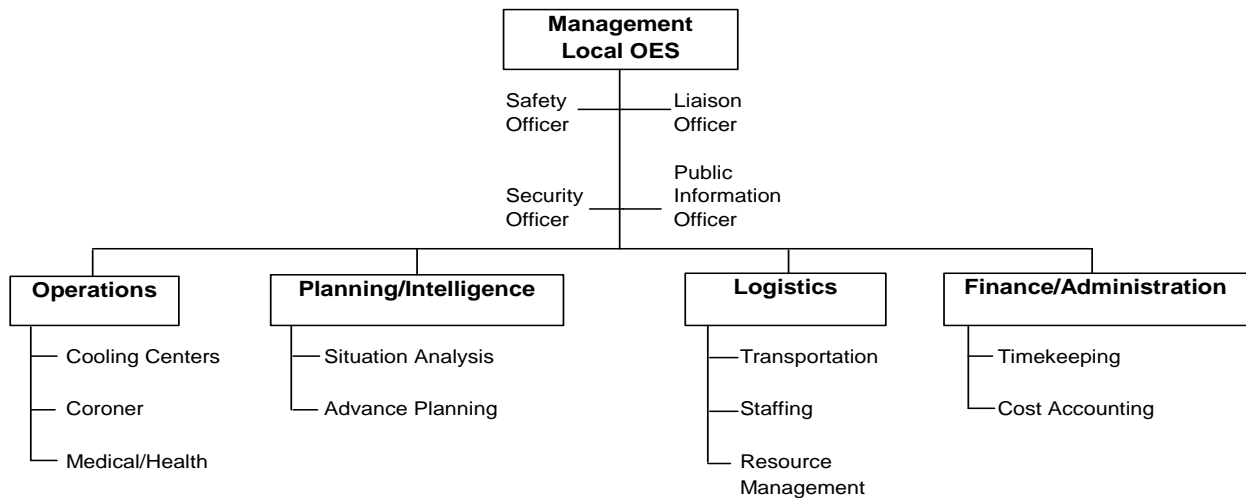


Fig. 2 Local EOC: Organizational and Basic Staffing



## 11. LOCAL GOVERNMENT Checklists

The following are some actions that if applied, can assist local government in addressing extreme heat emergencies. **This checklist is not a list of required actions.** Each local government may have changes and/or additions to make to adapt it to their jurisdiction. Again, the checklist is intended to be used flexibly to fit unique community needs.

Phases for an extreme heat conditions are listed below:

- I. Seasonal Readiness
- II. Heat Alert
- III. Heat Emergency

### **Seasonal Approach**

Seasonal preparedness efforts should always be incorporated appropriately.

### **Local Guidance for Phase I – Seasonal Readiness**

<b><u>Local Activity</u></b>	<b>Responsible Dept./Agency</b>	<b>Applied (✓)</b>
<p><b>Planning</b></p> <ul style="list-style-type: none"> <li>• Establish "working group" consisting of those agencies/departments, private, volunteer and service organizations, food banks, faith-based groups, immigrant groups and disability and older adult service organizations to identify the vulnerable populations, and develop a strategy for notification and emergency actions to include establishing cooling centers and transportation.</li> <li>• Determine local activation levels of an extreme heat emergency plan utilizing the activation levels and phases indicated in this document and local weather conditions and climatic variations.</li> <li>• Develop a plan for coordinating in-home visits to vulnerable populations with volunteer and service groups/organizations.</li> </ul>		
<p><b>Awareness</b></p> <ul style="list-style-type: none"> <li>• Identify volunteer and service organizations, private sector, food banks, faith-based organizations, immigrant groups, disability and older adult service organizations, medical and care facilities, schools representatives, law enforcement and fire personnel and other representatives to determine the location of vulnerable populations and determine needs.</li> <li>• Coordinate with state programs serving people with access and functional needs to ensure needs are addressed.</li> <li>• Local agencies collaborate to identify any anticipated needs or problems.</li> <li>• Develop public safety materials that include posters, flyers, and public media announcements. Announcements must include information for people with access and functional needs regarding how to obtain paratransit transportation to be used in emergency/disaster situations.</li> <li>• Establish processes to rapidly disseminate extreme heat emergency advice to vulnerable populations through service groups, food banks, CERT, disability and older adult service organizations, immigrant groups, care providers, medical and health facilities, workplaces, schools, public facilities and private industries. Ensure compliance with program accessibility persons with hearing impairments via captioning or sign language interpretation by all</li> </ul>		

<b><u>Local Activity</u></b>	<b>Responsible Dept./Agency</b>	<b>Applied (✓)</b>
<p>broadcasters for all emergency messages.</p> <ul style="list-style-type: none"> <li>• Consider utilizing current grant funding (i.e., EMPG, Homeland Security) to develop 2-1-1 capability and/or telephonic notification system with TTY/TDD capabilities to contact persons with disabilities, including text paging for people with hearing impairments and audible messaging for people with sight impairments.</li> <li>• Conduct "Extreme Heat Emergency Awareness" fairs and exercise extreme heat emergency plans.</li> <li>• Volunteer and service organizations, private sector, faith-based organizations, medical and care facilities, schools representatives, law enforcement and fire personnel are put on notice to be prepared to contact vulnerable populations.</li> <li>• Local agencies collaborate to identify any unanticipated needs or problems.</li> <li>• Develop any additional public safety materials (in various accessible formats) that include posters, flyers, and public media announcements.</li> <li>• Disseminate advice on extreme heat emergency to vulnerable populations in a timely manner through the local emergency alert systems, service groups, CERT, CaliforniaVolunteers (CV), disabilities organizations, care providers, medical and health facilities, workplaces, schools, public facilities, and private industries. Ensure compliance with program accessibility for persons with sight impairments via audible messages and persons with hearing impairments via captioning or sign language interpretation by all broadcasters for all emergency messages.</li> </ul>		
<p><b>Cooling Centers</b></p> <ul style="list-style-type: none"> <li>• Ensure that the facilities identified for cooling centers will be available.</li> <li>• Confirm the points of contact for cooling center operations.</li> <li>• Identify the services provided at the cooling facilities, taking into consideration accommodations for people with disabilities, service animals, domestic pets, and possible 24-hour operations.</li> <li>• Coordinate with the local electric utility to identify and develop procedures for the operations of volunteered cooling centers that could be exempt from rotating blackouts, if necessary.</li> </ul>		
<p><b>Transportation</b></p> <ul style="list-style-type: none"> <li>• Develop a transportation working group consisting of public, private, volunteer, and service organizations to identify and develop a transportation component and procedures to ensure vulnerable populations are provided transportation to cooling centers, including wheelchair accessible transportation.</li> <li>• Identify and coordinate procedures, including memoranda of understanding, to ensure transportation, including wheelchair accessible transportation, is available for those in need of cooling centers.</li> <li>• Identify ways for people with access and functional needs to notify appropriate authorities when transportation to cooling centers is needed.</li> <li>• Notify private, volunteer, and service organizations involved in the transportation component and procedures to ensure availability to transport vulnerable populations to cooling centers, including wheelchair accessible transportation.</li> </ul>		

<b><u>Local Activity</u></b>	<b>Responsible Dept./Agency</b>	<b>Applied (✓)</b>
<ul style="list-style-type: none"> <li>• Ensure that coordination procedures, including memoranda of understanding, are in place to ensure accessible transportation, including wheelchair accessible transportation, is available for those in need of being transported to cooling centers.</li> </ul>		
<p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Identify extreme heat emergency actions that will require emergency regulations or ordinances.</li> <li>• Ensure there is a program for in-home visits to vulnerable populations with volunteer and service groups.</li> </ul>		

**Local Guidance for Phase II – Heat Alert**

<b><u>Local Activity</u></b>	<b>Responsible Dept./Agency</b>	<b>Applied (✓)</b>
Send extreme heat emergency related notifications to CA State Warning Center (CSWC).		
Distribute information specific to the extreme heat emergency event at hand to local jurisdictions.		
Cities and counties should standby or begin activating pre-identified cooling centers and work with volunteer groups to identify additional cooling centers that may be needed; identify ADA compliant centers so that persons with access and functional needs could be taken to those facilities; coordinate planning with local transportation providers.		
Enter cooling center information into the Extreme Heat Emergency Web Portal on the local office of emergency services and state Cal OES website for public availability.		
Activate Extreme Heat Emergency Plan .		
Release pre-scripted extreme heat emergency protective measures to all media sources, and remind them of the need to be broadcasting in accessible formats.		
Activate telephone extreme heat emergency hotlines.		
Alert neighborhood volunteer groups, volunteer and service groups, CERT, disability organizations, social services agencies, medical facilities, and care homes.		
Notify para-transit or other local transportation of the potential need to transport individuals to cooling centers.		
Coordinate and brief all emergency responders on actions to be undertaken and responsible departments/agencies.		
Coordinate with local utilities to assess power restrictions or limitations.		
Plan transportation services and ways for individuals to request the transportation if utilities fail. Para-transit potentially does not have phone line capacity to field calls because they still must provide regular services, if possible.		
Activate transportation resources, including para-transit and private accessible transit services to assist those without transportation, including service animals, to get to and from cooling centers.		
Request mutual aid as needed through SEMS if weather forecast indicates an extreme heat emergency may be imminent.		

<u>Local Activity</u>	<b>Responsible Dept./Agency</b>	<b>Applied (✓)</b>
Activate EOC to the extent necessary.		
Establish regular public official briefings to include weather updates and actions taken and planned.		
Schedule regular reporting and monitoring procedures with cooling centers, volunteer organizations, utilities, public safety, and medical facilities.		
Utilize cooling center website to notify the public of locations and hours of operation.		
Determine whether or not to proclaim a local emergency (or public health emergency) based on conditions or projected conditions.		
Consider reductions in energy usage in local public buildings and reduced hours of operations that would not impact the cooling center operations.		
Activate "hot line" for public information.		
Implement a method to track extreme heat emergency related deaths and medical emergencies associated with the extreme heat emergency event.		
Ensure all employees review and update their home emergency plans.		

**Local Guidance for Phase III – Heat Emergency**

<b><u>Local Activity</u></b>	<b>Responsible Dept./Agency</b>	<b>Applied (✓)</b>
Monitor and determine need for more cooling centers and resource needs.		
Activate EOC		
Establish regular media releases.		
Track extreme heat emergency related fatalities and medical emergencies.		
Prioritize public offices that should remain open and close others to conserve energy.		
Issue targeted extreme heat emergency advisories to vulnerable populations through all sources.		
Monitor cooling center facilities providing regular updates on numbers of persons at each, support issues including access and functional needs, power availability.		
Coordinate activities with operational area and neighboring jurisdictions. Operational areas coordinate with Cal OES region providing information updates, resource assessments, and mutual aid requests.		
Declare emergency (local and/or public health) as appropriate.		
Identify any regulatory or ordinance issues that may need to be suspended.		
Establish regular briefings with the National Weather Service.		
Ensure all fleet vehicles fuel tanks have ample fuel in the event of power failure.		
Ensure employees have updated extreme heat emergency materials and methods for checking on family members.		
Continuously review and update emergency resource inventories.		
Ensure pet and animal extreme heat emergency impacts are being addressed through special facilities or pet accommodation at cooling centers.		
Request state activation of state-owned cooling centers in the vicinity as needed.		
Survey emergency resources and facilities to determine replenishment needs.		
Notify ambulance providers and hospitals to expect and prepare for surge in extreme heat emergency related illnesses.		
Maintain regular reports to the operational area or Cal OES region if operational area.		
Track extreme heat emergency related fatalities and medical emergencies.		
Gather data on damages; submit IDE; prepare to participate in PDA, if appropriate; establish LACs, if appropriate, or provide staff to service center, if activated.		

## 12. Recovery Operations

### **Public Assistance**

Extraordinary emergency costs (such as overtime or equipment rental) incurred by local government in response to an extreme heat disaster may be recovered (on a cost share basis) under the California Disaster Assistance Act, when the Governor has proclaimed a state of emergency. Eligible costs may include the extra costs related to establishing cooling centers, staffing the EOCs, renting generators and air conditioners for the emergency sheltering effort, emergency public information costs, extreme heat-related morgue costs, and overtime costs for police and fire/rescue activities directly related to the extreme heat emergency. Additionally, funding can be provided (on a cost-share basis) to repair publicly owned facilities or infrastructure that can be repaired if damaged by the extreme heat conditions. This includes damaged transformers and other electrical equipment owned by a public utility. It may also include local (non-federal) roads with extreme heat-related damage, for example, buckled roads or public rails, and other transportation systems damaged by the extreme heat conditions.

If the response and repair costs meet federal thresholds, the governor may request, through FEMA, a Presidential Declaration of a Major Disaster, opening up federal funds for these same applications under the Stafford Act. The federal Emergency Repair program of Federal Highways Administration may be independently activated so highways in the Federal Aid System can be covered for highway heat damage.

### **Individual Assistance**

In response to severe economic impacts in a disaster area, the Individual Assistance (IA) Section works closely with a variety of local, state, and federal agencies to identify recovery programs that may be able to assist individuals, businesses, and farmers. In previous extreme heat conditions, some of the agencies the IA section coordinated with were:

- Employment Development Department (EDD) - Unemployment insurance, disaster unemployment assistance, and job training services.
- Department of Community Services and Development (CSD) Community Service Block Grants (CSBG) - Low-Income Home Energy Assistance Program (LIHEAP), migrant worker programs, and various other grant assistance.
- Department of Mental Health (DMH) - Crisis Counseling Immediate Services Program and Crisis Counseling Regular Program
- Department of Developmental Services (DDS) – Purchase of emergency services and supports, via local regional centers, to protect the health and safety of persons with developmental disabilities.
- Department of Social Services (DSS) – Department of Social Services (DSS) – CalWORKs cash aid (including immediate need), CalFresh (including expedited service and/or disaster CalFresh benefits), food commodities programs, and the State Supplemental Grant Program.

- U.S. Department of Agriculture (USDA) - Emergency Loan Program for farmers and ranchers for crop production and physical losses and other direct assistance through special legislation.
- US Department of Agriculture (USDA) Food and Nutrition Service – Disaster Supplemental Nutrition Assistance Program (D-SNAP).
- U.S. Small Business Administration - Economic Injury Disaster Loans (EIDL) available to small, non-farm businesses, small agricultural cooperatives and most private, non-profit organizations of any size.
- Voluntary and Community-Based Organizations - Immediate and unmet needs such as food, shelter, clothing, mortgage, and rental assistance.
- Housing Community Develop (HCD) – Funds may be redirected through local housing authorities to assist with housing needs.

Agricultural damage assessments may be conducted to determine if a request should be submitted to the U.S. Department of Agriculture (USDA) to approve a disaster designation making available emergency loans for physical production losses to eligible applicants who conduct family-sized farming operations. Following a natural disaster designation by the USDA Secretary, the U.S. Small Business Administration (SBA) makes Economic Injury Disaster Loan (EIDL) available to small, non-farm businesses, small agricultural cooperatives and most private, non-profit organizations of any size. Assessments will also be made to determine if a presidential disaster declaration may be requested to access disaster unemployment insurance or crisis counseling programs.

Assistance centers may be set up to provide information and assistance to disaster survivors. If the centers are opened, Cal OES PIO would issue press releases and ask the media to make the information on hours/locations/etc available. Cal OES would also conduct outreach through local government and community-based organizations.

### **USDA Disaster Recovery Assistance Programs**

#### **USDA-Farm Services Agency Programs**

Crop insurance coverage is available on a crop by crop and county by county basis. For those producers who purchased a policy, they will be covered for any damage caused by the extreme heat and should contact their crop insurance agent immediately and prior to disposing of the crop.

**Non-Insured Assistance Program (NAP)** – A lower level of crop insurance for all crops for which regular crop insurance (see above) is not available. A \$100 coverage fee must be paid prior to the closing date for each individual crop for coverage to be in place.

**Crop Disaster Program** – Covers crop losses attributable to a weather related cause such as extreme heat. Not currently authorized or funded. **Congressional action required.**



**Low Interest Emergency Loans** – Provides low interest financing to farmers and ranchers who suffer losses due to damaging weather and who operate in a county designated a disaster area by the Secretary of USDA. Eligibility limited to those producers who are unable to obtain commercial credit through normal sources. Program is made available upon the Secretary of USDA designating a county a disaster area. Requests for a disaster designation should be submitted by county government through Cal OES.

### **California Business, Transportation and Housing Program**

**Small Disaster Assistance Loan Guarantee Program** – This program helps agriculture-related enterprises and other small businesses obtain financing needed to recover from losses caused by natural disasters in areas declared to be in a state of emergency by the Governor. Interest rates are from prime to prime plus three percent (3%) depending on the amount of the loan guaranteed. Eighty to ninety-five percent of the loan is guaranteed up to \$500,000 for agricultural enterprises, and up to a set amount for other small businesses. Uses include physical damage and economic costs related to the disaster.

### **Employment Development Department**

- Job services
- Unemployment services
- Coordination with job center building owners, security, and traffic control
- Coordination with community-based organization disaster programs

### **Department of Food and Agriculture**

- Agriculture and outreach information
- Outreach to affected growers
- State and county fairgrounds cooling centers

### **Department of Social Services**

- CalFresh program
- Food bank information
- Cal/Works assistance

### **Department of Health Services**

- Medi-Cal workers eligibility applications and emergency needs
- Women/Infants/Children (WIC) referral services
- Locations of primary care and family health clinics

### **Department of Community Services and Development**

- Coordination with local community action agencies
- Food, blankets, and travel vouchers
- Information about shelter locations

### **Business, Transportation, and Housing**

- Small Business Disaster Assistance Loan Guarantee Program

**Department of Education**

- Programs for migrant worker child care

**California Governor's Office of Emergency Services**

- Coordinating the state response to the extreme hot weather

## Appendices

### Appendix A: Alert and Warning

For resource information relating to extreme heat conditions the following National Weather Service data is being included below:

#### NOAA/National Weather Service (NWS) Information

NOAA/National Weather Service issues extreme heat products using the outlook/watch/warning concept. **Outlooks**, also known as special weather statements, may be issued several days in advance of an event to provide an alert that some sort of damaging extreme heat situation is possible. **Watches**, usually issued 12-48 hours in advance of a potential heat event, indicate that the situation is likely to occur but details may be uncertain about timing, extent, and severity. **Warnings** indicate a high degree of confidence that the event will occur as described and they usually are issued within 24 hours of the event. **Warnings** may be issued even if neither an **outlook** nor **watch** was issued in advance. Similarly, **outlooks** and **watches** may have been issued but conditions then change enough that a **warning** is not needed.

The National Weather Service (NWS) will generally initiate its Heat Index Program Alert procedures when the heat index high is expected to exceed 105° - 110° (depending on local climate) for at least two consecutive days.

The alert procedures include:

- Adding heat index (HI) values in zone and city forecasts;
- Issuing special weather statements and/or public information statements presenting a detailed discussion of (1) the extent of the hazard including HI values, (2) who is most at risk, (3) safety rules for reducing the risk;
- Assisting state and local health officials in preparing heat emergency messages in severe heat waves (meteorological information from special weather statements will be included as well as more detailed medical information, advice, and names and telephone numbers of health officials); and,
- Release of all the above information to the media and over the National Oceanic and Atmospheric Administration's (NOAA) own weather radio.

The California State Warning Center is currently used as a “pass through” for information received on a daily basis by the National Weather Service. NWS heat emergency information received by the CSWS is then:

- Forwarded to the operational areas via the California Law Enforcement Telecommunications System (CLETS), and
- Forwarded to third party distribution systems, the media, and subscribing emergency managers through the Emergency Digital Information Service (EDIS).

Items which meet thresholds of immediate action are also verbally transmitted to operational areas, Cal OES duty officers and other state duty officers.

### Appendix B: Heat Index Readings & Associated Health Risks

The heat index is how hot the heat- humidity combination makes it feel. As relative humidity increases, the air seems warmer than it actually is because the body is less able to cool itself via evaporation of perspiration. As the heat index rises, so do health risks.

- When the heat index is 90°F, heat exhaustion is possible with prolonged exposure and/or physical activity.
- When it is 90°-105°F, it is probable with the possibility of sunstroke, heat cramps or heat exhaustion with prolonged exposure and/or physical activity.
- When it is 105°-129°F, sunstroke, heat cramps or heat exhaustion is likely, and heatstroke is possible with prolonged exposure and/or physical activity.
- When it is 130°F and higher, heatstroke and sunstroke are extremely likely with continue exposure. Physical activity and prolonged exposure to the heat increase the risks.

<b>The Heat Index</b>																					
Air Temp (° F)	Relative Humidity (%)																				
	0	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	100
122°	107	112	119	126	135	143															
119°	106	109	115	121	128	136															
116°	104	107	112	117	123	130	138	146													
113°	102	105	109	112	116	123	129	137	145												
110°	99	102	105	108	112	117	123	130	137	143	152										
107°	96	99	101	104	107	112	117	122	128	134	141										
104°	94	96	99	101	104	107	111	115	120	126	132	136	144								
101°	92	94	97	98	100	102	105	109	113	118	123	130	135								
98°	89	91	93	94	85	98	100	103	106	109	113	118	123	130	137						
95°	87	88	90	91	92	93	95	98	99	103	106	110	114	119	124	130	136				
92°	85	85	87	88	88	89	90	92	94	97	99	102	105	108	113	117	122	127	131		
89°	82	83	84	84	85	86	87	88	89	91	93	95	97	100	103	106	110	114	118	122	126
86°	79	80	82	82	83	83	84	85	85	87	88	90	92	94	96	97	100	103	105	108	112
83°	76	77	78	79	80	81	81	82	82	83	84	85	86	88	90	91	94	95	96	99	103
80°	73	74	75	76	77	77	78	78	79	80	81	81	82	83	85	86	86	87	88	89	91
77°	71	71	72	73	74	74	75	75	76	77	77	78	79	79	80	81	82	83	84	84	85

*Exposure to full sunshine can increase Heat Index values by up to 15° F.*

Heat Index	Category	Possible heat disorders for people in high risk groups
130°F +	Extreme Danger	Heatstroke risk extremely high with continued exposure.
105° - 129°F	Danger	Sunstroke, Heat Cramps and Heat Exhaustion likely, Heatstroke possible with prolonged exposure and/or physical activity.
90° - 105°F	Extreme Caution	Sunstroke, Heat Cramps and Heat Exhaustion possible with prolonged exposure and/or physical activity.
80° - 90°F	Caution	Fatigue possible with prolonged exposure and/or physical activity.

## Appendix C: Health Information and Vulnerable Populations

Heat Exhaustion occurs when the body is dehydrated resulting in an imbalance of electrolytes.

- Symptoms -- headache, nausea, dizziness, cool and clammy skin, pale face, cramps, weakness, profuse perspiration
- First Aid -- move to a cooler spot, drink water with a small amount of salt added (one teaspoon per quart)
- Without Intervention -- it can lead to collapse and heatstroke

Heatstroke occurs when perspiration cannot occur and the body overheats.

- Symptoms -- headache, nausea, face flushed, hot and dry skin, no perspiration, body temperature over 101°F, chills, rapid pulse
- First Aid -- cool person immediately, move to shade or indoors, wrap in a cool, wet sheet, get medical assistance
- Without Intervention -- it can lead to confusion, coma, and **death**

### Vulnerable Populations

Situational and physical characteristics help to identify vulnerable populations that may not comfortably or safely access and use disaster resources. Specifically, when discussing heat-related emergency preparedness, the following groups could be considered vulnerable or at greater risk in a heat emergency:

- Homeless
- Infants and small children under age five
- Women who are pregnant
- Older adults (age 65 and older)
- Persons who have obesity
- Persons who are bedridden
- Persons with mental illness/disabilities
- Persons with cognitive disorders
- Persons with medical conditions (e.g., heart disease, diabetes, high blood pressure, insulin)
- Persons requiring life-saving medications (e.g., for high blood pressure, depression, insomnia)
- Persons who utilize medical equipment (e.g., ventilators, oxygen, G-tubes)
- Individuals with drug or alcohol addictions
- Persons who use mobility devices (e.g., wheelchairs, walkers, canes)
- Persons who are non-ambulatory
- Those with sensory impairments (blind/visually impaired or deaf/hard of hearing)
- Persons who are under extreme working conditions
- Persons who are poor
- Persons who are socially isolated
- Persons who do not speak English with minimal access to information

## Appendix D: Animal Vulnerabilities in Excessive Heat-Related Weather

### Pets

Dogs and cats are designed to conserve heat and are less efficient at cooling than humans. They are in danger of heat stroke at 110 degrees Fahrenheit. Pets' sweat glands are located on the nose and footpads, which are inadequate for cooling on hot days. Panting and drinking water help cooling, but if the air temperature is overheated, brain and organ damage can occur in 15 minutes. Risk factors to heat stress include body size, age (young and old), breed (short nosed breeds, such as bulldogs), obesity, and existing metabolic, cardiovascular, or respiratory disease.

#### Facts:

Car with window rolled down slightly + windows collecting light, trapping heat inside = pressure cooker effect.

#### Outside air = 85 degrees Fahrenheit

- After 10 minutes: inside car = 102 degrees Fahrenheit
- After 30 minutes: inside car = 120 degrees Fahrenheit

#### Outside air = 72 degrees Fahrenheit + humidity

- After 30 minutes: inside car = 104 degrees Fahrenheit
- After 60 minutes: inside car = 112 degrees Fahrenheit

#### Prevention:

- Never leave pets in a car on warm days
- Call animal control or police immediately if an animal is in distress in a car
- Be alert for any sign of heat stress: heavy panting, glazed eyes, a rapid pulse, unsteadiness, a staggering gait, vomiting, deep red or purple tongue
- Never leave pets tied up without shade, air circulation, and fresh water
- Offer a cool place to rest when temperatures are uncomfortable
- If you are going to take advantage of a local cooling center and feel the need to bring your pet, always call ahead to find out if they are able accept pets and what preparations are necessary (i.e., leash for dog, cage for cats, etc.)

#### Treatment:

- Overheated pets must be cooled immediately
- Move pet to shade
- Apply cool water all over body
- Apply ice packs to neck and chest area
- Allow licking ice and small amount of water (large amount will cause vomiting)
- Take to veterinarian immediately for evaluation

### Livestock and Poultry

Producers should assure that all livestock and poultry are provided adequate and accessible drinking water, shade, and fans and water-cooling, where feasible.

Many producers have back-up generators for their facilities, which should be inspected to ensure operational condition in the event of rolling or rotating blackouts or power failures. Emergency power should also be available for fans and well pumps. Mistlers, soakers, and fans should be checked to ensure they are operational. Shade structures (especially shade cloths) should be in good repair.

During an excessive heat emergency, dairy producers have used a variety of temporary cow-cooling methods. Fire hoses can be hooked up to water trucks and used to soak the cattle. Strings of cows can be

cooled in sprinkler pens, if they are not in constant use for milking. Temporary soaking lines can be devised using flexible landscaping PVC hose and high volume emitters positioned over the cattle. Industrial fans have been rented to augment these water cooling methods. Temporary shade structures have been erected. In general, working cattle should be avoided except in the early morning.

If producers are experiencing difficulties or delays in having dead animals picked up by rendering companies, they should immediately contact their Agricultural Commissioner, their local office of emergency services, or office of environmental health and make them aware of the situation. Local officials are in a position to assist with alternate methods of disposal, including evaluating the need for a declaration of a local emergency.

## Appendix E: The Electrical Grid and CAISO

Electric power capability and transmission grid is impacted by the increased loads resulting from heat events. The California Independent System Operator (CAISO) is tasked with managing about 80 percent of the California electrical grid that supplies most of California, except in areas serviced by municipal utilities.

### Alerts

CAISO employs a series of alerts based on electrical power demand and supply/reserve forecasts. The alerts are:

- Stage 1 - When the reserve margin falls below 7%
  - Stage 2 - When the reserve margin falls below 5%
  - Stage 3 - When the reserve margin falls below 1.5%
- \*\*Rotating blackouts will occur when Stage 3 is reached.**

### Electric Power Load Shedding

When the power system is under extreme stress due to heavy demand and/or failure of critical components, it is sometime necessary to intentionally interrupt the service to selected customers to prevent the entire system from collapsing. In such cases, customer service (or load) is cut, sometimes with little or no warning. One form of load shedding called a "rotating blackout" involves cutting service to selected customers for a predetermined period (usually not more than one and a half hours). As power is restored to one block of customers, power to another block of customers is interrupted to reduce the overall load on the system.

### Exemptions from rotating outages in communities served by utilities regulated by the CPUC

Mandated under California Public Utilities Commission (CPUC) Decision 02-04-060, 4/25/02, essential facilities who volunteer to use their facilities as a public "cooling station" are exempt from rotating power outages. This regulation only applies to communities that are serviced by utilities regulated by the CPUC such as Southern California Edison, Pacific Gas and Electric Company, and San Diego Gas and Electric.

Undefined "cooling centers" are not covered by this rule and are not exempt from rotating power outages; however, Cal OES may request an exception from the utilities through CUEA. There are no commonly defined criteria for cooling centers.

### Notifications

Utilities generally rely on media releases to inform the public of electric power disruptions. Ongoing emergency coordination between city and county emergency managers and utility providers could enhance advance notification of electric disruptions and restoration coordination.



## Appendix F: Heat Planning Resources

### Transportation

The need to move people in a heat event will most likely center on moving vulnerable populations to/from cooling centers and/or medical facilities. Transporting under these circumstances can be very complex. Complications can be caused by a variety of factors including: locating people that need to be transported, the medical condition of the individual, vehicle accessibility, pet and service animal issues, forced transport, and liability issues.

County and local government may have a variety of resources within their jurisdiction to use in the movement of people during a heat event. Transportation service systems specifically for people with access and functional needs need to be integrated into all evacuation and cooling center (sheltering) plans. Agreements should be developed between local governments and transportation providers, including crossing jurisdictions for mutual aid assistance, in advance of an event. Disability and older adult transportation service providers should become routine partners in emergency planning. Agreements should be made with providers in advance of an event when possible. Resources for accessible transportation that may be available in an area may include:

- ADA mandated Paratransit Systems/accessible transportation providers
- Dial a Ride
- Non-profits (i.e. United Cerebral Palsy)
- Area Agencies on Aging
- Regional Centers
- Taxi systems
- Non-emergency vans, medical vans
- School district transportation systems
- Adult Day Health Care (ADHC)
- Airport shuttle buses
- Airport car rental shuttle buses
- Senior centers
- Health care centers

Transportation providers linked via interagency agreements or other contractual arrangements with social service agencies could provide a valuable resource in time of emergencies and facilitate cost reimbursement for local agencies if a state and/or federal emergency is declared. These activities should be undertaken prior to any emergency in the preparedness phase of emergency management and included as a vital component in emergency plans and procedures.

### Disaster Disability Services

Integrating disability and older adult services into heat planning efforts, especially at a local level, will improve heat-related services to vulnerable populations. In fact, it is essential that disability and older adult service providers are partners in all disaster planning efforts. The following organizations provide services that may be useful for vulnerable populations during any emergency:

- County In Home Supportive Services (IHSS)
- IHSS Public Authority
- Paratransit
- Dial a Ride
- Deaf/hearing impaired organizations
- Blind/sight impaired organizations
- Independent Living Centers
- Regional Centers
- Area Agencies on Aging
- Adult Protective Services

- Meals-on-wheels
- Faith-based organizations
- Postal service
- Electric companies/other utility companies
- Animal control
- Community Action Agencies
- Rotary Club
- Lions/service organizations
- Masons
- Nursing homes
- Community colleges and universities with disability services programs
- Homeless shelters
- Food kitchens
- Veterans of Foreign Wars
- Health education training centers
- Private providers of services to people with disabilities and older adults

### **Registries**

Local jurisdictions are encouraged to leverage existing disability and older adult service systems as opposed to creating new registries. Information can be gleaned from a variety of sources, including the service providers noted above, to provide the comprehensive information necessary to inform emergency planning.

The use of voluntary registries has been a topic of discussion with state and local emergency planners and within the disability community. Some jurisdictions have developed pilot registries and the majority of people with disabilities and seniors chose not participate. The issue carries with it implications that any jurisdiction considering the use of a registry should consider. Specifically, the implementation of a registry may be perceived to carry with it the promise or guarantee by local government that the registrants will be provided with evacuation services. Jurisdictions should carefully consider the implications of such imputed promises. In addition, there may be a tendency by a jurisdiction to view those on the registry as the only ones who need assistance or to focus on the registrants first rather than looking at the population more broadly. Additionally, there are Health Insurance Portability and Accountability Act (HIPAA) considerations that must be factored into the development and deployment of registries, concerns related to maintenance of information on the registry (location information and medical information) and potential legal liabilities.

### **Other Considerations**

**Communication** - Consideration should be given due to the fact that the people who need evacuation the most may not be able to communicate that need to first responders. They also may not be aware of cooling centers and other services that may be available.

**Forced Entry** - Consideration should be given to the issue of forced entry in the event that a person could be incapacitated and not able or willing to allow entry for social workers or first responders. However, Fourth Amendment restrictions on entering private residences without sufficient cause should be recognized. Appropriate guidance on this issue should be received from local law enforcement and integrated into planning efforts.

**Liability** - Due to the fact that private providers may be used/needed to transport people to/from cooling centers and other facilities during a heat event, the issue of liability for these providers should be researched by the government agency coordinating the transportation and addressed in memoranda of understanding.

## Appendix G: State Dissemination of Public Information

Regardless of the method used, increased readiness efforts must begin when high temperatures are forecast rather than when they arrive. Preparedness at the state level will be a statewide effort coordinated by Cal OES to include media spots, meetings, fairs that include circulation of pre-event preparedness materials to facilities, and groups who have close contact with vulnerable populations. These events, meetings, fairs, and conferences will include state, local, private, and non-governmental organizations to include community and faith-based as well as volunteer and service organizations. Discussion groups at these events will assist in fine-tuning and targeting materials. It will also assist in developing community-based partnerships to assist in the active phases during heat events. This also provides an opportunity to develop additional materials focused on the target audience and identify additional delivery methods, review, and update plans and procedures. As the heat increases, keep in mind the following assumptions:

### Assumptions

- Different climates exist among the various areas in the state and persons are acclimated best to the climate in which they live.
- Local governments are the first responders in emergencies and request aid through a hierarchical mutual aid process under SEMS when necessary.
- Cal OES will mainly rely on the operational areas through their county health departments to determine the activation levels at which specific activities will be undertaken.

### Seasonal Approach

Public Information functions will address this potential event in a similar manner as it addresses floods, earthquakes, and winter storms, in other words, a seasonal approach. The process will involve a "heat awareness campaign" initiated with media support during the month of May, or earlier in the event of forecasted heat events. Public information should correspond to and be a component of each phase and each warning level issued.

Public information messages will consistently reinforce what state and local partners and first-responders receive in communications from key state agencies. Messages will also ensure that the people with visual and hearing impairments receive disability and culturally appropriate materials:

- Heat safety awareness (for all populations, including workers)
- Heat safety health tips
- When to use 911 and hospital emergency departments
- Advocacy of checking on family, friends, neighbors
- Availability of resources nearby for assistance and respite

### Outreach by State and Local Agencies

Public information should include the use of mass media as well as community education strategies such as:

- Sending notification and prevention tips through schools, businesses and associations;
- Posting public information tips at hospitals, medical offices, grocery stores, community centers;
- Additional outreach to parks and recreation, coaches and outdoor activity venues, senior and day care centers and organizations serving non-English speakers.

All collateral materials and messages would be coordinated with collaborating state agencies that have roles and responsibilities in the protection of public health and safety.

#### Free Media

Public Service Announcements (PSAs)

Media Advisories

Press Releases

Social Media Outlets (Facebook, Twitter, etc)

Opinion page editorials and guest columns

Guest spots on news programs, public affairs shows, talk shows, etc.

Events for the administration and community events/expos as feasible

Web sites with resources (Cal OES/other state agencies; updated as needed / Heat Wave Portal-Cal OES website)

Press conferences and news briefings

#### Partnerships

Partner with private sector businesses on promotional campaigns

Partner with disability and older adult service organizations on heat safety awareness outreach materials

Partner with utility companies on heat safety awareness outreach materials

Partner with local government on regional promotions

#### Speakers Bureau

Establish a multi-agency speaker's bureau with subject matter experts including the areas of vulnerable populations.

#### Joint Information Center (JIC) Activation

As a heat emergency unfolds, determine when to activate a JIC and bring together representatives from all responsible agencies to coordinate public information (Cal OES, Dept. of Health Care Services, Dept. of Social Services, Dept. of Food and Agriculture, and other key state and local agencies) as needed. Previously developed heat emergency pre-scripted materials can be distributed to local agencies prior to any excessive heat event.

**Appendix H: Helpful References – Information Sources**

INFORMATION SOURCES AT EACH SEMS LEVEL

Jurisdiction Level	Emergency Management	Social Services / Developmental Services	Public Health and Health Care Services	EMSA	Food and Agriculture	Volunteer/ NGO
State	Cal OES	CDSS, DDS	CDPH / DHCS	EMSA	CDFA	CalVolunteers
Region	Cal OES Regions	District Licensing  Regional Centers on developmental disabilities	RDMHS/C*  CDPH Licensing & Certification District Offices	RDMHS/C*		
County	Operational Area	County Welfare Dept. and Office on Aging	Public Health Officers  MHOAC*  County OES  County DHS	Local EMS Agencies  MHOAC*	County Agricultural Commissioners	
Local Jurisdiction	City	Group Homes  Day programs and services	City EOC			
Field	Fire, Law	In-home supportive service workers  Independent and supported living providers	Hospitals  Skilled Nursing Facilities (SNFs)	Ambulance Companies  Hospitals  SNFs*		Volunteer Organizations  Red Cross  Salvation Army

- \* Regional Disaster Medical Health Specialist (RDMHS)
- \* Regional Disaster Medical Health Coordinator (RDMHC)
- \* Medical Health Operational Area Coordinator (MHOAC)
- \* Skilled Nursing Facilities (SNF)

## Appendix I: Cooling Center Checklist

The following is a list of important criteria for setting up a cooling center. There are **no established** criteria for cooling centers. Additionally, **unless a special exemption has been given by the local utilities**, facilities used as cooling centers are not exempt from rotating blackouts.

### Important Criteria

- Air conditioning or equivalent (temperature maintained at 79°)
- Accessible to people with access and functional needs / ADA compliant
- Ample seating appropriate to the jurisdiction
- Public restrooms accessible to people with access and functional needs
- Access to potable water (drinking fountain, etc)
- Access to 911 services (payphone)
- Publicly advertised
- Parking access
- Proximity to public transit

### Suggested Criteria

- Back-up generators
- Secure, facility has security service
- Communications, phone (including TDD/TTY), internet access, sign-language interpreters
- Child friendly with materials for children to play with while at the cooling center
- Medical personnel such as nurses and/or aides
- 24-hour, 7 days a week operation
- Large capacity
- Personnel assistance services for people with access and functional needs
- Available televisions, books, games
- Transportation for those lacking their own, including wheelchair accessible services
- Follow-up procedures for those in need of additional services (health care, social services, etc.)
- Area for pets
- Veterinary resources available if needed

## Appendix J: Information Resources for Preparedness and Response

The following is a partial list of resources and supplies that can assist in preparing for and responding to heat emergencies:

- Public education pamphlets – preventive measures, symptoms, etc.
- Prepared press releases listing available resources and contact numbers
- State facilities with air-conditioned venues to act as cooling centers
- Portable air conditioners to loan to nursing homes and senior housing complexes
- Portable generators to loan to nursing homes and senior housing complexes
- Fans – multiples sizes to loan to qualifying organizations/businesses, etc.
- Bottled water
- Identify sources for obtaining ice to distribute at cooling centers
- Obtain dry ice to assist citizens with electric outages
- Develop statewide list of companies that will donate goods during a heat emergency
- Prepare coupons that can be used at pre-identified stores to obtain ice, water, etc.
- Bottled/boxed fruit juices
- Meals ready to eat (MRE) or commercial equivalent
- Special dietary products for babies, older adults, and other special needs groups
- Bottled *Pedialyte* and adult equivalent
- Stockpile Ensure or equivalent to serve special needs population
- Stockpile infant formula and baby food
- List of facilities that can accommodate pets
- Animal cages to house pets
- List of volunteers to staff cooling centers and check on special needs population (where appropriate)
- List of county cooling centers (pre-id county facilities available to act as cooling centers)
- List of available vehicles and volunteers/personnel to transport heat-impacted individuals
- Cooling tents for setting up in state/county parks
- Pre-stage portable tables and chairs to accommodate clientele
- Stockpile animal food and water
- Disposable dishes to serve animals
- Portable showers
- Cots
- List of potential air conditioned dormitory rooms available to house special needs population
- Available National Guard resources for housing

## **Appendix K: Definitions**

The following terms are presented here with the commonly accepted definitions to avoid confusion and misunderstanding. Some of the terms may have different meanings outside of the scope of this plan.

**Contingency Plan** - Refers to a subset of an existing emergency plan focused on addressing the particulars of a specific emergency scenario (i.e., earthquake, flood, etc.).

**Cooling Centers** - Facilities that are made available by public, private, and volunteer organizations as a heat relief station. There is no agreement that these facilities will be exempt from power outages.

**Cooling Stations** – Facilities that can be used for heat relief that are exempt from rotating power outages (mandated by CPUC Decision 02-04-060, 4/25/02). Typically facilities such as hospitals, skilled nursing facilities, etc.

**Emergency Plans** - As defined in Government Code §8560 (a) "Emergency Plans" means those official and approved documents which describe the principles and method to be applied in carrying out emergency operations or rendering mutual aid during emergencies. These plans include such elements as continuity of government, the emergency services of governmental agencies, mobilization of resources, mutual aid, and public information.

**Heat Advisory** - Issued when excessive heat conditions are present.

**Heat Disorders** - Conditions that result in the body's inability to maintain a normal temperature. The four major heat disorders are:

**Heat Cramps** – Symptoms: painful spasms usually in leg muscles and possibly the abdomen, heavy sweating.

**Heat Exhaustion** – Symptoms: heavy sweating, weakness, cold, pale and clammy skin, possible fainting, and vomiting. Normal temperature is possible.

**Heat Stroke** – Symptoms: high body temperature (106° F or higher), hot, dry skin, rapid and strong pulse, possible unconsciousness.

**Heat Index (also referred to as the "apparent temperature")** – A factor used to determine how hot it feels based on temperature and relative humidity. Heat index values can be up to fifteen degrees higher with exposure to direct sunlight. Heat index values assume calm wind conditions. Hot dry winds can also increase heat index factors.

**Heat Wave (Extreme / Excessive Heat Event)** - When temperatures reach 10° or more above the average high temperature for the region, last, or predicted to last, for a prolonged period of time. A heat wave is often accompanied by high humidity.

**Heat-Related Death** – Most heat-related deaths are a direct result of heat stroke, which is almost always fatal when not treated. Dr. E. R. Donoghue (of the Chicago 1995 heat wave response) includes these as definitions of heat-related death: a measured body temperature of 105 degrees at the time of death or immediately after; or other substantial circumstantial evidence of heat as a contributor to death (such as a decedent found in a room without air conditioning, all windows closed, and excessive ambient heat at time of discovery). Heat stroke is more likely to lead to death despite treatment if the decedent's condition was aggravated by other medical conditions.



**Joint Information Center** - A centralized facility for coordinating an organized, integrated, release of critical emergency information, crisis communications and public affairs functions, which is timely, accurate, and consistent.

**Key State Response Agencies** (formerly referred to as the *Multi-Agency Heat Emergency Task Force*) - A working group formed at the direction of the Governor to establish health and safety protocols for public education and outreach efforts, safety checks on vulnerable Californians, evacuation of medical facilities, and establishment of cooling centers and information lines during future heat events.

**Local Emergency** - As defined in Government Code §8558 (c) " . . . means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake, or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage requires extraordinary measures beyond the authority vested in the California Public Utilities Commission."

**Local Government** - As defined in SEMS regulations §2402 (m), " . . . means local agencies as defined in Government Code §8680.2 and special districts defined in California Code of Regulations, Title 19, §2900(y)."

**Operational Area** - As defined in Government Code §8559 (b), "An 'operational area' is an intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county area."

**Rotating Blackout** - A process of cutting off service to selected customers for a predetermined period (usually not more than two hours) in order to retain the integrity of the power grid.

**Standardized Emergency Management System (SEMS)** - As defined in California Code of Regulations §2401, " . . . based upon the Incident Management System (ICS) adapted from the system originally developed by Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE) program including those currently in use by state agencies, the Multi-Agency Coordination System (MACs) as developed by FIRESCOPE program, the operational area concept, and the Master Mutual Aid Agreement and related mutual aid systems."

**State Emergency Plan** - As defined in Government Code §8560 (b), "...means the State of California Emergency Plan as approved by the Governor." (Where in effect as defined in Government Code §8568, "The State Emergency Plan shall be in effect in each political subdivision of the state, and the governing body of each political subdivision shall take such action as may be necessary to carry out the provisions thereof.")

**State of Emergency** - As defined in Government Code §8558 (b), " . . . means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake, or other conditions, other than conditions resulting from a labor controversy or conditions causing a 'state of war emergency,' which, by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage requires extraordinary measures beyond the authority vested in the California Public Utilities Commission."

***A state of emergency proclamation by the Governor is warranted when:***

1. There exists conditions of disaster or of extreme peril to the safety of persons, which, by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage requires extraordinary measures beyond the authority vested in the California Public Utilities Commission” [Government Code Sections 8558(b)and 8625(a)]; or
2. The Governor is requested to do so by the mayor of a city or the chairman of the county board of supervisors or the county administrative officer [Section 8625(b)]; or
3. The Governor finds that local authority is inadequate to cope with the emergency [Section 8625(C)]; and
4. Local emergency response costs are significant to make these costs eligible for reimbursable under the California Disaster Assistance Act or as a prerequisite for a request for federal disaster assistance for state and local governments.

**Synoptic Weather Observation** –A surface weather observation, made at periodic times (usually at 3-hourly and 6-hourly intervals specified by the World Meteorological Organization), of sky cover, state of the sky, cloud height, atmospheric pressure reduced to sea level, temperature, dew point, wind speed and direction, amount of precipitation, hydrometeors and lithometeors, and special phenomena that prevail at the time of the observation or have been observed since the previous specified observation.

**Synoptic Model** - Any model specifying a space distribution of some meteorological elements. The distribution of clouds, precipitation, wind, temperature, and pressure in the vicinity of a front is an example of a synoptic model.

## Appendix L: Acronyms

Acronyms used throughout this plan and their full names are listed below as they appear in the document:

ADA	American Disabilities Act
ADHC	Adult Day Health Care
APB	Adult Programs Branch (part of CDSS)
ARC	American Red Cross
BT&H	Business, Transportation & Housing Agency
CAHAN	California Health Alert Network
CAPA	California Association of Public Authorities
CAISO	California Independent System Operator
Cal OES	California Office of Emergency Services
Caltrans	California Department of Transportation
CCL	Community Care Licensing (part of CDSS)
CCLHO	California Conference of Local Health Officers
CDA	California Department of Aging
CDE	California Department of Education
CDFA	California Department of Food & Agriculture
CDPH	California Department of Public Health
CDSS	California Department of Social Services
CERT	Community Emergency Response Team
CFILC	California Foundations for Independent Living Centers
CHHSA	California Health and Human Services Agency
CLETS	California Law Enforcement Telecommunications System
CNG	California National Guard
CPUC	California Public Utility Commission
CSAC	California State Associations of Counties
CSBG	Community Service Block Grants
CSD	Community Services & Development
CSWC	California State Warning Center
CUEA	California Utilities Emergency Association
CV	California Volunteers
DCA	California Department of Consumer Affairs
DDS	Department of Developmental Services
DGS	Department of General Services
DHCS	Department of Health Care Services
DMH	Department of Mental Health
DOC	Department Operations Center
DOR	California Department of Rehabilitation
D-SNAP	Disaster Supplemental Nutrition Assistance Program
DUA	Department of Unemployment Assistance
DSS	Department of Social Services

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EDD	Employment Development Department
EDIS	Emergency Digital Information System
EFAP	Emergency Food Assistance Program
EIDL	Economic Injury Disaster Loans
EMPG	Emergency Management Program Grant
EMSA	California Emergency Medical Services Agency
EOCs	Emergency Operations Centers
EPO	Emergency Preparedness Office (part of CDPH)
FEMA	Federal Emergency Management Agency
FIRESCOPE	Firefighting Resources of Southern California Organized for Potential Emergencies
HCD	Department of Housing & Community Development
HHS	Health and Human Services Agency
HI	Heat Index
HIPAA	Health Insurance Portability and Accountability Act
IA	Individual Assistance
ICF	Intermediate Care Facilities
ICS	Incident Command System
IDE	Initial Damage Estimates
IHSS	In-Home Support Services
ILC	Independent Living Centers
JEOC	Joint Emergency Operations Center (State level CDPH/EMSA)
JIC	Joint Information Center
LAC	Local Assistance Center
LEMSA	Local Emergency Medical Services Agency
LIHEAP	Low Income Home Energy Assistance Program
MACs	Multi-Agency Coordination
MARAC	Mutual Aid Regional Advisory Committee
MHOAC	Medical Health Operational Area Coordinator
MHRC	Mental Health Regional Coordinator
MOT	Maritime Tropical Oppressive Air Mass
MOU	Memorandum of Understanding
MRE	Meals Ready-to-Eat
NAP	Non-Insured Assistance Program
NGOs	Non-Governmental Organizations
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NWS	National Weather Service
OA	Operational Area
OPA	Office of Public Affairs (part of CDPH)
OPI	Office of Public Information
PDA	Preliminary Damage Assessment
PG&E	Pacific Gas & Electric

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PHF	Psychiatric Health Facilities
PIO	Public Information Office (Officer)
PSAs	Public Service Announcements
PUC	Public Utility Commission
PVC	Polyvinyl Chloride
REOC	OES Regional Emergency Operations Center (Coastal, Inland, Southern)
RDMHC	Regional Disaster Medical Health Coordinator
RDMHS	Regional Disaster Medical Health Specialist
SBA	Small Business Administration
SCE	Southern California Edison
SDG&E	San Diego Gas & Electric
SEMS	Standardized Emergency Management System
SMUD	Sacramento Municipal Utilities District
SNFs	Skilled Nursing Facilities
SOC	State Operations Center
SRO	Single Resident Occupancy
TTY / TDD	Teletype / Telecommunications Device for the Deaf
USDA	US Department of Agriculture
WIC	Women/Infants/Children

## Appendix M: Helpful Resources and Web Site References

- CalOSHA heat illness prevention regulations and related information at <http://www.dir.ca.gov>
- *Electric Power Disruption, Toolkit for Local Government*, Office of Emergency Services, June, 2012  
<http://www.caloes.ca.gov>
- *City of New York Heat Emergency Operations Guide*, New York City Office of Emergency Management, May 30, 20-05
- *Excessive Heat Events Guidebook*, EPA 430-B-06-005, June 2006
- *Heat wave: A Major Summer Killer*, NWS Publication,  
[http://www.nws.noaa.gov/om/brochures/heat\\_wave.shtml](http://www.nws.noaa.gov/om/brochures/heat_wave.shtml)
- City of Los Angeles' *Emergency Operations Master Plan and Procedures, Extreme Heat and Cold Annex*, Summer 2010 Update.

## **Appendix N: Key Agencies Involved in the Contingency Plan for Excessive Heat Emergencies**

American Red Cross (ARC)  
California Association of Public Authorities  
California Conference of Local Health Officers (CCLHO)  
California Department of Aging (CDA)  
California Department of Food and Agriculture (CDFA)  
California Department of General Services (DGS)  
California Department of Public Health (CDPH)  
California Department of Social Services (CDSS)  
California Fire Chiefs Association  
California Governor's Office of Emergency Services (Cal OES)  
California Health Executives Association of California  
California Independent Service Operator (CAISO)  
California National Guard (CNG)  
California Police Chiefs Association  
California State Association of Counties (CSAC)  
California State Sheriffs Association  
California Utilities Emergency Association (CUEA)  
California Volunteers (CV)  
California Welfare Director Association of California  
Department of Consumer Affairs (DCA)  
Department Developmental Services (DDS)  
Department of Rehabilitation (DOR)  
Emergency Medical Services Administrators Association of California  
Emergency Medical Services Authority (EMSA)  
League of California Cities  
Regional Council of Rural Counties  
Urban Counties Caucus

## **Appendix O: Agenda for Heat Alert Conference Call**

Date:

Time:

Phone #:

Attendees:

- 
1. Opening remarks
  2. Weather forecast
  3. Report on local activities to date
  4. State agency activities to date
  5. Next steps