

# GREAT SHAKEOUT TABLE TOP EXERCISE 2015

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PRESENTED TO THE COLLEGE OF MARIN MANAGERS AND STAFF  
BY THE COLLEGE OF MARIN POLICE DEPARTMENT

# No Stress Earthquake Table Top Exercise 11/3/15 at 10:15 AM





For more information about the Great Shake out:

<http://shakeout.org/california/colleges/>

This Table Top Exercise will take about 2 hours.

10 Minutes: Introduction

10 Minutes: Organize into SEMS/ICS sections for EOC

70 Minutes: Table Top Exercise

20 Minutes: Review of exercise, questions, discussion of what training and brief look at “WEB EOC” software.

**Your name:**

What you do for the College:

Training, experience in Emergency  
Management:



**Our experience:**

Chief Lemay

Dave Jeffries and

Dan Widger

## **Objectives:**

- 1.) To become familiar with SEMS/ ICS
- 2.) To help determine what training is required for staff
- 3.) To help determine what resources we might need
- 4.) To help EOC sections come up with check list and guides for each section
- 5.) A look at Web EOC



## SAFETY MESSAGE:

The exercise will be in the classroom and does not require going outside. Safety: know where the emergency exits are, and where emergency equipment is located.





This exercise is **NOT** a test of people, but a tool to help better prepare.

**You can not do anything wrong.**

There will be some learning tips.



It should be interesting, a learning experience and help everybody to be better prepared. This will not be overwhelming, but delivered in small bites to help learn.

You are not expected to solve all the problems.

Please take notes during the exercise so we can discuss what is needed at the end. This is to help us to be more effective in a disaster or emergency.

# Some recent Disasters in California:

(Federal declared)

Valley fire (Lake County, with Rocky, Jerusalem fires)

Butte fire

Napa earthquake

Rim fire

Winter storms

Earthquake

Wild fires

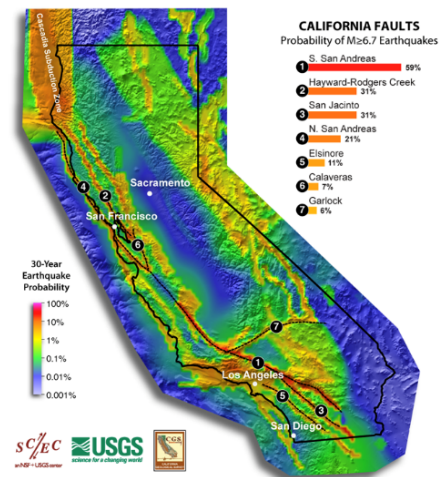
Severe freeze



# ASSUMPTIONS and ARTIFICIALITIES

- Exercise scenarios are designed for a learning experience, and may not be totally accurate. Do not fight the exercise.
- This exercise is designed to serve as a learning experience, and therefore it can be assumed that there are no trick questions and no hidden agenda.
- The event profiled in this case is not real. However, it must be assumed to be true, and that all described events have occurred for the purposes of exercise play.

UCERF: Map of Earthquake Probabilities, Major California Faults



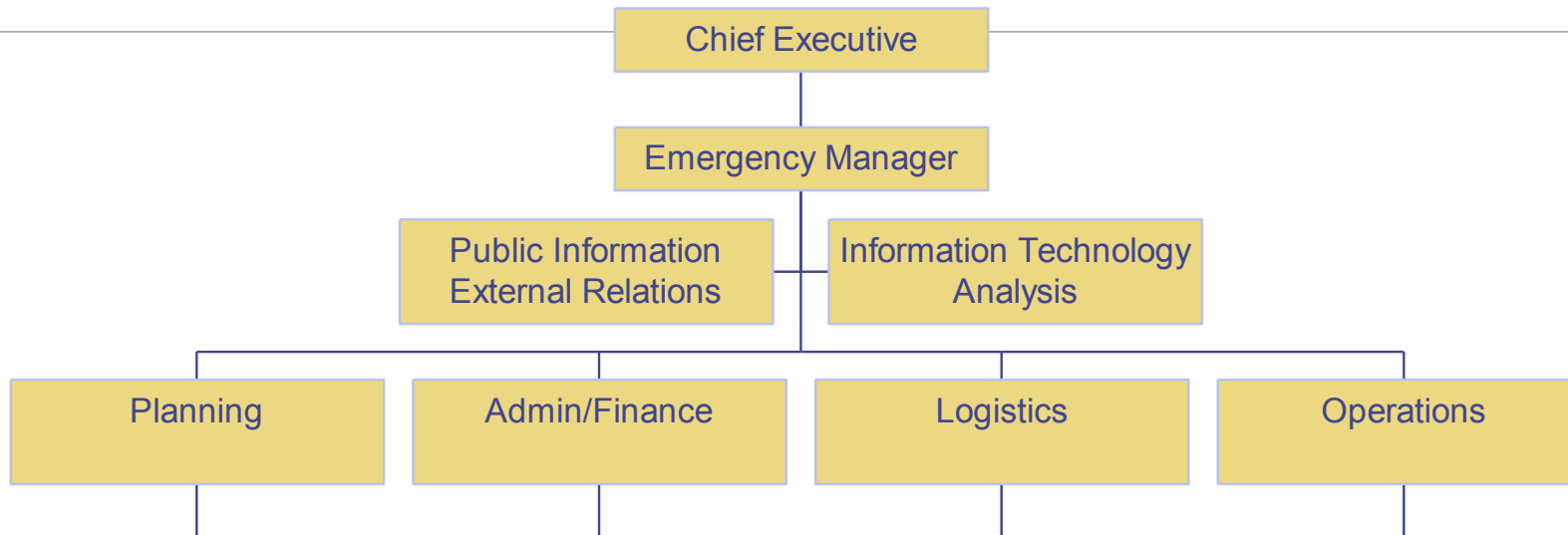
# The Purpose of the Emergency Operations Center

Management of:  
**Information**  
**Resources**  
**Communication**  
**Finance**

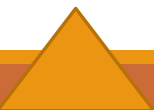
**Coordination v. Command**



# Emergency Operations Center (Example)

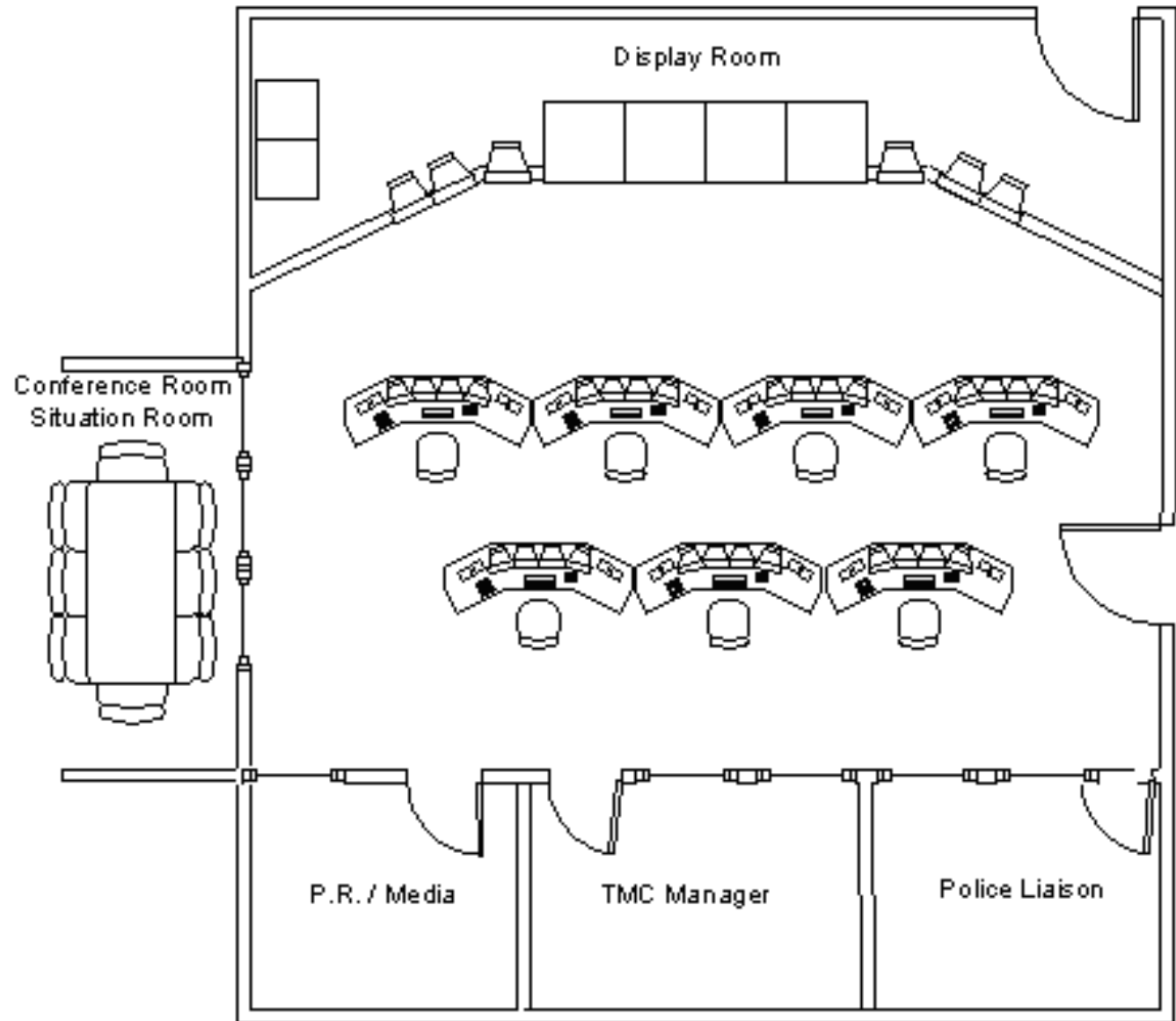


Divide into the 5 sections



# EOC Example

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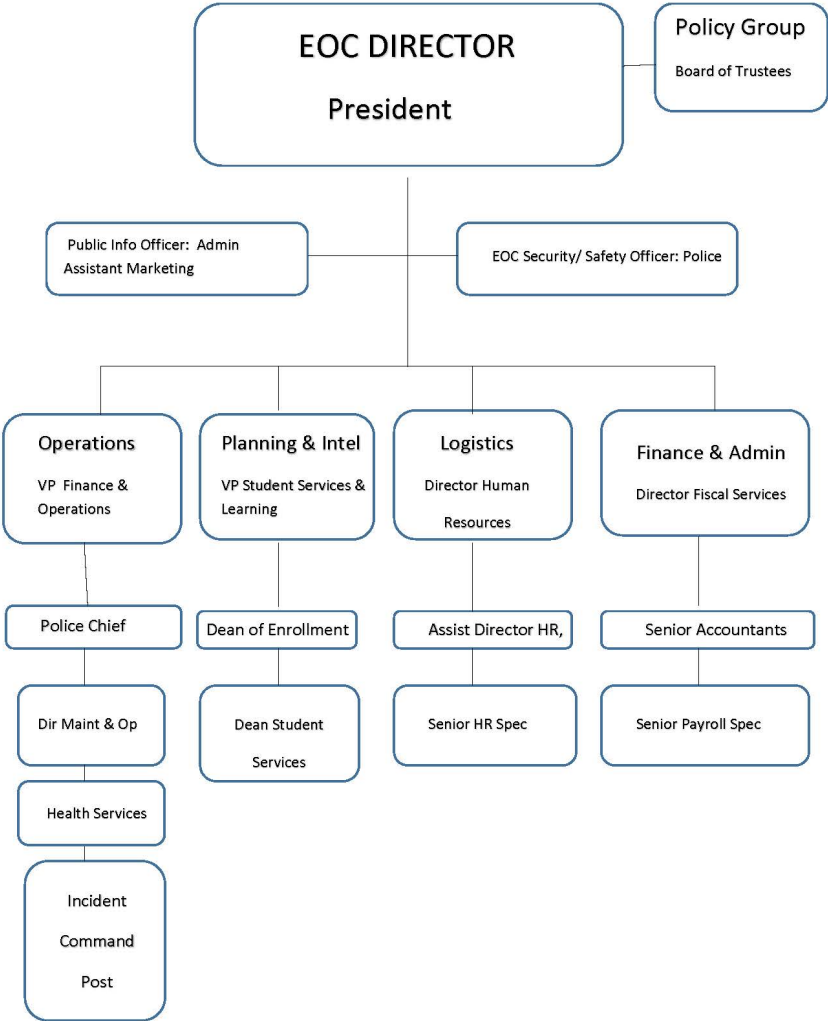


# EOC Sections

ICS Sections	EOC Role
<b>Management</b>	Responsible for overall emergency policy and coordination through the joint efforts of all managers in College of Marin. Establishes incident objectives, strategies and priorities
<b>Operations</b>	Responsible for coordinating support to response activities through the implementation of the Emergency Operations Center Emergency Action Plan (EAP)
<b>Planning and Intelligence</b>	Responsible for collecting, analyzing, and disseminating information. Develops the Emergency Operations Center Emergency Action Plan (EAP) in coordination with other sections, and maintaining documentation
<b>Logistics</b>	Responsible for providing facilities, services, personnel, equipment, and materials to support the emergency response
<b>Finance and Administration</b>	Monitors costs related to the incident. Provides accounting, procurement, time recording, cost analysis and recovery



College of Marin Emergency Operations Center



**Without good management of resources:**  
Responders go where they want (freelance)  
Resources are not delivered by priority  
Waste of resources, time, money, and people  
suffer



**This is an EXERCISE.**

Type of Emergency/ Disaster: **Earthquake**

At approximately 10:15 AM (it is now 10:30 AM)

7.0 earthquake hit Marin County.

Epicenter near Point Reyes.

The shaking is very violent and lasted about 7 seconds (the worst quake any of us have ever felt!)



The building that we are in appears OK, but some items have fallen and some windows are cracked.

There are NO gas leaks or water leaks in the building. We can stay here.

Your cell phones are not working. The campus land lines seem to work only calling on campus.



What are the first things we should do?

A.) \_\_\_\_\_

B.) \_\_\_\_\_

C.) \_\_\_\_\_

Discussion for 5 Minutes



At this time it might be helpful to pull out some of the ICS forms to help.

201, 205A, 207, 208, 209, 213, 214, 215, 215A, 218





# INCIDENT OBJECTIVES (ICS 202)

1. Incident Name:	2. Operational Period:	Date From: Date Time From: HHMM	Date To: Date Time To: HHMM
3. Objective(s):			
4. Operational Period Command Emphasis:			
General Situational Awareness			
5. Site Safety Plan Required? Yes <input type="checkbox"/> No <input type="checkbox"/> Approved Site Safety Plan(s) Located at: _____			
6. Incident Action Plan (the items checked below are included in this Incident Action Plan):			
<input type="checkbox"/> ICS 203 <input type="checkbox"/> ICS 207 <input type="checkbox"/> ICS 204 <input type="checkbox"/> ICS 208 <input type="checkbox"/> ICS 205 <input type="checkbox"/> Map/Chart <input type="checkbox"/> ICS 205A <input type="checkbox"/> Weather Forecast/Tides/Currents <input type="checkbox"/> ICS 206		Other Attachments: <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
7. Prepared by: Name: _____ Position/Title: _____ Signature: _____			
8. Approved by Incident Commander: Name: _____ Signature: _____			
ICS 202	IAP Page	Date/Time: Date	

## ICS 202 Incident Objectives

**Purpose.** The Incident Objectives (ICS 202) describes the basic incident strategy, incident objectives, command emphasis/priorities, and safety considerations for use during the next operational period.

**Preparation.** The ICS 202 is completed by the Planning Section following each Command and General Staff meeting to prepare the Incident Action Plan (IAP). In case of a Unified Command, one Incident Commander (IC) may approve the IAP. If additional IC signatures are used, attach a

**Distribution.** The ICS 202 may be reproduced with the IAP and may be part of the IAP and given to all supervisory personnel at the Section, Branch, Division/Group, and Unit levels. All completed original forms must be given to the Documentation Unit.

### Notes:

- The ICS 202 is part of the IAP and can be used as the opening or cover page.
- If additional pages are needed, use a blank ICS 202 and repaginate as needed.

Copy  
Zoom In  
New Comment  
Highlight

Block Number	Block Title	Instructions
1	Incident Name	Enter the name assigned to the incident. If needed, an incident number can be added.
2	Operational Period • Date and Time From • Date and Time To	Enter the start date (month/day/year) and time (using the 24-hour clock) and end date and time for the operational period to which the form applies.
3	Objective(s)	Enter clear, concise statements of the objectives for managing the response. Ideally, these objectives will be listed in priority order. These objectives are for the incident response for this operational period as well as for the duration of the incident. Include alternative and/or specific tactical objectives as applicable. Objectives should follow the SMART model or a similar approach: <b>Specific</b> – Is the wording precise and unambiguous? <b>Measurable</b> – How will achievements be measured? <b>Action-oriented</b> – Is an action verb used to describe expected accomplishments? <b>Realistic</b> – Is the outcome achievable with given available resources? <b>Time-sensitive</b> – What is the timeframe?

Block Number	Block Title	Instructions
4	Operational Period Command Emphasis	Enter command emphasis for the operational period, which may include tactical priorities or a general weather forecast for the operational period. It may be a sequence of events or order of events to address. This is not a narrative on the objectives, but a discussion about where to place emphasis if there are needs to prioritize based on the Incident Commander's or Unified Command's direction. Examples: Be aware of falling debris, secondary explosions, etc.
	General Situational Awareness	General situational awareness may include a weather forecast, incident conditions, and/or a general safety message. If a safety message is included here, it should be reviewed by the Safety Officer to ensure it is in alignment with the Safety Message/Plan (ICS 208).
5	Site Safety Plan Required? Yes <input type="checkbox"/> No <input type="checkbox"/>	Safety Officer should check whether or not a site safety plan is required for this incident.
	Approved Site Safety Plan(s) Located At	Enter the location of the approved Site Safety Plan(s).
6	Incident Action Plan (the items checked below are included in this Incident Action Plan): <input type="checkbox"/> ICS 203 <input type="checkbox"/> ICS 204 <input type="checkbox"/> ICS 205 <input type="checkbox"/> ICS 205A <input type="checkbox"/> ICS 206 <input type="checkbox"/> ICS 207 <input type="checkbox"/> ICS 208 <input type="checkbox"/> Map/Chart <input type="checkbox"/> Weather Forecast/Tides/Currents Other Attachments:	Check appropriate forms and list other relevant documents that are included in the IAP. <input type="checkbox"/> ICS 203 – Organization Assignment List <input type="checkbox"/> ICS 204 – Assignment List <input type="checkbox"/> ICS 205 – Incident Radio Communications Plan <input type="checkbox"/> ICS 205A – Communications List <input type="checkbox"/> ICS 206 – Medical Plan <input type="checkbox"/> ICS 207 – Incident Organization Chart <input type="checkbox"/> ICS 208 – Safety Message/Plan
7	Prepared by • Name • Position/Title • Signature	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).
8	Approved by Incident Commander • Name • Signature • Date/Time	In the case of a Unified Command, one IC may approve the ICS 202. If additional IC signatures are used, attach a blank page.

End of document





The Police/ Fire radios are so busy, it's almost impossible to transmit

Some text messages on cell phones are getting through

Reports of damage on campus are starting to come in



In a major earthquake, there could be multiple incidents in the “field.” Each incident will have an Incident Commander (IC).

The IC will be the first employee on the scene, until somebody with more authority arrives and takes charge.

There may not be enough supervisors/ managers to be at each incident.



# In first hour after the earthquake...

Campus status: We are getting some reports via runners and limited phone text.



## **Situation Report (Sit-Rep): THIS IS AN EXERCISE**

**Injuries:** about 30 students and staff with minor injuries from broken glass and falls – all are being treated by the campus nurse. One person suffered a heart attack and did not survive as paramedics have not been able to respond.

There is a fire burning in FH, the building had been evacuated with only minor injuries. There is low water pressure on campus.

Electrical power is out on the entire campus, except the building we are in.

There are several power lines down. There is no phone service off campus and cell phones are still not working- but some text are going through.

A gas line near Student Services is leaking gas.

Discussion: 20 Minutes.

**Traffic:** College Av, Kent Av and Sir Francis Drake Av are completely grid locked with cars that are unable to move in any direction.

There have been about 12 fender benders in the parking lots.

There are now dozens of people from off campus walking here for help.

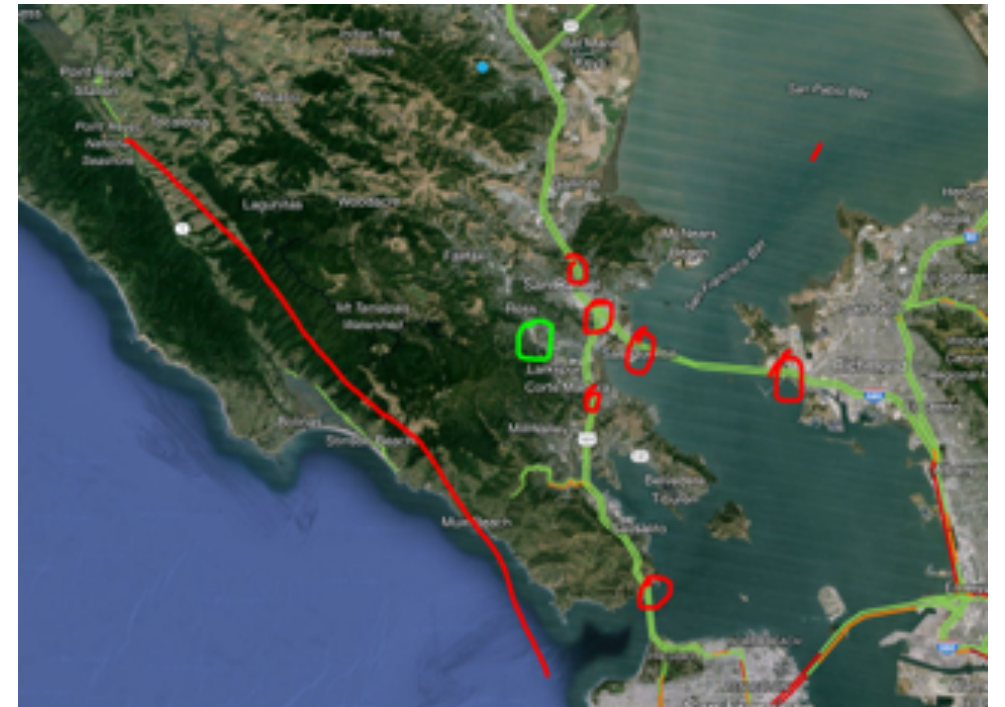
Staff and students are asking what they should do.

Continued....



The 101 Greenbrae overpass is damaged and traffic is stuck in all directions. The AM radio news reports that the bridges Golden Gate, Richmond-San Rafael and Bay Bridge are closed for inspections due to damage.

Continued...



There are now dozens of people from off campus walking here for help.

**The IT Dept. has established limited internet for the EOC.**

**Discussion: 15 minutes**



The Kentfield Fire Department is attempting to put out several structure fires in the area and have no resources left. There is low water pressure in the area. They have requested mutual aid, but outside resources are delayed due to traffic.



The students still on campus saw that the roads area backed up with traffic, so they are just waiting on campus. Most have gone up to the campus green and are waiting.

**Request for resources and supplies coming in:**

Food and water for 200 people

First aid supplies

Fuel for maintenance and police vehicles

Cots and blankets for 200 people

There are approximately 60 “volunteers” who want to help

2 local restaurants and a grocery store have advised that they will donate all the food they have now before it goes bad.

Discussion: 20 minutes



What about IVC?



## Report from IVC **THIS IS AN EXERCISE**

Sit-Rep: (Via Text)

3 Minor injuries from people running out of buildings during quake.

All of the *original* buildings have cracked windows, some overhead lights broke and fell, several structures have cracks, the west end bridge has several large cracks and has been blocked off. There is no power, low water pressure and phone service on campus only.

Most of the students have left the campus, there are about 20 who are still on campus. About half of the staff and faculty are still on the campus in Building 27 setting up the EOC there.

Discussion: 15 minutes

## **THIS IS AN EXERCISE**

**SITREP from the COUNTY (estimated not confirmed)**

Deaths: 35

Injuries: 200

Public structure damage: 53

Structure fires: 45

Roads closed: 101 at overpasses, and many main roads in cities

Dozens of water leaks, power out to about 60% of county,  
limited phone service, no bus service.

All emergency personnel are deployed.



**It is now about 3 hours after the earthquake.**

Things to consider:

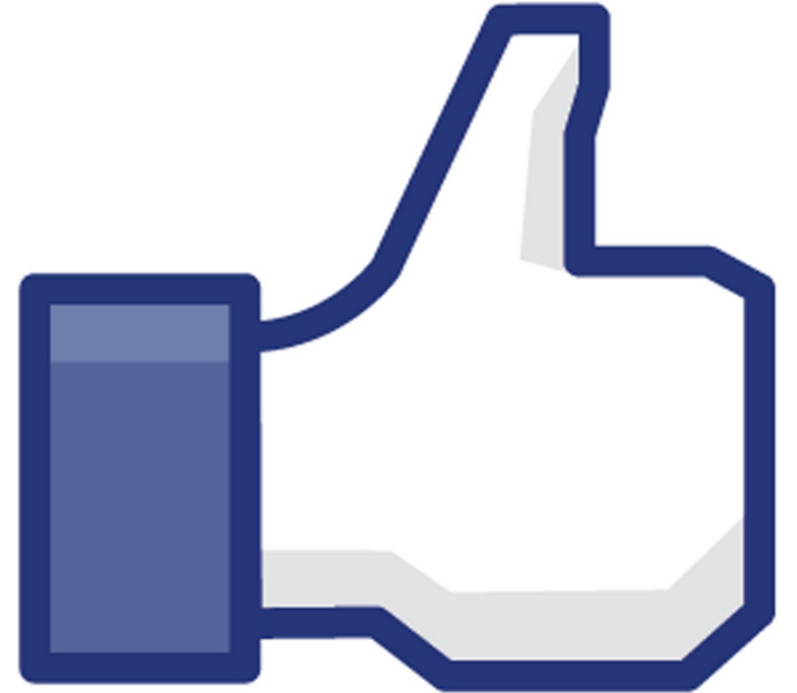
- 1) Staff and students may be stuck on campus for the next 12 hours.
- 2) How will you staff the EOC? 12 hour shifts, 24 hour?
- 3) What else would we need for our Emergency Operations Center?
  - a.) equipment
  - b.) supplies
  - c.) training

This Table Top Exercise is over

After Action:

What went well-

What needs improvement-



# **WEB EOC Quick introduction**

This is web based software used for the management of emergencies and disasters.

Information is entered using standard ICS type information.

Maybe viewed only by us, or we may share with the county, who can share with State OES.

It is the new state standard!



**WebEOC 7.8 Login** **intermedix**

Position:

Incident:

- MRN-COM-EOC FIN Chief
- MRN-COM-EOC FIN Staff
- MRN-COM-EOC LOG Chief
- MRN-COM-EOC LOG Staff
- MRN-COM-EOC MGT EOC Director
- MRN-COM-EOC MGT Liaison Officer
- MRN-COM-EOC MGT PIO
- MRN-COM-EOC MGT Safety
- MRN-COM-EOC OPS Chief
- MRN-COM-EOC OPS Staff
- MRN-COM-EOC PLN Chief
- MRN-COM-EOC PLN Staff

[on, Inc.](#)

WebEOC 7.8 Login

intermedix

Position: MRN-COM-EOC MGT Safety

Incident: \*\* Test \*\*  
Training - COM  
Training - WebEOC Enduser\_older  
Master View - Active State & Marin Incidents  
---Bay Area - Daily Operations  
---Marin OA Daily Operations  
---SOC - 2014 Drought (aka Statewide 2014 Drought)  
Master View - Active State Incidents  
---SOC - 2014 Drought (aka Statewide 2014 Drought)

\*\* Test \*\*

## Boards

- \*\*Position Log + x
- \*\*Significant Events - Local** + x
- \*Significant Events - County** + x
- Fire Status** + x
- Healthcare Facility Status** + x
- Marin OA EOC Status** + x
- Press Release & Tk'g Points** + x
- Training and Exercise + x
- WebEOC System News** + x
- Who is Logged in + x

## Boards California Fusion Network

- Cal OES Evacuation Status - Marin** + x
- Cal OES Road Closures - Marin** + x
- Statewide EOC Status - Coastal** + x
- Statewide OA Infrastructure Status - Coastal** + x

## Menus

- Dashboards » x
- Reference » x

## Plugins

- ImageTac x
- Mapper x
- NWS Weather Alerts x

# Marin County Significant Events

cohn@marinsheriff.org / 415-473-2724). Thx, Woody



Incident: \*\* Test \*\*

Large Font Normal Font

Priority: Show All

Search:  Search Clear Search

CNN Marin IJ Bay Area CalFire

- [Israel responds to ongoing violence](#)
- [Lamar Odom found unresponsive](#)
- [Teen dies; 6 parishioners arrested](#)

San Rafael, California Weather

- [Forecast for Thursday Night](#)
- [Forecast for Friday](#)

Radar data are temporarily unavailable for this location.  
For additional information, please see the Radar Status Message on the website.

Page 2 of 7

Page 3 of 4

Record #: <u>230</u>	<b>Wx Briefing from NWS 12/8/14 @ 15:07</b>
Event Type: Weather	<b>CONFIDENCE</b> <ul style="list-style-type: none"><li>• Medium-High on timing and amounts, expected impacts</li></ul> <b>TIMING</b> <ul style="list-style-type: none"><li>• Rainfall Begins:<ul style="list-style-type: none"><li>o North Bay: After 7 PM Wednesday</li><li>o Bay Area: After 2 AM Thursday</li><li>o South of Bay Area: After 7 AM Thursday</li><li>o Monterey County Noon Thursday</li></ul></li><li>• Winds:<ul style="list-style-type: none"><li>o South Winds will increase early Wednesday morning and will reach their strongest speeds by Thursday afternoon.</li><li>o Threat for downed trees and power lines highest on Thursday afternoon and evening.</li></ul></li><li>• Flooding:<ul style="list-style-type: none"><li>o Potential will increase along with and immediately following the heaviest rain.</li><li>o Threat for urban, poorly drained and low-lying areas to flood during Thursday commutes.</li><li>o Rises and minor flooding of small creeks and streams expected on Thursday.</li><li>o Debris flow threat high for Pfeiffer Burn Scar in Monterey County by late Thursday.</li><li>o Rises on large rivers, no significant river flooding anticipated.</li></ul></li></ul> <b>LOCATIONS</b> <ul style="list-style-type: none"><li>• Greatest rainfall is expected in the North Bay, Santa Cruz Mountains, and Santa Lucia Mountains of Monterey County with 3-5 inches. Highest totals will be in the peaks of the mountains: 8 inches possible.</li><li>• 1.5-3 inches of rain expected in major urban areas in SF Bay and for Monterey Bay Area.</li><li>• Strongest winds are expected on the coast and in the higher terrain.</li></ul> <b>IMPACTS</b>
Position: ** WebEOC	<b>*Hazards:</b> <ul style="list-style-type: none"><li>• Flash Flood Watch <a href="http://1.usa.gov/1zGBmEX">http://1.usa.gov/1zGBmEX</a></li><li>• High Wind Watch: <a href="http://1.usa.gov/1qmb1x">http://1.usa.gov/1qmb1x</a></li><li>• High Surf Advisory: <a href="http://1.usa.gov/1enOPYF">http://1.usa.gov/1enOPYF</a></li><li>• Gale Watch <a href="http://1.usa.gov/12FYPUg">http://1.usa.gov/12FYPUg</a></li><li>• Real-time watch/warning/advisory display: <a href="http://1.usa.gov/1boSTTW">http://1.usa.gov/1boSTTW</a></li></ul>
Name: Woody Baker-Cohn	



# COM Position Log / ICS-214

If you'd like to use the system for training or non-real-world purposes, please select the **\*\*Test\*\*** incident. Any questions - please contact Woody Baker-Cohn in OES (wbaker-cohn@marinsheriff.org / 415-473-2724). Thx, Woody



**Incident: \*\* Test \*\***

## Details

Event Date/Time: 10/14/2015 08:20:53

Event Type: Earthquake

Details: This is an EXERCISE.  
At 10:15 AM there was a 7.0 earthquake. Now the College of Marin is conducting a Table Top Exercise

Priority: High

Map Label:

*e.g. 69 W Washington St, Chicago, IL*

Address/Location: 835 College Av Kentfield, CA

Lat/Long: /

Attachment 1:

Attachment 2:

### Record History

Route To:  Local Significant Events

Marin Significant Events

The Marin WebEOC system with the following:

- URL: <https://www.marinoa.marinsheriff.org/eoc7/>