

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
APPENDIX-1  
DIRECTION AND CONTROL**

**I. INTRODUCTION**

**A. Purpose**

To provide for the effective direction, control, and coordination of King County government resources undertaken in accordance with the King County Emergency Management Plan.

To ensure continued operation and continuity of King County government and its function during and after emergencies or disasters.

To ensure the preservation of public records essential to the continued operations of King County Government.

**II. CONCEPT OF OPERATIONS**

**A. General**

Emergency management in King County is established by state law, RCW 38.52. Other state and county laws and ordinances provide guidelines for how emergency management conducts business during disasters and emergencies (see Appendix 3, References).

During disasters or emergencies, the need for rapid decisions and actions require that emergency management plans and procedures replace normal King County policies and procedures. Emergency Powers may be used to ensure the safety of life, protect public property, and the environment, and allow economic survival of the community.

During disasters or emergencies, direction, control and coordination is conducted along the general guidelines shown in Figure 2, King County Emergency Management Linkage Chart.

Continuity of government is ensured through leadership succession, backup communications systems, alternate operational locations and preservation of essential records.

## **B. Direction and Control**

Direction and control of emergency management is the responsibility of the King County Executive who may delegate operational functions to department directors, designated personnel, or other county offices. County officials will coordinate with federal, state, and local governments, and executive heads of other political subdivisions within King County to develop and implement efficient and effective mitigation, preparedness, response and recovery from disasters and emergencies.

The King County Executive has the authority to make and sign a Proclamation of Emergency, which gives authority to utilize emergency powers. Those emergency powers generally include emergency purchasing and resource procurement. The County Administrative Officer (CAO), acting as the designated director of emergency management is responsible for direction and control of county resources and the implementation of the King County Emergency Management Plan.

The Emergency Coordination Center (ECC) is the facility used for direction and control and is managed by the Department of Executive Services, Office of Emergency Management. At least one alternate ECC is designated in the event that the primary ECC is damaged or unusable following a disaster. Within the ECC structure, (see Figure 1, ECC Organization Chart), personnel from county departments and involved agencies coordinate mitigation, preparedness, response and recovery activities.

Policy decisions are made by the Executive or designee, who may work from the ECC or a location of their choice, maintaining close contact with ECC management.

All county employees may be used during times of emergency and disaster as described in KCC 12.52.030, Emergency Powers, powers delineated.

Direction and control will be conducted using existing communications systems and those that have been specifically established for emergency management operations.

## **C. Coordination**

Emergency management provides the means for coordinating resources and assets necessary to alleviate emergency or disaster impacts on residents and public entities. Coordination occurs with federal, state, and local jurisdictions as well as other special purpose districts, volunteer agencies and private businesses.

Liaisons are personnel from other organizations who do not have a direct response role but whose supporting role is critical to the county's actions to the event. Liaisons will be exchanged with other organizations whenever possible to assist with coordination.

**D. Continuity of Government**

Should a vacancy occur during or immediately following a disaster, the line of succession for the position of Executive is established by Executive Order. That succession takes place when the emergency proclamation is signed by the first available successor. If King County is already operating under an emergency proclamation when the vacancy occurs, the first available successor during times of disaster will occupy that position.

Directors of all county departments will designate successors to ensure continuity of leadership and operations. A line of succession at least four deep will be established for each department. Successors will be able to assume the roles and responsibilities for their department. A copy of each department's line of succession will be kept in the King County ECC.

In the event that a disaster reduces the number of county council members, those council members available for duty shall have full authority to act in all matters as the county council. Quorum requirements for the council shall be suspended for the period of the emergency, and where the affirmative vote of a specified proportion of the council is required for approval of an ordinance or other action, the same proportion of those council members available shall be sufficient. As soon as practicable council members available shall act in accordance with the charter and state law to fill existing vacancies on the council.

Other elected officials of the county shall designate temporary interim successors to their position should it become vacant during a disaster or emergency.

**E. Emergency Coordination Centers**

County government will coordinate disaster activities from a central location, referred to as the King County Emergency Coordination Center (ECC), that has communications capabilities to conduct such activities. The primary ECC is located at 3511 NE 2<sup>nd</sup> Street Renton, WA zip 98056.

Procedures are maintained to ensure the facility is adequately staffed and equipped to be immediately available when needed.

Alternate Emergency Coordination Centers may be used if the primary facility is unable to accommodate the county's needs during a disaster. The primary alternate facility is located at the King County Police precinct, 22300 SE 231 Street, Maple Valley. Other alternates may be set up at any suitable location. Facilities Management Division will locate other locations if needed, and rent/lease an appropriate facility in coordination with the Office of Emergency Management.

County departments will designate a central point for operations (Department Operations Center, or DOC), during times of disaster and will coordinate activities with the King County ECC.

Cities, and special purpose districts, will coordinate activities impacting county resources with the King County ECC.

### **III. RESPONSIBILITIES**

#### **A. General**

General responsibilities for county departments are identified in the Basic Plan under Section II, Organization and Responsibilities. Attached, figure 3, Organization and Responsibilities Matrix, identifies primary and support responsibilities for county departments as they relate to emergency support functions identified by this plan.

Policy decisions affecting County government are made by the Executive. The Executive may choose to convene a group of advisors or may make decisions based on information gathered by others. The ECC will be informed of all policy decisions.

Coordination issues or operational decisions that significantly impact more than one department are handled by personnel in the King County ECC. The ECC Incident Manager informs the executive's office of major events and decisions in regards to the disaster or emergency. In return, the executive informs the ECC of all policy decisions concerning the event.

Major decisions made at the department level will be transmitted to the ECC. Other agencies or departments may be impacted or may have similar issues to address.

Because of the complexity of emergencies and disasters, county departments may be responsible for functions or operations that do not normally fall within their scope of responsibility, and will find that they must work closely with other public, volunteer and private agencies to ensure success.

**B. County Departments, Council, Offices**

Dictated by state requirements, RCW 38.52. 070 and WAC 118-30-050, the director of emergency management in King County is the County Administrative Officer (CAO).

The Office of Emergency Management, subject to direction and control of the County Administrative Officer, will be responsible to the Executive for activating, establishing and directing activities in the ECC and for coordinating emergency management programs for King County. An ECC Procedures Manual identifying roles and responsibilities within the ECC will be developed and reviewed annually.

Many mitigation, preparedness, response and recovery issues are identified in this plan. Each County department is required to establish internal plans and procedures discussing how they will carry out assigned tasks as identified in this plan. In addition to participating in training and exercise programs initiated by the Department of Executive Services, Office of Emergency Management, departments will conduct training and exercises on their own internal plans and procedures as they deem necessary. (See Appendix 6).

Department directors shall assign representatives (four deep) to the Emergency Coordination Center for monthly training and during disaster events. Specific equipment or materials that are not normally found in the ECC but that are necessary for coordinating activities, should be provided by the department to the ECC representative. A contact point for all emergency management activities will be provided when necessary in areas of mitigation, preparedness, response and recovery.

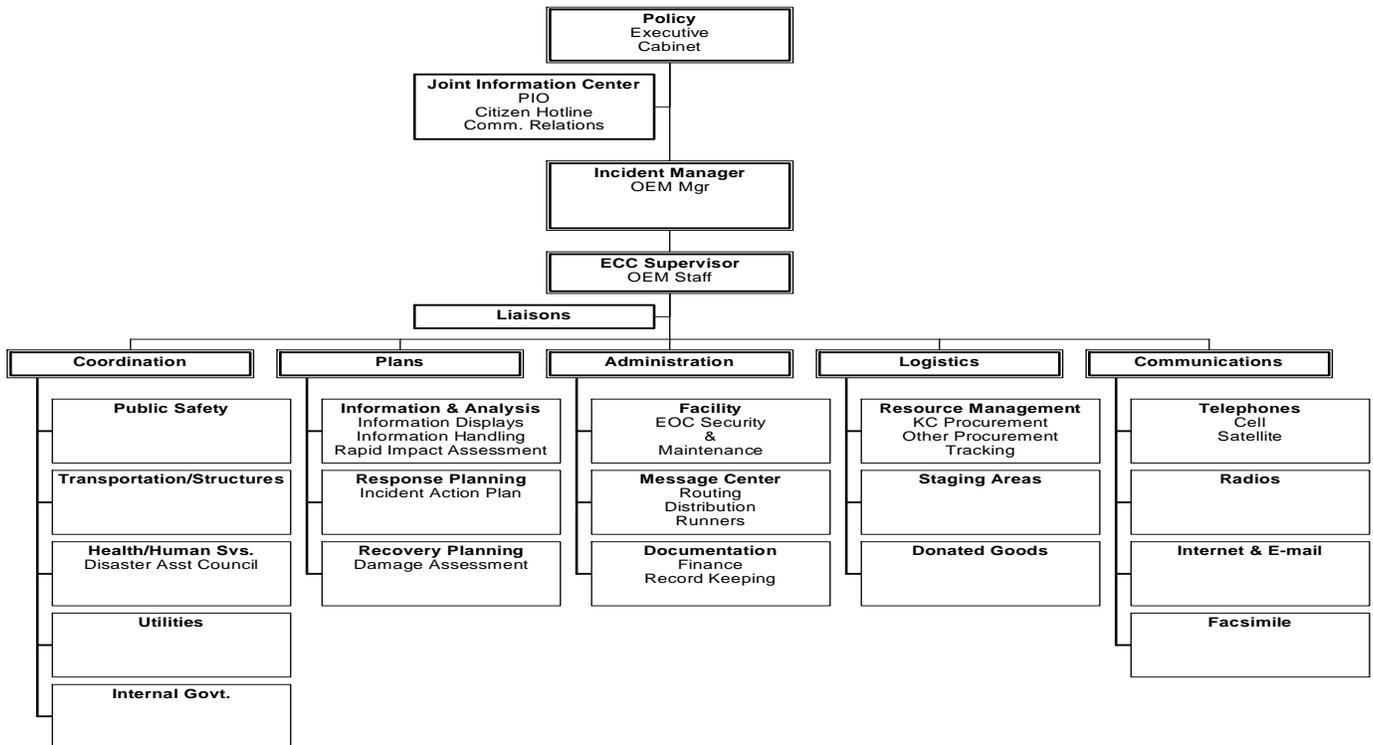
**Figures**

- Figure 1: King County Emergency Coordination Center Organization Chart
- Figure 2: Emergency Management Linkage Chart
- Figure 3: Organization and Responsibilities Matrix

**Legal References**

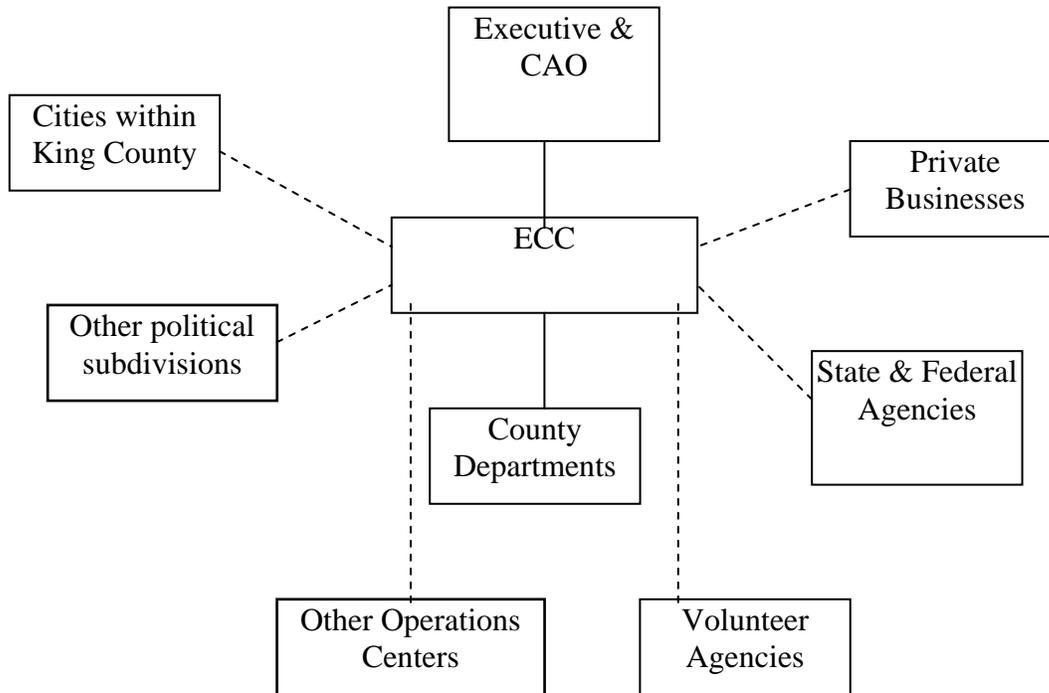
RCW 38.52, WAC 118-30, KCC 2.56, KCC 12.52, KCC 12163

**FIGURE 1  
KING COUNTY  
EMERGENCY COORDINATION CENTER (ECC)  
ORGANIZATION CHART**



**FIGURE 2**

### KING COUNTY EMERGENCY MANAGEMENT LINKAGE CHART



———— Direct reporting

----- Coordination

