

RESOLUTION NO. 26-16

**TO ASSIGN EMERGENCY MANAGEMENT DEPARTMENT TO SUPPORT SERVICES DIVISION AND AMMEND MASON COUNTY CODE 2.19**

WHEREAS, RCW 36.32.120 states "... the board of county commissioners...have the care of the county property and the management of the county funds and business.."

WHEREAS, the Board of Mason County Commissioners wishes to transfer administrative and functional responsibilities for Emergency Management to another department under the authority of the Board;

NOW THEREFORE, EFFECTIVE THIS DATE 2016, the Board of Mason County Commissioners does hereby transfer administrative and functional responsibilities for the Emergency Management Program from the Mason County Public Works Department to Support Services Department; recognizing that the Mason County Search and Rescue Program will remain under the Sheriff's direction and administration.


FURTHERMORE, the Board of Mason County Commissioners acknowledges that the position of Emergency Management Manager was created to replace the position of Assistant Director of Emergency Management and so corrected in the Mason County Code 2.19. - Attachment A.

FURTHERMORE, the Board of Mason County Commissioners acknowledges that the Emergency Management Program will work in conjunction with the Mason County Public Works Department during all the phases of operations to prepare, respond and recover from a disaster event.


AND, IT IS FURTHER ESTABLISHED THAT, effective immediately, the Director of Support Services will administer Emergency Management and pay proper expenses of Emergency Management as approved by the Mason County Board of County Commissioners.

APPROVED this 24 day of May, 2016.

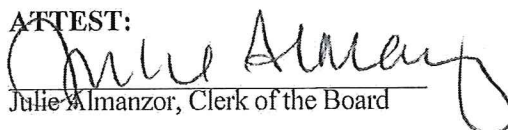
**BOARD OF COUNTY COMMISSIONERS**

  
Terri Jeffreys, Chair

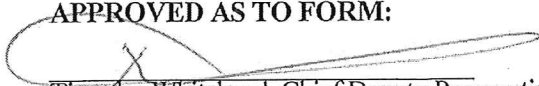
  
Tim Sheldon, Commissioner

  
Randy Neatherlin, Commissioner

ATTEST:

  
Julie Almanzor, Clerk of the Board

APPROVED AS TO FORM:

  
Timothy Whitehead, Chief Deputy Prosecuting Attorney

## Chapter 2.19 EMERGENCY MANAGEMENT\*

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### Sections:

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### **2.19.010 Purpose.**

The declared purpose of this chapter is to provide for the establishment and operation of a local organization for emergency management to provide for the preparation and carrying out of plans for multiple hazards and emergency support functions for the protection and benefit of persons and property within this county and to provide for the coordination of emergency response with all other federal, state, local, and public agencies, private persons, corporations, and organizations pursuant to RCW Chapter 38.52, Emergency Management.

*(Ord. 19-99 (part), 1999).*

### **2.19.020 Definition.**

"Emergency management" or "emergency services" means the preparation for and carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to mitigate against, prepare for, respond to, and recover from emergencies and disasters, and to aid victims suffering from injury or damage, resulting from disasters caused by all hazards, whether natural or technological (man-made), and to provide support for other emergency response such as search and rescue operations. However, "emergency management" or "emergency services" does not mean preparation for emergency evacuation or relocation of residents in anticipation of nuclear attack.

*(Ord. 19-99 (part), 1999).*

### **2.19.030 Emergency Management Council—Membership.**

The Mason County Emergency Management Council is created and shall consist of the following:

- (1) The Board of County Commissioners, the city of Shelton Commission, the Manager or his designee of the Mason County, Division of Emergency Management, and the Director of Emergency Management, city of Shelton shall serve as permanent voting members of the council. Such other community leaders as the council may deem appropriate may serve as non-voting advisors when required.
- (2) The chair of the Board of County Commissioners shall act as chair of the Emergency Management Council. The Mayor of the city of Shelton shall serve as vice-chair.

(3) The Mason County Division of Emergency Management Manager or his designee, assisted by the city of Shelton Director of Emergency Management, shall serve as council staff coordinator, and perform such other administrative duties as may be directed by the chairperson of the council.

*(Ord. 109-03 Attach. A (part), 2003; Ord. 19-99 (part), 1999).*

#### **2.19.040 Emergency Management Council—Powers and Duties.**

(a) It shall be the duty of the Mason County Emergency Management Council, and it is empowered, to review and recommend for adoption emergency operations procedures, plans and agreements and such resolutions and rules and regulations as are necessary to implement such procedures, plans and agreements. The Emergency Management Council shall meet upon the call from the chairperson, or in his/her absence from the county or inability to call such a meeting, upon the call of the vice-chair. Meetings will be conducted quarterly with special meetings being called as necessary.

(b) The Emergency Management Council shall provide oversight of the Emergency Management Planning Team including approval of draft plans prepared by the Emergency Management Planning Team and approval of appointed members of the Emergency Management Planning Team.

*(Ord. 109-03 Attach. A (part), 2003; Ord. 19-99 (part), 1999).*

#### **2.19.050 Mason County Support Services Department, Manager of Division of Emergency Management—Powers and Duties.**

(a) There is created the office of the Manager for Division of Emergency Management, Support Services Department. The office shall be known as the Division of Emergency Management (DEM) and consist of the Manager and such other positions as may be approved by the Mason County Board of Commissioners.

(b) The Manager or his designee is empowered and directed:

- (1) To prepare and maintain an emergency operations plan and such other supporting documents conforming to the Washington State Comprehensive Emergency Management Plan (CEMP) and program.
- (2) To control and coordinate the efforts of all organizations of the county for the accomplishment of the purposes of this chapter.
- (3) To direct coordination and cooperation between all departments, services, and staff of this County in response to disaster/emergency situations.
- (4) To represent the emergency response organizations of the county in all dealings with public and private agencies pertaining to all hazards response, recovery, mitigation, and planning activities.
- (5) To develop and maintain a community awareness program for the education and information of the general public to assist them in being prepared during a disaster or emergency.

(c) In the event of disaster, the Manager or his designee is empowered, with the concurrence of the chair of the Mason County Board of Commissioners:



- (1) To make and issue rules and regulations on matters reasonably related to the protection of life and property as effected by such disaster; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the Mason County Board of Commissioners.
- (2) To obtain vital resources found lacking and needed for the protection of life and property as affected by such disaster; provided, however, such actions are confirmed at the earliest practicable time by the Mason County Board of Commissioners.
- (3) To require emergency services of any county employee, and in the event of a proclamation by the Governor of the existence of a disaster, to command the aid of as many citizens of this jurisdiction as deemed necessary in the execution of official duties; such persons shall be entitled to all privileges, benefits and immunities as are provided by state law for registered emergency workers.
- (4) To execute all of the special powers conferred upon his/her office by this chapter or by resolution adopted pursuant thereto, all powers conferred upon him/her by statute, agreement approved by the board, or by any other lawful authority.
- (5) To requisition necessary personnel or material of any county department or agency.
- (6) To ensure a mutually effective and coordinated response and recovery effort on the part of any city/county department involved in an inter-mutual disaster or emergency.

*(Ord. 109-03 Attach. A (part), 2003; Ord. 19-99 (part), 1999).*

#### **2.19.060 Emergency Management Organization.**

All county employees, together with those volunteer forces enrolled to aid them during a disaster, and all groups, organizations and persons who may by agreement or operation of law, including persons pressed into service charged with duties incident to the protection of life and property in this county during disaster, shall constitute the emergency management organization of the county.

*(Ord. 19-99 (part), 1999).*

#### **2.19.070 Emergency Management Planning Team—Membership.**

The Mason County Emergency Management Planning Team is created and shall consist of the following:

- (1) The Manager of the Mason County Division of Emergency Management, who shall act as chair, and the city of Shelton Director of Emergency Management, who shall act as chair in the absence of the chair, or their representatives.
- (2) Ex-officio members including: the Director of Mason County Department of Public Works, the Director and Managers of the Mason County Division of Community Services (Health Services and Building & Planning), the city of Shelton Fire Chief, the city of Shelton Building Official, the Mason County Fire Marshal, the city of Shelton Director of Community Development, the Director of the Mason County Department of Community Development, the city of Shelton Chief of Police, the Mason County Sheriff, the Emergency Management Director of the Squaxin Island Tribe, the Emergency Management Director of Skokomish Tribe, or their representatives.

(3) Appointed members, at a minimum, shall include representatives from:

- (A) Fire Fighting;
- (B) First Aid;
- (C) Health Profession;
- (D) Local Environmental;
- (E) Hospital;
- (F) Transportation Personnel;
- (G) Broadcast and Print Media;
- (H) Community groups;
- (I) Owners and operators of facilities subject to the requirements of Section 302(b) of EPCRA;
- (J) Port Districts.

(4) Other participants by permission of the chair, who may serve for a specified duration or on a specified project.

(5) Members of the city of Shelton Commission and the Mason County Commission may also participate in any meeting of the Emergency Management Planning Team.

*(Ord. 109-03 Attach. A (part), 2003).*

#### **2.19.075 Emergency Management Planning Team—Powers and Duties.**

(a) It shall be the duty of the Mason County Emergency Management Planning Team, and it is empowered, to review and recommend for adoption emergency operations procedures, plans and agreements and such resolutions and rules and regulations as are necessary to implement such procedures, plans and agreements.

(b) The Emergency Management Planning Team shall also develop and update recommendations for hazard mitigation plans and recommend such resolutions, rules, agreements and regulations as are necessary to implement such plans.

(c) The Emergency Management Planning Team shall also serve as the Local Emergency Planning Committee (LEPC) in accordance with the provisions of WAC 118.40.

(d) The Emergency Management Planning Team shall meet upon the call from the chairperson, or in his/her absence from the county or inability to call such a meeting, upon the call of the vice-chair. Meetings will be conducted monthly with special meetings being called as necessary.

(e) The Emergency Management Planning Team shall establish such by-laws and procedures as necessary for its operation.

(f) The Emergency Management Planning Team shall coordinate with other community agencies and organizations.

(g) The Emergency Management Planning Team may establish such subcommittees and working groups as necessary for its duties.

(h) The Emergency Management Planning Team shall make its recommendations to the Emergency Management Council and, when appropriate, may make recommendations to the local government entities.

*(Ord. 109-03 Attach. A (part), 2003).*