

Emergency Action Plan

Sonoma County Sheriff's Office

Policy 202, Emergency Management Plan:

The County has prepared an Emergency Management Plan for use by all employees in the event of a major disaster or other emergency event. The plan provides for a strategic response by all employees and assigns specific responsibilities in the event that the plan is activated.

202.1 RECALL OF PERSONNEL

In the event that the Emergency Management Plan is activated, all employees of the Sonoma County Sheriff's Office are subject to immediate recall. Employees may also be subject to recall during extraordinary circumstances as deemed necessary by the Sheriff or the authorized designee.

Failure to promptly respond to an order to report for duty may result in discipline.

What does this mean to me?

- ▶ In the event of a disaster you may be asked to carry on with your work as usual, or you may be asked to do something completely different than your everyday job. There are many different ways to assist during a disaster because each situation is unique. You may be assigned and trained to do a specific disaster response job such as working in a Department Operations Center or the County Emergency Operations Center; you may be called upon to assist your Department or other County Departments with their response efforts; or you may be assisting nonprofit disaster response agencies such as the American Red Cross and Salvation Army.



Sonoma County Sheriff's Office MADF Policy:

Emergencies, Evacuations



▶ **1.0 POLICY STATEMENT**


- ▶ In the event that an evacuation must be conducted, the primary objective is the security of the facility, safety of staff, inmates and visitors. Procedures shall be designed to safely and efficiently evacuate inmates, visitors and staff from any and all areas of the facility.

Emergency Evacuations

- ▶ Within the facility
- ▶ Facility wide evacuations
 - ▶ Outside agencies, CDCR, Alameda County

▶ 4.0 GENERAL INFORMATION

- ▶ In the event of an evacuation, the primary sweep of a Module/Unit will be the sole responsibility of the responding Fire Service Agency.
- ▶ Primary and secondary inmate evacuation routes require that inmates be moved and relocated to another area of the facility, still within the secure perimeter.
- ▶ Elevators shall not be used during emergency evacuations which occur as a result of fire or facility damage.
- ▶ Emergency evacuation routes shall be posted in each Module/Unit and the public visiting areas.
- ▶ "In any case in which an emergency endangering the lives of inmates of a state, county, or city penal or correctional institutions has occurred or is imminent, the person in charge of the institution may remove the inmates from the institution. He shall, if possible, remove them to a safe and convenient place and there confine them as long as may be necessary to avoid the danger, or, if that is not possible, may release them. Such person shall not be held liable, civilly or criminally, for acts performed pursuant to this section." (California Government Code Section 8658)
- ▶ Evacuation which takes the inmates out of the secure perimeter must be approved by the **Detention Assistant Sheriff or his designee.**

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- ▶ If a complete facility evacuation occurs:
 - ▶ The Lobby Receptionist shall be responsible for removing the Visitors Log from the building.
 - ▶ The Cashier shall secure the vault.
 - ▶ If a partial or complete facility evacuation occurs, all Deputies in the affected area shall be responsible for removing the Inmate Management Cards from the area.
 - ▶ During any emergency which requires evacuation, the entire facility shall be placed on emergency lockdown. (Refer to: [Lockdowns](#))
 - ▶ When an evacuation is required, every practical effort will be made to address an inmate's medical needs.
 - ▶ The evacuation routes outlined in this policy are recommended routes. Due to the nature of emergencies and evacuations, it is recommended that these routes be followed but other options are also available based on the situation.

Have a plan!

- ▶ Supplies at work
- ▶ In your vehicle
- ▶ At home, prepare your family