

PINE MOUNTAIN LAKE ASSOCIATION
EMERGENCY PLAN
2020



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PINE MOUNTAIN LAKE EMERGENCY PLAN

OVERVIEW

Pine Mountain Lake is a private, residential community located in the foothills of South Tuolumne County at a standard lake level of 2400 feet. The community consists of approximately 3,000 full time residents of all ages living in single family dwellings, apartments and condominiums. The private portion of the community is located behind 1 manned and 12 unmanned access gates. Over the course of the year, Pine Mountain Lake admits approximately 221,950 vehicles on average¹. Amenities operated by Pine Mountain Lake include an 18-hole golf course, driving range, swimming pool, tennis and pickleball courts, Grill Restaurant and Country Club, Golf Pro Shop, Marina and beaches, Shooting Range, Fisherman's Cove Park, Campground and private stables. Additionally, the Pine Mountain Lake and dam are owned by the Association.

Utilities for the Pine Mountain Lake subdivision and its residents are provided by several different agencies. Electricity is provided by Pacific Gas and Electric, landline telephone service is provided by AT&T, water and sewer is provided by the Groveland Community Services District and cable television is provided by Sierra Nevada Communications. Internet providers are available depending on location and include Sierra Nevada Communications, AT&T and Conifer Communications. Propane is supplied by several local vendors, including JS West Propane, Suburban Propane, Kamps Propane and Proflame Propane.

A staff of fifteen full time Safety Officers provide basic public safety services for the Pine Mountain Lake community. Unarmed Safety Officers are responsible for the control of persons and vehicles entering the subdivision through the Main Gate. Safety Officers provide roving vehicle patrol within the community, enforce the rules and regulations of the Pine Mountain Lake Association, respond to emergencies, and provide other safety services as required.

Pine Mountain Lake Safety personnel are not authorized to provide public safety services such as law enforcement and firefighting. However, they are authorized to respond and stabilize scenes, to provide support services such as traffic and crowd control, interim scene management, and first aid commensurate with training and certification.

¹ According to Department of Safety vehicle entry statistics for the 2018 and 2019 calendar year

1.0 EMERGENCY PLAN

1.1 Mission

To respond to emergency incidents occurring within Pine Mountain Lake and support public safety agencies by providing emergency services to residents, employees, contractors and/or visitors.

1.2 Policy

The Pine Mountain Lake Association shall cooperate fully with public safety agencies in their efforts to mitigate emergency incidents occurring within Pine Mountain Lake. Pine Mountain Lake Department of Safety personnel will take the appropriate action commensurate with their training when a potentially life threatening situation exists and public safety agency personnel are not yet on-scene.

1.3 Authorities – Pine Mountain Lake Department of Safety

Pine Mountain Lake Safety personnel are authorized to investigate complaints of violations and enforce all rules and regulations within the confines of the Association.

During a disaster, which may involve an evacuation, Safety Officers may be required to direct traffic. Traffic control on county roads, Ferretti Road for instance, shall be implemented at the request of a public safety agency such as the Office of Emergency Services, California Department of Forestry and Fire Protection, Tuolumne County Sheriff's Department, or the California Highway Patrol. All such requests shall be documented so as to diminish liability situations.

1.3.1 California Vehicle Code § 21107.7

§ 21107.7 of the California Vehicle Code states:

(a) Any city or county may, by ordinance or resolution, find and declare that there are privately owned and maintained roads as described in the ordinance or resolution within the city or county that are not generally held open for use of the public for purposes of vehicular travel but, by reason of their proximity to or connection with highways, the interests of any residents residing along the roads and the motoring public will best be served by application of the provisions of this code to those roads. No ordinance or resolution shall be enacted unless there is first filed with the city or county a petition requesting it by a majority of the owners of any privately owned and maintained road, or by at least a majority of the board of directors of a common interest development, as defined by Section 1351 of the Civil Code, that is responsible for maintaining the road, and without a public hearing thereon and 10 days' prior written notice to all owners of the road or all of the owners in the development. Upon enactment of the ordinance or resolution, the provisions of this code shall apply to the privately owned and maintained road

if appropriate signs are erected at the entrance to the road of the size, shape, and color as to be readily legible during daylight hours from a distance of 100 feet, to the effect that the road is subject to the provisions of this code. The city or county may impose reasonable conditions and may authorize the owners, or board of directors of the common interest development, to erect traffic signs, signals, markings, and devices which conform to the uniform standards and specifications adopted by the Department of Transportation.

(b) The department shall not be required to provide patrol or enforce any provisions of this code on any privately owned and maintained road subjected to the provisions of this code under this section, except those provisions applicable to private property other than by action under this section.

(c) As used in this section, "privately owned and maintained roads" includes roads owned and maintained by a city, county or district that are not dedicated to use by the public or are not generally held open for use of the public for purposes of vehicular travel.

This section of the California Vehicle Code provides that it is unlawful to disobey the provisions of the code pertaining to the operation and parking of vehicles within the confines of Pine Mountain Lake. Furthermore, it provides for local regulation by the Association. Signs must be posted advising the provisions of the California Vehicle code will be enforced.

Parking is prohibited on the shoulders, streets, and roadways of Pine Mountain Lake. Signs to this effect are posted at all entry points into the Pine Mountain Lake subdivision, including gates 1 through 14 and the Main Gate. Department of Safety Officers are authorized to write parking violation notices pursuant to the above California Vehicle Code statute, in conjunction with § 10.24.020 of the Tuolumne County Ordinance Code, that are binding within Tuolumne County.

1.3.2 California Vehicle Code § 22658

Section 22658 (a) of the California Vehicle Code states:

The owner or person in lawful possession of private property, including an association of a common interest development as defined in Section 1351 of the Civil Code, may cause the removal of a vehicle parked on the property to a storage facility that meets the requirements of subdivision (n) under any of the following circumstances:

(1) There is displayed, in plain view at all entrances to the property, a sign not less than 17 inches by 22 inches in size, with lettering not less than one inch in height, prohibiting public parking and indicating that vehicles will be removed at the owner's expense, and containing the telephone number of the local traffic law enforcement agency and the name and telephone number of each towing company that is a party to a written general towing authorization agreement with the owner or person in lawful possession of the property. The sign may also indicate that a citation may also be issued for the violation.

(2) The vehicle has been issued a notice of parking violation, and 96 hours have elapsed since the issuance of that notice.

(3) The vehicle is on private property and lacks an engine, transmission, wheels, tires, doors, windshield, or any other major part or equipment necessary to operate safely on the highways, the owner or person in lawful possession of the private property has notified the local traffic law enforcement agency, and 24 hours have elapsed since that notification.

(4) The lot or parcel upon which the vehicle is parked is improved with a single-family dwelling.

Section 22658(l)(E) of the California Vehicle code states:

(i) General authorization to remove or commence removal of a vehicle at the towing company's discretion shall not be delegated to a towing company or its affiliates except in the case of a vehicle unlawfully parked within 15 feet of a fire hydrant or in a fire lane, or in a manner which interferes with an entrance to, or exit from, the private property.

(ii) In those cases in which general authorization is granted to a towing company or its affiliate to undertake the removal or commence the removal of a vehicle that is unlawfully parked within 15 feet of a fire hydrant or in a fire lane, or that interferes with an entrance to, or exit from, private property, the towing company and the property owner, or owner's agent, or person in lawful possession of the private property shall have a written agreement granting that general authorization.

This section provides that the Association may cause the removal without notice of any unauthorized vehicle parked in a marked fire lane, within 15 feet of a fire hydrant, or which interferes with the entrance or exit from the common interest contained herein. Signs to this effect are posted at entrance gates 1 through 14, and the Main Gate.

1.4 Authorities - Public Safety Agencies

1.4.1 California Penal Code § 402

§ 402 (a)(1) of the California Penal Code states:

Every person who goes to the scene of an emergency, or stops at the scene of an emergency, for the purpose of viewing the scene or the activities of police officers, firefighters, emergency medical, or other emergency personnel, or military personnel coping with the emergency in the course of their duties during the time it is necessary for emergency vehicles or those personnel to be at the scene of the emergency or to be moving to or from the scene of the emergency for the purpose of protecting lives or property, unless it is part of the duties of that person's employment to view that scene or those activities, and thereby impedes police officers, firefighters, emergency medical, or other emergency personnel or military personnel, in the performance of their duties in coping with the emergency, is guilty of a misdemeanor.

This section prohibits any person from sightseeing or otherwise interfering with emergency personnel coping with an emergency. Violation of this section is a misdemeanor.

Pine Mountain Lake Safety Officers may be considered ~~%Emergency Personnel+~~ within the meaning of this section when engaged in emergency incident management efforts.

1.4.2 California Penal Code § 409.5

§ 409.5 of the California Penal Code states:

(a) Whenever a menace to the public health or safety is created by a calamity including a flood, storm, fire, earthquake, explosion, accident, or other disaster, officers of the Department of the California Highway Patrol, police departments, marshal's office or sheriff's office, any officer or employee of the Department of Forestry and Fire Protection designated a peace officer by subdivision (g) of Section 830.2, any officer or employee of the Department of Parks and Recreation designated a peace officer by subdivision (f) of Section 830.2, any officer or employee of the Department of Fish and Game designated a peace officer under subdivision (e) of Section 830.2, and any publicly employed full-time lifeguard or publicly employed full-time marine safety officer while acting in a supervisory position in the performance of his or her official duties, may close the area where the menace exists for the duration thereof by means of ropes, markers, or guards to any and all persons not authorized by the lifeguard or officer to enter or remain within the enclosed area. If the calamity creates an immediate menace to the public health, the local health officer may close the area where the menace exists pursuant to the conditions set forth in this section.

(b) Officers of the Department of the California Highway Patrol, police departments, marshal's office or sheriff's office, officers of the Department of Fish and Game designated as peace officers by subdivision (e) of Section 830.2, or officers of the Department of Forestry and Fire Protection designated as peace officers by subdivision (g) of Section 830.2 may close the immediate area surrounding any emergency field command post or any other command post activated for the purpose of abating any calamity enumerated in this section or any riot or other civil disturbance to any and all unauthorized persons pursuant to the conditions set forth in this section whether or not the field command post or other command post is located near to the actual calamity or riot or other civil disturbance.

(c) Any unauthorized person who willfully and knowingly enters an area closed pursuant to subdivision (a) or (b) and who willfully remains within the area after receiving notice to evacuate or leave shall be guilty of a misdemeanor.

(d) Nothing in this section shall prevent a duly authorized representative of any news service, newspaper, or radio or television station or network from entering the areas closed pursuant to this section.

This section permits certain specified peace officers to close areas threatened by emergency incidents involving natural calamities or other types of accidents or disasters. Violation of this section is a misdemeanor. Pine Mountain Lake Safety Officers are not authorized to close areas under the provisions of this section.

1.4.3 California Penal Code § 148

Section 148 (a) of the California Penal Code states:

(1) Every person who willfully resists, delays, or obstructs any public officer, peace officer, or an emergency medical technician, as defined in Division 2.5 (commencing with Section 1797) of the Health and Safety Code, in the discharge or attempt to discharge any duty of his or her office or employment, when no other punishment is prescribed, shall be punished by a fine not exceeding one thousand dollars (\$1,000), or by imprisonment in a county jail not to exceed one year, or by both that fine and imprisonment.

(2) Except as provided by subdivision (d) of Section 653t, every person who knowingly and maliciously interrupts, disrupts, impedes, or otherwise interferes with the transmission of a communication over a public safety radio frequency shall be punished by a fine not exceeding one thousand dollars (\$1,000), imprisonment in a county jail not exceeding one year, or by both that fine and imprisonment.

This section prohibits any person from interfering with a public officer carrying out his/her duties. Violation of this section is a misdemeanor.

Pine Mountain Lake Safety Officers are not considered public officers under this section. Department of Safety personnel are, however, permitted to:

- Manage disaster operations including closure of endangered areas and evacuation of residents;
- Provide security to the evacuated areas during closure;
- Manage emergency response efforts at the scenes of hazardous material spills occurring within Pine Mountain Lake.

1.4.4 California Vehicle Code § 2454

§ 2454 of the California Vehicle Code states:

(a) The authority for incident command at the scene of an on-highway hazardous substance incident is vested in the appropriate law enforcement agency having primary traffic investigative authority on the highway where the incident occurs. Responsibility for incident command at the scene of an on-highway hazardous substance incident shall continue until all emergency operations at the scene have been completed and order has been restored. (b) Notwithstanding subdivision (a), the local governing body of a city, whether general law or chartered, which has jurisdiction over the location where an on-highway hazardous substance incident occurs may assign the authority for incident command at the scene of an on-highway hazardous substance incident on local streets and roads, other than freeways, to either the local law enforcement agency or the local fire protection agency. However, the department is responsible for incident command at the scene of an on-highway hazardous substance incident on all highways where the department has primary traffic investigative authority. Any law enforcement agency having primary traffic investigative authority may enter into written agreements with other public agencies to facilitate incident command at the scene of an on-highway hazardous substance incident on local streets and roads other than freeways. (c) For purposes of this section, "incident command at the scene of an on-highway hazardous substance incident" means coordination of operations which occur at the location of a hazardous substance incident. This coordinating function does not include how the specialized functions provided by the various other responding agencies are to be performed. The incident commander at the scene of an on highway hazardous substance incident shall consult with other response agencies at the scene to ensure that all appropriate resources are properly utilized, and shall perform his or her coordinating function in a manner designed to minimize the risk of death or injury to other persons.

This section establishes scene management responsibilities for emergency incidents involving hazardous material spills on public highways. Pine Mountain Lake roads are not public roads within the meaning of this section.

1.5 Assumptions

- a. Emergency incidents can occur which may stress the personnel and resources of Pine Mountain Lake.
- b. Planning for emergency incidents should enhance response and mitigation efforts.
- c. Public agencies will respond to emergency incidents and assume their responsibilities within a reasonable length of time.

Generally, at the time of any emergency incident, the Pine Mountain Lake Department of Safety will be staffed with at least one Patrol Officer to respond to the incident, and one Dispatch Officer at the Pine Mountain Lake Main Gate. In the event of a significant emergency incident, a Pine Mountain Lake Safety supervisor will be made available. Additional Safety personnel may be assigned to augment on-duty Safety personnel by the Director of Safety or, at their command, by the supervising officer.

1.6 Organization and Responsibilities

1.6.1 Department of Safety

The Pine Mountain Lake Department of Safety has the responsibility to provide security to residents, as empowered by the Association's Board of Directors. Safety personnel do not have peace officer powers or statutory authority to manage scenes of emergency incidents. Safety personnel can however act in a support function, by assisting public safety agencies in their endeavors to mitigate emergency incidents.

A Pine Mountain Lake Department of Safety supervisor will respond to emergency incidents for the purpose of directing subordinate's activities, and to coordinate mitigation efforts with public safety agency responders.

1.6.2 Tuolumne County Sheriff's Office

The Tuolumne County Sheriff's Office is responsible for the investigation of crimes against property and providing general law enforcement services to Pine Mountain Lake residents. In the event of an emergency incident the Tuolumne County Sheriff's Office will provide the oversight and direction necessary to manage such an event.

1.6.3 California Highway Patrol

The California Highway Patrol is responsible for traffic law enforcement and investigation of traffic accidents occurring on public highways and in unincorporated areas of the county. The California Highway Patrol investigates injury, hit and run, and driving under the influence incidents on the private roadways within Pine Mountain Lake. Property

damage resulting from a vehicle accident will require a report filed by the California Highway Patrol. The California Highway Patrol is also responsible for providing perimeter traffic control on public highways adjacent to Pine Mountain Lake during an emergency.

1.6.4 Groveland Fire Department

The local Groveland Fire Department, a division of the California Department of Forestry and Fire Protection (CAL FIRE), is responsible for providing an immediate response to fires and medical emergencies occurring in and around the Pine Mountain Lake subdivision. They are further responsible for all suppression and prevention efforts within the immediate area.

The Groveland Fire Department also employs several firefighter/emergency medical technicians and firefighter/paramedics at their facility that could respond to medical emergencies in the event that an ambulance is not readily available.

CAL FIRE is further responsible for coordinating efforts at both local and state level fire departments as the need arises and for providing suppression and prevention efforts within a more extended area.

1.6.5 Tuolumne County Emergency Medical Services

Tuolumne County Emergency Medical Services provide ambulance transport and emergency medical care for Groveland and the surrounding Tuolumne County area.

1.6.6 American Red Cross

The American Red Cross is responsible for the provision of disaster relief services in the event of a major emergency requiring assistance to displaced persons.

1.6.7 Tuolumne County Office of Emergency Services

The Tuolumne County Office of Emergency Services will provide coordination and support to Public Safety Agencies responding to disasters. Additionally, the Office of Emergency Services is responsible for the notification and coordination of agencies involved in hazardous materials incidents that occur off highways.

1.7 Concept of Operations

During emergencies, Pine Mountain Lake Safety personnel will respond and assist public safety agencies in a support function. This could include traffic control, perimeter and crowd control, protection of the scene and emergency equipment and interim scene management.

The General Manager will confer with law enforcement and fire commanders to evaluate the situation and determine strategies to mitigate the emergency. Pine Mountain Lake Safety personnel, under the oversight of the Director of Safety, may be assigned the following functions:

- Increased security at the Pine Mountain Lake Main Gate
- Additional security at other perimeter gates as needed
- Roving on-site security patrol
- Traffic control
- Evacuation team leaders and assistants
- Command center support staff
- Agency representative/liaison in a Public Safety Agency command post

1.8 Administration

The Pine Mountain Lake Emergency Plan was developed under the guidance of the Director of Safety. The Director is responsible for plan development and referral through the proper channels for approval by the Board of Directors.

The Director of Safety is responsible for implementation of the plan, including the following elements:

- Reviewing and updating the plan biannually for submission to the General Manager for further review and approval
- Training of Pine Mountain Lake Department of Safety personnel
- Coordinating training with public safety agencies when possible
- Obtaining necessary support materials and supplies

The Director of Safety will arrange, through existing channels, for support services from other Pine Mountain Lake Departments, such as Maintenance, Food and Beverage, and Administration.

1.9 Direction and Control

The Pine Mountain Lake Association Board of Directors has responsibility for the management of the Pine Mountain Lake organization during both normal and emergency conditions.

The General Manager is responsible for the coordination of subordinate department of the organization during day-to-day emergency operations.

During emergencies, the Pine Mountain Lake Director of Safety is responsible for providing supervision of Safety personnel. Other Pine Mountain Lake Association employees may fall under their supervision.

During a major emergency, the Director of Safety shall be notified of the magnitude of the incident. The Director shall respond to the scene to assume command of Pine Mountain Lake personnel, and coordinate with public safety officials.

When a major emergency condition exists and the Director of Safety deems it necessary, they may temporarily use the services of other Pine Mountain Lake employees to assist in mitigating the situation. The General Manager shall be consulted and may request assistance from other Pine Mountain Lake departments. The Association's Board President shall also be notified.

In the event the Director of Safety is not available and their services are required during an emergency, the personnel below shall be contacted in the following order:

1. Safety Sergeants
2. Maintenance Manager
3. General Manager
4. Controller

Please see Appendix A for a list of names and phone numbers associated with the above personnel.

Coordination of resources shall be the responsibility of the Director of Safety and other key department heads, before emergency conditions exist. The Director shall confer with the General Manager and appropriate public safety agencies to establish protocols for use of resources during emergency conditions.

1.10 Initial Role of Pine Mountain Lake Department of Safety Officers

1.10.1 Primary Duties of Dispatch Officers

The Pine Mountain Lake Department of Safety Main Gate will undoubtedly be inundated with telephone calls during the beginning and throughout an emergency at Pine Mountain Lake. The following is a succinct overview of the requirements of Dispatch Officers in the event of an emergency situation:

- Initiate a call to 911 first and foremost for any emergency inside or outside the limits of Pine Mountain Lake Association that is reported to the Main Gate.
- Dispatch a patrolman to the scene if it is within the confines of the Pine Mountain Lake Association. Patrol Officers may also be dispatched to a scene outside of the Association if it is in close proximity to Pine Mountain Lake's general area or at the behest of the Tuolumne County Sheriff's Office.
- Notify the Director of Safety of any emergency inside or outside the limits of Pine Mountain Lake that may directly or even indirectly affect residents of Pine Mountain Lake.

- The Director of Safety, or at their request the Safety Sergeant, will be responsible for notifying other department heads and the General Manager as necessary.
- Dispatchers will need to remain calm and keep callers calm accordingly.
- Dispatchers will be required to control the release of information being disclosed by Safety personnel. Do not offer more information than that which is asked for. This practice can lead to the release of misinformation and panic.
- Dispatchers should be polite to callers while also keeping answers brief and matter of fact.
- Callers may be placed on hold while dispatchers make any priority calls.
- All requests for information received from any member of the news media will be referred to the Office of the General Manager. General questions, those typically received on any regular day, may continue to be answered in the same manner as previous to the emergency status.
- Dispatchers are to ensure that overcrowding does not occur at the Main Gate.
- The Main Gate telephone lines must be kept available for incoming calls and outgoing emergency calls. Non-employees should not be permitted to utilize the Main Gate telephone except under extreme circumstances. They should be referred to the location of the nearest pay phone.
- Dispatchers should confirm that radios are in good working order so that they may maintain contact with personnel in the field. In the event of a power outage all repeaters within the radio network are equipped with battery backup. The Main Gate operates on a generator which will ensure that the base station radios and charging bay remain operational.
- Advise callers to tune to 92.7 or 93.5 FM on their radio dial or to watch a local cable channel, if still available, for further updates.
- Dispatchers should limit blotter entries to emergency response type entries only.
- Dispatchers are to remain on-duty until released by a Safety supervisor or the Director of Safety.

1.10.2 Primary Duties of Patrol Officers

Patrol Officers should only respond to those calls which are dispatched in the Pine Mountain Lake community. Calls within Pine Mountain Lake will take precedence over those that occur outside of the boundaries of Pine Mountain Lake. If an emergency incident is localized to an area outside of, but in close proximity to, Pine Mountain Lake,

Patrol Officers may be permitted to respond in the event assistance is requested by a public agency. Lengthy tie-ups will require prior Safety supervisor approval. The following is a brief overview of the requirements of Patrol Officers in the event of an emergency situation.

- Patrol Officers are to provide help in any manner possible, i.e. evacuation, first aid, without placing themselves in danger. They should always keep their surroundings in mind and remain aware of downed power lines and other dangerous obstacles.
- Patrol Officers are to assist outside agencies as needed within Pine Mountain Lake unless otherwise directed by a Safety supervisor.
- They should cordon off any unsafe area with caution tape or employ the use of any other available materials.
- Patrol Officers can also ask bystanders, residents, employees, etc., for assistance that they may be able to provide.
- Patrol Officers should remain at the scene only as long as their services are required or until they are released by a Safety supervisor or the Director of Safety.
- Patrol Officers are to check all affected areas for damage. Communicate to dispatch areas that have suffered damage.
- If a large fire is occurring, residents should be instructed to *not* turn on their hoses or watering systems. Patrol Officers should turn off any that they may encounter. Fire officials claim that this practice does little or no good, lowers the water pressure and depletes the available water supply.
- Patrol Officers can use the patrol vehicle's light bar when needed.
- Any emergency incident can attract looters, thieves, etc.; Patrol Officers should be on the lookout for this type of person and use caution, as they are not armed.
- The patrol vehicle public address (PA) system is an effective tool that can be used to facilitate the evacuation of amenities and private residences as an alternative to going door-to-door. In order to evacuate people from street-to-street it is necessary to stop the vehicle every few yards and continually repeat the message; moving continuously will make the message unclear to the people listening to hear it.
- Furthermore, Patrol Officers may be called upon to do any of the following:
 - Open restrooms
 - Provide traffic/crowd control
 - Protect scene integrity

- Provide interim scene management
- Provide increased gate security
- Initiate a roving patrol
- Act as evacuation team leaders
- Provide the command center with support staff
- Provide transportation to anyone in need, if possible
- Place barricades, directional signs, etc., where necessary in order to mark escape routes.

1.10.3 Primary Duties of the Safety Supervisor

Department of Safety supervisors will immediately respond to any small or large scale emergency incident upon notice of said incident. The Safety supervisor will retain interim authority of the incident until the Director of Safety or General Manager becomes available on-scene. Supervisors should be prepared to remain on-duty for the first 24 hours of an emergency incident. The following is an overview of the requirements of a Safety supervisor in the event an emergency incident occurs.

- If any disaster information is received on the scanner, immediately contact the Tuolumne County Sheriff's Office to confirm the areas that will be affected prior to initiating call outs of personnel.
- Safety supervisors will act as a liaison officer to keep information flowing between Department of Safety Officers and other involved emergency service units.
- A staff member should be assigned to fuel all available patrol units. In a disaster, maintenance vehicles may also be used to provide necessary transportation.
- Extra radios can be obtained from the Maintenance Department and the Marina Store as warranted by the scale of the disaster or emergency situation. Radios can be made available to outside emergency agencies if it is necessary to communicate with them.
- Supervisors should contact the Director of Safety, General Manager and other department heads as soon as the emergency allows.
- Assign members of the Safety staff to assist the Golf Course Marshall in clearing the golf course of players.
- Supervisors should begin calling Lifeline patients if it appears that an evacuation may be imminent. This will allow them time to procure assistance.
- Gather first aid supplies from the Department of Safety firehouse to distribute to injured persons as needed. Supplies that the department maintains in its inventory include blankets, gauze, band-aids, and sterile water. The patrol vehicles and the

Main Gate are also useful sources for additional supplies. For a complete list of all available supplies, please see Appendix E.

1.10.4 Primary Duties of the Director of Safety

The Director of Safety will make him or herself available throughout the span of an emergency incident. The following is an overview of the responsibilities of the Director of Safety as it pertains to the functionality of the Safety Department in the event an emergency incident occurs.

- Notify all open amenities that an impending disaster is near if the situation requires. Place them on alert.
- The Director is to call out all available officers, or the number of officers required to manage the scope of the disaster. Officers should be in uniform if at all possible. Extra uniform shirts may be procured from the uniform locker as needed.
- If the emergency appears to be a possibly extended incident, The Director will need to prepare a rotating schedule in order to relieve on-duty Safety Officers.
- The Director is to brief personnel on their assignments during the emergency.
- In the event that an evacuation is called for, direct all amenities to turn off their propane and/or gas units and any unnecessary electrical breakers. Instruct amenities to notify any patrons of the impending disaster.
- Make arrangements to provide food and shelter for any employees who may not be able to return home or eat on schedule due to the disaster.
- Provide supervision of Safety personnel and, if required, other Pine Mountain Lake employees.
- Confer with other involved emergency agencies to stay informed of the current situation and to determine possible strategies.
- Suspend all Special Residence Watches until the conclusion of the incident
- Instruct Officers to lock open entry gates in the affected area to allow for uninhibited ingress of emergency personnel
- Instruct residents on how to properly remove their pets from the areas to be affected and the outside resources currently available for housing and shelter. For information regarding evacuation procedures and pets, please see Appendix I. The Director should familiarize his or herself with these details so that they may properly instruct personnel on what information they may relay to inquiring residents and visitors. The Main Gate kennel is not to be used as a temporary

holding area for residents, displaced pets and in the event of a widespread incident all dog impounds will be suspended.

- Upon the release of unnecessary personnel, advise them that they are on standby as needed for evacuation of residents or if additional problems arise.

1.11 Role of Outside Agencies

The overall role of outside agencies is to maintain the general welfare of the parties involved within the laws and guidelines set forth that govern the situation at hand. While each agency has its own areas of jurisdiction, there are times when two or more agencies will be responding to the same incident. For example, a fire occurs in which both police and fire agencies are dispatched to respond to the scene. By working together they achieve the common goal: the health and safety of the parties involved. It is not necessary to itemize which agency would respond to any particular incident. Each agency internally determines which specific calls they are required to respond to and their roles at each.

A Pine Mountain Lake Dispatch Officer should contact the Tuolumne County Sheriff's Office via 911 to report an emergency incident. If the incident has a non-emergency status the dispatch center can be contacted directly. Please see Appendix B for a list of this contact information. The party responding to the call would direct the Pine Mountain Lake dispatcher to the proper agency or direct the call his or herself. The responsibility then falls upon the agency which is charged with handling that type of incident. The Pine Mountain Lake Department of Safety then becomes a supporting agency. Any inquiries in respect to possible violations of law during any disaster or emergency rests with those agencies involved.

1.12 Role of the Information Officer

During a disaster, Pine Mountain Lake can expect a large number of people to respond from the news media. It is in the best interest of Pine Mountain Lake to maintain good relations with those individuals by cooperating and furnishing information, which can be effective in maintaining a pleasant working relationship.

The General Manager is in charge of media matters and will act as the Information Officer. If for some reason he is not available, the Association Controller will act as the interim contact person.

In the best interest of all parties concerned, it is imperative that one person manage all information which is to be released to the news media. If a member of the Department of Safety or any other amenity is queried about the nature of the emergency, they are to refer that inquiry to the Information Officer. Doing so will reduce the release of misinformation.

When an Information Center has been established:

1. All concerned parties will be notified of the location.
2. Information regarding the emergency will be made available to the media as determined by the Information Officer.

1.13 Recovery

After the emergency condition has subsided, it will be necessary to control re-entry into the affected area while gradually reducing the amount of emergency personnel and equipment deployed for disaster management.

The Director of Safety and the General Manager, under the oversight of the Tuolumne County Sheriff's Office or other controlling agency, are responsible for establishing procedures for re-entry of the populace back into Pine Mountain Lake. They may resolve to establish more stringent controls to maintain order and preserve the health and welfare of persons entering the area as the incident evolves.

There may be flyers distributed to returning residents if an evacuation has been in effect. These flyers will instruct residents and visitors on what is expected of them and what precautions to take. Please see Appendix D for an example of the type of informational flyers that could be distributed to members upon re-entry.

2.0 EMERGENCY ORGANIZATION

2.1 Purpose

To provide an organizational structure and operational procedure for management of emergency incidents occurring within Pine Mountain Lake.

2.2 Policies

Generally, members of the Pine Mountain Lake staff will remain in their normal organizational structure during emergency operations.

2.3 Levels of Emergency

Response levels for Pine Mountain Lake Safety personnel are dependent upon the magnitude of the emergency incident. These %levels of Emergency+can be considered as %routine to maximum+involvement of personnel and resources. A probable %level of Emergency+may be determined from the initial size, or it may grow through various levels as an incident escalates.

2.3.1 Level I Routine Emergency Incident

A Level I Routine Emergency Incident is an incident which can routinely be expected in a community of similar size. Included in this category are residential or grass fires, violent criminal acts, medical emergencies, and accidents. A Level I Emergency Incident may be concluded within 2 hours of arrival on-scene.

The duties of the Pine Mountain Lake Safety personnel in a Level I Emergency Incident would include:

- Notifying the appropriate public safety agency that an incident has occurred;
- Dispatching a Safety Officer to the scene;
- Notifying the on-duty Safety supervisor and Director of Safety. When possible, the supervisor should respond to the scene;
- Providing necessary support to public safety personnel, including scene management, scene security and traffic control.

2.3.2 Level II Extended Emergency Incident

A Level II Extended Emergency Incident involves a larger scene and greater response by public safety agencies. The type of incident may be the same as Level I, but the magnitude of the incident is greater and reflects an increased commitment of resources.

A Level II incident requires commitment of personnel for an extended period of time, usually from 2 to 8 hours. The incident may necessitate limited overtime and/or expenditures.

The Director of Safety should be notified of a Level II incident as soon as an opportunity to do so arises. Additional Pine Mountain Lake Safety personnel should be secured by supervisory staff members to fulfill secondary responsibilities and to provide relief as necessary.

2.3.3 Level III Expanded Emergency Incident

A Level III Emergency Incident reflects an increase in needs and responsibilities beyond that required by a single emergency scene. Most notable in this level is the probable need to conduct a limited evacuation of residents. The escalation to this level might also be necessary where there is extensive damage requiring outside resources, such as during severe storms or a threatening wild fire.

The time frames for a Level III incident would generally be the same as a Level II emergency, in respect to a commitment of personnel and equipment for 2 to 8 hours. A Level III incident may result in overtime.

The Director of Safety will assume direction of management and coordination of Pine Mountain Lake personnel and resources. The General Manager will coordinate with public agency information officers and be prepared to respond to media inquiries.

The duties of Pine Mountain Lake Safety personnel would include the actions described for Level I and Level II incidents. The following are additional responsibilities required during a Level III incident:

- Activating a limited incident command center at the Pine Mountain Lake firehouse or at the Main Gate;
- Calling out off-duty Safety Officers to provide additional personnel as required for the incident;
- Establishing evacuation teams in sufficient strength in order to perform a limited evacuation as necessary for the incident;
- Establishing The Grill Restaurant as a multi-purpose room or establishing another suitable location as a relocation center for a limited evacuation of up to 200 persons. The relocation center should be staffed by administrative personnel and restaurant staff;
- Notifying residents of the available information concerning the incident.

2.3.4 Level IV Major Emergency Incident

A Level IV Major Emergency Incident is one that may require full commitment of resources and personnel. The most likely types of emergency incidents would result from wildland fires, failure of the lake dam, severe earthquakes, or a significant hazardous material spill. Although the source of the incident may occur outside the boundaries of the community, it may still pose a significant threat to the safety of the community.

The time frames for a Level IV incident would extend from greater than 8 hours to several days.

The duties for Pine Mountain Lake Safety personnel during a Level IV incident would include those described previously for Levels I, II and III. Additional duties during a Level IV incident include the following:

- Establishing a full Pine Mountain Lake Command Center with the following positions staffed:
 - Incident Commander
 - Operations Officer
 - Planning Officer
 - Logistics Officer
 - Information Officer

Individuals may be assigned to one or more positions contingent upon the magnitude and complexity of the incident.

2.4 Field Command Post

The Field Command Post serves as the headquarters for the management of Pine Mountain Lake personnel and resources on the scene of an emergency incident. For example, the Field Command Post could be established as the vehicle of a Safety supervisor or the Director of Safety at a strategic location.

The following points are intended to provide direction to those involved in establishing a Pine Mountain Lake Field Command Post:

- The Field Command Post should be established near the scene of the emergency incident but slightly removed as to reduce confusion and provide an overall perspective of the incident.
- The Command Post should be identifiable.
- The Pine Mountain Lake Main Gate and all involved personnel will be advised when and where the Field Command Post has been established.

When a public agency Incident Command Post has been established, the Pine Mountain Lake Field Command Post may be co-located in close proximity to facilitate communications and coordination whenever possible.

2.5 Pine Mountain Lake Incident Command Center

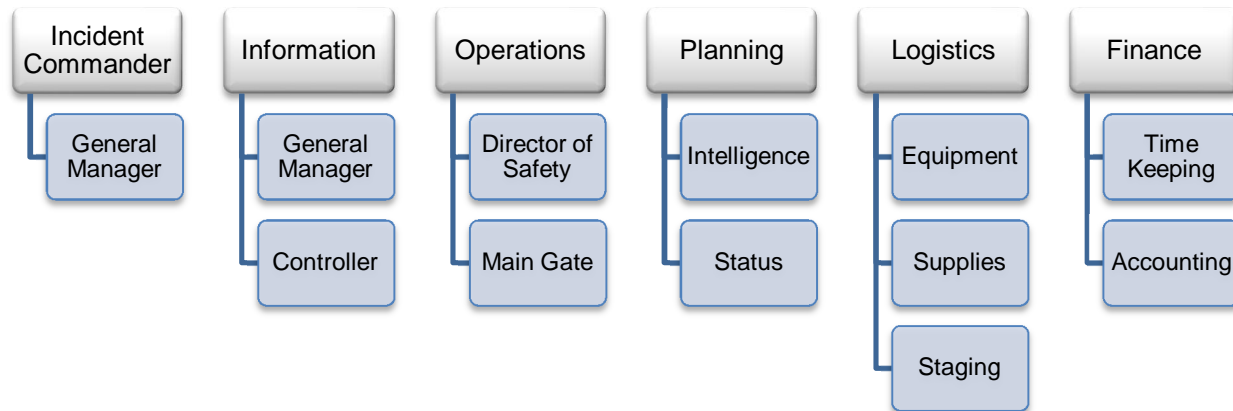
An Incident Command Center may be established for Level III and Level IV emergency incidents. During a Level III incident, the Incident Command Center staffing would most likely be limited to the Incident Commander, Director of Safety, an assistant, and the Information Officer, or General Manager.

The limited Incident Command Center is established to facilitate coordination for personnel and resources both on-scene and in support of emergency response services. These functions will usually involve telephone contacts and coordination that can be more effectively accomplished in a location remote from the emergency incident.

A full Incident Command Center would be activated during a Level IV Major Emergency. The Command Center is necessary to provide the coordination of personnel, resources and public agency activities that become so necessary in a major incident. The scope of these management responsibilities requires the development of an organized staff.

The primary designated location for the Pine Mountain Lake Incident Command Center is the Director of Safety's Office located in the firehouse. The alternate Incident Command Center may be moved into the Pine Mountain Lake Association Administration Offices located near the Main Gate area. Maps, status boards, radio and telephone communications and computer operations will be available at the Main Gate. Public agencies may be invited to co-locate their Incident Command Post with the Pine Mountain Lake Incident Command Center. This will facilitate communication and coordination.

An organizational chart for a Level IV incident utilizes the Incident Command System, as follows:



When the public agency responsible for overall management of the emergency establishes an Incident Command Center, the Incident Commander also takes on the role of Agency Representative to that command center. In such a case, the Pine Mountain Lake organization becomes an operational or support unit as necessary to mitigate the emergency.

2.5.1 Definitions of Staffed Personnel

Information Officer

The General Manager, or his designee, is assigned as Information Officer and will be the spokesperson for the Association. The Information Officer responds to the news media specific to Pine Mountain Lake operations. All other media requests concerning the emergency incident should be referred to the Tuolumne County Sheriff's Office or other public safety agency Information Officer.

Operations Officer

The Director of Safety will serve as Operations Officer for tactical management of Pine Mountain Lake Safety personnel.

Planning Officer

The Safety supervisor or designee will serve as Planning Officer. The Planning Officer is responsible for obtaining intelligence information necessary for effective planning and communicates it to the Incident Commander and Operations Officer. The Planning Officer is responsible for maintaining the status of the incident and assigned personnel.

Logistics Officer

The Maintenance Department manager or supervisor may serve as Logistics Officer. The Logistics Officer is responsible for ordering, maintaining inventory and providing equipment, supplies and personnel. He or she will coordinate the establishment and maintenance of a staging area for equipment, supplies, and personnel pending assignment. Included in this assignment are the responsibilities of arranging food and lodging for Pine Mountain Lake personnel assigned to the emergency incident.

Finance Officer

The Pine Mountain Lake Controller or accounting supervisor will serve as Finance Officer. Their duties include maintaining time keeping records for incident personnel and general accounting for the emergency incident.

2.6 Coordination with Public Safety Incident Command

In virtually all emergency incidents affecting Pine Mountain Lake, responsibility for management of the incident is vested in a public safety agency. Fire agencies utilize the Incident Command System (ICS) while other agencies use variations of the ICS in similar management structures. The nature and scope of the emergency will usually dictate the public agency management system and the depth at which it is implemented.

The Pine Mountain Lake Incident Management System is designed to provide an organizational structure for use within Pine Mountain Lake. It must be capable of integrating with, or providing support to the management system used by the public agency responsible for managing emergency incidents affecting Pine Mountain Lake.

The Pine Mountain Lake Association representative will advise the public safety agency Incident Commander on the policies and resources available to the Incident Commander as it relates to Pine Mountain Lake. An agency representative should be one who is capable of making decisions affecting that organization.

The agency representative may direct the use of Pine Mountain Lake personnel and resources as necessary within the community when requested by the public safety agency Incident Commander.

The Pine Mountain Lake Director of Safety may become a Liaison Officer to a public agency management system, or he or she may appoint another representative to serve as liaison.

The Liaison Officer typically provides coordination between the public agency commander and Pine Mountain Lake. A Liaison Officer also relays information between the public agency commander and their organization.

2.7 Communications

2.7.1 Radio Communications

The primary means of communications during an emergency incident will be by radio. The Main Gate will serve as a dispatch center. A Pine Mountain Lake Safety Officer will function as a dispatcher in their regular capacity. An emergency incident log will continue to be maintained on the ABDi computer system, or if that system is unavailable, may be transcribed by hand in the same format or be transferred to a standard word processing program.

The dispatcher(s) will relay information to the appropriate public agency dispatch center as required. As an emergency incident situation dictates, all other users of the frequency will be told to hold their traffic until the situation has stabilized.

Radio communications during emergencies may prove challenging. In the course of a major incident, sufficient portable radios may not be available for all personnel involved. Therefore, the Director of Safety will determine assignments of radio equipment and alternate methods of communication.

The Director of Safety or their designee will be responsible for:

- Prioritizing portable radio assignments
- Establishing controls for base station use
- Establishing telephone communications procedures

2.7.2 Telephone Communications

The telephone will be a prime communications resource for contact with outside agencies. Initially, the Pine Mountain Lake Main Gate will be the primary telephone contact point regarding the emergency incident until an Incident Command Center has been established.

2.8 Emergency Public Information

During an emergency, it may be necessary to notify the populace of the progress of the emergency. The General Manager, after conferring with public safety agency representatives, will meet with the Director of Safety and determine in-house methods of informing the community about the emergency.

The methods by which emergency information will be provided to residents, visitors, employees and contractors within the Pine Mountain Lake subdivision include:

- Patrol vehicles PA system
- Verbal and written messages distributed by evacuation teams
- Bulletin boards

- Local television
- Local radio stations
- Internet/Social Media

2.8.1 Pine Mountain Lake Personnel Emergency Checklist

The emergency checklist pertaining to Pine Mountain Lake personnel can be found in Appendix C of this plan. This checklist contains recommendations only and may not contain all of the necessary items required of personnel in an emergency incident. Good judgment should prevail in ascertaining the specific tasks each staff member should be assigned in the event of an emergency incident or evacuation.

2.8.2 Pine Mountain Lake Residents/Visitors Emergency Checklist

The Tuolumne County Office of Emergency Services provides a variety of information specific to evacuations and the creation of a Family Disaster Plan. Evacuation information and a checklist have been included in Appendix G. Information in regards to creating a Family Disaster Plan has been included in Appendix H of this plan.

Tuolumne County Animal Control should be contacted regarding animal-related difficulties in the event of an evacuation or emergency incident. If at all possible, small household pets should not be left behind in the event of an evacuation. Residents in possession of larger livestock, including horses, goats, cattle, etc. should begin removing their animals as early as possible before the area is inundated by a disaster. Animals should not be released in to the open as they may be hit and killed by vehicles or succumb to other hazards, such as downed power lines or debris. Information regarding the removal of pets or livestock in the event of an emergency incident or evacuation has been included in Appendix I, courtesy of the California Department of Forestry and Fire Protection.

2.9 Logistics

The difficulties of obtaining necessary supplies and equipment during an emergency incident can be eased by preplanning. A certain monetary amount should be budgeted annually for emergency incidents. Inventory lists should be created for possible equipment that may be deemed vital in an emergency incident and its source identified.

The following items should be considered in developing logistical material lists:

- Arrangements for meals that can be provided at all hours for personnel working on the emergency incident for an extended period of time.
- Alternate sources for vehicle fuel during periods that normal sources are unavailable.

- Highway barricades and traffic cones that can be manufactured, rented or borrowed.
- Sand to build dikes in the event of an oil or other polluting material spill or to fill sandbags for a sudden influx of water.
- Building materials necessary to make emergency repairs to damaged buildings.
- Bulldozers and/or other heavy equipment to make emergency repairs to roads, protect buildings or remove snow.
- Plastic sheeting to protect dikes and damaged buildings and to contain hazardous materials, or to fulfill a similar purpose.
- Spare batteries, radio repair parts, emergency lighting, rope and other supplies.
- Housing for personnel assigned to the emergency.
- Emergency power sources, such as generators, for critical facilities including the Pine Mountain Lake Main Gate and the Association Administration building.
- Transportation for people who have none in the event of an evacuation.

Requests for special equipment or personnel services should be made through the Incident Command Center.

2.10 Reports

An after-action report should be prepared for emergency incidents that require assignment of personnel or resources above normal operations. The report should consist of the following elements:

1. Brief summary of the incident.
2. Chronological listing of significant events.
3. Detailed narrative of the emergency, including:
 - a. Notification of incident; time, method, to whom it was reported, etc;
 - b. Initial response, observations;
 - c. Establishment of Field Command Post, Incident Command Center; where, when, how it was staffed;
 - d. Methods of operations;
 - e. Outcome of incident.
4. Summary of property damage sustained, persons killed and/or injured.
5. Summary of damaged or destroyed Pine Mountain Lake Association property or equipment.

6. Summary of Pine Mountain Lake Association employees injured or killed.
7. Summary of personnel, hours, and resources committed.
8. Recommendations for managing future emergency incidents.

3.0 TYPES OF EMERGENCY INCIDENTS

3.1 Fires

High fuel loads, wildland properties where the use of fire abatement practices are not employed, control burns, fireworks, and campfires all compound the danger of wildfires in the Pine Mountain Lake area. During the fire season from May to October the stakes become even higher, when a simple spark can ignite a vast and uncontrollable wildfire.

Forest and brush fires pose a specific threat to the community. According to the California Department of Forestry and Fire Protection, Pine Mountain Lake is located in area where potential fuel loads are high to very high. Although Pine Mountain Lake does enforce fire abatement practices to help mitigate the possibility of wildfires, the occurrence of such emergencies still exists. Many factors determine the probability of a wildfire including the area's topography, fuel load and present weather conditions.

The onset of prescribed fires and control burns further complicate matters. Prescribed burns can get out of hand when even the best precautions are taken, as was the case in 2009 when a prescribed burn in Yosemite National Park claimed nearly 5000 acres and took numerous days to fully contain.

Although structure fires do pose a risk to Pine Mountain Lake, they are a minimal one in comparison to the peril wildfires pose to the community. Structure fires have a greater chance of being contained by fire personnel than wildfires, which depending on drought, wind and overall weather conditions can rapidly escape containment.

In the event that a fire is discovered, 911 should be contacted immediately. The sooner the call is initiated with fire agencies, the sooner they can be dispatched to respond, thereby increasing the chance to contain it.

Several evacuation routes exist that may be deemed useful depending on the location of the blaze. If the fire has originated from the west and is traveling east, residents may need to be evacuated by traveling Ferretti Road eastbound to Highway 120 through the Yosemite National Park. A wildfire traveling north to south or east to west will initiate an evacuation via Ferretti Road southbound to Highway 120 west. Residents may be forced to take Priest Coulterville Road to Highway 49 depending on the location of the fire. An exit gate located in Unit 13 at the end of Mountain Springs Court may also be utilized in the event of a fire. Please see Appendix J for more detailed information regarding this emergency exit gate. All regular exit gates including gates 1 through 14 and the Main Gate can continue to be used accordingly in the event of an evacuation unless the location of the fire deems them unusable, in which case residents will be re-routed to a different exit location.

3.2 Weather

Although Pine Mountain Lake is generally free from heavy snow, unusual weather conditions could result in significant snow, strong winds or rain. In such severe weather conditions, it is possible that electrical power and telephone service could be interrupted for considerable periods of time. Roads may be impassable due to downed trees, flooding, washouts, ice or snow.

Generally, responsibility will fall on the Department of Safety and Maintenance to respond to weather related problems. During severe weather conditions, Safety and Maintenance personnel should maintain a patrol of Pine Mountain Lake roadways and be alert for developing problems. Traffic control should be initiated and barricades erected to prevent traffic from entering dangerous locations. Snow plowing and sanding of roads may be necessary.

In the event of extended periods of electrical outage, a shelter may be established at a Pine Mountain Lake amenity building to care for residents or guests in need of assistance.

3.3 Inundation by Flood or Dam Failure

Inundation emergencies can result from flash floods following exceptionally heavy rains or failure of the dam. Dam failures are usually the result of prolonged rain and water buildup and/or weakening of the structure by an earthquake. Should dam failure occur, there may be some advanced warning. Public safety agencies would most likely evacuate threatened areas, with the assistance of Department of Safety personnel.

Safety personnel should be prepared to take appropriate action to support evacuation efforts. In the event that inundation occurs, or becomes noticeably imminent, the following emergency procedures should be initiated:

- Unit 6 and areas of unit 2 will most likely be affected in the event of inundation. Identify other areas with the potential for inundation given dam failure. Please see Appendix L for a map illustrating these areas.
- Immediate concerns should include evacuation from endangered areas and moving of residents to higher ground. A topographical map of the area is included in Appendix M.
- During weather conditions which might pose special problems, water flows should be monitored by a Pine Mountain Lake staff member.
- If it appears that flooding has or might occur, residents in the danger area should be evacuated in accordance with Section 4 of this emergency plan.
- Pine Mountain Lake Safety Officers will direct traffic as necessary.

- Please see Appendix K for the Emergency Procedures Notice required by the California Department of Water Resources.²

3.4 Hazardous Materials Incidents

Emergencies resulting from hazardous material incidents are becoming more frequent in our technological society. The threat from hazardous materials can come from products used within or could result from incidents occurring in close proximity to the community. Although it is almost impossible to predict the materials that might cause an incident beyond the boundaries of the community, it is possible to define the potentials for incidents within Pine Mountain Lake. The two materials with greatest emergency potential within Pine Mountain Lake are propane and gasoline.

The general procedures for handling hazardous material incidents are as follows:

1. Report the incident with all available details to the Tuolumne County Sheriff's Office via 911.
2. Report the incident to the Tuolumne County Health Officer.
3. Report the incident to the Department of Fish and Game if the spill has breached a waterway or other body of water.
4. Dispatch a Safety Patrol Officer to the scene of the incident. The patrolman's primary purpose is to report specific information on the scope of the incident, wind direction, any safety hazards, and access route information that would be important to responding emergency personnel.
5. Instruct responding personnel to approach the area with the wind at one's back and with extreme caution.
6. Isolate the scene and remove all unnecessary people from the area of the incident at a distance of at least 250 feet, pending the arrival of public emergency services.
7. Attempt to identify the material by placards or any available means.
8. Identify persons who may have had contact with hazardous material and isolate. Contaminated clothing should be removed and saved. First aid may include flushing exposed skin with flowing water. Avoid contact with contaminants from clothing of exposed persons for personal safety.

Please see Appendix B for a list of important hazardous materials agencies and their corresponding contact information.

3.4.1 Private Residence Hazardous Materials Incident

Throughout the community, many residents use propane, liquefied petroleum gas, as a heating and cooking agent. It is delivered by large tank trucks and stored under pressure in tanks outside individual residences. The gas is extremely flammable and can be ignited

² A current Notice was requested, but not received by the time of filing of this Emergency Plan

by heat, spark and flames. Vapors of the gas, in addition to their flammable nature, can cause dizziness or suffocation and contact with the vapors can cause severe frostbite.

A tank exposed to fire may vent and burn or it may explode in a manner in which the tank itself becomes a flying missile. Emergencies may result from valve failures, impact from accidents, such as traffic accidents, from other fires or even falling branches or trees. Leaking propane tends to stay low to the ground and will spread downhill, pooling in low areas to dissipate over time.

The general procedures for propane emergencies are as follows:

1. Keep unnecessary people away.
2. Stay upwind; keep out of low areas.
3. Isolate the hazardous area and deny entry.
4. Entry into the immediate area requires self-contained breathing apparatus and full protective clothing. Continue to isolate the area until such equipment and trained personnel are available.
5. If a tank is involved in a fire, establish a perimeter around the area of one-half mile in all directions. Stay away from the ends of the propane tank. Do not attempt to fight the fire until adequately trained personnel and resources are available.
6. If the incident is a spill or leak, avoid all flame in the hazard area. Do not touch spilled material and stop the leak only if it can be done without risk, by use of the remote shutoff valve. Trained emergency personnel may use water spray to reduce vapors.

Please see Appendix B for a list of important hazardous materials agencies and their corresponding contact information.

3.4.2 Pine Mountain Lake Amenity Hazardous Materials Incident

The information in this section pertains to propane and hazardous materials incidents at all amenities. The Grill Restaurant and the Lake Lodge both employ the use of propane as a heating and cooking agent. The Pine Mountain Lake Marina employs both propane as a cooking agent and gasoline as fuel source for watercraft. The gasoline pump is designed for boaters and is located at a pump station in between boat docks ~~A~~ and ~~B~~ ^{Aq} and ^{Bq}.

The general procedures for handling hazardous material and propane incidents from Section 3.4 and Section 3.4.1 respectively, apply to incidents that may occur at any Pine Mountain Lake amenity. Please see Appendix B for a list of important hazardous materials agencies and their corresponding contact information.

3.4.3 Maintenance/Golf Department Hazardous Materials Incident

The Pine Mountain Lake Maintenance Department handles, maintains and stores two above ground fuel tanks, 2000 gallons of gasoline and 2000 gallons of diesel fuel. The

Maintenance Yard is the area used as an oil collection site for Tuolumne County, with a 350 gallon storage vault and containment storage for recycling waste oils and filters. The waste oil and filters are removed on a quarterly basis.

A Spill Prevention Plan, a Hazardous Materials Plan, an Emergency Response Plan, and certified Spill Prevention Staff are on-site. In addition, spill containment and emergency response materials are available on-site at the Maintenance Yard.

The Maintenance Yard has several fire resistant storage lockers for storing gasoline cans, flammable liquids, and combustible liquids. Corrosive materials and batteries are stored in a safe area with containment emergency response materials. Paint is stored in a locked shed, as are pesticides and herbicides. Compressed gases such as oxygen gas, acetylene gas, argon gas and carbon dioxide gas are stored in separated storage bins and cylinders. Empty gas cylinders are stored outside in a storage bin.

Hazardous materials storage is labeled, signage is visible, exits have emergency lighting, an emergency response guide and a Material Safety Data Sheets binder is located at the office wall, and is visible to all. Training is supported with a Right-to-Know training program, emergency response training, and an annual hazardous materials safety meeting.

Due to the possible mix of materials contained in the Maintenance Yard and Golf Grounds area, it is recommended that the entire area be isolated until the arrival of public safety emergency response units.

The general procedures for handling hazardous materials incidents from Section 3.4 of this plan apply to incidents that may occur at the Maintenance Yard. Please see Appendix B for a list of important hazardous materials agencies and their corresponding contact information.

3.4.4 Peripheral Hazardous Materials Incident

Hazardous material incidents may occur outside of, but in close proximity to, the Pine Mountain Lake community.

Incidents which occur on public highways are the management responsibility of the California Highway Patrol. Any off-highway hazardous materials incidents are managed by the Tuolumne County Sheriff's Office. Initial response to both on- and off-highway incidents will most likely be made by California Department of Forestry and Fire Service and/or the Groveland Fire Department.

On-scene assistance may be provided by Safety Officers in the immediate vicinity of the community. The general recommendations from Section 3.4 of this plan for managing an incident would apply when Safety personnel are the first to arrive on-scene at an incident outside the boundaries of Pine Mountain Lake.

3.5 Traffic Accidents

Traffic accidents occurring on roadways within Pine Mountain Lake or on the county road that intersects the subdivision are the jurisdiction of the California Highway Patrol if there is bodily injury, a hit and run, property damage, or an intoxicated driver and will be investigated accordingly.

If there are injuries involved, notify the California Highway Patrol via 911. If the incident has a nonemergency status, contact the nearest California Highway Patrol dispatch center. Please see Appendix B for a list of this contact information. Care of the injured persons should be provided, commensurate with training and certification, until the arrival of the Groveland Fire Department, Tuolumne County Emergency Medical Services, or other qualified personnel.

Pine Mountain Lake Safety Officers may provide traffic control at off-site traffic accidents to ensure public safety when time and availability of public agency personnel are considered major factors.

3.6 Aircraft Crashes

Aircraft crashes are always a possibility due to the close proximity of the airport and the Pine Mountain Lake community. Please note that the Pine Mountain Lake Airport does not employ the use of an air traffic control tower.

Aircraft crashes are the management responsibility of the Tuolumne County Sheriff's Office and/or the military if a military aircraft is involved. The Sheriff's Office should be notified via 911 with all available information and the type of assistance that may be needed. Under most circumstances all available agencies in the area will respond to an aircraft crash and jurisdiction will be established at a later time. The first and foremost priority of any public safety agency is to provide medical care to any injured persons and to subsequently secure the scene of the aircraft crash.

Safety personnel should adhere to the following guidelines when responding to any aircraft crash that might occur in the community:

1. Collect as much information as possible from the party reporting an aircraft crash, including the most accurate location of the aircraft, any identifying markers or tail numbers and any other information that may be useful to investigators.
2. Dispatch a Safety Officer to the scene of the incident to record specific details and to assume interim scene management.
3. Avoid approaching the aircraft along the path of the crash and be alert for hazards of aviation fuel, fire, downed power lines, etc.
4. Provide medical assistance commensurate with training and certification.
5. Isolate the aircraft and establish perimeter control.

3.7 Lake Accidents

Pine Mountain Lake poses the potential for two types of water related incidents, other than that resulting from dam inundation as previously discussed. The first is the potential for drowning of individuals and/or rescuers. The second is the potential for boating accidents. The responsibility for the investigation of water related incidents or accidents lie with the Tuolumne County Sheriff's Department.

3.7.1 Drowning Incident

Upon notice of a drowning incident, immediately relay all available information to 911 if there is a purported injury or possible death. A Safety Officer should be dispatched to the scene of the incident immediately following notification. A Department of Safety supervisor must be contacted regarding the incident. The Safety Officer on-scene should then:

- Assume initial management of any activity;
- Implement crowd control and area closure as needed;
- Provide medical assistance as necessary, commensurate with training and certification.

3.7.2 Boating Accidents

Upon notice of a boating accident, immediately relay all available information to 911 if there is a purported injury or possible death. A Safety Officer should be dispatched to the scene of the incident immediately following notification. When available, the Safety Officer should respond directly to the scene of the accident using the Pine Mountain Lake patrol or work boat. The Safety Officer on-scene should then:

- Assume initial management of any search activity;
- Provide medical assistance as necessary, commensurate with training and certification;
- Locate witnesses of the incident and provide assistance to Tuolumne County Sheriff personnel as needed.

If necessary, public safety emergency response personnel can be transported to the scene via the Pine Mountain Lake patrol boat or work boat. If a boat is unavailable, arrange transportation by calling out volunteer boat operators or by soliciting help from any boat owner present at the Marina. During the winter and off-season months begin contacting anyone in the watercraft database at the Main Gate that has a registered boat. Ask for their assistance in the event that no one else is available.

3.8 Earthquakes

The general location of Pine Mountain Lake is not known to be a particularly earthquake prone area, however, all of California is sensitive to earthquakes and a severe earthquake remote from the area may cause some damage.

The State of California Department of Conservation recommends that the following actions be taken in the event an earthquake occurs:

- If you're indoors, stay there. Get under, and hold onto, a desk or table, or stand against an interior wall. Stay clear of exterior walls, glass, heavy furniture, fireplaces and appliances. The kitchen is a particularly dangerous spot. If you're in an office building, stay away from windows and outside walls and do not use the elevator.
- If you're outside, get into the open. Stay clear of buildings, power lines or anything else that could fall on you.
- If you're driving, move the car out of traffic and stop. Avoid parking under or on bridges or overpasses. Try to get clear of trees, light posts, signs and power lines. When you resume driving, watch out for road hazards.
- If you're in a mountainous area, beware of the potential for landslides. Likewise, if you're near the ocean, be aware that tsunamis are associated with large earthquakes. Get to high ground.
- If you're in a crowded public place, avoid panicking and do not rush for the exit. Stay low and cover your head and neck with your hands and arms.

For more detailed information regarding earthquake preparedness please visit the State of California Department of Conservation website at www.conservation.ca.gov or see Appendix N.

After the cessation of a severe earthquake, Safety personnel should take the following actions:

- Assess the immediate area for damage and loss of utilities.
- Begin evaluating the community for signs of possible damage, including fallen trees, downed power lines, damaged buildings, damage to the dam and injured residents.
- If Pine Mountain Lake has received significant damage, it is likely that the surrounding community has likewise received significant damage. Residents should recognize that outside assistance may be several hours

or days away. This will likely include the loss of telephone, electricity and water resources.

- The Grill Restaurant should be surveyed for damage. If the building is serviceable, it may be used as a casualty collection point and/or housing for persons whose homes have become unusable. The Lake Lodge building could be used as an alternate casualty collection point, if habitable.
- Following an earthquake, the potential for after-shocks should be considered. After-shocks can be more powerful than the initial shock, further compounding damage to the area. Buildings and objects weakened in the initial quake may fall, and should be inspected for subsequent damage.
- If phone lines are operating be extremely tolerant of the callers needs.

4.0 EVACUATION PLAN

4.1 Purpose

To provide a plan for the orderly, efficient and safe evacuation of people from areas within the Pine Mountain Lake community when threatened by emergency incidents that are potentially life threatening.

4.2 Mission

To cooperate with participating law enforcement and fire service agencies in evaluating the magnitude of the threat and management of evacuation efforts, as authorized by law.

4.3 Policy

The Department of Safety shall cooperate, to the fullest extent possible, with law enforcement and fire service agencies in the evacuation of persons from within the endangered area(s).

Safety Officers and supervisory personnel should take immediate action to initiate a limited evacuation in the event that a potentially life threatening situation exists and law enforcement and/or fire services agencies are not yet on the scene.

4.4 Authority and Policies

The authority for management of a disaster area, the closure of the threatened area, and exclusion of persons from entering or remaining in such area is contained in California Penal Code § 409.5.

Specified Peace Officers and County Health Officers are authorized to take appropriate action when the public health and safety are menaced. This section applies to any unauthorized person who willfully remains within such area after receiving notice to evacuate or leave. The authority to close the area and prohibit, or limit access is clear. Persons violating § 409.5 of the penal code are guilty of a misdemeanor and are subject to arrest.

The circumstances of the situation must dictate the advisability of arrest action. The use of arrest to clear the closed area should be made by the ranking law enforcement officer in charge of the evacuation operation. The decision to arrest should be based on the magnitude of the situation and the degree of threat to human life.

§ 409.5 of the California Penal Code provides that representatives of the news media are authorized to enter closed areas. Requests by news media representatives to enter the closed area shall be referred to the designated Information Officer.

4.5 Terminology

Evacuation

The orderly removal of persons from an area threatened by an emergency incident, or whose presence in the closed area could compromise the ability of emergency response personnel to operate effectively.

Evacuation Area

The geographic area to be closed off and all persons within directed to leave, or be prepared to leave upon further notice. The evacuation area could be limited in scope involving a small geographic area, or it could be large and include the total area within the confines of Pine Mountain Lake.

Evacuation Message

The instructions given to each person within the evacuation area advising them to leave the area, or to prepare to leave the area upon further notice, the routes of travel that exist and the relocation site where they should report to after evacuating the area.

Evacuation Route

Pre-designated travel routes and directions of travel allocated for persons evacuating the closed area.

Evacuation Unit

A unit of the law enforcement agency responsible for evacuating the closed area.

Evacuation Unit Supervisor

The ranking law enforcement officer responsible for carrying out the Evacuation Unit mission.

Evacuation Teams

Law enforcement officers and Pine Mountain Lake Safety personnel working together to deliver the evacuation message to persons to be evacuated.

Relocation Site

The reception center to which evacuees are directed for the purpose of recording their evacuation and destination. The relocation site may serve as an information center for persons seeking to locate family and friends. Additional assistance such as temporary housing, feeding, and other emergency services may also be available.

Resister

A person, who after being told to evacuate the area to be closed, or denied entry to the closed area, refuses to obey the lawful order of a Peace Officer.

Traffic Control Points

Critical locations within Pine Mountain Lake requiring fixed post traffic control to expedite the flow of evacuee traffic out of the closed area, and/or to give priority access to authorized emergency vehicles entering the area.

4.6 Responsibilities

4.6.1 Department of Safety

The Department of Safety is responsible for assisting the emergency situation, evacuation and security efforts in cooperation with the Tuolumne County Sheriff's Department, the California Highway Patrol, the California Department of Forestry and Fire Protection, Groveland Community Services District, etc. within the community. Additionally, the Department of Safety is responsible for the following:

- Verifying the geographic area to be evacuated and correlating the geographic area to the pre-determined evacuation sectors;
- Establishing work schedules and work assignments required to carry out evacuation efforts;
- Maintaining traffic control points to expedite the flow of evacuee traffic within or out of Pine Mountain Lake, and to expedite the entry of authorized emergency vehicles into the closed area;
- Assisting the Tuolumne County Sheriff's Department with Safety patrol, as necessary, and to restrict the entry of unauthorized persons into Pine Mountain Lake or the designated evacuation area.

4.6.2 Tuolumne County Sheriff's Office

The Tuolumne County Sheriff's Department has jurisdiction and is responsible for managing the evacuation of persons during an emergency incident where the health and safety of the populace is threatened. Additionally, the Tuolumne County Sheriff's Department is responsible for the following:

- Establishing a command post and directing the evacuation operation;
- Determining the geographic area to be closed to all persons except emergency response personnel;
- Determining the evacuation routes and area of the relocation site;
- Managing available resources and cooperating with allied agencies in efforts to mitigate the emergency expeditiously;

- Maintaining security of the closed area and restricting entry by unauthorized persons, including arrests where authorized by law.

4.6.3 California Highway Patrol

The California Highway Patrol is responsible for the enforcement of traffic laws and perimeter control on unincorporated public highways outside the confines of Pine Mountain Lake during an emergency. The California Highway Patrol may also be assigned other missions if law enforcement mutual aid is invoked, and may provide emergency medical care to those in need.

4.7 Evacuation Teams

Evacuation teams will operate in the area to be evacuated until all persons within the area have been notified to leave. They may also be given other missions by the Evacuation Unit Commander. The number of teams and staffing will depend on the magnitude of the emergency, the time frame for clearing the area and the available workforce. Evacuation teams should evacuate persons in a pattern that begins closest to the area of threat and works outwardly toward the edges of the evacuation perimeter.

Pine Mountain Lake Safety personnel, including volunteers, may be assigned to evacuation teams. Personnel assigned to the evacuation teams will be under the functional supervision of the Tuolumne County Sheriff's Office. Other Pine Mountain Lake personnel or volunteers may function as assistants. Pine Mountain Lake Safety personnel and volunteers should wear clothing identifying them as such.

Transportation should be in marked patrol vehicles when available. If private vehicles are to be utilized, authorization must be obtained from the Director of Safety, General Manager or the Incident Commander prior to use.

Evacuation teams will be thoroughly briefed on all operation procedures, including the following:

- The authority and reason for the evacuation
- The area to be closed and evacuated to all but emergency response personnel
- The evacuation sector(s) for each team
- Alerting devices (i.e. the public address system, vehicle horns, sirens)
- The evacuation message to be given
- The procedures for dealing with resisters
- Reporting procedures when the mission has been accomplished, and/or problems encountered

Evacuation team assistants should, systematically, make contact at each residence in the assigned sector and instruct residents about the need for evacuation. The team leader

shall be notified of any problems encountered. The Incident Commander shall be notified as evacuation of each sector is completed or problems encountered.

4.8 Evacuation

The evacuation message will be given verbally and, when possible, a written document containing essential information will be provided. The evacuation message should be delivered in a firm, direct, manner. Questions should be answered reasonably, but with the realization that time is of the essence.

The evacuation message should contain the following elements:

- Authority to declare the evacuation
- Reason for the evacuation order
- Anticipated duration of the evacuation, if known
- The designated evacuation route to the relocation site
- Relocation site, which is extremely important

4.9 Mutual Aid

In the event an emergency incident requires additional resources, which are beyond the capabilities of law enforcement and/or fire services, mutual aid can be requested by affected agencies through the proper channels.

A major emergency incident may severely tax the personnel resources of the Department of Safety. Therefore, an implicit mutual aid agreement should be established with other Pine Mountain Lake departments for additional personnel as needed.

4.10 Transportation

Some persons ordered to leave may resist or refuse to evacuate the area. In the event this occurs, the team leader should be contacted and advised of the resistance. The team leader will then attempt to convince the person(s) to leave the area. If they are unsuccessful in convincing the person(s) to leave, the Evacuation Unit Supervisor will be advised of the situation.

If any person interferes with the emergency operation, then, depending on the circumstances, arrests may be made. Arrests should be made by a uniformed member of the Tuolumne County Sheriff's Office. If a resister is not arrested, and should choose to remain at his or her residence, Pine Mountain Lake Safety personnel shall advise the individual that because of the potentially life threatening situation; Pine Mountain Lake Association assumes no responsibility for damage to life or property.

4.11 Relocation Site

The primary relocation site for a very limited evacuation may be the Pine Mountain Lake Grill Restaurant. The Grill Restaurant staff may provide meals for evacuees who elect to remain there. The facility will remain closed while in use as a relocation site. The first alternate location may be the Lake Lodge building.

A Pine Mountain Lake staff member will be designated to sign evacuees into the site and maintain a record of secondary locations where the evacuee may be contacted.

The Office of Emergency Services, or the Tuolumne County Sheriff's Office, would be responsible for determining relocation sites necessary for a total evacuation.

4.12 Resident/Visitor Entry to the Closed Area

Entry into the closed area will be strictly controlled to enable emergency personnel to perform their duties without interference. Restriction into these areas will also minimize the threat of injury or death.

The decision to permit limited access to the closed area is the responsibility of the Evacuation Unit Supervisor. All requests for entry by visitors and residents will be handled by Department of Safety personnel through the Main Gate. The Tuolumne County Sheriff's Department may issue limited access passes if the need can be justified by the requester. Entry into the closed area that may inhibit the efforts of emergency response personnel or jeopardize the life of the person seeking entry will not be granted.

An Information Center may be located remotely from the closed area to expedite the ingress and egress of emergency vehicles and personnel and reduce conflicts with Safety personnel maintaining perimeter control.

4.13 Opening the Closed Area

After the emergency condition has abated, the ranking officer in charge of emergency operations for the Tuolumne County Sheriff's Office may lift closure restrictions and permit residents to return to their homes. Announcements to this effect will be made at the Information Center, the relocation site(s), and released to the news media.

The entry of Safety personnel will be expedited to allow resumption of normal services. The entry of workers from utility companies assigned to restore essential services will be expedited as well. Pine Mountain Lake Safety personnel will continue to maintain traffic control and assist residents and others seeking entry.

Residents of Pine Mountain Lake seeking entry into the closed area will receive top priority at the Main Gate. Visitors, including contractors, will be screened and admitted according to previously established procedures.

Any additional constraints for entry may be temporarily imposed, as necessary, by the Director of Safety or General Manager to ensure restoration of essential services and a gradual and orderly return to normalcy.

5.0 TRAINING

5.1 Purpose

To provide for the ongoing awareness and proficiency of Pine Mountain Lake personnel in effectively mitigating emergency incidents in accordance with this emergency plan.

5.2 Policy

All members of Pine Mountain Lake Department of Safety shall be familiar with the Pine Mountain Lake Emergency Plan.

5.3 Training

All members of the Pine Mountain Lake Department of Safety will receive initial training on the emergency plan.

5.4 Annual Review

All regular members of the Department of Safety will review the Emergency Plan. Regular members employed at the time of the implementation training, will complete their annual review of the plan on a schedule developed by the Director of Safety.

5.5 Emergency Incident Critique

Each time there is a significant emergency incident occurring in Pine Mountain Lake, the Director of Safety shall complete a critique of the performance and response of all Pine Mountain Lake departments involved. Members of public agencies involved in an emergency incident should also be invited to participate in a separate critique. Members of involved committees may attend as an advisory body for the purpose of determining necessary changes to the Pine Mountain Lake Emergency Plan.

If in the event that, the critique of an emergency incident discloses inadequacies in or the need for additions to the Emergency Plan, the Director of Safety, upon approval by the General Manager, should take the steps necessary to ensure that the appropriate modifications to the plan are made. If the critique reveals the need for improved training, the Director of Safety should take necessary action to improve the understanding and training of personnel. If the critique discloses the need for additional coordination with emergency response agencies, the Director of Safety should meet with the appropriate public safety agency to discuss the future requirements of Pine Mountain Lake.

6.0 INTERDEPARTMENTAL ASSISTANCE

6.1 Purpose

To provide assistance to Pine Mountain Lake residents in effectively handling emergency incidents in accordance with this plan.

6.2 Maintenance Department

The Maintenance Department employs a staff of twenty full-time trained personnel that can respond to certain emergency incidents. The Pine Mountain Lake Maintenance Department works in conjunction with the Pine Mountain Lake Safety Department in emergency situations.

The Department responds to situations with a command-and-direct communication structure, utilizing coordinated delegation of assignments that are designed to meet the requirements of an emergency incident. Communications are facilitated by a fully digital radio system, a landline telephone system, cellular telephones, and personal contact.

The Maintenance Department has a central office located at 12740 Par Court, formerly the substation or old Administration building, and 12742 Par Court, the Pine Mountain Lake Maintenance Yard, with office staff and mechanics on-site in emergency situations. The manager and supervisors are typically stationed in the field directing personnel in emergency situations.

The Maintenance Department staff is trained and prepared to respond to many emergency situations including the following:

- Heavy rainfall
- Snow storms
- Ice storms
- Road icing
- Flooding
- Landslides
- Mudslides
- Washed out roads
- Fallen trees and limbs
- Water line breaks
- Downed electrical power lines
- Gas line leaks
- Sewage leaks and spills
- Fires, including the construction of fire breaks
- Hazardous materials spills, leaks, storage, and handling
- Traffic control
- Communication of emergency situations

The emergency incident will be responded to with properly prepared staff and equipment. Maintenance staff are trained and experienced with handling many types of equipment including heavy equipment, construction equipment, forestry equipment, and emergency response implements. Staff members comprise of trained and experienced heavy equipment operators, equipment operators, road construction workers; construction trades workers, welders, fabricators, and various other technicians including an electrician, plumber, HVAC and telecommunications technician. A general list of available assets and equipment housed at the Maintenance yard can be found in Appendix F of this emergency plan.

6.3 The Grill Restaurant and Country Club

Personnel should stay in contact with the Grill Restaurant Manager and/or Assistant Manager in order to effectively coordinate plans for relocating residents seeking shelter in an emergency incident.

Depending on the inventory of food supplies available, the Grill Restaurant may be able to provide meals to displaced residents, the disabled and/or personnel involved in the emergency for an extended period of time.

The Grill Restaurant and Country Club is powered by continuous generator backup when an interruption to the normal power source occurs. The Grill restaurant may be available as an alternate evacuation location depending on the nature and severity of the incident experienced. If residents are permitted to seek overnight refuge at the Grill Restaurant and Country Club they should be instructed to bring their own bedding, if at all possible, as none is available on hand.

Showers could be made available if Pine Mountain Lake does not suffer a loss to the water supply. There are showers located in the locker room at the Golf Pro Shop. Additionally, there are men's and women's showers located at the Pine Mountain Lake Campgrounds that can be utilized if that area has remained unaffected.

APPENDIX A

Pine Mountain Lake Association Personnel Contact Information

General Manager	(209) 962-8616
Joe Powell	(209) 962-8615 Main Gate
(209) 962-8603 Office	
Ken Spencer	Facilities Maintenance Manager
Controller	Rick Laffranchi
(209) 962-8606 Office	(209) 962-8611 Office
Recreation and Seasonal Operations	Maintenance Foreman
Manager	Toby Granger
Michelle Cathey	(209) 962-8612 Office
(209) 962-8604 Office	Golf Course Superintendent
Director of Safety	Rob Abbott
Natalie Trujillo	(209) 962-8610
(209) 962-8633 Office	The Grill Restaurant Manager
(209) 962-8615 Main Gate	Jay Reis
Safety Sergeants	(209) 962-8639
Teri Cathrein	Equestrian Center Manager
(209) 962-1244 Office	Melissa Moore
	(209) 962-8667

APPENDIX B

Public Agency Contact Information

American Red Cross

Sonora Area Office
13669 Mono Way
Sonora CA 95370
(209) 533-1513

California Department of Fish and Wildlife

Central Region Office
1234 E. Shaw Avenue
Fresno, CA 93710
(559) 243-4005
(916) 445-0380 Emergency

(209) 989-2332 Local Business Office
Game Warden Scott Moss
Biologist Nathan Grave

California Department of Forestry and Fire Protection

11700 Merrell Road
Groveland, CA 95321
(209) 962-7821

(209) 532-7424 Sonora
(209) 754-3831 San Andreas
(209) 532-3671 Stanislaus
(209) 962-7825 Buck Meadows

California Highway Patrol

Sonora Office - 425
18437 Fifth Avenue
Jamestown 95327-9601
(209) 984-3944 Non-emergency

Groveland Fire Department (CAL FIRE)

18930 Highway 120
Groveland, CA 95321
(209) 962-7891 Non-emergency

Tuolumne County Animal Control

2 South Green Street
Sonora, CA 95370
(209) 694-2730

Tuolumne County Office of Emergency Services
2 South Green Street
Sonora, CA 95370
(209) 533-5511 ext. 4

Tuolumne County Sheriff's Office
28 North Lower Sunset Drive
Sonora, CA 95370
(209) 533-5815 Non-emergency

Tuolumne County Health Department
20111 Cedar Road North
Sonora, CA 95370
(209) 533-7401

United States Forest Service
Stanislaus National Forest Regional Office
19777 Greenley Road
Sonora, CA 95370
209-532-3671

APPENDIX C

Emergency Checklist

- ☐ The Director of Safety, or designated employee, is to update the following amenity managers and amenities of the status of the emergency incident:
 - General Manager
 - Assistant to the General Manager
 - Maintenance Manager
 - Golf Maintenance Manager
 - The Grill Restaurant and Country Club Manager and Assistant Manager
 - Golf Pro Shop
 - Stables
 - Board of Directors
- ☐ Keep a supply of gasoline at the Main Gate firehouse for emergency use.
- ☐ Deploy additional Safety personnel
- ☐ Keep an ample supply of ice on-hand. Sources include:
 - The Grill Restaurant
 - The Lake Lodge
 - The Marina
 - Maintenance Yard
- ☐ Prepare evacuation route flyers to hand out from the Main Gate or official information center.
- ☐ The boat patrol and limited marina staff should be on duty if emergency occurs during the summer season.
- ☐ Contact people on Lifeline periodically with updates on the situation, either by phone or in person.
- ☐ Obtain the portable radios from the Marina, to use as needed.
- ☐ Set up an information center near the Main Gate or Administration building to prevent people from blocking the exit lane.
- ☐ Have a battery-powered or generator-powered radio available at the Main Gate
- ☐ Collect extra batteries to be available at the Main Gate to be available for emergency use.
- ☐ Keep a supply of towels and soap to be made available for allied agencies

APPENDIX D

ATTENTION ALL PINE MOUNTAIN LAKE RESIDENTS AND VISITORS

- Do not use the lake at this time.
- All guests must be met at the Main Gate and identified in person.
- Avoid any unnecessary use of roadways.
- Avoid any unnecessary use of cellular telephones and landline telephones as the lines are needed for fire, sheriff and medical emergency traffic.
- NO TRAFFIC is permitted in fire areas.
- For fire information contact the district ranger at (209) 962-7825
- If you experience a theft, please contact the Tuolumne County Sheriff's Department at (209) 533-5815.
- Locate your pets if possible. If you have an animal problem contact Tuolumne County Animal Control (209) 984-1338.
- Please be patient, it will take some time for demobilization of emergency equipment.
- Listen to your local radio station 93.5 FM, 92.7 FM, 93 FM or 1450 AM for more information.
- Tune to your local cable television channel for more information.

Thank you for your help and welcome home!!!

The Grill Restaurant and Golf Course are open!

APPENDIX E

Department of Safety First Aid and Medical Supplies

- CPR Barriers
- Gloves
- Masks
- Hand sanitizer
- Razors
- Scissors
- Stethoscopes
- Cold packs
- Emergency Blankets
- Eye coverings/patches
- Eye wash
- Sterile Water
- Splinter kit
- Ammonia Inhalants
- Antibiotic/burn ointments
- Burn gel
- Sting relief wipes
- Antiseptic wipes
- Adhesive tape
- Band aids . various sizes
- Elastic bandage roll
- Gauze bandage roll
- Gauze sterile sponges
- Non-sterile gauze
- Ouchless pads
- Sterile trauma dressing
- Super stop dressing
- Triangular bandages

APPENDIX F

Maintenance Supplies

Personnel

- Maintenance Department Manager
- (2) Maintenance Department Foremen
- Maintenance Office Secretary
- (3) Utility Technicians
- (2) Shop mechanics
- (3) Technicians
- Heavy equipment operator
- (4) Equipment operators
- (3) Laborers
- Divers on retainer

Heavy Vehicles/Construction Equipment

- Case 450 Bulldozer
- Bulldozer permanently assigned to Compost
- Case 580L Backhoe
- Terex PT100 skid steer tractor
- International 10-ton dump truck and heavy equipment hauler trailer
- 4-wheel drive 2 ½ ton Ford F550 dump truck and heavy hauler trailer
- Ford F800 15-ton crane truck
- Ford L8000 3000-gallon water truck
- International 3000-gallon water truck
- Ford F650 dump truck
- Wasco road grader

Specialty Equipment

- Rough Terrain Forklift
- Work Boat with crane
- Portable water pumps
- Trash pumps
- Towable air compressor
- Towable generator
- Towable welding rig
- Air compressors
- Generators
- Gas cans
- Chain saws
- Limb saws

- Barricades
- Caution tape
- Construction zone signs
- Road detour signs
- Traffic control signs
- Cones
- Chokes
- Chains
- Web straps
- Rigging
- Material handling equipment
- Hand tools and implements

Medium/Light Duty Vehicles

- Ford F450 Manlift Truck
- Isuzu/Elgin Street Sweeper
- (2) Ford F450 4-wheel drive dump trucks
- (3) Snow plow equipped vehicles
- (4) Ford F150 4-wheel drive pickup trucks
- (10) Various pickup trucks.
- Water tender

APPENDIX G

Tuolumne County Office of Emergency Services Evacuation Information



Office Of Emergency Services

EVACUATION TERMS

Types of Evacuations

In Tuolumne County there are three types of evacuation warnings. Implementation of one or the other is dependent upon the actual or potential danger to the affected population as determined by the Incident Command Staff or the Board of Supervisors.

The Three types of evacuation are:

- | | |
|------------------------------|---|
| Evacuation Advisory - | Issued to the media to alert the public to potential evacuation orders. The advisory will contain general information on how to prepare for an evacuation. |
| Evacuation Warning - | Issued when an evacuation order is eminent. It includes the specific geographical area that may be evacuated and procedures to be followed. |
| Evacuation Order - | Issued when there is an immediate threat to life and/or property. The evacuation order contains specific geographic area to be evacuated and procedures to be followed. |

Evacuation Information

During an emergency situation there are several places where you can find information regarding the status of the emergency, evacuations, and shelters. One of the places you can get current information about an emergency is through local radio stations. Residents are encouraged to listen to one of the following radio stations during emergency situations.

KKBN 93.5 FM
KVML 1450 AM
KZSQ 92.7 FM
KOSO 93 FM (Modesto-Local EAS Station)

In the event of any type of disaster, the County will open up Citizen/Media Information Lines. These phone lines are staffed by trained personnel who will assist you with any non-emergency questions you may have during an emergency/disaster the phone number will be announce on the radio stations. Should you need to report an emergency call, 9-1-1.

EVACUATION CHECKLIST

1. Remain Calm!
2. Inform family members, relatives and guests of the need for evacuation and procedures to follow.
3. Have a plan for reuniting family members if separated by the evacuation. If separated and there is no pre-planned meeting location, go to the assigned relocation site. Family members seeking evacuated persons should go first to the relocation site.
4. Lock doors and windows prior to leaving.
5. Take pets with you whenever possible, it may not be possible to reenter the evacuation area for several hours or days after you leave.
6. Consider taking the following items:
 - a. Medications needed by family members. (If left behind, obtain new prescription from doctor or pharmacy.)
 - b. Blanket for each family member.
 - c. Flashlight.
 - d. Credit cards or cash.
 - e. Change of underwear for each family member.
 - f. Battery operated radio.
 - g. In winter, heavy coats.
 - h. Personal papers or photographs that are important to the family.
7. When you leave your residence:
 - a. Do not tow any other vehicle or trailer. If it is necessary to change your escape route, trailers cannot be easily turned around on crowded roads. A motorhome is permitted.
 - b. Follow the designated evacuation route out of the area.
 - c. Follow the directions of emergency personnel.
 - d. If you will not be able to contact family members to let them know where you are going, go to the designated relocation center until contact is made. After family members are united or notified, you may go to any other location during the evacuation. Or, you may remain at the site. Care will be provided by the Department of Social Services or the American Red Cross for evacuees.
 - e. Stay tuned to a local radio station for updated evacuation information.

Evacuations are a traumatic event in the life of a family. Preparing your family in advance for the potential of evacuation reduces the anxiety. Remember, emergency personnel are trained to assist citizens in the event of emergencies. Your cooperation with emergency personnel is important to a safe and orderly evacuation. Please do not attempt to reenter an evacuated area until authorities have assured it is safe to reenter.

APPENDIX H

Tuolumne County Office of Emergency Services Family Disaster Plan Information



Office Of Emergency Services

FAMILY DISASTER PLAN

Disaster can strike quickly and without warning. It can force you to evacuate your neighborhood or confine you to your home. What would you do if basic services (i.e. water, gas, electricity or telephones) were cut off? Local officials and relief workers will be on the scene after a disaster, but they cannot reach everyone right away.

Families can and do cope with disasters by preparing in advance and working together as a team. Follow the steps listed in this section to create your family's disaster plan. Knowing what to do is your best protection and your responsibility.

4 STEPS TO SAFETY

Step 1

Find out What Could Happen to You

Contact Emergency Services or your local Red Cross Chapter and be prepared to take notes: Ask what types of disasters are likely to happen, and request information on how to prepare for each disaster.

Learn about your community's warning signals: what they sound like and what you should do when you hear them.

Ask about animal care after a disaster. Animals may not be allowed inside emergency shelters due to health regulations.

Find out how to help elderly or disabled persons if needed.

Next, find out about the disaster plans at your workplace, your children's school or daycare center and other places where your family spends time.

Step 2

Create a Disaster Plan

Meet with your family and discuss why you need to prepare for disaster. Explain the dangers of fire, severe weather and earthquakes to children. Plan to share responsibilities and work together as a team.

Discuss the types of disaster that are most likely to happen. Explain what to do in each case.

Pick two places to meet:

1. Right outside your home in case of a sudden emergency, like a fire.
2. Outside your neighborhood in case you cannot return home. Everyone must know the address and phone number.

Ask an out-of-state friend to be your "family contact". After a disaster, it is often easier to call long distance. Other family members should call this person and tell them where they are. Everyone must know your contact's phone number. Discuss what to do in an evacuation. Plan how to take care of your pets.

Fill out copy and distribute to all family members

Family Disaster Plan	
Emergency Meeting Place	
Meeting Place	Phone
Address	
Family Contact	
Phone ()	Phone ()

Step 3

Complete This Checklist

Post emergency telephone numbers by phones (fire, police, ambulance, etc.)

Teach children how and when to call 911 or your local Emergency Medical services number for emergency help.

Show each family member how and when to turn off the water, gas and electricity at the main switches.

Check if you have adequate insurance coverage.

Teach each family member how to use the fire extinguisher (ABC type), and show them where it is kept.

Install smoke detectors on each level of your home, especially near bedrooms.

Conduct a home hazard hunt.

Stock emergency supplies and assemble a Disaster Supplies Kit.

Take a Red Cross first aid and CPR class.

Determine the best escape routes from your home. Find two ways out of each room.

Find the safe spots in your home for each type of disaster.

Step 4

Practice and Maintain Your Plan

Quiz your kids every six months so they remember what to do.

Conduct fire and emergency evacuation drills.

Year: _____ Drill Date _____

Replace stored water every three months and stored food every six months.

Test and recharge your fire extinguisher(s) according to manufacturer's instructions.

Test your smoke detectors monthly and change the batteries at least once a year.

Jan. ☐ July ☐

Feb. ☐ Aug. ☐

Mar. ☐ Sept. ☐

Apr. ☐ Oct. ☐

May ☐ Nov. ☐

June ☐ Dec. ☐

Change batteries in _____ each year.
(month)



Office Of Emergency Services

FAMILY DISASTER KIT



Your family will cope best by preparing for disaster before it strikes. One way to prepare is by assembling a Disaster Supplies Kit. Once disaster hits, you will not have time to shop or search for supplies. But if you have gathered supplies in advance, your family can endure an evacuation or home confinement.

To Prepare Your Kit

Review the checklist below

Gather the supplies that are listed.

Place the supplies you would most likely need for an evacuation in an easy-to-carry container.

There are six basics you should stock in your home: water, food, first aid supplies, clothing and bedding, tools and emergency supplies and special items.

WATER

Store water in plastic containers such as soft drink bottles. Avoid using containers that will decompose or break, such as milk cartons or glass bottles. A normally active person needs to drink at least two quarts of water each day. Hot environment and intense physical activity can double that amount. Children, nursing mothers and ill people will need more.

- | | |
|---|---|
| <input type="checkbox"/> Store one gallon of water per person per day (two quarts for drinking, two quarts for food preparation/sanitation) | <input type="checkbox"/> Keep at least a three-day supply of water for each person in your household. |
|---|---|

~~~~~

## FOOD

Store at least a three-day supply on non-perishable food. Select foods that require no refrigeration, preparation or cooking and little or no water. If you must heat food, pack a can of sterno. Select food items that are compact and lightweight.

- ☐ Ready-to-eat canned meats, fruits and. vegetables.
- ☐ Canned juices, milk, soup (if powdered, store extra water)
- ☐ Staples- sugar, salt, pepper
- ☐ High energy foods – peanut butter, Jelly, crackers, granola bars, trail mix
- ☐ Vitamins
- ☐ Foods for infants, elderly persons or Person on special diets
- ☐ Comfort/stress foods - cookies, Hard candy, sweetened cereals, Lollipops, instant coffee, tea bag

~~~~~

FIRST AID KIT

Assemble a first aid kit for your home and one for each car. A first aid kit should include the following:

- ☐ Sterile adhesive bandages in assorted Sizes
 - ☐ 2-inch sterile gauze pads (4-6)
 - ☐ 4-inch sterile gauze pads (4-6)
 - ☐ Hypoallergenic adhesive tape
 - ☐ Triangular bandages (3)
 - ☐ 2-inch sterile roller bandages (3 roll)
 - ☐ 3-inch sterile bandages (3 roll)
 - ☐ Scissors
 - ☐ Tweezers
 - ☐ Needle
 - ☐ Moistened towelettes
 - ☐ Antiseptic
 - ☐ Thermometer
 - ☐ Tongue blades (2)
 - ☐ Tube of petroleum jelly or other Lubricant
 - ☐ Assorted sizes of safety pins
 - ☐ Cleansing agent/soap
 - ☐ Latex gloves (2 pair)
 - ☐ Sunscreen
- Non-prescription drugs**
- ☐ Aspirin or nonasprin pain reliever
 - ☐ Anti-diarrhea medication
 - ☐ Antacid (for stomach upset)
 - ☐ Syrup of Ipecac (use to induce Vomiting if advised by the Poison Control Center)
 - ☐ Laxative
 - ☐ Activated charcoal (use if advised by the Poison Control Center)

TOOLS AND SUPPLIES

- ☐ Mess kits, or paper cups, and utensils
- ☐ Emergency preparedness manual
- ☐ Battery operated radio
- ☐ Flashlight and extra batteries
- ☐ Cash or traveler's checks
- ☐ Non-electric can opener
- ☐ Fire extinguisher
- ☐ Tube Tent
- ☐ Pliers
- ☐ Tape
- ☐ Compass
- ☐ Matches in a waterproof container
- ☐ Aluminum foil
- ☐ Plastic storage containers
- ☐ Signal flare

- ☐ Needles, thread
- ☐ Medicine dropper
- ☐ Wrench
- ☐ Whistle
- ☐ Plastic sheeting
- ☐ Map of area

Sanitation

- ☐ Toilet paper
- ☐ Soap, liquid detergent
- ☐ Personal hygiene supplies
- ☐ Plastic garbage bags
- ☐ Plastic bucket
- ☐ Disinfectant
- ☐ Household chlorine bleach

CLOTHING AND BEDDING

- ☐ Sturdy shoes or work boots
- ☐ Rain gear
- ☐ Blankets or sleeping bag
- ☐ Hat and gloves
- ☐ Thermal underwear
- ☐ Sunglasses

SPECIAL ITEMS

Remember family members with special needs, such as infants and elderly or disable persons.

For Baby

- ☐ Formula
- ☐ Diapers
- ☐ Bottles
- ☐ Powdered milk
- ☐ Medications

For Adults

- ☐ Heart and high blood pressure
- ☐ Insulin

- ☐ Prescription drugs
- ☐ Denture needs
- ☐ Contact lenses and supplies
- ☐ Extra eye glasses

- ☐ **Entertainment-** games and books
- ☐ **Important Family Documents-** Keep these records in a waterproof portable container.

APPENDIX I

CAL FIRE Animal Evacuation Information



Animal Evacuation

Wildland Fire Safety for Your Livestock and Pets

You've taken steps to keep your family and home fire safe. Don't forget your pets and livestock. With some advance planning you can increase their chances of surviving a wildland fire.

Livestock

- Clear defensible space around your barns, pastures and property just as you do your home. PRC 4291 requires clearance around **all** structures on your property.
- Plan ahead, know where you would evacuate the animals. Contact your local fairgrounds, stockyards, equestrian centers, friends etc. about their policies and ability to take livestock temporarily in an emergency. Have several evacuation routes in mind. If you don't have your own truck and trailer, make arrangements with local companies or neighbors before disaster strikes. Make sure your neighbors have your contact numbers (cell phone, work, home, etc.).
- Have vaccination/ medical records, registration papers and photographs of your animals (proof of ownership) and your Disaster Preparedness Kit.
- If you must leave your animals, leave them in a preselected, cleared area. Leave enough hay for 48 to 72 hours. Do not rely on automatic watering systems. Power may be lost.
- **Do not wait until the last minute to start evacuating!**



Livestock Disaster Preparedness Kit

- Hay, feed and water for three days
- Non-nylon leads and halters
- First aid items
- Wire cutters and a sharp knife
- Hoof pick
- Leg wraps
- Shovel
- Water buckets
- Plastic trash barrel with a lid
- Portable radio and extra batteries
- Flashlights



During a wildland fire, local animal rescue organizations work with law enforcement and fire departments to rescue as many animals as they can. In battling a wildfire, firefighters will do what they can but they are not responsible for evacuating your livestock. Firefighters may cut fences or open gates to free trapped animals.

Animal Evacuation

Pets

- Plan ahead. Know where you will take or leave your pets. In case you are not home when disaster strikes, arrange in advance for a neighbor to check on or transport your pets. Make sure your neighbors have your contact numbers (cell phone, work, home, etc.). In the event of evacuation pets may not be allowed inside human emergency shelters - have an alternate prearranged location to take your animals.
- Make sure your pets are always wearing properly fitted collars with personal identification, rabies and license tags.
- Each animal should have its own pet carrier. Birds, rodents and reptiles should be transported in cages. Cover cages with a light sheet or cloth to minimize their fear.
- Store vaccination/medical records, veterinary contact information, proof of ownership, a current photo, and a Disaster Preparedness Kit in one location.



Pet Disaster Preparedness Kit

- Pet carrier for each pet
- Two week supply of food and water
- Non-spill food and water bowls
- Pet first-aid kit
- Medications and dosing instructions
- Cat litter box and litter
- Plastic bags for waste disposal
- Paper towels
- Disinfectants
- Leashes/collars/harnesses
- Blankets
- Toys and treats
- Newspaper



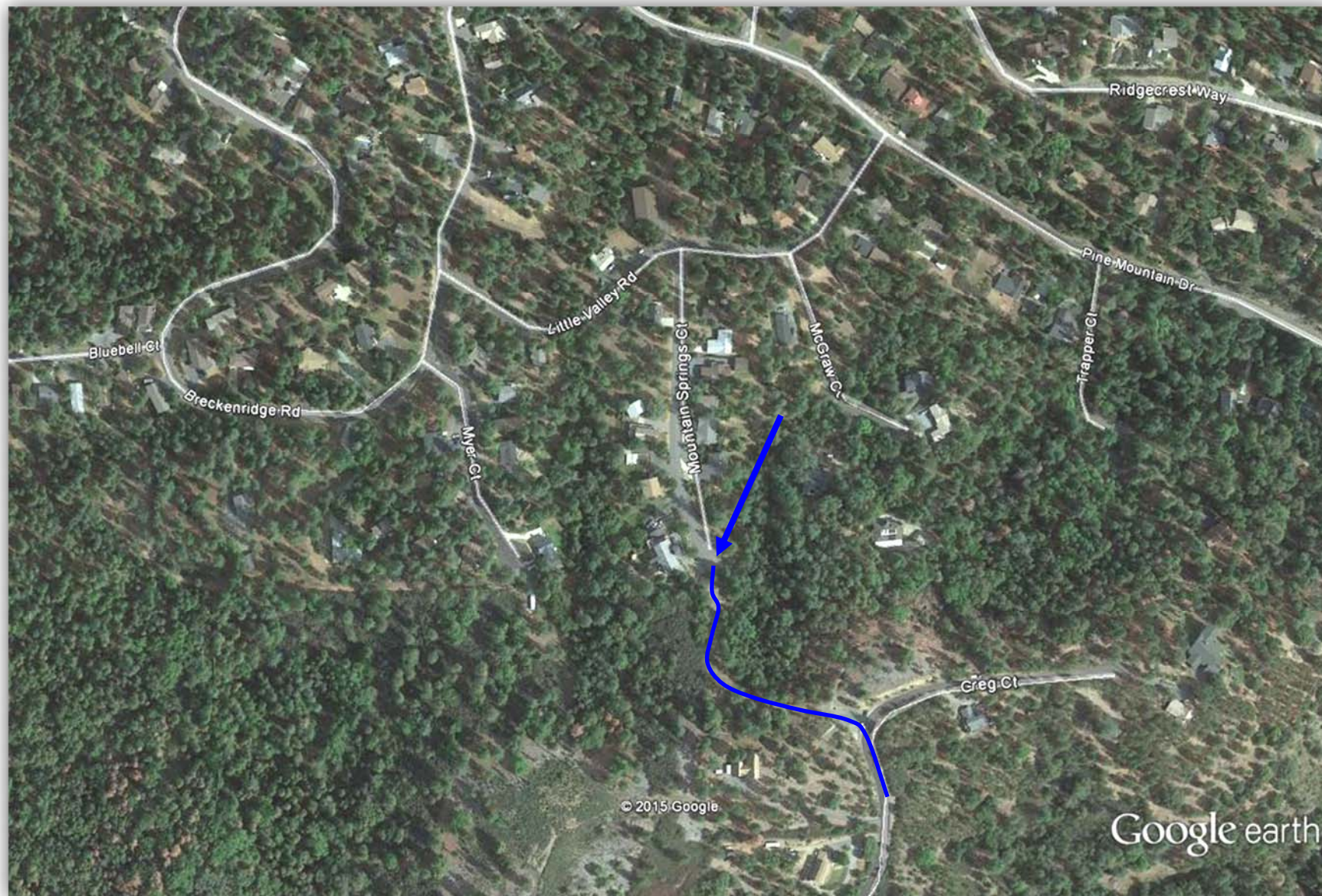
If You Must Leave Your Pet

- If you must leave your pets, bring them indoors.
Never leave pets chained outdoors!
- Use a room with no windows and adequate ventilation, such as a utility room, garage, bathroom, or other area that can be easily cleaned.
Do not tie pets up!
- Leave only dry foods and fresh water in non-spill containers. If possible open a faucet to let water drip into a large container or partially fill a bathtub with water.

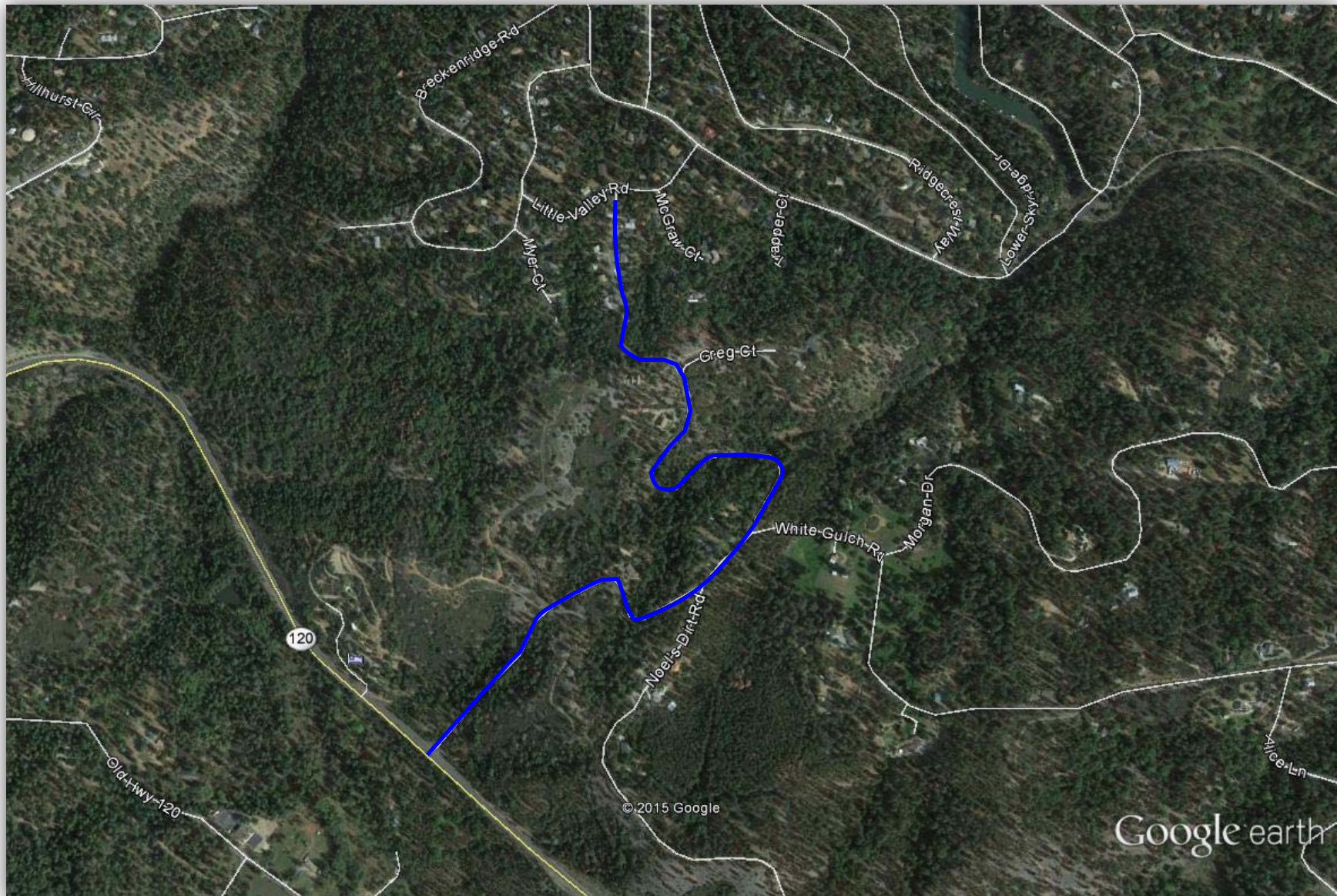
APPENDIX J

Mountain Springs Court Emergency Evacuation Gate

Mountain Springs Court Emergency Evacuation Gate Location



Mountain Springs/Highway 120 Emergency Evacuation Route



APPENDIX K

State of California Department of Water Resources Emergency Procedures Notice

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



April 11, 2017

To Whom It May Concern:

SUBJECT: EMERGENCY PROCEDURES NOTICE UPDATE

Division 3 Section 6101 of the California Water Code requires owners of jurisdictional dams, or their agents, to fully and promptly advise the Department of Water Resources of any sudden or unprecedented flood, unusual or alarming circumstance, or occurrence affecting the dam or reservoir.

Please find enclosed an updated Division of Safety of Dams "Emergency Procedures Notice" for your dam. This Notice lists relevant contact information and provides general guidance for reporting any unusual or alarming circumstances affecting your dam or reservoir. As your Notice indicates, it must be kept in a convenient location for use in an emergency at or near the dam site.

If you no longer own this dam, please contact us immediately. Otherwise, no action is needed on your part. We will periodically update this Notice and send you updates whenever the listed information changes.

If you have any questions or need additional information, please contact the respective Regional Engineer listed on the notice or Michael Waggoner, Chief of the Field Engineering Branch at (916) 227-9800.

Sincerely,

Michael Waggoner

FW

Sharon K. Tapia, Chief
Division of Safety of Dams

Enclosure



State of California
California Natural Resources Agency
DEPARTMENT OF WATER RESOURCES
Division of Safety of Dams

- NOTICE -
EMERGENCY PROCEDURES

Big Creek Dam, No. 557.000, Area 6, Tuolumne County

Latitude 37.8576, Longitude -120.201

Section 15, Township 1S, Range 16E, Mount Diablo Base Meridian

Storage Capacity = 7650 acre-feet

Section 6101 of Division 3 of the California Water Code requires owners of dams or reservoirs or their agents to advise the Department of Water Resources fully and promptly of any sudden or unprecedented flood or unusual or alarming circumstance or occurrence affecting the dam or reservoir.

In the event of an emergency involving your dam or reservoir (in addition to calling 911 and notifying local authorities) please notify the following:

1. During working hours:

Michael Waggoner, Chief
Field Engineering Branch
Division of Safety of Dams
2200 "X" Street, Suite 200
Sacramento, California 95818

(916) 227-9800

2. After working hours and on weekends and holidays:

Param Dhillon, Area 6 Engineer

Home: (916) 419-0988

Cell: (916) 835-7064

Office: (916) 227-4621

If the Area Engineer is not reachable, contact:

Andrew Mangney, Central Region Engineer

Home: (530) 750-0747

Cell: (916) 296-0189

Office: (916) 227-4631

3. If the Area Engineer or the Region Engineer cannot be reached, call the California Office of Emergency Services at (916) 845-8911.

FOR OFFICIAL USE ONLY

THIS NOTICE MUST BE KEPT IN A CONVENIENT PLACE
(preferably near the telephone for use in an emergency at or near the dam site)

Printed 3/30/2017

APPENDIX L

Dam Inundation Map



The Pine Mountain Lake subdivision classified by the Federal Emergency Management Agency (FEMA) as "Zone X." Zone X is located lying outside the 500 year flood plain from Tuolumne County's Flood Insurance Map of September 5, 1990 (Ref: Panel Number 0604110550B).

Pzc

Inundation Zone

Inundation Zone

UNIT
NO.

UNIT NO. 9

UNIT NO. 5

Inundation Zone

PINE MOUNTAIN LAKE

UNIT NO

GREEN BE.T

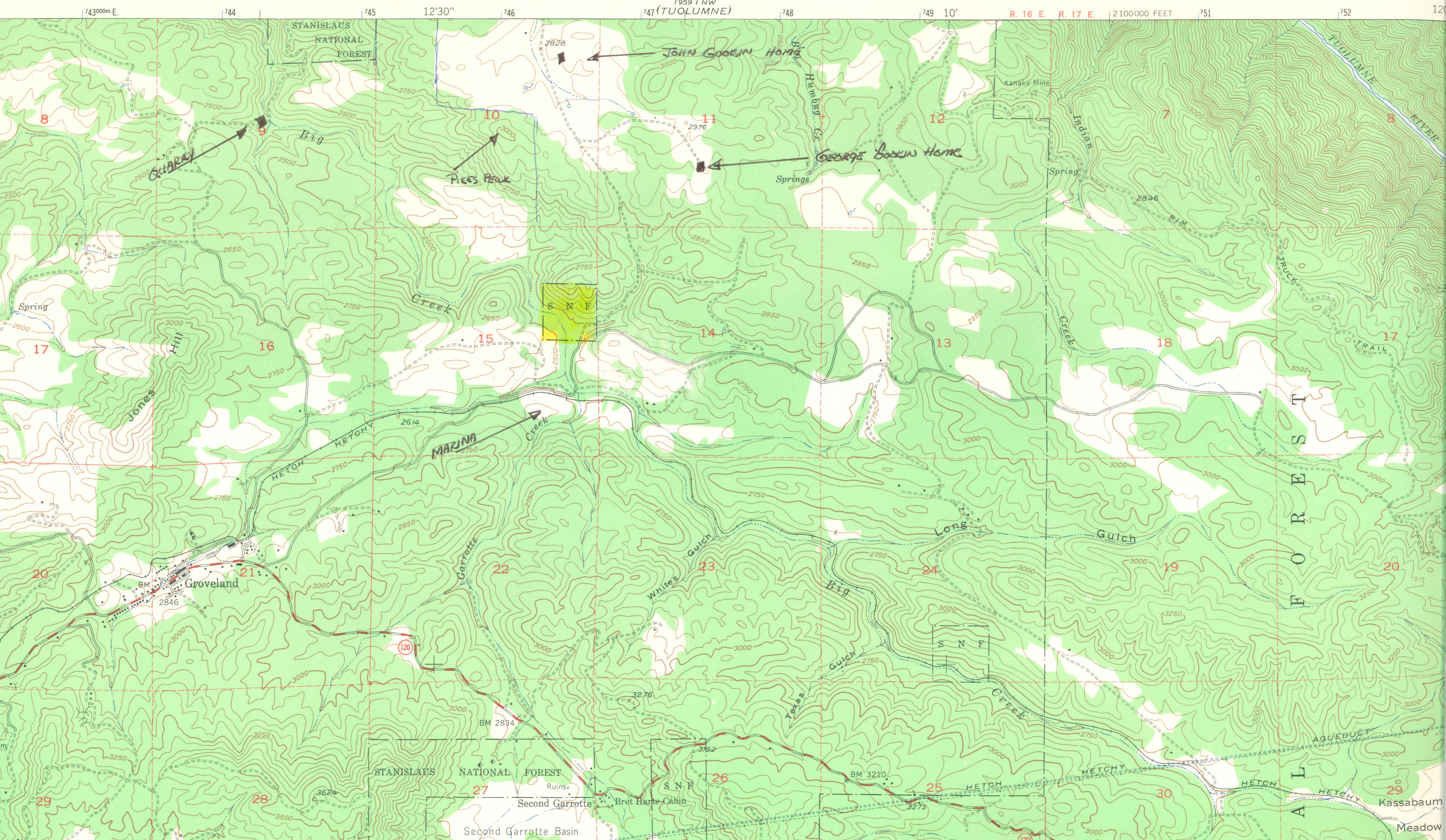
UNIT NO.

UNIT NO. 13

OUTLINES OF THE INUNDATION ZONES AND SEISMIC AREAS ARE APPROXIMATE. THESE BOUNDARIES SHOULD NOT BE CONSIDERED AS ABSOLUTE BOUNDARIES.



APPENDIX M

Topographical Map of Pine Mountain Lake



APPENDIX N

California Department of Conservation “What to do in an Earthquake” Information



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State of California
Department of Conservation

GO

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» Land Resource Protection

» Mine Reclamation

» California Geological Survey

» Oil, Gas, & Geothermal

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What to do in an Earthquake

BE PREPARED: BEFORE, DURING AND AFTER AN EARTHQUAKE

Do you know how to prepare for and survive a major earthquake? According to Department of Conservation scientists, it will be critical to have the right answer to that question somewhere in California sometime in the coming years.

Many people think having bottled water on hand is a good idea. That's true, as long as you have enough. Many are certain that standing in a doorway during the shaking is a good idea. That's false, unless you live in an unreinforced adode structure; otherwise, you're more likely to be hurt by the door swinging wildly in a doorway or trampled by people trying to hurry outside if you're in a public place.

How to be Prepared

» Electricity, water, gas and telephones may not be working after an earthquake. The police and fire departments are likely to be tied up. You should be prepared to fend for yourself for at least three days, preferably for a week.

» You'll need food and water (a gallon a day per person); a first aid kit; a fire extinguisher suitable for all types of fires; flashlights; a portable radio; extra batteries, blankets, clothes, shoes and money (ATMs may not work); medication; an adjustable or pipe wrench to turn off gas or water, if necessary; baby and pet food; and an alternate cooking source (barbecue or camp stove). This list can also be applied to other disasters, such as floods or wildfires.

» It's also a good idea to decide beforehand how and where your family will reunite if separated during a quake and to conduct in-home practice drills. You might choose an out-of-the-area friend or relative that family members can call to check on you.

» Securing water heaters, major appliances and tall, heavy furniture to prevent them from toppling are prudent steps. So, too, are storing hazardous or flammable liquids, heavy objects and breakables on low shelves or in secure cabinets.

» Discuss earthquake insurance with your agent. Depending on your financial situation and the value of your home, it may be worthwhile.

During an Earthquake

» If you're indoors, stay there. Get under -- and hold onto --a desk or table, or stand against an interior wall. Stay clear of exterior walls, glass, heavy furniture, fireplaces and appliances. The kitchen is a particularly dangerous spot. If you're in an office building, stay away from windows and outside walls and do not use the elevator.

» If you're outside, get into the open. Stay clear of buildings, power lines or

anything else that could fall on you.

- If you're driving, move the car out of traffic and stop. Avoid parking under or on bridges or overpasses. Try to get clear of trees, light posts, signs and power lines. When you resume driving, watch out for road hazards.
- If you're in a mountainous area, beware of the potential for landslides. Likewise, if you're near the ocean, be aware that tsunamis are associated with large earthquakes. Get to high ground.
- If you're in a crowded public place, avoid panicking and do not rush for the exit. Stay low and cover your head and neck with your hands and arms.

After an Earthquake

- Check for fire or fire hazards. If you smell gas, shut off the main gas valve. If there's evidence of damage to electrical wiring, shut off the power at the control box.
- If the phone is working, only use it in case of emergency. Likewise, avoid driving if possible to keep the streets clear for emergency vehicles.
- Be aware that items may fall out of cupboards or closets when the door is opened, and also that chimneys can be weakened and fall with a touch. Check for cracks and damage to the roof and foundation of your home.
- Listen to the radio for important information and instructions. Remember that aftershocks, sometimes large enough to cause damage in their own right, generally follow large quakes.
- If you leave home, leave a message telling friends and family your location.