

# Sullivan's Gulch Neighborhood Emergency Operations Plan

January 2017

This document is the initial neighborhood emergency plan created by the Neighborhood Emergency Team (NET) for Sullivan's Gulch. It has been created by repurposing information from other neighborhoods' NET plans, but will be edited in subsequent drafts as this committee completes its research of the Gulch.

The most current version of this plan will exist on the Sullivan's Gulch NET Google Group.

The NET program in Portland, Oregon, is managed by the [Portland Bureau of Emergency Management](#), or referred to as PBEM in this document.

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## **Roster**

**Co-Leaders:** Myra Lavenue (official with PBEM) & Daniel Pirofsky

**NET Members:** Jackleen de la Harpe, Michelle Johnson, Chris Tanner, Meara McLaughlin, Trish Claffey

**Licensed HAM Operators:** To come

**CPR/First Aid Certified Members:** Myra Lavenue

**Medical Volunteers:**

**Mental Health Volunteers:** Betse Thielman, Wayne Scott

**PBEM Liaison Officers:**

Jeremy Van Keuren, NET Program Manager, PBEM

Email: [jeremy.vankeuren@portlandoregon.gov](mailto:jeremy.vankeuren@portlandoregon.gov)

Phone: 503-823-4421

Address: 9911 SE Bush St. Portland OR 97266

**Portland Fire & Rescue Liaison to PBEM and the NET Program:**

Lt. Laurent Picard (503-320-4112)

SW Ash St., Portland OR 97204

**Sullivan's Gulch Fire Station:**

[Fire Station #13](#), 926 SE Weidler (Lloyd Center) at 503-823-3700

Shifts are 24 Hours, starting at 8AM:

- "A" shift leader
- "B" shift leader
- "C" shift leader

**Portland Bureau of Transportation (PBOT):** dispatch 503-823-5185

**Portland Sewer/Stormwater Emergencies:** 503-823-1700

**Portland Water Bureau Emergency Calls:** 503-823-4874

**NW Natural Gas Odor Emergencies:** 800-882-3377

**Pacific Power - Outages & Emergencies:** 877-508-5088

Portland General Electric Emergency Response: 503-464-7777

## **Important Locations, Potential Hazards, and Team Assets**

### **Important Locations:**

**Staging Area:** East parking lot at NE 21<sup>st</sup> between Weidler and NE Broadway

**First-Aid Stations:** Fred Meyer and Holliday Park Plaza

#### **Back-up Staging Areas:**

If roads are blocked and Tri-Met buses are not running. We should consider using...

**Nearest BEECNs:** (see map at [www.publicalerts.org/earthquake](http://www.publicalerts.org/earthquake)) (600.45)

- NE 13 C: Irvington Elementary School field, 1320 NE Brazee Street

#### **Nearest Fire Stations:**

- **Portland Fire Station #13:** 926 SE Weidler St. (Lloyd Center)
- **Portland Fire Station #28:** 5540 NE Sandy (Hollywood)

**Emergency Communication Center (ECC):** 9911 SE Bush Street

HAM Chann el	Alias	Freq	Offset	Ton e	Description
64	MC 2	147.280	+ 0.600	167.9	Multnomah Secondary Repeater
64	MC 5	146.460	--	--	Multnomah Secondary Simplex
66	MC 4	146.480	--	--	Multnomah Primary Simplex
68	MC 6	147.580			PBEM NET-Tac 1
69	MC 7	147.540			PBEM NET-Tac 2

#### **SG NET FRS Channel 7**

### **Potential Neighborhood Hazards:**

**Potential hazards are associated with railroad train derailments** on the tracks along the South side of the Sullivan's Gulch neighborhood. The primary hazards from derailment are leaking from punctured tank cars of flammable or toxic materials. Fire hazards and requiring rapid spontaneous evacuation of

residents will be obvious. Less obvious will be the potential of explosions associated with the fires. **All train derailments should be regarded as an extreme hazard for explosions and rapidly spreading fires and residents should evacuate immediately, unless notified to shelter in place due to toxic fumes.**

**Toxic fumes** from a train derailment may not be obvious, unless you see clouds of gases (i.e. clouds from the track area that are white or colored) or see dead animals. If you receive a warning that includes the words "Shelter In Place," this means stay inside and use an industrial strength tape (e.g. Gorilla Tape) to seal doorways, old windows and vents and other places where toxic air might enter your home.

I-84 along the south edge of Sullivan's Gulch has the same above potential **hazards associated with accidents of trucks** on that are carrying flammable or toxic materials on I-84. All truck accidents that smash or tip over the truck should be regarded as a potential hazard.

NET members are not trained to respond to train or truck accidents but may be requested by Portland Firefighters to assist with their response activities.

#### **Sullivan's Gulch Hazardous Buildings:**

**This will be filled in after our neighborhood work on surveying.**

- **Very tall older buildings:**
  - Holliday Park Plaza
  - La Fontaine
- **Potential spontaneous fire hazards:**
  - Gas Stations
  - Paint companies
  - Auto body
  - Hardware stores
  - Plumbing
  - Electrical substations
- **Cleaners:**
  - Cleaners at NE Broadway and 17th

#### **Team Assets:**

**Assets in our neighborhood include grocery stores, supply companies and medical facilities.**

#### **Sullivan's Gulch Assets:**

## **NET Guiding Principles**

NET members and neighborhood staging area (NSA) volunteers must ensure that their chosen actions conform to the following guiding principles:

1. **Safety:** A NET volunteer or NSA volunteer must never place her or himself in an unsafe situation for any reason. Moreover, a NET member or NSA volunteer must never be expected to place her or himself in a dangerous situation, or ask other volunteers to do so.
2. **Do the greatest good for the greatest number of people in the shortest possible time:** How a NET member assesses and prioritizes activities during a response is just as critical, if not more so, than the quality of their response.
3. **Respond inside the scope of NET training:** A NET member must never undertake, or be asked or expected to undertake, any endeavor for which he or she has not received PBEM approved training. Engaging in activities that a NET member has not been trained for endangers the personal safety of that member and others; and subjects that member to potential personal liability. (200.30)
4. **Understand the role of NET in an emergency or disaster:** NETs are not professional first responders. A NET member acts as an extension of first responder services offering immediate help to victims until professional services arrive. (00.05 thru 00.25)
5. **Respect the chain of command:** A recognized chain of command - both inside and outside of NET activities - helps ensure accountability and efficiency during a response. (800.40)
6. **Document all activities:** Documenting activities in an emergency may seem cumbersome and of relatively low priority compared to other responsibilities NETs have during a response. However, proper documentation helps protect NET members against liability, improves accountability, saves time (and therefore, lives) for professional emergency responders enables the ECC and city to allocate resources more effectively, and will facilitate recovery efforts and assistance. Forms are in Appendixes B & C of this plan.
7. **Use of the Sullivan's Gulch NET Operations Plan:** Much of the content of this plan is taken from the PBEM published **Neighborhood Emergency Team (NET) Guidelines - Complete**, available at [www.portlandoregon.gov1pbem164.07](http://www.portlandoregon.gov1pbem164.07). A number in (parentheses) next to a part of this plan is a reference to a section of these Guidelines, where one can find more detailed guidance and explanation of our Plan's content. NET members should especially study these numbered sections in the Guidelines referenced in our Plan so that you are familiar with the protocols and expectations of all NET members. Our safety and effectiveness depends on working together using this plan and referenced protocols.

## **Keep in mind these NET Priorities:**

When responding, NET members and volunteers should keep in mind the following NET standards:

- Rescuer safety is always the number one priority.
- Therefore, NET members and volunteers, when in the community, always work with a buddy
- Wear safety equipment (see list below for mission appropriate clothing and equipment)
- The NET goal is to safely do the greatest good for the greatest number.

## **Deployment Protocols**

### **Immediate Responsibilities Following a Disaster:**

- Check yourself for injuries! Often, people tend to check on others without checking themselves. You will be better able to help yourself, your family and others if you are not injured or if you have received first aid for your injuries.
- Protect yourself from further danger by putting on long pants, a long-sleeved shirt, sturdy shoes or work boots, and work gloves.
- If in a high-rise building, expect the fire alarms and sprinklers to go off during an earthquake. Check for and extinguish small fires. Do not use the elevators.

### **After you have taken care of yourself, you should make your home and property secure:**

- Look for and extinguish small fires. Fire is the most common hazard following earthquakes.
- Extinguishing small fires and eliminating fire hazards will minimize the risk of a fire getting out of control.
- Clean up spills. By cleaning up medicines, bleaches, flammables, and other spills, it is possible to prevent many small but potentially dangerous hazardous materials emergencies.
- Inspect the home for damage. Aftershocks can cause additional damage to unstable buildings. If there are major cracks in the chimney or foundation or if the home or utilities have been moved by the earthquake, get everyone out of the home. Take photographs of the home and its contents to document insurance claims. **Put the OK Sign in your Window.**
- Tune to the Emergency Alert System (EAS) for emergency information and instructions.
- You (or a member of your household) should attempt to contact your emergency out-of-state contact.
- Expect aftershocks. Aftershocks often occur minutes, days, or weeks following an earthquake. When aftershocks occur, drop, cover, and hold. Remember that there is a 20% chance of an equal or larger quake within a few hours.

- Retrieve your NET Kit, put on your NET Badge and personal protective equipment and get your copy of the NET Operations Plan. Familiarize yourself with the organization and content of the Operations Plan.
- Help immediate neighbors who may require immediate assistance.

**Before leaving for the NET Staging Area:**

Call one of the Co-Team Leaders to determine if NET members have been activated, or call the ECC NET Ph. **503-823-1410** for updates on NET activation/deployment.

**If you have had no NET contact, review the Deployment Protocols:** Guidelines 800.15 - 800.30)

- Remember that members may self deploy only if 1.) a disaster is taking place; and 2.) communications systems are down; and 3.) you have received no message from PBEM or Sullivan's Gulch NET Leadership.
- En route to the NSA, (NET Staging Area), members will use NET Damage Assessment Form (NET Form #1 in the Operations Plan, Appendix B) to record damage in the neighborhood.
- If, while coming to the Staging Area, you meet neighbors willing and able to help, bring them with you so that the NET member assigned to manage volunteers can check them in & assess their skills, training & protective clothing needs. If you have copies of the Volunteer Information Form (Appendix C) or the "Spontaneous Volunteer Training and Management Activities" information (Appendix E.g.), you can give these to the neighbors who approach you to help. (They may want to return home to better prepare themselves.)
- If the Neighborhood Staging Area (NSA) is not safe and secure for NET Operations, or volunteers cannot reach NSA # 1, contact other members if possible and proceed to NSA # 2.

**Follow our Communications Protocols:** (Appendix B & Guidelines -- 800.70)

- Members will attempt to contact each other and check in via FRS radio (**use channel 7**). The Team Leader and Asst. Team Leaders are expected to attempt to contact all members on the roster and to notify the TL or ITL of the location and ability to deploy for the members successfully contacted.
- On the radio, state your name and listen for other team members to confirm that they read your transmission. Team Leaders will get on the air and initiate a general check-in, and then confirm the order to deploy to the NSA, or will ask members to stand by. **Log off the radio when done.**
- Members who do not have an FRS radio will attempt to check in via phone with other members. If phone service is unavailable, NET members with no FRS radio should self-deploy to the NSA and follow Deployment and Onsite Management Protocols.
- NET members should refer to Appendix A for additional details of NET communication protocols and expectations.

**Proceed to implement our Onsite Management Protocols:**

- The NET member at the NET Staging Area will serve as Interim Team Leader (ITL) until Designated Team Leaders arrive on scene.
- Members will turn in any damage assessment forms to the ITL/TL.
- The Assistant Radio Operator on scene will attempt to establish radio communication with the PBEM NET Coordinator, or closest ARO, to report team status and request instructions.
- Once the forms are turned in, the ITL/TL will work with the trained NETs to prioritize and delegate assignments as quickly as possible.
- Functional teams will carry out their assigned activities using proper forms for documentation (found in Appendix L of this plan) and staying in touch with the NSA via FRS radio. Priority Activity Categories are outlined below:

**Summary of the Above:**

**Immediate Responsibilities Following a Disaster:**

- After you have taken care of yourself, you should make your home and property secure!
- Before leaving for the NET Staging Area - Follow our Communications Protocols!
- Proceed to implement our Operations Plan!

**The SG NET work is organized into areas:**

**Volunteer (w/training) teams:**

Operations: including: Situation Size Up activities  
Safety, Fire & Hazard Control Activities  
Search and Rescue Activities  
First Aid Area Activities  
Planning and Records Activities  
Communications Activities  
Volunteer Registration & Training Activities  
Team Leadership Activities

**We need volunteers to join our teams!**

Operations Teams  
e.g. Search and Rescue Teams  
First Aid Area Team  
Planning and Records Team Logistics and  
Logistics and Communications Team  
Volunteer Registration & Training Team

***The NET goal is to safely do the greatest good for the greatest number.***

**SAFETY in SG NET Operations:**

When responding, NET members should keep in mind the following NET standards:

- Rescuer safety is always the number one priority.
- Therefore, NET members and volunteers, when in the community, always work with a buddy
- Wear safety equipment (gloves, helmet, goggles, N95 mask, and sturdy shoes or boots)
- The NET goal is to safely do the greatest good for the greatest number.

***DON'T BECOME A VICTIM!***

***ALWAYS BE ALERT FOR HAZARDS!***

**Types of Hazards:**

- **Fires:** burning toxic materials, lack of oxygen, accumulated natural gas, propane cylinders, explosions
- **Utility Hazards:** leaking gas, damaged electrical wires, leaking water or sewage,
- **Structural Damage:** leaning buildings, walls, chimneys, utility poles, overhanging signs, broken glass, fallen panels or bricks, collapsing stairways, unreinforced masonry or brick buildings, large cracks, liquefaction around building foundations, rising or moving water,
- **Electrocution:** lines fallen of their poles, or in trees, includes water leaks in inside buildings
- **Exposure to toxic spills or leakage.**

The following four disaster response activities are listed in the sequence that they should be implemented because each subsequent activity is based in-part on the information and activities of the preceding activity. These are:

- Appendix C. Situation Size-Up Activities**
- Appendix D. Safety, Fire & Hazard Control Activities**
- Appendix E. Search and Rescue Activities**
- Appendix F. First Aid Area Activities**

Educational materials used by the SG NET members and used for Volunteer orientation and training should include parts or all of the materials used for the preceding activities. This sequence helps to assure that the limited SG NET resources can best **achieve the goal of doing safely the greatest good for the greatest number.**

**Sullivan’s Gulch NET Operations Plan: Record of Plan Changes**

The Sullivan’s Gulch NET Operations Plan will be reviewed annually or as needed after an actual incident or a practice exercise of the plan. Between the dates of adoption, updates and revisions to the plan will be tracked and recorded in the following table. This process is to ensure the most recent version of the plan will include these changes.

Record of Operation Plan Changes for Sullivan’s Gulch NET		
Date	Change Number	Summary of Changes
September 2016-January 17	Draft Operations Plan	Initial draft and awaiting more info after neighborhood surveying

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