

**BOARD OF COUNTY COMMISSIONERS OF
HINSDALE COUNTY, COLORADO**

**A RESOLUTION CONFIRMING THE ESTABLISHMENT OF THE HINSDALE
COUNTY OFFICE OF EMERGENCY MANAGEMENT AS HINSDALE
COUNTY'S LOCAL DISASTER AGENCY**

RESOLUTION NO. / , Series 2018

WHEREAS, the Colorado Disaster Emergency Act, C.R.S. § 24-33.5-701, *et seq.*, requires counties to establish agencies responsible for local disaster preparedness and coordination of response; and

WHEREAS, the Board of County Commissioners of Hinsdale County, Colorado, desires hereby to formally recognize in writing the long time established Hinsdale County Office of Emergency Management, as Hinsdale County's local disaster agency responsible for disaster preparedness and coordination of response; and

WHEREAS, this Resolution is in the best interests of the health, safety and welfare of Hinsdale County, Colorado.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Hinsdale County, Colorado, that:

1. Hinsdale County's Office of Emergency Management is and has been Hinsdale County's local disaster agency responsible for disaster preparedness and coordination of response pursuant to C.R.S. § 24-33.5-707; and
2. Mr. Jerry Gray is and has been the Director of Hinsdale County's Office of Emergency Management and is the individual responsible for the planning and coordination of Hinsdale County's local disaster services pursuant to C.R.S. § 24-33.5-707(4); and
3. Those additional rules and regulations attached hereto as "EXHIBIT A" are incorporated herein by this reference and are hereby incorporated into Hinsdale County's Emergency Management program; and
4. A copy of this Resolution shall be forwarded by the Hinsdale County Office of Emergency Management to the Colorado Division of Homeland Security and Emergency Management.

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Adopted this 21st day of February, 2018.

**BOARD OF COUNTY COMMISSIONERS OF
HINSDALE COUNTY, COLORADO**

By: *Susan Thompson*
Susan Thompson, Board Chair

Attest:

Joan Roberts
Joan Roberts, Hinsdale County Clerk



HINSDALE COUNTY DISASTER POLICY

Pursuant to resolution of the Board of County Commissioners for Hinsdale County Colorado, the following policies take effect upon declaration of a disaster pursuant to § 24-33.5-709, C.R.S.:

I. Definitions

- a. "Disaster" means the occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural cause or cause of human origin, including but not limited to fire, flood, earthquake, wind, storm, wave action, hazardous substance incident, oil spill or other water contamination requiring emergency action to avert danger or damage, volcanic activity, epidemic, air pollution, blight, drought, infestation, explosion, civil disturbance, hostile military or paramilitary action, or a condition of riot, insurrection, or invasion existing in the state or in any county, city, town, or district in the state that may have imminent consequences on the County.
- b. "Disaster Declaration" is a resolution declaring a disaster approved by the Board of County Commissioners pursuant to Section 24-33.5-709, C.R.S.

II. Purpose

- a. It is the intent and purpose of the resolution to facilitate the continuity of government and the timely and effective utilization of all available Hinsdale County resources to prepare for, respond to and recover from emergencies or disasters, whether natural or man-made, that are likely to affect the health, security, safety, or property of the citizens of the County.
- b. The intent and purpose of the resolution to provide for the coordination of emergency and disaster response functions of this County with all other public agencies, businesses, non-profit organization and affected persons as provided by the Colorado Disaster Emergency Act. Section 24-33.5-701, C.R.S., *et seq.*

III. Declaration of Disaster

- a. The County is authorized to declare a disaster if the County finds that the County or any of its towns, municipalities, wildland urban interfaces (WUIs), special districts, or other parts thereof is suffering from, or is in imminent danger of suffering, a natural or man-made emergency or disaster.
- b. It shall be the duty of the Chairman of the Board of County Commissioners to declare that a disaster or emergency exists within the County pursuant to § 24-

33.5-709, C.R.S. Such declaration shall continue for a period not to exceed seven days. Such declaration may be continued or renewed for a period in excess of seven days with the consent of a majority of the members of the Board of County Commissioners.

- c. Any order or proclamation declaring, continuing or terminating a disaster or emergency shall be filed promptly with the Division of Homeland Security and Emergency Management within the Department of Public Safety of the State of Colorado, and with the Clerk and Recorder of Hinsdale County. Such order or proclamation shall be promptly distributed to the appropriate representatives of the news media.
- d. A declaration of disaster shall activate the Hinsdale County Emergency Operation Plan and shall be the authority for the deployment, use, and/or distribution of any supplies, equipment, and materials assembled, stockpiled, or arranged to be made available pursuant to this article or any other provision of law or intergovernmental agreement relating to disaster emergencies.
- e. The public shall be notified of such a declaration through general dissemination to the news media, posting on the Hinsdale County or Town of Lake City websites, Facebook, or other means of publicity as intended to advise the general public. All members of the public shall be deemed to have been given notice of the information contained within a declaration upon its dissemination to the news media or publication on the Town and/or County website or Facebook or other means of publicity.

IV. Powers and Authority of Hinsdale County in a Declared Disaster

- a. Upon the issuance of a disaster declaration, the Board of Commissioners may exercise the following powers, including but not limited to:
 - i. An order closing or canceling the use of any County owned building, facility, public park, or other public place.
 - ii. Suspend County business operations as necessary and, in conjunction with elected officials, suspend and/or close other County offices.
 - iii. Suspend or change department policies regarding timelines for service to citizens and customers.
 - iv. Suspend or change times and locations of public meetings as necessary.

- v. Utilize all available resources of the County as may be reasonably necessary to cope with the disaster whether in preparation for, response to, or recovery from the disaster.
- vi. Compensate employees for overtime worked in relationship to the disaster in accordance with County policies and state and federal law.
- vii. Make application for state or federal assistance.
- viii. Delegate authority to County employees as the County Administrator determines is reasonably necessary or expedient.
- ix. Enter into such reciprocal aid, mutual aid, joint powers agreements, intergovernmental assistance agreements or other compacts or plans with other governmental entities for the protection of life and property. Such agreements may include the temporary furnishing or exchange of supplies, equipment, facilities, personnel and/or services.
- x. When a required competency or skill for a disaster function is not available within the County government, the County may seek assistance from persons or incident management teams through the County to the Office of Emergency Management, Section 24-33.5-705 C.R.S. and delegate such authority for such period of time and to the extent necessary to successfully manage the disaster.
- xi. Any expenditures made in connection with the resolution, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the County.
- xii. In the event of a declared disaster, the County's Procurement Policy may be modified as follows to address the disaster:
 - Department Heads and Elected Officials are authorized to sole source the purchase of goods and services where the well-being of the citizens, employees or County property may be endangered if the purchase is delayed.
 - Procurement purchasing limits shall be increased for elected officials, directors, managers, and other designated employees.
 - Elected officials, directors and their designees shall be responsible for maintaining detailed records of all items/services procured during the disaster and must present records, invoices, and any other information related to those procurements to the Finance Department and the County Administrator no later than thirty (30)

days after the disaster is declared to be over. The Board of Commissioners may extend this reporting period as needed.

- Elected officials, directors and their designees shall be responsible for maintaining and reporting accurate records of hours worked by employees during the disaster and the assigned task of those employees if related to the disaster.
- xiii. Modify building and or planning permit requirements to facilitate the efficient restoration of buildings and property within the County.
- xiv. Issue any and all other orders or undertake such other functions and activities as the County reasonably believes is necessary to protect the health, safety, and welfare of persons or property within the County or to otherwise preserve the public peace or abate, clean up, or mitigate the effects of any disaster.
- xv. This resolution will not relieve or alter any County departments of the responsibilities or authority otherwise given to them by the Board of Commissioners.

V. Succession of Authorities

- a. If the Board of Commissioners is made unavailable due to a disaster, the County Administrator may act on their behalf as prescribed herein.
- b. In the event the County Administrator is unavailable, the line of succession of authority shall be in the following order: the Hinsdale County Sheriff, Emergency Manager, the County Attorney, and then the Finance Director. In listed in the line of succession, as specified in the department's Continuity of Operations Plan, shall serve in such capacity.

VI. Recovery & Mitigation Provisions

- a. The County Administrator, or designee, shall reasonably pursue any legal reimbursement possible pursuant to state laws and federal reimbursement provisions, for disasters occurring within its jurisdiction, and on behalf of any jurisdictions assisting in the local disaster response or recovery. Upon receipt of reimbursement, and after subtracting the reasonable costs of pursuing and collecting the reimbursement, the County Administrator will distribute received funds in a fair and equitable manner to assist jurisdictions, based upon a pro rata share of their documented expenses for the involved incident.
- b. The Board of Commissioners shall prioritize recovery and mitigation policies to be implemented in conjunction with departments and elected officials.

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- c. The County will make every effort to include local businesses, citizen groups and other interested parties in planning for recovery, mitigation and the rebuilding of those areas affected by such disaster.

- d. At such time as a local disaster is declared to have ended, the County Administrator, or his/her designee, shall prepare a written report that details the official actions taken by the County during the declaration, including a timeline, significant actions, recovery measures and a detailed summary of all expenses incurred during such declaration. The County Administrator shall also hold a meeting with appropriate Commissioners and staff to discuss lessons learned and suggest improvements for future disasters.

“EXHIBIT A”

1. PURPOSES

The purposes of the Emergency Management Resolution of Hinsdale County, Colorado (hereinafter referred to as "the Resolution") are to provide for the basic government functions of maintaining the public peace, health and safety during an emergency or disaster, including preparedness, mitigation, response and recovery. It is the purpose and intent of the Resolution to bring Hinsdale County, Colorado, into full compliance with the appropriate sections of the Colorado Disaster Emergency Act, part 7 of Article 33.5 of Title 24, C.R.S, as amended.

2. DEFINITIONS

The following definitions shall apply to terms used in the Resolution:

- A. *Disaster* means an occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or manmade cause, including, but not limited to, fire, plague, spill, or any water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, civil disturbance or hostile military or paramilitary action.
- B. *Emergency* means any occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from a natural or human-cause, that is less severe than a disaster, but of such severity that it cannot be handled by the regular employees of the county, acting prudently within the scope of their employment.
- C. *Emergency management* means the marshaling of all resources available to meet all potential disasters or emergencies under coordinated management. The phases of emergency management are mitigation, preparedness, response and recovery.
- D. *Mitigation* means any activities that actually eliminate or reduce the probability of occurrence of disaster.
- E. *Preparedness* means the development of plans, the stockpiling and inventory of critical resources, the organization and training of response personnel, and the exercise of plans.
- F. *Response* means the activities that address the short-term, direct effects of an incident and includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans.

3. ORGANIZATION

The Emergency Management Program for Hinsdale County shall be organized as follows:

- A. The Board of County Commissioners, by this Resolution, hereby formally recognized the previous creation and existence of the County's organization for emergency management known as the Hinsdale County Office of Emergency Management (hereinafter referred to as "OEM"). OEM has such professional, technical, secretarial and clerical employees as are deemed necessary by the Board of County Commissioners for the proper functioning of the organization.
- B. The Board of County Commissioners shall maintain a Director of Emergency Management as an appointed position who shall be the executive head of the OEM. The Director is responsible for the administration, organization and operations of the County OEM.
- C. The Director of Emergency Management shall designate and appoint deputy directors to assume the emergency duties of the Director in the event of his or her absence or inability to act.

4. DUTIES AND POWERS OF THE DIRECTOR

The Director is hereby empowered to:

- A. Prepare and keep current a plan to be known as the Hinsdale County Emergency Operations Plan (EOP). The EOP will conform to the standards and requirements for such plans as promulgated by the Division of Homeland Security and Emergency Management of the State of Colorado.
- B. Prepare and present to the Board of County Commissioners for approval the EOP, and prepare and present to the Board of County Commissioners for approval updates to such plan.
- C. Represent OEM in all dealings with public or private agencies pertaining to emergency management and disasters.
- D. Direct coordination and cooperation between the divisions, services and staff of the county in matters that pertain to emergency management and disasters, and resolve questions of authority and responsibility that may arise between such divisions, services and staff in such matters.
- E. Prepare an annual budget for the County OEM and submit such budget to the Board of County Commissioners for consideration.
- F. Receive on behalf of Hinsdale County from any duly constituted governmental agency or any approved private person or agency, any services, equipment, supplies, materials or funds, by way of gift, grant or loan, for emergency or disaster purposes.

- G. Negotiate on behalf of Hinsdale County with other duly constituted governmental agencies for the establishment of such mutual aid agreements as may be deemed necessary by the Board of County Commissioners and such other governmental agencies. The scope of such mutual aid agreements may encompass all facets of emergency management and the EOP, and may pledge the assistance and cooperation of the County to all emergency and disaster situations in return for similar pledges from such other governmental agencies.
- H. In the event of a declared disaster or emergency, act under the direction of the Board of County Commissioners, or its designated representative, in the interests of mitigation, response and recovery from such disaster or emergency.

5. DUTIES AND POWERS OF THE BOARD OF COUNTY COMMISSIONERS

The duties and powers of the Board of County Commissioners shall be as follows:

- A. It shall be the duty of the Chairman of the Board of County Commissioners to declare that a disaster or emergency exists within the County pursuant to § 24-33.5-709, C.R.S. Such declaration shall continue for a period not to exceed seven days. Such declaration may be continued or renewed for a period in excess of seven days with the consent of a majority of the members of the Board of County Commissioners.
- B. Any order or proclamation declaring, continuing or terminating a disaster or emergency shall be filed promptly with the Division of Homeland Security and Emergency Management within the Department of Public Safety of the State of Colorado, and with the Clerk and Recorder of Hinsdale County. Such order or proclamation shall be promptly distributed to the appropriate representatives of the news media.
- C. The Board of County Commissioners may delegate the emergency management duties and powers as they deem appropriate to any member of the Board of County Commissioners, the County Manager, or to the OEM Director.

6. DECLARATION OF DISASTER OR EMERGENCY

The effect of a declaration of an emergency or a disaster shall be to activate the response and recovery aspects of all applicable disaster or emergency plans of the county. Such a declaration shall also authorize the furnishing of all aid and assistance provided for under such plans.