



**State of Colorado**  
**Department of Public Health and Environment**  
**(CDPHE)**  
**All-Hazards Internal Emergency Response Plan**  
**Part II: Operational Plan**

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**Revisions**

This document will be **reviewed annually** or more frequently as needed. The reviewer will add the review date and any changes in the table below and maintain a printed copy of the plan in a binder, replacing only the updated pages as necessary. A **printed copy** will be **kept in the Department Operations Center (DOC)** and **electronic copies** maintained on the **department intranet**, on the policies, standards and external reports page, and on **the division’s network drive**.

| <b>Date</b>  | <b>Revision No.</b> | <b>Description of Change</b> | <b>Pages Affected</b>           | <b>Reviewed or Changed by</b> |
|--|---------------------|------------------------------|---------------------------------|-------------------------------|
| APR 2009   | 3                   | Revised/Updated              | Preface                         | Y. Hintzen-Schmidt            |
| APR 2009   | 3                   | Revised/Updated              | Letter of Agreement             | Y. Hintzen-Schmidt            |
| APR 2009   | 3                   | Revised/Updated              | Letter of Instruction           | Y. Hintzen-Schmidt            |
| APR 2009   | 3                   | Revised/Updated              | Forward                         | Y. Hintzen-Schmidt            |
| APR 2009   | 3                   | Revised/Updated              | Introduction                    | Y. Hintzen-Schmidt            |
| APR 2009   | 3                   | Revised/Updated              | Purpose                         | Y. Hintzen-Schmidt            |
| APR 2009   | 3                   | Revised/Updated              | Scope                           | Y. Hintzen-Schmidt            |
| APR 2009   | 2                   | Revised/Updated              | Planning Assumptions            | Y. Hintzen-Schmidt            |
| <b>Division/Program Specific Response</b>          |                     |                              |                                 |                               |
| <b>Section 1: Executive Director’s Office</b>      |                     |                              |                                 |                               |
| APR 2009   | 1                   | Addition                     | Environmental Hazards           | Y. Hintzen-Schmidt            |
| APR 2009   | 3                   | Addition                     | Emergency Response Coordination | Y. Hintzen-Schmidt            |
|  |                     |                              |                                 |                               |
| <b>Section 2: Environmental Divisions/Programs</b> |                     |                              |                                 |                               |
| OCT 2009   | 4                   | Revised/Updated              | Air Hazards                     | Y. Hintzen-Schmidt            |
| OCT 2009   | 3                   | Revised/Updated              | Food & Drug Hazards             | Y. Hintzen-Schmidt            |
| OCT 2009   | 4                   | Revised/Updated              | Chemical Hazards                | Y. Hintzen-Schmidt            |
| OCT 2009   | 3                   | Revised/Updated              | Radiological Hazards            | Y. Hintzen-Schmidt            |
| OCT 2009   | 3                   | Revised/Updated              | Water Hazards                   | Y. Hintzen-Schmidt            |
|  |                     |                              |                                 |                               |
| <b>Section 3: Health Divisions/Programs</b>        |                     |                              |                                 |                               |
| OCT 2009   | 3                   | Revised/Updated              | Disease Hazards                 | Y. Hintzen-Schmidt            |
| OCT 2009   | 5                   | Revised/Updated              | Laboratory Services             | D. Butcher                    |
| OCT 2009   | 3                   | Revised/Updated              | Patient Transport               | Y. Hintzen-Schmidt            |
|  |                     |                              |                                 |                               |
| <b>Attachments</b>                                 |                     |                              |                                 |                               |
| APR 2009   | 1                   | Addition                     | Debris Management               | Y. Hintzen-Schmidt            |
| APR 2009   | 1                   | Addition                     | Division Summary                | Y. Hintzen-Schmidt            |
| APR 2009   | 1                   | Addition                     | Declaration Process             | Y. Hintzen-Schmidt            |
| APR 2009   | 1                   | Addition                     | Event Management                | Y. Hintzen-Schmidt            |
| APR 2009   | 1                   | Addition                     | ESF 8 Concerns                  | Y. Hintzen-Schmidt            |
| APR 2009   | 1                   | Addition                     | ESF8                            | Y. Hintzen-Schmidt            |
| APR 2009   | 1                   | Addition                     | ESF8 Concerns                   | Y. Hintzen-Schmidt            |

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| APR 2009 | 1 | Addition | Activation        | Y. Hintzen-Schmidt |
| APR 2009 | 1 | Addition | ESF8 at SEOC      | Y. Hintzen-Schmidt |
| APR 2009 | 1 | Addition | Response Triangle | Y. Hintzen-Schmidt |

## **Preface**

The CDPHE All-Hazards Internal Emergency Response Plan is intended to guide personnel in the prevention of, preparedness for, response to and recovery from disaster or emergency events through two primary documents: Part I - The Basic Plan and Part II - The Operational Plan. Part I – The Basic Plan includes the scope, planning assumptions, roles and responsibilities, concepts of operations and ongoing plan review procedures. It is a separate document from Part II- The Operational Plan.

This document is Part II – The Operational Plan and it outlines each division’s responsibilities during disaster or emergency events. Detailed Divisional Plans/Support Annexes (maintained by each division) provide guidance for effective implementation of the department’s plan for response to specific disaster/emergency events that may impact Colorado, as outlined in the State Emergency Operations Plan.

Implementation of CDPHE’s All-Hazards Internal Emergency Response Plan requires extensive communication, collaboration, coordination and cooperation between CDPHE divisions, state and local agencies, non-profit organizations and businesses. Collaboration and coordination with federal agencies will be employed when necessary. The size and scope of the disaster or emergency will determine the level of support required from federal, state and local partners.

Any program within the department may receive the initial call from a local entity informing the department of a local disaster or emergency event. Any program receiving such a call will contact the department’s Emergency Preparedness and Response Division at **303-692-3022** and inform the Division of the potential or unfolding event.

## **Letter of Agreement**

The Colorado Department of Public Health and Environment’s All-Hazards Internal Emergency Response Plan is intended to provide a single comprehensive framework to manage disasters and emergencies within the state of Colorado that threaten the environment or the public health. The plan provides the structure for coordinating response activities among CDPHE’s divisions or programs and assigns tasks and responsibilities to department personnel. The All-Hazards Internal Emergency Response Plan, Part II – Operational Plan, specifies division or program roles during a disaster or emergency that threatens the public’s health.

All department employees are to become familiar with this plan, and specifically their division’s annex, to ensure effective and efficient implementation of their divisions’ and programs’ responsibilities. Divisions and programs must **develop and maintain** implementation instructions and **standard operating guidelines (SOGs)** in support of this plan. By being prepared, the department can better serve the citizens of Colorado.

This strategic document is continually evaluated, updated and refined to meet the department’s changing needs. While many department employees have contributed to this plan, the department’s Emergency Preparedness and Response Division will coordinate the plan updates. All divisions within the department agree to ensure effective and efficient incident management by designating lead and back-up responders to perform their assigned responsibilities during disaster or emergency events. Any program receiving a call reporting a potential or unfolding disaster or emergency event in a community within Colorado or otherwise impacting Colorado should contact the department’s Emergency Preparedness and Response Division at **303-692-3022 during regular business hours or 303-594-5219 after-hours**. Division staff will monitor the situation for the department and coordinate internal updates to assist the programs involved in responding to the disaster or emergency event. When necessary, Emergency Preparedness and Response staff will activate the Department Operation Center (DOC) to manage the event and to coordinate internal departmental updates and response activities. All divisions agree to use the **National Incident Management System (NIMS)** to direct and coordinate their programs response activities from the DOC.

## Letter of Instruction

The Colorado Department of Public Health and Environment’s All-Hazards Internal Emergency Response Plan is intended as a guideline for the department’s response activities during emergency events that require deviation from daily practices or routine activities. All programs are expected to collaborate and coordinate, following the NIMS framework to manage events that would adversely affect the environment or the public health. All divisions and programs are expected to follow their **standard operating guidelines (SOGs)** during response activities.

As assigned under Emergency Support Function (ESF) –8 annex to the state emergency operations plan, each program is expected to provide resources and perform duties consistent with the department’s authority and responsibilities. This also applies when the department is supporting response activities for other ESFs. Support may include providing personnel and other resources when the response requires more resources than a program has available.

## Plan Distribution

Updated or revised copies of this plan are distributed electronically. The Department and other Plan holders will:

- Print and maintain at least one hard copy
- Maintain an electronic copy on
  - A network drive
  - The CDPHE Intranet accessible via the internet (portal) or a Virtual Private Network (VPN)
  - COHAN, accessible via the internet (portal) or a Virtual Private Network (VPN)
- Distribute copies to key emergency response personnel on an encrypted, password protected USB drive that can: be updated from COHAN, the intranet or network drive and used on any computer equipped with a USB port
- Include emergency management references (federal, local and state)

Copies of the CDPHE All-Hazards Internal Emergency Response Plan are distributed to the following state agencies:

- Division of Emergency Management

## When to Activate the Plan

This plan is activated in emergency situations requiring environmental and public health resources or protective actions that exceed the capabilities of the local jurisdictions. The department may also be activated to support mass casualty incidents. Activation will occur following a declaration of a local disaster or in **any** incident affecting the health and safety of employees and or the public. The level of activation occurs based on the type of event and the level of activity anticipated by this department. The primary way to notify the Emergency Preparedness and Response Division of an actual or potential event, provide an update or to ask

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questions and obtain clarification about the department's response or the internal plan is by calling the Emergency Response and Incident Reporting Line:

- **1-877-518-5608 for external partners during regular business hours,**
- **303-692-3022 for internal partners during regular business hours or**
- **303-594-5219 after-hours.**

Examples of potential or actual disaster or emergency events include:

- Mass casualties exceeding local capacity
- Disasters such as a flood or tornado that damages community infrastructure (hospitals, transportation systems, utilities, etc.) threatening the public health and safety
- Unexpected severe and acute occurrences of biological, chemical, radiological or environmental hazards (a widespread disease outbreak or exposure that affects the public health)
- Any event that has the potential to deteriorate rapidly or have an adverse impact on the public health and safety

The first individual receiving notification of an actual or potential emergency incident will contact EPRD to ensure that the information is quickly disseminated to the Executive Director, Chief Medical Officer or other department managers (if necessary) who may share responsibility for the department's response. Once notified, department officials may request preliminary response or investigation actions, and decide whether a briefing or meeting with other available department management staff, to determine next steps, is necessary.

### **Who May Activate the Plan**

The Executive Director or Designee

The Chief Medical Officer or Designee

The Director of the Emergency Preparedness and Response Division or Designee

The Department's Emergency Response Coordinator (ERC) or Designee

Division Directors or Designee

## **Foreword**

Local governmental agencies are responsible for the coordination and management of disaster or emergency events affecting their jurisdictions. If the resources available to a jurisdiction are not adequate to respond to the disaster or emergency, local governmental agencies may request assistance from the State. When a request for assistance is made, CDPHE may be activated to mobilize resources, provide technical guidance and information to local governmental entities, other State Departments and the public. CDPHE may be activated along with many State Agencies when the State Emergency Operations Plan (SEOP), managed by the Colorado Division of Emergency Management (CDEM), is activated.

## **Hazards Analysis Summary**

Colorado has experienced natural disasters such as floods, wildfires, tornadoes, and winter storms, and technological emergencies, such as dam failures and hazardous material incidents. Colorado continues to be vulnerable to a multitude of hazards. For in-depth information on natural disasters frequent to Colorado and other hazards see the Colorado State Mitigation Plan available online at <http://www.coemergency.com/p/mitigation.html>

The State Emergency Operations Plan (SEOP) outlines response activities to the following incidents categories in greater detail:

### Biological

Managing biological events resulting from acts of terrorism, pandemics, emerging infectious diseases and novel pathogen outbreaks.

### Catastrophic

Implementing and coordinating and accelerated state response to a catastrophic event, as it applies to ESF8: Public Health and Medical.

### Cyber

Coordinating and responding to catastrophic cyber events impacting critical state processes.

### Food/Agriculture

Managing major disasters impacting the state's agriculture and food systems.

### Nuclear/Radiological

Managing nuclear or radiological incidents

### Oil/Hazardous Materials

Coordinating with law enforcement and to conduct criminal investigations

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The department's All-Hazards Internal Emergency Response Plan outlines division activities to support response to all disasters or emergency events in Colorado that affect the public health or environment, including but not limited to those incidents named above.

## Chapter 1

### Introduction

When a disaster or emergency event exceeds local response capabilities, jurisdictions are likely to request common types of assistance from the State. The types of assistance have been grouped at the national level into 15 Emergency Support Functions (ESFs). The State Emergency Operations Plan (SEOP) adopted the 15 ESFs and identified appropriate state departments as leads for each functional area. The SEOP has fifteen ESF Annexes to guide the state in its response efforts.

#### Emergency Support Functions

- |   |   |
|---|---|
| ◆ ESF 1: Transportation                     | ◆ ESF 9: Urban Search and Rescue                      |
| ◆ ESF 2: Communications                     | ◆ ESF 10: Oil and Hazardous Materials Response        |
| ◆ ESF 3: Public Works and Engineering       | ◆ ESF 11: Agriculture and Natural Resources           |
| ◆ ESF 4: Firefighting                       | ◆ ESF 12: Energy                                      |
| ◆ ESF 5: Emergency Management               | ◆ ESF 13: Public Safety and Security                  |
| ◆ ESF 6: Mass care, Housing, Human Services | ◆ ESF 14: Long Term Community Recovery and Mitigation |
| ◆ ESF 7: Resource Support                   | ◆ ESF 15: External Affairs                            |
| ◆ ESF 8: Public Health and Medical          | ◆   |

CDPHE divisions/programs will take on potentially two functions: act as a lead or support program for public health response and act in a support role to another state department that is lead to a state response activity. The CDPHE All-Hazards Internal Emergency Response Plan Part I - the Basic Plan, contains 2 charts:

- Chart 1 provides a summary of the areas CDPHE divisions/programs may respond in a support role to a State response activity.
- Chart 2 provides a summary of the programs within this department. Each program operational plan in this document provides a **summary** of each potential function of emergency response.

**Lead** – A state department is assigned the responsibility for planning, coordinating and tasking support departments and agencies in the development of policies, procedures, roles, and responsibilities and requirements of the ESF and its operational requirements. This includes developing and maintaining the ESF annex to the SEOP.

**Secondary Lead** - Certain principal components of some ESFs are clearly shared by State departments or organizations other than the designated Lead department. In such situations the department or organization which would normally be the lead for one or more of these major components will be designated as a Secondary Lead and will be responsible for the development and implementation of that specific portion of the functional responsibility.

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**Supporting** - Those departments assigned a supporting role of a given ESF, will collaborate and coordinate with the Lead department to carry out the assigned mission, including the development and exercising of response plans.

1. Departments not assigned to specific ESFs will serve as a reserve of material and personnel resources potentially required to perform unassigned tasks or supplement response.
2. Specific supporting tasks are assigned to volunteer and private organizations that, by their state or national charter, or through written Memoranda of Agreement or Understanding with DEM, are committed to providing disaster response or disaster relief assistance.

**A brief explanation of the scope of each ESF annex and the department support to the SEOP is represented in Charts 1 and 2 in the CDPHE All-Hazards Internal Emergency Response Plan Part I – the Basic Plan.**

## Chapter 2

### **Purpose**

The purpose of the CDPHE Internal Emergency Response Plan Part II – Operational Plan is to describe the basic strategies and mechanisms through which each program will prepare, mobilize and respond to disaster/emergency events. This may include mobilization of resources or technical guidance and information to local government entities, other state departments or the public. It is to guide CDPHE divisions/programs in their roles and responsibilities with inter-divisional and inter-departmental collaboration and coordination during disaster/emergency responses that require public health and medical assistance. For basic response information refer to the department's Internal Emergency Response Plan Part I – the Basic Plan.

An effective public health emergency response requires that CDPHE employees know the emergency response protocols and procedures in their **divisional emergency response plans, where to find the plans and how to implement them.** CDPHE personnel have diverse technical expertise however, their medical and public health skills may not include the specialized knowledge of emergency preparedness such as mass prophylaxis procedures, the use of personal protective equipment (PPE), and how the National Incident Management System (NIMS) functions.

The training section of each division's emergency response plan is intended to educate and qualify CDPHE employees at various levels of NIMS so that they will be able to recognize and respond appropriately to incidents of varying sizes, types and complexities.

Emergency leadership qualifications and trainings are developed to increase the number of CDPHE staff who can confidently lead a multidisciplinary response or integrate seamlessly into another organization's emergency response operations. Additional technical capability trainings are recommended to encourage the cross-training and increased flexibility of CDPHE staff when responding to a disaster or emergency.

## **Chapter 3**

### **Scope**

The scope of this Part II – Operational Plan, is to guide personnel through activation, setup and coordination, response and deactivation of independent activities within each division/program. It is intended to ensure inter-divisional coordination for department response activities during declared emergencies or, those emergency events requiring programs, divisions and or the department to provide guidance and technical assistance to local jurisdictions, threatened or impacted by a disaster event, in identifying and meeting the health, medical and environmental needs of its population. This document provides operational guidance for the divisions/programs listed below.

#### **Responding Environmental Programs**

Air Pollution (mobile and stationary sources)  
Consumer Protection (drugs, medical devices, food, vector control, institutions and consumer products)  
Environmental Sustainability  
Hazardous Materials (remediation)  
Radiation Management  
SARA Title III  
Waste Management (solid and hazardous waste)  
Water Quality (water protection and watershed monitoring)

#### **Responding Health Programs**

|  |  |
|--|--|
| Child, Adolescent and School Health                        | Interagency Issues for Prevention Services |
| Chronic Disease Prevention (asthma, cancer, diabetes, etc) | Laboratory (biological, chemical)          |
| Communicable Disease Epidemiology                          | Long Term Care                             |
| Emergency Medical and Trauma Services                      | Maternal and Child Health                  |
| Emergency Preparedness and Response                        | Nutrition (WIC)                            |
| Environmental Epidemiology                                 | Oral Health                                |
| Epidemiology Investigations                                | Residential Care                           |
| Health Disparities   | Sexually Transmitted Disease/HIV           |
| Health Statistics (including GIS)                          | Suicide Prevention                         |
| HIPAA compliance   | Tobacco Education and Prevention           |
| Immunizations  | Vital Records (birth/death certificates)   |
| Injury Prevention  |  |

## Chapter 4

### Planning Assumptions

The general planning assumptions used for the development of Part II – Operational Plan are outlined in Part I – Base plan of the department’s Internal Emergency Response Plan. However, it is important to note that within each division’s/program’s operational guideline, summarized within this document, **additional assumptions may be listed in each division or program specific response plan.**

## Chapter 5

### Authority and Legal Issues

#### Authority

Colorado Revised Statutes that are general to the department are located in Part I – the Basic Plan. Specific authority for individual programs is located within each division or program specific plan **and may be included in the section of this plan that contains summaries of a program-specific operational response guideline.**

## Chapter 6

### Concept of Operations

#### General

The general department concept of operations for monitoring and advising on significant hazards or threats that pertain to the health and environment of Coloradans during disaster/emergency events are outlined in Part I – the Basic Plan of the department’s All-Hazards Internal Emergency Response Plan. **Program-specific concepts of operation are provided within each division’s plan and a summary in the division’s/program’s section in this document.**

## **Chapter 7**

### **Division/Program Specific Response**

#### **Section 7.01: *Executive Director’s Office***

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#### **Environmental Hazards – General Assessment**

Lead Division: Environmental Programs

##### **Support Divisions**

Emergency Preparedness and Response (EPRD)  
Air Pollution Control (APCD)  
Consumer Protection (CPD)  
Disease Control and Environmental Epidemiology (DCEED)  
Health Facilities and Emergency Medical Services (HFEMS)  
Water Quality Control (WQCD)

##### **External Support**

Colorado Division of Emergency Management (CDEM)  
Department of Military and Veterans Affairs (DMVA), National Guard  
Department of Public Safety, State Patrol  
Assistance from federal agencies is based upon the type of hazard; see details under specific hazards within the program specific plan

##### Definition

Environmental Assessment Response Team (EART) – a field team of two or more CDPHE personnel who will conduct assigned activities, observations and sampling in response to an event.

Environmental Triage – the review of all information available (initial situation reports from the event site, records held by the department, direct knowledge of the site from CDPHE field personnel, etc.) about a disaster/emergency event and the area/location that has been impacted by the event to support the needs of the State Emergency Operations Center (SEOC) and the CDPHE Department Operations Center (DOC) and to identify the lead division.

##### Authority

The authority is outlined in Part I- the Basic Plan of the department’s All-Hazards Internal Emergency Response Plan.

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Planning Assumptions

The department's Environmental Assessment Response Team (EART) may conduct activities or coordinate and assist the response personnel from local or other state agencies as requested.

Department personnel for the EART are determined based on the most appropriate expertise for the event. The team's response efforts are focused on the protection of the public health and safeguarding the environmentally vulnerable portions of the impacted area.

Roles and Responsibilities

**1. Environmental Assessment Response Team (EART)**

- Conduct assigned activities (observations and sampling) and report as necessary
- Follow safety precautions and wear appropriate personal protective equipment (PPE) for the assigned activities
- Complete written reports and maintain accurate records when in the field.

**2. EART Lead**

An EART Lead is selected from the Environmental Programs based on the event and will:

- Serve as the primary contact for the department's environmental response teams and Emergency preparedness and Response Division (EPRD)
- Coordinate with local, state and federal partners
- Coordinate with the CDPHE Laboratory Services Division (LSD)

**3. Individual Environmental Divisions**

Develop and maintain a division/program specific Emergency Response Plan that includes Standard Operating Guidelines (SOGs).

Develop and maintain a list of personnel with the expertise that would qualify for the EART, including those that may assume the team leader role, based on their knowledge and appropriate training for emergency response and the NIMS/ICS structure.

Maintain a list of equipment available (if any) for environmental assessment and field response. Ensure equipment is appropriately calibrated and checkout procedures are in place for rapid deployment and tracking.

Maintain a list of personnel with the training, equipment and knowledge to work in PPE including respiratory protection. This list should include the level of PPE each individual is qualified to use, date of last training and date of last medical monitoring check (as necessary).

## Concept of Operations

### **1. General**

Determine what occurred and the type of assistance requested. Notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (or 303-692-3022)** during **regular business hours** or the **after-hours Duty Officer** by calling **303-594-5219**. Determine if the department and lead division can provide the requested assistance. If not, identify an alternative source to provide the requested assistance.

Advise the agency or jurisdiction requesting assistance of the actions the department and division believe is warranted.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting Line by calling one of the numbers above. **The Emergency Response and Incident Reporting Line Manager or After-Hours Duty Officer** will notify the Emergency Response Coordinator (ERC) of the situation, providing all available information. THE ERC will report this information to the Colorado Information Analysis Center (CIAC), if necessary, and monitor the situation.

The environmental assessment provided by this department is intended to support response efforts of the local jurisdiction to assist in identifying risks and prioritizing response activities.

The environmental assessment will focus on the protection of the public health and safeguarding environmentally vulnerable areas impacted by the disaster/emergency event.

### **2. Activation**

Upon request from a local jurisdiction impacted by an emergency event, a field team will be assembled with the most appropriate expertise available and deployed to the affected area. The number of teams activated and frequency of activation will occur based on the unfolding event.

Appropriate information and samples will be provided to the Laboratory Services Division (LSD) and the CDPHE DOC as necessary.

### **3. On-scene Response**

Teams, will conduct on-scene response, as necessary and if capable. No environmental personnel will go to the scene alone unless they are meeting personnel from the local emergency response agency or public health agency to form a team.

On-scene teams will be assigned specific tasks and are expected to check in at the local on-scene command center/post, follow local safety protocols and local sign-in/out procedures.

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Field observations, computer modeling, environmental samples and analytical assessments are conducted based on information and samples obtained from the on-scene response team.

Confined space entry may be required. If it is probable or necessary to conduct an environmental assessment, the department will seek the assistance of the US Environmental Protection Agency (EPA) Region VIII Emergency Response personnel, and from the EPA Technical Assistance Team (TAT) contractor.

Once that assignment is complete the team will report on their findings and submit activity reports to the DOC.

#### **4. Recovery**

Site clearance and confirmation of cleanup may be necessary through sampling at a semi-quantitative to assure that the post-disaster/emergency environmental cleanup is reaching an adequate level to safeguard human health and the environment.

A summary of all department personnel who were deployed in the field at anytime during the event must be compiled, along with any actual or potential exposures to those individuals during response activities. A copy of this report must be submitted to the DOC upon deactivation.

After the incident has been mitigated, determine any recovery or closeout actions required. Make recommendations as necessary. Site safety and confirmation of cleanup may be necessary through sampling to assure that the post disaster/emergency environment has achieved an adequate level.

#### Training and Exercises

The purpose of training is to ensure that division and department staff are familiar with the CDPHE All-Hazards Internal Emergency Response Plans and know how to effectively fulfill any role assigned during a disaster or emergency response; that they know how to work collaboratively with others in their functional role; and that functional groups can work together during a coordinated and cooperative response effort.

- Environmental divisions should provide relevant sampling training for technical personnel in the most common and effective types of sampling to assist in response decision-making.
- Environmental divisions should provide health and safety training as appropriate for the types of sampling and emergency response actions personnel in their divisions may be expected to perform.
- **Training requirements for each division shall be reviewed at least annually and will be updated as necessary. The training will be based on the divisions/programs**

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**expectations as outlined in each division/program Standard Operating Guidelines (SOG).**

- Each division will provide relevant training specific to its role during disaster/emergency response.
- Training will be provided at least once annually (quarterly training is recommended).
- At least two division staff will be trained for each analytic area. At least two staff, more when possible, will participate in ongoing DOC training.
- Each division will participate in department-wide and state-wide exercises as necessary (at least one exercise annually).

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## **Emergency Response Coordination**

Lead Division: Emergency Preparedness and Response

### **Support Divisions:**

Air Quality Control  
Consumer Protection  
Disease Control and Environmental Epidemiology  
Hazardous Materials and Waste Management  
Health Facilities and Emergency Medical Services  
Laboratory Services  
Prevention Services  
Water Quality Control

### **External support:**

Colorado Department of Local Affairs, Division of Emergency Management  
Colorado Department of Public Safety  
Colorado Department of Military and Veterans Affairs – Colorado National Guard  
US Department of Health and Human Services - Centers for Disease Control and Prevention  
Community Dispatch Centers  
US Environmental Protection Agency  
Local Hospitals  
Local Public Health Agencies  
Local emergency Managers

### Definitions

**DERA** – **The designated emergency response agencies** are determined at the local level and are typically local/regional fire departments or law enforcement hazardous materials response teams.

**Communications Systems** - Hard line telephone systems, cellular telephones, pagers, faxes, computer Internet/Intranet and satellite systems (including email), two-way radios with 800 MHz capability, Metropolitan Emergency Telephone System (METS), and Government Emergency Telecommunications Service (GETS) cards. Note: The GETS card is to be used only when emergency telephone connection is required.

### Authority

The authority is outlined in Part I- the Basic Plan of the department's All-Hazards Internal Emergency Response Plan.

### Planning Assumptions

The following assumptions are in addition to the general department planning assumptions found in Part I- the Basic Plan:

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- During emergency/disaster events, any one or all of these systems will be utilized for gathering and disseminating information and for coordinating and managing CDPHE's response actions.

### Roles and Responsibilities

#### **1. General**

See Part I- the Basic Plan for general expectations of divisions and programs.

All department personnel are subject to receiving notification of an actual or potential disaster or emergency.

The Colorado Department of Public Health and Environment's Department Operations Center (DOC) has been established to provide the department with a centralized, equipped, location from which staff can respond to any disaster or emergency in a collaborative and coordinated manner. The DOC will be activated at the discretion of the Executive Director, Chief Medical Officer, EPRD Director and or Emergence Response Coordinator. Activation will occur when a disaster or emergency requires departmental response beyond normal daily activities.

The size and nature of the incident will determine the response level. When the Strategic National Stockpile (SNS) is requested, the activation of specific roles and responsibilities will occur based on the complexity of the incident. CDPHE will follow the National Incident Management System (NIMS) structure for response activities; CDPHE's All-Hazards Internal Emergency Response Plan provides an outline of all roles that may be activated in response to disaster or emergency incidents.

EPRD is responsible for coordinating the emergency response activities of CDPHE and for the management and maintenance of the DOC for possible activation. CDPHE is the lead State Agency responsible for coordinating public health and medical services (ESF #8) in response to a disaster or emergency in Colorado. EPRD is specifically responsible for:

- a. **Coordinating** the development of emergency response plans.
- b. Assessing natural and human-caused disasters and enhancing public health response to those events.
- c. Integrating public health and medical systems with local and state partners.
- d. Training public health, medical and emergency response partners on the latest and improved protocols related to health, medical and mortuary response.
- e. Distributing health information as well as implementing systems for effective and redundant communication among all stakeholders involved in public health detection and response.
- f. Assessing Colorado's ability to respond to the medical care of victims during an emergency.

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- g. Requesting and distributing the Strategic National Stockpile (SNS) when necessary.

*Note: Detailed information about the SNS is included in the SNS plan maintained by the SNS Coordinator in EPRD.*

## **2. Emergency Preparedness and Response Division**

Any program, within the department, receiving notification from a local entity of a potential or unfolding disaster or emergency event, that may exceed department capabilities, will notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (or 303-692-3022)** during **regular business hours** or the **after-hours Duty Officer** by calling **303-594-5219**. The Duty Officer will report all calls pertaining to a disaster or emergency event and any requests for emergency assistance from a local authority to the Emergency Response Coordinator (ERC). If unavailable, the report will be relayed to the EPRD Deputy Director, EPRD Director, Chief Medical Officer or the Executive Director, in this order.

EPRD will maintain the Duty Officer Book containing a current copy of the emergency notification “Call-Down List”. EPRD will update the “Call-Down List” quarterly. It is each division’s responsibility to ensure that the information in its “Call-Down List” is kept current and to notify EPRD of any changes or updates.

EPRD will utilize office phone numbers, home phone numbers, pagers and cellular phones to notify appropriate department personnel of an emergency situation. The person(s) notified is responsible for additional notification of personnel within their division or program.

EPRD will notify the appropriate local, state and federal agencies, of the department’s activation status using any of the communication systems listed below. Volunteers or Volunteer Organizations will be activated or notified using some of the communication systems listed below.

Disaster or emergency event situational updates will be provided to local and state emergency operations centers through the DOC. Multiple communication systems will be utilized to ensure that the flow of information continues in a timely and efficient manner should any one-system fail.

### ***Dialogic Communicator***

The EPRD emergency notification system is Dialogic Communicator or Dialogics. This system can notify the recipient(s) vial multiple contact devices and allows users to update their contact information over the web.

The functionality of the Dialogics system includes notification through various means, including, multiple phone numbers (work/business, home, cell, pager, fax) and e-mail. Once activated, the system follows a specific calling sequence, the order in which notification devices are dialed/contacted, to deliver a message(s) to one or multiple groups. The system

will leave a message with a call back number, if the individual did not answer. The system will continue the calling sequence, until a response is received. The system manager can program the system to terminate the calling sequence after a specific number of attempts (i.e., 6 attempts) or length of time (i.e., 2 hours).

Each user in the system is required to have 3 setup elements: a username, ID code, and password. In order to receive a notification message for certain types of events (specific emergencies or exercises), a user may be asked to enter their ID code. Users wanting to change information in the Dialogics system via the web will be asked to enter their username and password.

### ***Colorado Health Alert Network (COHAN)***

The Health Alert Network (HAN) is a nationwide, integrated information and communication system intended as a platform for distribution of health alerts, dissemination of prevention guidelines and other information, electronic laboratory reporting, disease surveillance, and communications with Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness and Response program.

### ***Health Alert Network Overview***

The Colorado Health Alert Network (COHAN) is a statewide, integrated information and communication system intended for the distribution of health alerts; dissemination of prevention guidelines, for example guidelines to contain the spread of illness; and communication with the Centers for Disease Control and Prevention (CDC) all-hazards preparedness and response program. CDPHE Health Alert Network (HAN) communications are most frequently distributed to infection control practitioners, disease physicians, emergency departments, local public health agencies, laboratories, coroners, and key state stakeholders.

### ***Purpose and Strategic Goals***

The purpose of the Health Alert Network (HAN) is to:

- Ensure effective communication connectivity among local and state public health departments, healthcare organizations, local governments and emergency management personnel statewide and other key partners involved in public health response through Internet connectivity, email notifications, and other forms of communications.
- Ensure methods of emergency communications are fully redundant with email (faxes, two-way radios, cell phones, pagers, wireless devices).
- Ensure ongoing protection of critical data and information systems.
- Ensure electronic exchange of information in standard formats.

### ***The goal and purpose of HAN at a local level is to:***

- Ensure important information received from the state HAN at the Colorado Department of Public Health and Environment (CDPHE) is distributed to all appropriate local partners and health care providers (the local HAN users).

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- Ensure key local HAN contact information is up-to-date.
- Ensure 24x7 emergency contact information is regularly maintained in a state specified system/location.
- Test and assess the local HAN system, including a variety of devices, at least quarterly.
- Develop and document policies and procedures for a local HAN system.
- Inform state HAN of any notifications initiated at the local level.
- Ensure local agency compliance with state strategic planning goals of the IT and Communication group as stated in section **Error! Reference source not found.**

### ***EMSystem***

EMSystem is a web-based patient transport system that contains live hospital divert status. In an emergency the system is used by dispatch agencies and ESF-8 leads to query hospitals for bed availability to aid in patient transport.

### ***BioWatch Summary***

BioWatch is an early-warning system initiated by the U.S. Department of Homeland Security (DHS) that can rapidly detect trace amounts of pathogen-specific nucleic acid in the air (whether intentionally released or naturally present in the environment). Public health officials can use a positive signal from a BioWatch collector (referred to as a BioWatch Actionable Result or “BAR”) to quickly assess risk to their population and transition early to appropriate emergency response, medical care, and consequence-management plans. The Colorado BioWatch Network is a collaboration of local and state public health agencies, U.S. EPA Region VIII, and law enforcement agencies.

CDPHE, LSD is responsible for the BioWatch Plan, which outlines the activities of each CDPHE division and the external agencies involved in the program. This includes the notification process should a BAR occur.

### ***Medical Reserve Corps***

The Medical Reserve Corps (MRC) are locally run medical and non medical volunteers, who when requested will assist with medical activities during planned activities such as health fairs, concerts, conventions and other large gatherings that have the potential to involve public health emergencies. MRCs can also be activated in response to disaster such as tornados, wildfires, and floods. There are 19 MRC units with over 1000 volunteers in Colorado. There are a few unique units- the Colorado MRC is a unit that can deploy upon request anywhere in the state, the Colorado Star Unit accepts volunteers with both law enforcement and medical backgrounds and the Heritage Eagle Bend Unit is part of a gated community and that works in partnership with Parker Adventist Hospital.

***Units can be activated locally by sending a request to the local ESF-8 lead in the local EOC; a resource request is completed, approved and routed through the logistics section***

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This is important because the local requesting agency is responsible for workers comp and liability insurance, lodging, mileage and food for the MRC volunteers.

**If the unit(s) are activated at the state level:**

The activation steps are the same except the request is routed through the State ESF-8 lead at the SEOC. In this instance, the state is responsible for workers comp, liability insurance, and other costs.

The MRC Units can also be federalized, activated and deployed by the US Department of Health and Human Services (DHHS). The guidelines for this type of activation are currently being revised.

***Colorado Volunteer Mobilizer (CVM)***

The Colorado Volunteer Mobilizer is a secure web-based database for local partners. It is managed at the local level for Colorado emergency Response. It is comprised of public health and medical professionals.

***Colorado Situational Awareness Tool or SATool***

The Colorado Situational Awareness Tool (SATool) provides access to a host of information sharing capabilities keeping all partners connected and apprised of the most current information during events across the state. The tool was designed as a fluid and flexible system to accommodate real-time information sharing amongst all partners involved in a specific event. This information sharing is intended to include information from within the state and when appropriate, from partner organizations outside the state.

SATool compliments and enhances resources already available by allowing all partners to collaborate simultaneously at any time during an event. The system allows partners to draw on lessons learned from past events and the evolution of a current event when discussing and developing response strategies.

They types of information that can be accessed and posted in the SATool include but is not limited to:

- Critical announcements about an event
- Timelines of significant incidents or actions related to the event
- Essential contact information
- Relevant documents
- Images related to the event
- Weather conditions that may affect the response (if relevant)
- Message boards for SATool users to use for brief discussions about the event
- Aggregated news feeds to track what is being reported about the event
- Social media links to track how information is being received, discussed and shared about the event (this includes blogs, facebook, twitter and others)

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Public and environmental health professionals (including volunteers, non-profit organizations, businesses, hospitals and HMOs such as Kaiser Permanente) may view and post to the SATool. This allows all partners involved in coordinating and managing the response to the event to share information from multiple sources in one central location. System administrators may limit access to specific areas of the SATool should a specific threat to the response or the public necessitate such action.

### ***800 MHz Radios***

Colorado Department of Public Health and Environment's 800 MHz System has a cache of 30 portable 800 MHz radios and two base stations.

Only to be used as a redundant communication system, if regular lines of communication are overloaded or out of order due to an emergency or incident.

### **3. All Divisions**

Personnel are to be trained to use all available communication systems, as listed above, during any emergency response. Should any staff be unfamiliar with the available communications systems, "Just-in-time" training is available to help them become familiar with the equipment and how to use it, in advance of being assigned a response role.

Should the status of communication systems or equipment change during an event, personnel will be briefed and provided with any necessary training allowing them to adjust to these modifications.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (or 303-692-3022)** during **regular business hours** or the **after-hours Duty Officer** by calling **303-594-5219**. The ERC will relay all pertinent information to the CIAC and monitor the situation.

EPRD will notify the appropriate local, state and federal agencies, using any of the above listed communication systems, of the department's activation status.

Disaster or emergency event situational updates will be provided to local and state emergency operations centers through the DOC. Multiple communication systems will be utilized to ensure that the flow of information continues in a timely and efficient manner should any one-system fail.

***Note: For safety reasons, no personnel should be without a form of communication or a method for documenting their location and expected check-in times.***

## Concept of Operations

### **1. General**

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The Tactical Communications Lead will determine the communication systems and hardware to be used during a disaster or emergency event. This decision will be based on standard operations guidelines and the availability of each system and the hardware.

## **2. Activation**

Upon activation, the Incident Manager and Logistics Chief with the assistance of the Tactical Communications Lead will prioritize the use of available communications systems and hardware.

Communication infrastructure must be present for adequate and timely notification of critical personnel including those manning the CDPHE DOC, RSS, and personnel assets (for potential field response). Colorado has made a significant investment in improving the communications interoperability and infrastructure in the state. This investment directly influences the ability of public health and medical providers to communicate in the event of a catastrophic disaster.

### **EPRD Guide: Activation and First Operational Period**

Notification of all EPRD staff, Executive Director's Office, Division Directors  
Assigned Person: EPRD staff in office, off site, teleworking (*on leave – if necessary*)  
Assigned Person: Executive Director, Chief Medical Officer, Director Environmental Health, PIO, others  
*Assigned Person: Call-down list/email to Health & Environmental Health Division Directors (back-ups)*

Set-up The DOC

Computers and access information for users  
Telephones and v-messaging access guide  
Pens/paper and other basics  
Television/news monitoring  
Check-in sheet at entrance  
Check printers, fax machine, copying

Begin filling in the initial ICS Forms (*initially 80% EPR staff are assigned to Planning*)

Incident Name – Use the same name as the local or State EOC

Determine the Department's Mission/Goals for each Operational Period (ICS 202)

First Operational Period the mission and goals are:

Mission: Protect the public's health and environment

Goal 1: "Determine the Public Health Concerns"

Goal 2: "Provide Support to Local Public Health"

Second/subsequent Operational Periods the goals are:

The mission remains the same; goals will compliment the SEOC goals

Develop the organizational chart for the DOC (ICS 203)

Adjust as often as necessary to meet the changing issues of the event

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Be certain to record date and time to ensure the correct version is being used  
 Assist activated divisions in maintaining a span of control with staff involved

Establish a safety component

CDPHE personnel that are going to the affected area must be listed (master list for all programs)

Departure time, destination and task must be listed; ESF 8 Lead to give to SEOC/Local EOC

Staff should be briefed on major points of the event before departure

Personnel are to check-in with the local EOC at site identified by local EOC and DOC (if possible)

Personnel are to obtain a safety briefing at the local EOC

Prepare for the transition of staff/positions in DOC and SEOC

Staff in DOC and SEOC are to prepare summaries to share with incoming staff at shift change

Anticipate 30 minutes to relay information (*arrive early/leave late*)

The transition briefing should include

Brief summary of event

Detailed summary of current operational period

Items critical to the position

Demonstrate/show computer programs being used

Share how to access phone messages, password to computer (logging in), etc.

**3. Response**

**Initial Response Checklist**

| Number |   | Date/Time |
|--------|---|-----------|
| 1      | Evaluate Situation <ul style="list-style-type: none"> <li>• Determine impact/severity.</li> <li>• Create initial response organization.</li> <li>• Analyze incident’s growth potential.</li> <li>• Determine real and potential media and political interest.</li> <li>• Coordinate with other divisions, local responding agencies and supporting state agencies.</li> </ul><br>Note: If time is critical, any Department director, manager or supervisor initiates reasonable actions to get the facts and protect health and safety. |           |
| 2      | Notify to Appropriate Internal Level<br>Promptly notify senior Department officials of actual or potential emergency: <ul style="list-style-type: none"> <li>• Executive Director</li> <li>• Chief Medical Officer</li> <li>• Division Directors (e.g., communicable disease investigation, emergency medical service...)</li> </ul>  |           |
| 3      | Activate Plan   |           |

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|   |   |  |
|---|---|--|
|   | <p>If actual or potential health and safety threats exceed routine capacity to respond or require unusual coordination between two or more work units:</p> <ul style="list-style-type: none"> <li>• Assign Incident Commander (IC) and appropriate staff.</li> <li>• Delegate authority.</li> <li>• Set initial objectives.</li> <li>• Commit resources.</li> <li>• Notify political leaders and partner organizations (including health departments).</li> </ul> |  |
| 4 | <p>Create Response Organization and Conduct Operations<br/> Based on objectives, the IC will:</p> <ul style="list-style-type: none"> <li>• Develop the organization.</li> <li>• Create the Incident Action Plan (IAP).</li> <li>• Order and manage resources.</li> <li>• Identify and engage other needed cooperating or supporting organizations.</li> </ul>   |  |
| 5 | <p>Refine the Response Organization</p> <ul style="list-style-type: none"> <li>• Continually adjust response organization structure.</li> <li>• Smooth operating relationships (with support organizations and agency/political leadership).</li> <li>• Consider establishing Unified Command (UC) of ICs from organizations with highest relevant responsibility, authority, and resources.</li> </ul>   |  |
| 6 | <p>Support the Response Organization<br/> As incident size and complexity increase, ensure:</p> <ul style="list-style-type: none"> <li>• Adequate resource management systems.</li> <li>• A scheduled planning cycle.</li> <li>• Personal accountability controls.</li> </ul>   |  |

Disaster or emergency event communications will include the title of the incident, a date and time stamp and the type of equipment used to transmit information. This will ensure effective tracking of all communications during the response operational and recovery periods.

Written and verbal communication will go to designated positions in the incident command structure with the intent that these individuals will forward the information to the appropriate positions within their branch.

**4. Recovery**

During the recovery phase of a disaster or emergency event response, protocols to deactivate all tactical communications equipment and personnel using said equipment will be implemented when directed by the Incident Commander, Section Chief and Unit leader.

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Training and Exercises

The purpose of training is to ensure that division and department staff are familiar with internal emergency response plans and know how to effectively fulfill any role assigned during a disaster or emergency response; that they know how to work collaboratively with others in their functional group, and that functional groups can work together during a coordinated and cooperative response effort.

Training to receive and distribute the SNS will be an ongoing activity. The SNS Coordinator and Trainer are responsible for ensuring that training and exercises are conducted and evaluated for effectiveness and that all training activities are coordinated with other activities. The EPR planning and training groups will work closely with the SNS Coordinator to ensure exercises are developed and evaluated in a way that encourages process improvement at the state and local levels.

The division will conduct department-wide quarterly testing of the various internal and external communication systems to ensure systems are functioning properly.

Training on two-way radio usage is ongoing and available upon request to the EPRD.

Training for all information and communication systems and web tools used by the department during emergency response (EMSystem, Health Alert Network (HAN), Emergency Response and Incident Reporting Line, Situational Awareness Tool (SATOOL), Colorado Volunteer Mobilizer (CVM)), and 800MHz Radio) is ongoing and available upon request to the EPRD.

**General ICS Qualifications of Incident Commanders and Key Staff**

The chart below summarizes the kinds of ICS training and experience (exercises and actual operations) desired for key response organization leadership positions

| <b>Incident Type</b>  | <b>Incident Commander (IC)</b>  | <b>Command &amp; General Staff (C&amp;GS)</b> | <b>Key Unit Leaders</b>                                | <b>Special Procedure and Protocol Knowledge</b>  |
|-----------------------|---|---|--|--|
| <b>Minor, Routine</b> | IS-100 & 200<br>Generally performs all leadership functions<br>Qualified to lead normal operations. | IS-100 & 200<br>Generally not required        | IS-100<br>Several operational leaders may be required. | Standard Department Operating Procedures (SOPs).<br>Generally routine response, regular partners, Plan not activated |

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|-------------------------------|--|--|--|---|
| <b>Locally Significant</b>    | IS-100 to 300<br>Suitable experience & confidence of cognizant manager   | IS-100 to 300<br>Generally several C&GS required, e.g., an IO, OSC, and PSC<br>Suitable experience & confidence of IC    | IS-100 to 200 for operations leaders, IS-100-300 for other section leaders<br>Several operational and select unit leaders. | SOPs<br>Plan chapter 2 and relevant Tabs Consider activating Plan, creating formal response organization. |
| <b>Regionally Significant</b> | IS-100 to 400<br>Position Training<br>IS-420<br>Suitable experience & confidence of Director.  | IS-100 to 400<br>Position Training<br>IS-420<br>Full C&GS required. Suitable experience & confidence of IC               | IS-100 to 400<br>Position Training<br>Many operational and unit leader positions required.                                 | SOPs<br>Plan activated<br>Related plans and emergency policies<br>Plan chapter 2<br>Relevant Tabs         |
| <b>Nationally Significant</b> | IS-100 to 400<br>Position Training<br>Experience at Type 1 Level<br>IS-420/520<br>Suitable experience & confidence of political and agency leaders | SI-100 to 400<br>Position Training<br>Experience at Type 1 Level<br>IS-420/520<br>Suitable experience & confidence of IC | IS-100 to 400<br>Position Training<br>Most/all operational and unit leader positions required                              | SOPs<br>Plan activated<br>Related plans and emergency policies<br>Plan chapter 2<br>Relevant Tabs         |

**Response Qualifications and Training – NIMS ICS Curriculum to determine equivalent training:**

**IS-100.a Introduction to the incident command system (ICS):** ICS 100, Introduction to the Incident Command System, introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

**Primary Audience**

Persons involved with emergency planning, response or recovery efforts.

**IS-200.a ICS for Single Resources and Initial Action Incidents:** ICS 200 is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System (ICS). ICS-200 provides training on and resources for personnel who are likely to assume a supervisory position within the ICS.

**Primary Audience**

Persons involved with emergency planning, response or recovery efforts.

**IS-300 Intermediate ICS:** More description of detail and operation of ICS including resource management, duties of all positions, and incident and event planning; 12-24 hours of instruction and exercise.

**Primary Audience**

All mid-level management (Federal/State/Local/Tribal/Private Sector and Nongovernmental personnel should take ICS-300; including: persons serving as command staff, section chiefs, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, and multi-agency coordination system/emergency operations center staff. (NOTE: the target audience is all emergency responders including fire, EMS, emergency management, law enforcement, public/environmental health and public works)

**IS-400 Advanced ICS:** Large scale organization development, roles and relationships of primary staff, planning/operational/logistic/fiscal considerations for large and complex incident and event management, Area Command (AC), and Multi-Agency Coordination System (MACS); 8-16 hours of instruction and exercise.

**Primary Audience**

All mid-level management (Federal/State/Local/Tribal/Private Sector and Nongovernmental personnel should take ICS-400; including: persons serving as command staff, section chiefs, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, and multi-agency coordination system/emergency operations center staff. (NOTE: the target audience is all emergency responders including fire, EMS, emergency management, law enforcement, public/environmental health and public works)

**IS 700.a NIMS an Introduction:** This course introduces and overviews the National Incident Management System (NIMS). NIMS provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents. This course provides a basic introduction to NIMS and is not designed or intended to replace Incident Command System and position-specific training.

**Primary Audience**

Individuals with emergency management responsibilities including prevention, preparedness, response, recovery and mitigation.

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**IS-800.B National Response Framework, An Introduction: Note:** This course introduces participants to the concepts and principles of the National Response Framework.

**Primary Audience**

This course is intended for government executives, private-sector and nongovernmental organization (NGO) leaders, and emergency management practitioners. This includes senior elected and appointed leaders, such as Federal department or agency heads, State Governors, Mayors, Tribal Leaders, and City and County Officials – those who have a responsibility to provide for effective response.

## **Section 7.02: Environmental Divisions**

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### **Air Hazards**

Lead Division: Air Pollution Control Division

#### **Support Divisions**

Emergency Preparedness and Response Division  
Consumer Protection  
Disease Control and Environmental Epidemiology  
Hazardous Materials and Waste Management  
Laboratory Services

#### **External Support**

AlphaTrac (303-428-5670)  
National Weather Service  
EPA/R8 (800-227-8914)

#### Definitions

Air Pollution Emergency or Disaster I – Any significant occurrence that is beyond normal regulatory authority of the Air Pollution Control Division.

#### Authority

The following authority is in addition to that outlined in Part I – Base Plan of the department’s All-Hazards Internal Emergency Response Plan.

C.R.S. 25-7-112 and C.R.S. 25-7-113 – Describes the authority of the Division and Commission in the case of, “an activity involving a significant risk constituting a clear and present danger.” While these statutes apply more specifically to a source and the issuance of cease and desist orders, it is clear that there is an expectation that the Division plays a role in being responsible for interactions to protect the public health and welfare under the condition of an emergency.

#### Planning Assumptions

The following assumptions are in addition to the general department planning assumptions found in Part I – the Basic Plan:

- Air pollution emergencies generally have an immediate threat to human health or the environment; they are not readily ameliorated through an order or other type of regulatory or administrative action.

#### Roles and Responsibilities

### **1. Air Pollution Control Division**

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*All-Hazards Internal Emergency Response Plan Part II-Operational Plan*

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- a. Act as the lead division when a potential or actual major release to air exists
- b. Provide available meteorological or other air data from the state pollution monitoring stations are requested.
- c. Provide meteorological recommendations concerning dispersion potential and general wind flow patterns where data is available.
- d. Provide recommendations concerning monitoring of air and references to appropriate first line responders for on-site monitoring of air pollutants.
- e. Provide second line coordination to other sources of information concerning dispersion potential and possible areas of evacuation where services and coverage is available.
- f. Provide on-site assistance in the collection and transportation of environmental samples as necessary and feasible.
- g. Provide post disaster assistance in evaluating environmental impacts that result within the resources and capabilities of the Division.
- h. Maintain a call-down list that identifies and designates primary and backup technical specialists for routine incidents management and technical staff for general information about the possible dispersion of chemicals.

**2. Organizational Responsibility**

The division will maintain a call-down list of key management and technical staff that can provide general information about the possible dispersion of chemicals due t emergency/disaster situations. This list will be maintained as part of the department's overall emergency resource list and plan. The Division Director is the team lead and will be the first line of contact in an emergency. The type and scope of the emergency will determine whether or not the division can or will respond.

**3. Administration**

The Air Pollution Control Division will provide a call-down list of individuals assigned to a functional role within the DOC during a disaster/emergency event response.

**4. Activation**

Air Pollution Control Division will activate the division leadership brief them on the incident and decide on a course of action. Response team members will be activated in the following order:

- Division Director
- Deputy Director

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- Program Manager for Stationary Sources
- Program Manager for Technical Services

Other Division teams that may be activated are:

- Meteorology – Unit lead and staff meteorologist
- Stationary Source – Unit lead and technical support

#### **5. On-Scene Response**

Equipment and field personnel trained to collect hazardous chemicals may be made available to provide on-site assistance for the collection and transport of samples.

***NOTE: Proper sampling equipment must be available, training provided and an appropriate level of personal protective equipment (PPE), suitable for responding to the specific emergency event, before personnel will be allowed to respond to the scene.***

#### **6. Recovery**

After the incident has been mitigated, determine and recommend site safety and confirmation of cleanup as necessary through sampling to assure that the post disaster/emergency environment has achieved an adequate level to safeguard the public health and environment.

A summary report of all department personnel who were on-scene at any time during the incident response and any actual or potential exposure must be provided to EPRD after deactivation.

#### Training and Exercises

The division will participate in training provided by the Department and will incorporate an element of training and participation in designated Team member's' annual performance plans. Training will be logged into Department time and effort accounting systems and a record will be maintained of all Team members' training status.

***NOTE: See the Air Pollution Control Division's annex to this plan for more detailed information.***

## **Food and Drug Hazards**

Lead Division: Consumer Protection Division (CPD)

### **Support Divisions**

Emergency Preparedness and Response Division (EPRD)

Air Pollution Control (APC)

Disease Control and Environmental Epidemiology (DCEED)

Hazardous Materials and Waste Management (HMWMD)

Health Facilities and Emergency Medical Services (HFEMS)

Laboratory Services (LSD)

### **External Support**

Colorado Department of Agriculture

Colorado Division of Emergency Management

Colorado Department of Public Safety, State Patrol

Colorado Department of Military and Veterans Affairs, National Guard

US Department of Health and Human Services (DHHS)

DHHS, Centers for Disease Control and Prevention (CDC)

DHHS, Public Health Service (PHS)

US Environmental Protection Agency (EPA)

US Food and Drug Administration (FDA)

### Authority

Outlined in Part I – Base Plan of the department’s All-Hazards Internal Emergency Response Plan and in the Consumer Protection Division’s Emergency Response Plan.

### Planning Assumptions

The following assumptions are in addition to those outlined in Part I – Base Plan of the department’s Internal Emergency Response Plan.

The Consumer Protection Division has oversight responsibility for wholesale food, retail food, Over The Counter (OTC) drugs, raw milk, dairy products, and vector control within Colorado.

1. In the event of an emergency, CPD would delegate primary response at these facilities to local organized or county health departments (local health department contact information is maintained as a separate document on the CDPHE Intranet page), except in the case of a disaster that included raw milk, fluid milk, fluid milk products, dairy products and vector in which CPD would become the primary responder. Additionally, emergencies involving USDA regulated products (i.e., meat and poultry) will be handled by USDA. There are a number of remote counties served directly from the Denver office: Moffat, Garfield, Gilpin, Grand, Jackson, Rio Blanco and Elbert. CPD also

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provides service to Alamosa, Rio Grande, Mineral, Saguache, Costilla and Conejos counties through staff stationed in Alamosa.

2. If an emergency occurs in one of the counties served directly from the Denver office, CPD would seek assistance from neighboring counties initially and/or staff would travel from Denver to respond. In the event CPD staff would travel from the Denver office, they will first obtain the Emergency Response Kit from the locked storeroom in the CPD file room (Tab 2). Included in the kit are the general tools and paperwork required to respond to an emergency. The kit will be checked the first month of every year to assure the contents have not expired.
3. If an emergency occurs that only includes the health of cows, goats or sheep used for the production of milk for products intended for human consumption, the Colorado Department of Agriculture (CDA) would be the primary responder (303-239-4170). However, if an emergency or an act of bio-terrorism occurs on a dairy farm that resulted in dairy animals possibly being contaminated with a disease transmissible by milk, both CPD and CDA would be primary responders. If drugs or medical devices are involved in the emergency the US Food and Drug Administration (FDA) would be the primary responder (303-232-6301)
4. If an act of bio-terrorism would occur that affected processed milk and dairy products, CPD would be the primary responder for the plant manufacturing the products, with local health agencies or health agencies in other states responsible for products that are in warehouses or markets in their jurisdictions.
5. CDPHE officials will communicate with employees in advance (during pre-planning activities) and at the time the event is recognized, to assure workers that their safety and their families' has been planned for and that prophylaxis and/or protection will be provided. It will be crucial to have accurate and timely dissemination of information to staff in order to decrease their risk and concern of becoming secondarily infected and to encourage them to report for work.

### Roles and Responsibilities

**A. Division Director Duties:** The Division Director will review a summary of key facts associated with the emergency incident and will assess the level of appropriate involvement of the Consumer Protection Division (CPD). This will be consistent with statutory responsibilities of CPD. The Division Director will determine the level of appropriate Division participation of response activities involving CPD Program Managers and Environmental Protection Specialists (EPS). The Division Director will also coordinate transfer of information and requests for assistance to local health agency representatives responsible for Consumer Protection programs and to federal agencies including but not limited to the Food and Drug Administration and Centers for Disease Control.

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**B. Assistant Division Director Duties:** The Assistant Division Director will have all the duties listed for the Division Director if the Division Director is not available. The Assistant Division Director will also provide technical guidance to CPD Program Managers and EPS.

**C. Program Managers Duties:** The Program Manager will be in charge of the on site operations, either from the office or at the incident, and direct the local and state EPS as to their specific duties. The Program Manager will also act as direct technical assistance to the EPS on site, and report the status of the operation to the Division Director and Assistant Director.

**D. Environmental Protection Specialist:** The Environmental Protection Specialist is the person on site performing essential functions in the field and will report back to the program manager in charge of duty assigned.

### Concept of Operations

#### **1. General**

Determine what occurred and the type of assistance requested. Notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (or 303-692-3022)** during **regular business hours** or the **After-Hours Duty Officer** by calling **303-594-5219**.

Advise the agency or jurisdiction requesting assistance of the actions the department and or division has determined is necessary.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting Line by calling one of the numbers above. The emergency Response and Incident Reporting Line Manager or After-Hours Duty Officer will notify the Emergency Response Coordinator (ERC) of the situation, providing all available information. THE ERC will report this information to the Colorado Information Analysis Center (CIAC), if necessary, and monitor the situation.

#### **2. Activation**

The CPD will coordinate with EPRD or local public or environmental health agency upon notification of an emergency incident.

Notification of the EPRD, CPD or all listed divisions will result in department activation.

#### **3. Field Response**

Determine the size and scope of the emergency and what resources will be required (if any) for response.

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Provide technical assistance in defining the potential for toxicity and problematic reactions after identification of the source chemical(s); document the source agent (from shipping invoice, bill-of-lading or plant/facility operations manager, etc.)

Review steps taken to:

- Control and minimize consequences of the emergency
- Protect human health
- Protect environment

Assist the local health agency in identifying additional response action, necessary for response and prevention of disease spread from contaminated food or drug products.

*Note: If an emergency occurs that only includes the health of livestock such as cows, goats or sheep used for the production of milk for products intended for human consumption, the Colorado Department of Agriculture (CDA) is the primary responder (303-239-4170)*

#### **4. Recovery**

Once decisions regarding product disposition have been made or during the evaluation process, necessary measures for cleaning, sanitizing and securing the facility will be determined.

- a. It may be determined that the facility is no longer viable for the storage of the products due to the extent of damage in which case alternate arrangements will be required. The responder(s) will be required to follow-up on the alternate arrangements.
- b. It may be determined that the facility can be used for the storage of product once thorough cleaning is complete. Again, the responder(s) will need to make arrangements to return to the facility to evaluate cleanup.
- c. A portion of the facility may be usable and a portion may require repair before it can be returned to daily intended use. The responder(s) should coordinate with the facility to provide follow-up once necessary repairs have been made.
  - The responder will also need to provide the operator/responsible parties with the appropriate paperwork for product disposition and to document actions that were taken by the CPD.
  - A debriefing of the activities will be done with the appropriate program managers to assure proper handling of similar situations in the future.

#### Training and Exercises

The purpose of training is to ensure that division and department personnel are familiar with the CDPHE All-Hazards Internal Emergency Response Plan and all associated divisional plans. Training allows personnel to know how to effectively fulfill any role assigned during a disaster

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or emergency response; that they know how to work collaboratively with others in their functional group, and that functional groups can work together conduct a coordinated and cooperative response effort.

- Training requirements for the division are reviewed at least annually and will be updated as necessary. The training will be based on the division's/program's expectations, as outlined in its standard operating guidelines (SOGs).
- The division will provide relevant training specific to its role during disaster/emergency response.
- This training will be provided at least once annually.
- Staff will be trained for each analytic area. A minimum of 2 people will participate in ongoing DOC training.
- The division will provide training in health and safety as appropriate for the types of sampling and emergency response actions that may be required.
- The division will participate in at least 1 department-wide exercise annually.

***NOTE: See the Consumer Protection Division's annex to this plan for more detailed information.***

## **Chemical Hazards**

Lead Division: Hazardous Materials and Waste Management Division

**Notify the Hazardous Materials and Waste Management Division by calling the duty officer pager first at 303-826-8086 and if there is no callback within a reasonable amount of time call 303-877-9957.**

### **Support Divisions**

Emergency Preparedness and Response Division (EPRD)

Air Pollution Control (APCD)

Consumer Protection (CPD)

Disease Control and Environmental Epidemiology (DCEED)

Laboratory Services (LSD)

Water Quality Control (WQCD)

### **External Support**

Colorado emergency Planning commission (CEPC)

Colorado State Patrol (CSP)

Local Designated Emergency Response Agency (DERA)

US Environmental Protection Agency (EPA)

### Definitions

SERA – the designated emergency response agencies are determined at the local level and are typically local/regional fire departments or law enforcement hazardous materials response teams.

### Authority

Outlined in Part I – Base Plan of the department’s All-Hazards Internal Emergency Response Plan and in the HMWMD Emergency Response Plan.

### Planning Assumptions

The following assumptions are in addition to the general department planning assumptions found in Part I – Base Plan:

- Chemical hazards may be detected in the air, food or water; the appropriate departmental program will take the lead or work in coordination with all responding divisions/programs to coordinate and manage the response to the emergency event.

### Roles and Responsibilities

#### **1. Director environmental Programs**

Activate one or more Environmental Assessment Teams (EAT) or Environmental Sampling Teams (EST) as part of the Chemical Hazard Response.

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**2. Air Pollution Control Division**

Act as lead when a potential or actual major release to air exists.

**3. Hazardous Materials and Waste Management Division**

Act as lead when potential or actual threat of chemical release exists

**4. Water Quality Control Division**

Act as lead when a potential or actual release into water or water system exists.

**5. Environmental Assessment Team (EAT)/Environmental Sampling Team (EST)**

The EATs and ESTs are to be comprised of technical and field personnel from a environmental divisions/programs as appropriate.

The type of emergency will determine which division will serve as lead during the response.

When resources of a single division are inadequate or exceed the response capabilities required for a chemical hazard event, assistance from other divisions/programs and external agencies will be requested.

The EATs and ESTs may be deployed to the field to conduct environmental assessments (see Environmental Assessment Guidelines in the **HMWMD** plan); team members will follow appropriate safety precautions.

Concept of Operations

**1. General**

Determine what occurred and the type of assistance requested. Notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (303-692-3022)** during **regular business hours** or the **after-hours Duty Officer** by calling **303-594-5219**.

Determine if the department and lead division can provide the requested assistance. If not, identify an alternative source to provide the requested assistance. Advise the agency or jurisdiction requesting assistance of the actions the department and division believe is necessary.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting Line by calling one of the numbers above. The Emergency Response and Incident Reporting Line Manager or After-Hours Duty Officer will notify the Emergency Response Coordinator (ERC) of the situation, providing all available information. THE ERC will report this information to the Colorado Information Analysis Center (CIAC), if necessary, and monitor the situation.

**2. Activation**

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The HMWMD, EPRD or local public or environmental health agency will contact the local hazardous materials emergency lead agency upon notification of an emergency incident; i.e., the site/facility hazardous materials response manager, the local DERA coordinator(s) or, in some cases, contractor acting on behalf of the responsible party.

Notification of the EPRD, HMWMD, LSD or all listed divisions will result in department activation.

**Notify the Hazardous Materials and Waste Management Division by calling the duty officer pager first at 303-826-8086 and if there is no callback within a reasonable amount of time call 303-877-9957.**

### **3. Field Response**

Determine the size and scope (area spread, volume and concentration) of the chemical or hazardous materials release or spill.

Provide technical assistance in defining the potential for toxicity and problematic reactions after identification of the source chemical(s); document the source agent (from shipping invoice, bill-of-lading or plant/facility operations manager, etc.)

Review steps taken to:

- Control and minimize the spill
- Protect human health
- Protect environmentally sensitive areas.

Assist the local coordinating agency in identifying additional action, including ensuring that all routes (storm drains, sewer openings, ditches, channels, traffic across the spill area, etc.) that may contribute to spreading the spilled agent are reviewed and assessed, and control measures implemented.

### **4. Recovery**

Once the situation is under control, determine the type of release (spilled chemical is solid or hazardous waste) and recommend appropriate cleanup management.

- a. Determine if the chemical must be treated prior to cleanup (e.g., neutralization, solidification, adsorption or other simple actions)
- b. Coordinate effective delivery and application of treatment and or absorbents with local responding agency.
- c. Ensure that the cleanup residue is sent to a per-identified waste disposal facility.

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- d. Test impacted buildings and area to ensure that cleanup is complete. Reviewing the sampling/testing results will allow responders to clear the building and surrounding area to return to normal activities.

Training and Exercises

The purpose of training is to ensure that division and department personnel are familiar with the CDPHE All-Hazards Internal Emergency Response Plan and all associated divisional plans. Training allows personnel to know how to effectively fulfill any role assigned during a disaster or emergency response; that they know how to work collaboratively with others in their functional group, and that functional groups can work together conduct a coordinated and cooperative response effort.

- Training requirements for the division are reviewed at least annually and will be updated as necessary. The training will be based on the division's/program's expectations, as outlined in its standard operating guidelines (SOGs).
- The division will provide relevant training specific to its role during disaster/emergency response.
- This training will be provided at least once annually.
- Staff will be trained for each analytic area. A minimum of 2 people will participate in ongoing DOC training.
- The division will provide training in health and safety as appropriate for the types of sampling and emergency response actions that may be required.
- The division will participate in at least 1 department-wide exercise annually.

***NOTE: See the Hazardous Materials and Waste Management Division's annex to this plan for more detailed information.***

## **Radiological Hazards**

**Notify the Radiation Management Program by calling the 24/7 Radiation Management Phone Line for Radiological Incidents at 303-877-9757.**

Lead Division: Hazardous Materials and Waste Management Division  
**Radiation Management Program**

### **Support Divisions**

Emergency Preparedness and Response Division (EPRD)  
Air Pollution Control (APCD)  
Consumer Protection (CPD)  
Disease Control and Environmental Epidemiology (DCEED)  
Laboratory Services  
Water Quality Control (WQCD)

### **External Support**

Colorado Emergency Planning Commission (CEPC)  
Colorado Division of Emergency Management (CDEM)  
Colorado Department of Military and Veterans Affairs (CDMVA), Civil Support Team (CST)  
Colorado State Patrol (CSP)  
US Environmental Protection Agency (EPA)  
Federal Bureau of Investigation (FBI)  
Nuclear Regulatory Center (NRC)

*Note: Some non-emergency radiologic events will fall under the purview of the federal government or other state agencies and is not within the scope of the department's plan. Thus, the department will act in a support role and not as lead.*

### Definitions

Administratively Reportable Occurrence – Events that require only initial reporting as a response. This type of event involves radioactive materials or licensees where there is:

- Lost or stolen radioactive material or devices containing radioactive material
- Medical misadministration
- A well logging source that has become stuck in a hole
- A radiography source that is stuck or disconnected or
- A contained radioactive material spill

Non-Emergency Radiological Event – Events involving radiation or radioactive materials whereby the responder has time to plan an effective response and there is limited potential for public exposure. Such events include:

- Broken or ruptured sources

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- Damage to or inoperability of devices containing radioactive materials that impact radiation safety
- Uncontained radioactive material spills
- Landfill or metal recycler radiation detection system alarm
- Found radioactive materials
- Perceived or confirmed radioactive sources lost in a large or defined area
- Request for support by the public, emergency responders or other agencies

Radiological emergency Event – events involving radiation or radioactive materials that:

- Pose an immediate and significant threat to the public health that cannot be adequately resolved through routine regulatory and administrative actions
- Required immediate action to protect human life or large populations
- Requires immediate action to contain and prevent environmental contamination
- Including but not limited to accidents, fires, explosions or intentional releases

**Notify the Radiation Management Program by calling the 24/7 Radiation Management Phone Line for Radiological Incidents at 303-877-9757.**

#### Authority

Outlined in Part I – Base Plan of the department’s All-Hazards Internal Emergency Response Plan and in the Radiation Management Program section of the HMWMD Emergency Response Plan.

#### Planning Assumptions

The following assumptions are in addition to the general department planning assumptions found in Part I – Base Plan:

- Planning for radiological hazards events can address common scenarios, but not all situations can be anticipated; the actual response activities may vary based on the circumstances of the event.
- Each radiological event is unique and it is understood that implementation of procedures in response to any event should remain flexible to provide for the protection of the department’s response personnel, the public, emergency responders and the environment.
- Police and or fire department personnel are likely to be on the scene prior to the department and will implement the National Incident Management System (NIMS) to manage the event.
- Department responders will use their expertise and all available information to determine the best course of action specific to each event.
- Technical support guidance for event response will be provided using the Radiation Management Program’s databases, Health Physics Society Guides and American Nuclear Society Guides.

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- Most significant radiological emergencies in Colorado will quickly exceed the response capability of the department necessitating federal assistance.

### Roles and Responsibilities

#### **1. Hazardous Materials and Waste Management Division (HMWMD)**

- a. Take the lead for technical support for:
- b. Solid waste management, treatment and disposal sites/facilities
  - Hazardous waste generation, storage, transportation, treatment and disposal
- c. Ensure compliance with state hazardous waste regulations and permits
- d. Oversee remediation of contamination at federal facilities in Colorado
- e. Over see management of radioactive materials and services

#### **2. HMWMD Director (or designee)**

- a. **Approve changes to the division emergency response plan**
- b. **Assign emergency response duties to division personnel**
- c. **Conduct appropriate exercises for Radiation Management readiness**

#### **3. Radiation Management Manager or Unit Leader**

- a. Act as lead in the absence of the HMWMD Director or designee
- b. Provide technical support to first responders based on the specific radiation hazard and appropriate Personal Protective Equipment (PPE)
- c. Division Subject matter experts will assist in determining what type of event has occurred (i.e., administrative reportable occurrence, a non-emergency incident or an emergency incident).

#### **4. Radiation Management Program**

- a. Perform radiological surveys, sampling and other necessary actions to determine the size and scope of the emergency
- b. Document all interviews, environmental surveillance, technical support, notification of personnel and other agencies and any response actions taken
- c. Provide technical support on the care and evaluation of persons who may be contaminated or may have been exposed to radiation
- d. Advise internal and external partners of actions to be taken during the recovery phase of the emergency and when disposition of any contaminated or radioactive materials

**Notify the Radiation Management Program by calling the 24/7 Radiation Management Phone Line for Radiological Incidents at 303-877-9757.**

***Important Note: The Radiation Management Program will NOT be the lead responder for events involving federal facilities or federal waste including: shipments of defense-related materials (i.e., WIPP destined waste, weapons components); spent nuclear fuel; material***

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*associated with facilities such as the USGS Reactor at the Denver Federal Center and the Ft. St. Vrain Interim Fuel Storage Facility.*

### Concept of Operations

The response to an administratively Reportable Occurrence requires only an initial reporting as a response.

Response to a non-emergency incident with limited public exposure to radioactive materials (below 1 rem TEDE) will follow standard protocol.

#### **1. General**

Determine what occurred and the type of assistance requested. Notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (or 303-692-2033)** during **regular business hours** or the **after-hours Duty Officer** by calling **303-594-5219**. **Notify the Radiation Management Program by calling the 24/7 Radiation Management Phone Line for Radiological Incidents at 303-877-9757.**

Determine if the department and lead division can provide the requested assistance. If not, identify an alternative source to provide the requested assistance. Advise the agency or jurisdiction requesting assistance of the actions the department and division believe is necessary.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting Line by calling one of the numbers above. The emergency Response and Incident Reporting Line Manager or After-Hours Duty Officer will notify the Emergency Response Coordinator (ERC) of the situation, providing all available information. THE ERC will report this information to the Colorado Information Analysis Center (CIAC), if necessary, and monitor the situation.

When assistance from federal sources is requested, personnel will keep the HMWMD Director and the DOC informed of the nature of the request and the status of forthcoming assistance.

During emergency response, higher dose limits are acceptable for department responder.. This includes emergencies hat require immediate life saving actions or actions to protect the public health. The higher dose limits are defined as : 25 rem TEDE, 75 rem LDE and 250 rem SDE. These higher dose limits require additional evaluation and approval/acceptance by the ex[posed individual. *Note: The standard limits are defined in Part 4 of the State of Colorado Rules and Regulations Pertaining to Radiation control: 5 rem TEDE, 15 rem LDE and 50 rem SDE.*

Inadequate training, radiation detection equipment or PPE will prevent department responders from entering any high contamination area. This includes:

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- a. Any area known or suspected to contain airborne contaminants that are immediately dangerous to life and health (e.g., deficient in oxygen)
- b. Confined spaces
- c. A radiation field exceeding 5 R/hr for any radiological incident or a radiation field exceeding 50 R/hr for any radiological emergency
- d. Areas known or suspected to contain radioactive materials, which could result in a dose of 5 rem TEDE, or 50 rem SDE to the maximally exposed organ form an occupancy period of 10 hours without respiratory protective equipment. (See the Field Guide for Additional details).

## **2. Activation**

The HMWMD, EPRD or local public or environmental health agency will contact the local hazardous materials emergency lead agency upon notification of an emergency incident; i.e., the site/facility hazardous materials response manager, the local DERA coordinator(s) or, in some cases, contractor acting on behalf of the responsible party.

Notification of the EPRD, HMWMD, LSD or all listed divisions will result in department activation.

## **3. Response**

The Radiation Management Program will communicate via telephone (both land line and cell). Emergency notifications will be provided to the US Nuclear Regulatory commission in accordance with established protocol. Federal agencies that may serve as technical support or responders should be contacted as appropriate. Contact information for these agencies are listed in the HMWMD emergency response plan under the Radiation Management Program's section.

The Radiation Management Program Duty Officer will be the initial point of contact for notifications. This person will determine the appropriate steps to take and initiate division and department activation as necessary. The Duty Officer will initiate activation and initial response in collaboration the HMWMD Director, Radiation Management Program Manager and EPRD. Duty Officer assignment is based on a rotation of qualified staff (qualification criteria for this position is maintained within the Radiation Management Program).

**Notify the Radiation Management Program by calling the 24/7 Radiation Management Phone Line for Radiological Incidents at 303-877-9757.**

## **4. Field Response**

The Radiation Management Duty Officer is prepared to respond to the scene if necessary. If an on scene response is necessary, the following steps shall be followed:

- a. Obtain team support of at least one additional person
- b. Wear the state-issued personal dosimeter
- c. Carry an approved cell phone
- d. Carry the Radiation Management Program emergency pager or cell phone

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- e. Be prepared to operate the department's radiation monitoring equipment in accordance with outlined procedures
- f. Report to the on scene Incident Commander
- g. Evaluate the scene for other potential non-radiological hazards
- h. Implement on scene responses in accordance with the Radiation Management Program's Standard Operating Guidelines (SOGs)
- i. Notify the DOC and the Public Information Officer (PIO) and restrict communication with the media unless sanctioned by the PIO

Safety of responders is critical, department personnel responding to the scene are to follow safety guidelines and are expected to limit their individual dose to the limits established for occupationally exposed persons.

If department responders arrive at the scene prior to local authorities, the responders will take action that in their best professional judgment is appropriate and necessary to protect the public health and the environment. This may include but is not limited to:

- a. Technical support and assistance to conduct hazard assessment and identification
- b. Serve as the Liaison with the licensee's Radiation Safety Officer if the incident involves a licensed vendor
- c. Assess the size and scope of the contamination
- d. Determine the radiation levels and define safe areas
- e. Collect and analyze samples so that radioactive materials can be identified
- f. Initiate steps to relocate, isolate and or contain radioactive materials
- g. Provide technical support and guidance for decontamination of persons and equipment
- h. Assess the level of exposure to first responders and the public
- i. Provide recommendations/directives for PPE and protection of the environment
- j. Issue orders and other licensing documents to control radioactive materials
- k. Handle requests for additional resources from the department, CST, NRC, EPA, DOE or other appropriate agencies
- l. Provide technical support and statutory citations that govern material management and clean-up
- m. Provide technical expertise and speaking points for department directors/managers external partners and PIO

Department responders arriving on scene before the local jurisdiction will relinquish the lead to the local authority upon their arrival and provide the incident commander with a description of the incident, known hazards at the site and a summary of actions taken. Department responders will offer their continued assistance to the on scene incident commander and follow instructions to the extent that they are within the scope of the department's capabilities. Department responders will collaboration and coordination with law enforcement will should it be necessary or required.

## **5. Recovery**

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Once the situation is under control, determine the type of release (spilled chemical is solid or hazardous waste) and recommend appropriate cleanup management.

- e. Determine if the chemical must be treated prior to cleanup (e.g., neutralization, solidification, adsorption or other simple actions)
- f. Coordinate effective delivery and application of treatment and or absorbents with local responding agency.
- g. Ensure that the cleanup residue is sent to a per-identified waste disposal facility.
- h. Test impacted buildings and area to ensure that cleanup is complete. Reviewing the sampling/testing results will allow responders to clear the building and surrounding area to return to normal activities.

#### Training and Exercises

The purpose of training is to ensure that division and department personnel are familiar with the CDPHE All-Hazards Internal Emergency Response Plan and all associated divisional plans. Training allows personnel to know how to effectively fulfill any role assigned during a disaster or emergency response; that they know how to work collaboratively with others in their functional group, and that functional groups can work together conduct a coordinated and cooperative response effort.

- Training requirements for the division are reviewed at least annually and will be updated as necessary. The training will be based on the division's/program's expectations, as outlined in its standard operating guidelines (SOGs).
- The division will provide relevant training specific to its role during disaster/emergency response.
- This training will be provided at least once annually.
- Staff will be trained for each analytic area. A minimum of 2 people will participate in ongoing DOC training.
- The division will provide training in health and safety as appropriate for the types of sampling and emergency response actions that may be required.
- The division will participate in at least 1 department-wide exercise annually.

Training for the department's response will occur in the following areas:

- a. Source identification and hazard recognition
- b. Nuclear Materials Events Database (NMED) protocols
- c. Instrument vehicle operation
- d. Provisional Licenses
- e. Department of Transportation Special permits

Drills and exercises will occur within the Radiation Management Program to maintain proficiency in procedural knowledge and in the use of equipment.

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The Radiation Management Program will conduct or participate in at least one tabletop exercise and one field exercise annually. Tabletop exercises will be used as a means of integrating the program's response capabilities with the department's overall emergency response or that of other local, state and federal agencies. Radiation Management Program personnel that are "in-training" are expected to participate in actual response activities, as available or needed should a real event occur.

**Resources for Emergency response Radiological Field Guide**

The reference materials listed below are located within the HMWMD, Radiation Management Program

- Standard Events Response
- Lost or Stolen Material or Devices
- Medical Mis-administrations
- Well Logging Tool Stuck in Hole
- Radiography Source Stuck or Disconnected
- Radioactive Material Spill (contained)
- Broken Devices
- Radioactive Materials Spills (uncontained)
- Landfill or Metal Recycler Gate Alarm
- Found Radioactive Materials
- On-Scene Radiological Incident or Emergency Response Guidelines
- Arrival and Scene Assessment
- Protective Equipment
- Surveys
- Decontamination
- Field Equipment
- Radiation Dose Monitoring
- Decision Criteria for Selected Protective Actions
- Emergency Notification Data Sheet
- On-Scene Activation Check Sheet
- Requirements for Emergency Response Duty Officer Status

***NOTE: See the Hazardous Materials and Waste Management Division's annex to this plan for more detailed information.***

## **Water Hazards**

Lead Division: Water Quality Control (WQCD)

### **Support Divisions**

Emergency Preparedness and Response Division (EPRD)

Consumer Protection (CPD)

Disease Control and Environmental Epidemiology (DCEED)

Laboratory Services (LSD)

### **External Support**

Colorado Division of Emergency Management (CDEM)

Local Public Health Agencies

US Environmental Protection Agency (EPA)

### Authority

Outlined in Part I – Base Plan of the department’s All-Hazards Internal Emergency Response Plan and in the Water Quality Control Division Emergency Response Plan.

### Planning Assumptions

The following assumptions are in addition to the general department planning assumptions found in Part I – Base Plan:

- Planning for water hazards events can address common scenarios, but not all situations can be anticipated; the actual response activities may vary based on the circumstances of the event.
- Each event is unique and it is understood that implementation of procedures in response to any incident should remain flexible to provide for the protection of the department’s response personnel, the public, emergency responders and the environment.
- Police and or fire department personnel are likely to be on the scene prior to the department and will implement the National Incident Management System (NIMS) to manage the event.
- Department responders will use their expertise and all available information to determine the best course of action specific to each event.

### Roles and Responsibilities

1. “Water Supply” has been designated as “Critical Infrastructure” under Presidential Directive 63 and includes:
  - a. Public Water systems (PWS), as defined under the Safe Drinking Water Act, and
  - b. Public Owned Treatment Works (POTW), as defined under the Clean Water Act

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- c. Based on the Colorado Water Quality Control Act, the WQCD will work with both POTWs (i.e., domestic facilities) and industrial wastewater facilities.
2. In general, WQCD is responsible for :
  - a. Providing timely and accurate technical support and
  - b. Working with other agencies to assess the situation or provide services to local systems.
3. In the event of a Governor-declared water supply “State of Emergency” or when the emergency exceeds the local community’s response capability, WQCD shall work with the federal on-scene coordinator to deploy significant emergency response or counter terrorism resources to the site, including emergency water supplies.

*Note: Detailed information is provided in the “Response” section of the WQCD Emergency Response Plan.*

#### Concept of Operations

##### **1. General**

Determine what occurred and the type of assistance requested. Notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (or 303-692-3022)** during **regular business hours** or the **after-hours Duty Officer** by calling **303-594-5219**.

Determine if the department and lead division can provide the requested assistance. If not, identify an alternative source to provide the requested assistance. Advise the agency or jurisdiction requesting assistance of the actions the department and division believe is necessary.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting Line by calling one of the numbers above. The emergency Response and Incident Reporting Line Manager or After-Hours Duty Officer will notify the Emergency Response Coordinator (ERC) of the situation, providing all available information. THE ERC will report this information to the CIAC, if necessary, and monitor the situation.

##### **2. Activation**

WQCD routinely deals with spills, releases, and drinking water compliance issues, that may escalate to an emergency level as the event unfolds. The following incident classifications indicate the “level” of response by WQCD:

- **Standby** – An event is unfolding that may escalate into a situation that will require advanced response from the division
- **Level 4 Activation** – Routine response and protocols are underway with slightly elevated use of resources (“Normal or Routine” spills or “significant non-compliance” issues handled by personnel on duty)

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- **Level 3 Activation** – Response activities are occurring at an elevated level due to an “Alert or Minor Emergency” handled by appropriate interdisciplinary team comprised of personnel on duty or, if not during normal business hours, a team derived from the WQCD call-down list and may require additional assistance.
- **Level 2 Activation** – Response activities engage other state and local agencies and a State of Emergency is declared or eminent.
- **Level 1 Activation** – Response has reached a level requiring federal support.

**Note: Detailed information for increasing WQCD response is contained in the division’s emergency Response Plan.**

### **3. Response**

The Radiation Management Program will communicate via telephone (both land line and cell). Emergency notifications will be provided to the US Nuclear Regulatory commission in accordance with established protocol. Federal agencies that may serve as technical support or responders should be contacted as appropriate. Contact information for these agencies are listed in the HMWMD emergency response plan under the Radiation Management Program’s section.

The Radiation Management Program Duty Officer will be the initial point of contact for notifications. This person will determine the appropriate steps to take and initiate division and department activation as necessary. The Duty Officer will initiate activation and initial response in collaboration the HMWMD Director, Radiation Management Program Manager and EPRD. Duty Officer assignment is based on a rotation of qualified staff (qualification criteria for this position is maintained within the Radiation Management Program).

### **4. Field Response**

The Radiation Management Duty Officer is prepared to respond to the scene if necessary. If an on scene response is necessary, the following steps shall be followed:

- a. Obtain team support of at least one additional person
- b. Wear the state-issued personal dosimeter
- c. Carry an approved cell phone
- d. Carry the Radiation Management Program emergency pager or cell phone
- e. Be prepared to operate the department’s radiation monitoring equipment in accordance with outlined procedures
- f. Report to the on scene Incident Commander
- g. Evaluate the scene for other potential non-radiological hazards
- h. Implement on scene responses in accordance with the Radiation Management Program’s Standard Operating Guidelines (SOGs)
- i. Notify the DOC and the Public Information Officer (PIO) and restrict communication with the media unless sanctioned by the PIO

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Safety of responders is critical, department personnel responding to the scene are to follow safety guidelines and are expected to limit their individual dose to the limits established for occupationally exposed persons.

If department responders arrive at the scene prior to local authorities, the responders will take action that in their best professional judgment is appropriate and necessary to protect the public health and the environment. This may include but is not limited to:

- n. Technical support and assistance to conduct hazard assessment and identification
- o. Serve as the Liaison with the licensee's Radiation Safety Officer if the incident involves a licensed vendor
- p. Assess the size and scope of the contamination
- q. Determine the radiation levels and define safe areas
- r. Collect and analyze samples so that radioactive materials can be identified
- s. Initiate steps to relocate, isolate and or contain radioactive materials
- t. Provide technical support and guidance for decontamination of persons and equipment
- u. Assess the level of exposure to first responders and the public
- v. Provide recommendations/directives for PPE and protection of the environment
- w. Issue orders and other licensing documents to control radioactive materials
- x. Handle requests for additional resources from the department, CST, NRC, EPA, DOE or other appropriate agencies
- y. Provide technical support and statutory citations that govern material management and clean-up
- z. Provide technical expertise and speaking points for department directors/managers external partners and PIO

Department responders arriving on scene before the local jurisdiction will relinquish the lead to the local authority upon their arrival and provide the incident commander with a description of the incident, known hazards at the site and a summary of actions taken. Department responders will offer their continued assistance to the on scene incident commander and follow instructions to the extent that they are within the scope of the department's capabilities. Department responders will collaborate and coordinate with law enforcement should it be necessary or required.

## **5. Recovery**

Once the situation is under control, determine the type of release (spilled chemical is solid or hazardous waste) and recommend appropriate cleanup management.

- i. Determine if the chemical must be treated prior to cleanup (e.g., neutralization, solidification, adsorption or other simple actions)
- j. Coordinate effective delivery and application of treatment and or absorbents with local responding agency.

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- k. Ensure that the cleanup residue is sent to a per-identified waste disposal facility.
- l. Test impacted buildings and area to ensure that cleanup is complete. Reviewing the sampling/testing results will allow responders to clear the building and surrounding area to return to normal activities.

#### Training and Exercises

The purpose of training is to ensure that division and department personnel are familiar with the CDPHE All-Hazards Internal Emergency Response Plan and all associated divisional plans. Training allows personnel to know how to effectively fulfill any role assigned during a disaster or emergency response; that they know how to work collaboratively with others in their functional group, and that functional groups can work together conduct a coordinated and cooperative response effort.

- Training requirements for the division are reviewed at least annually and will be updated as necessary. The training will be based on the division's/program's expectations, as outlined in its standard operating guidelines (SOGs).
- The division will provide relevant training specific to its role during disaster/emergency response.
- This training will be provided at least once annually.
- Staff will be trained for each analytic area. A minimum of 2 people will participate in ongoing DOC training.
- The division will provide training in health and safety as appropriate for the types of sampling and emergency response actions that may be required.
- The division will participate in at least 1 department-wide exercise annually.

Training for the department's response will occur in the following areas:

- f. Source identification and hazard recognition
- g. Nuclear Materials Events Database (NMED) protocols
- h. Instrument vehicle operation
- i. Provisional Licenses
- j. Department of Transportation Special permits

Drills and exercises will occur within the Radiation Management Program to maintain proficiency in procedural knowledge and in the use of equipment.

The Radiation Management Program will conduct or participate in at least one tabletop exercise and one field exercise annually. Tabletop exercises will be used as a means of integrating the program's response capabilities with the department's overall emergency response or that of other local, state and federal agencies. Radiation Management Program personnel that are "in-training" are expected to participate in actual response activities, as available or needed should a real event occur.

#### **Resources for Emergency response Radiological Field Guide**

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The reference materials listed below are located within the HMWMD, Radiation Management Program

- Standard Events Response
- Lost or Stolen Material or Devices
- Medical Mis-administrations
- Well Logging Tool Stuck in Hole
- Radiography Source Stuck or Disconnected
- Radioactive Material Spill (contained)
- Broken Devices
- Radioactive Materials Spills (uncontained)
- Landfill or Metal Recycler Gate Alarm
- Found Radioactive Materials
- On-Scene Radiological Incident or Emergency Response Guidelines
- Arrival and Scene Assessment
- Protective Equipment
- Surveys
- Decontamination
- Field Equipment
- Radiation Dose Monitoring
- Decision Criteria for Selected Protective Actions
- Emergency Notification Data Sheet
- On-Scene Activation Check Sheet
- Requirements for Emergency Response Duty Officer Status

***NOTE: See the Hazardous Materials and Waste Management Division's annex to this plan for more detailed information.***

### **Section 7.03: Health Divisions**

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#### **Disease Hazards**

Lead Division: Disease Control and environmental Epidemiology (DCEED)

#### **Support Divisions**

Emergency Preparedness and Response (EPRD)  
Air Pollution Control (APCD)  
Consumer Protection (CPD)  
Hazardous Materials and Waste Management (HMWMD)  
Health Facilities and Emergency Medical Services (HFEMS)  
Prevention Services (PSD)  
Water Quality Control (WQCD)

#### **External support**

Colorado Department of Agriculture (CDA)  
Colorado Division of emergency management (CDEM)  
Colorado State Patrol (CSP)  
Health Care Professionals Hospitals and Private  
Laboratories – Hospital and Commercial  
Local emergency Medical services  
Local Fire and Rescue/Hazardous Materials Responders  
Local Law enforcement agencies  
Medical Examiners/Coroners  
Pharmacies  
Rocky Mountain Poison and Drug Center  
Veterinary Services

#### Authority

The authority is outlined in Part I- Base Plan of the department's All-Hazards Internal Emergency Response Plan and the Disease Control and Environmental Epidemiology Division's Emergency response Plan.

#### Planning Assumptions

The following assumptions are in addition to the general department planning assumptions:

- A terrorist attack will likely involve a covert release of a biological agent or toxin that would not be readily detected. Private physicians, hospital emergency departments and coroners would likely be the first to detect an event.

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- Once surveillance systems detect an abnormality, a rapid investigation is undertaken to determine the etiologic agent, the mode of transmission, the source and if the potential exists for further spread in the community.
- Disease outbreaks of a large magnitude may overwhelm Emergency Medical Services (EMS), hospitals and diagnostic laboratories.
- Accurate and timely dissemination of information to department personnel and the public decreases their risk and concerns for secondary infections in disease hazards involving communicable diseases.
- Surveillance is conducted to evaluate the extent of the disease, monitor for new cases and plot the location of suspected/confirmed cases. All data collected is analyzed and a summary report is generated that contains a clinical picture of the outbreak, suspected risk factors and possible means of exposure.

### Roles and Responsibilities

#### **1. Surveillance Unit Leader**

Coordinate and oversee surveillance activities, utilizing standard contacts at the local, state and federal levels.

After consulting with the Chief Medical Officer and the Chief of Operations, determine the best systems for surveillance and then mobilize staff as appropriate. Potential methods of surveillance are outlined in the DCEED Emergency Response Plan.

#### **2. Surveillance Unit Staff**

Conduct appropriate surveillance as directed by the Surveillance Unit Leader.

#### **3. Outbreak Investigation Unit**

Perform investigative follow-up on identified cases and their contacts. Coordinate with the Immunization/Prophylaxis Unit if appropriate for implementation of control measures.

#### **4. Data Manager**

Manage entry and analysis of information collected during active surveillance and from investigations conducted by the Outbreak Investigation Unit.

#### **5. Data Coordinator**

Oversee database creation and data entry for current activities related to the event.

Consult with the Technical Support Team to facilitate data entry. The database will be designed with two main functions:

- Maintain a list of suspect and confirmed cases, with contact information
- Provide an interface for entry and storage of case interviews

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Consult with the Surveillance Team Leader to determine the database platform and provide an interface for data entry. The Outbreak Investigation Unit will provide copies of the data collection tools.

Consult with the Data Analysis Team Leader during the construction of the database to assure that data entry screens are coded properly and utilize dropdown boxes/pick lists to minimize data entry errors.

**6. Data Entry Team**

Perform data entry functions as directed by the Database Team Leader.

**7. Data Analysis Team Leader**

Perform appropriate analysis on data collected.

Provide concise summaries of results for the DOC and partnering agencies.

Develop an analysis plan for the interview data and oversee all statistical analyses. The Data analysis Team will produce summary statistics to characterize the outbreak with concise text interpretations.

Provide updates on the status of the analysis and summaries characterizing the outbreak to the Data Manager. The Data Manager will share the results with the Outbreak Investigation Unit and the Office of Communications.

**8. Technical Support Team/Data Processing Unit**

Coordinate the technical aspects of database creation including network settings, hardware and database programming if necessary.

Provide advice on database construction and responds to issues of multiple users, providing log in names and passwords to supplemental staff, setting up shared drives dedicated to the outbreak investigation, and addressing hardware needs for in-house and on-site staff.

**9. Administrative Staff**

Assist with the team communication and document preparation.

Concept of Operations

**1. General**

Determine what occurred and the type of assistance requested. Notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (or 303-692-3022)** during **regular business hours** or the **after-hours Duty Officer** by calling **303-594-5219**.

Determine if the department and lead division can provide the requested assistance. If not, identify an alternative source to provide the requested assistance. Advise the agency or

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jurisdiction requesting assistance of the actions the department and division believe is necessary.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting Line by calling one of the numbers above. The emergency Response and Incident Reporting Line Manager or After-Hours Duty Officer will notify the Emergency Response Coordinator (ERC) of the situation, providing all available information. THE ERC will report this information to the Colorado Information Analysis Center (CIAC), if necessary, and monitor the situation.

Surveillance will occur in one or more of the following ways:

- Monitor Reportable Diseases – CEDARS Website
- Hospital admissions
- ICU Occupancy
- Unexplained Deaths Including Medical examiner/coroner cases)
- Unusual symptoms in ambulatory Patients
- Influenza-Like Illnesses
- 911 Calls
- Poison Control Center Calls
- Pharmaceutical Demand (antimicrobial agent usage)
- Emergency Department Utilization
- Outpatient Department Utilization
- Absenteeism in Large Worksites
- Absenteeism in Schools

**2. Activation**

Community events and requests for support from local public health agencies will establish the point of activation.

**3. On-Scene response**

Investigators will follow appropriate safety protocols for Personal Protective Equipment (PPE) and will ensure supervisors know their destination.

Investigators will check in with the on-scene command post prior to beginning any activities and will coordinate activities with other agencies also on-scene. This may include law enforcement, EMS, local public health and or federal agencies such as the FBI or CDC.

**4. Recovery**

After the incident is deemed under control, normal activity will resume. A summary report of all department personnel who were on-scene at any time during the incident response and any actual or potential exposure must be provided to EPRD after deactivation.

Training and Exercises

The purpose of training is to ensure that division and department personnel are familiar with the CDPHE All-Hazards Internal Emergency Response Plan and all associated divisional plans.

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Training allows personnel to know how to effectively fulfill any role assigned during a disaster or emergency response; that they know how to work collaboratively with others in their functional group, and that functional groups can work together conduct a coordinated and cooperative response effort.

- Training requirements for the division are reviewed at least annually and will be updated as necessary. The training will be based on the division's/program's expectations, as outlined in its standard operating guidelines (SOGs).
- The division will provide relevant training specific to its role during disaster/emergency response.
- This training will be provided at least once annually.
- Staff will be trained for each analytic area. A minimum of 2 people will participate in ongoing DOC training.
- The division will provide training in health and safety as appropriate for the types of sampling and emergency response actions that may be required.
- The division will participate in at least 1 department-wide exercise annually.

***NOTE: See the Disease Control and environmental Epidemiology Division's annex to this plan for more detailed information.***

## **Medical Facilities, Equipment & Supplies and Patient Transport Support,**

Lead Division: Health Facilities and Emergency Medical Services Division (HFEMS)

### **Support Divisions**

Emergency Preparedness and Response (EPRD)  
Air Pollution Control (APCD)  
Consumer Protection (CPD)  
Disease Control and Environmental Epidemiology (DCEED)  
Hazardous Materials and Waste Management (HMWMD)  
Prevention Services

### **External Support**

Colorado Division of Emergency Management (CDEM)  
Department of Military and Veterans Affairs, National Guard  
Division of Fire Safety  
Colorado State Patrol (CSP)  
US Department of Health and Human Services (DHHS), Disaster Medical Assistance Team (DMAT)  
US Department of Health and Human Services (DHHS), National Medical Response Team (NMRT)

### Definitions

EMS - Emergency Medical Services

### Authority

The authority is outlined in Part I- Base Plan of the department's All-Hazards Internal Emergency Response Plan.

### Planning Assumptions

The following assumptions are in addition to the general department planning assumptions:

The following assumptions are in addition to the general department planning assumptions found in Part I – Base Plan:

- A. The division's response will be based on the expertise, knowledge and skills of its personnel. The scope of the division's support and participation will be centered on the job functions and entities that it normally works with on a day-to-day basis.
- B. HFEMS will provide technical advice, information and support to other government agencies, certain health care associations and health facilities during a disaster/emergency response.
- C. HFEMS is **not** a **first** responder

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Roles and Responsibilities

**1. Emergency Medical and Trauma Services Program (EMTS)**

Provide an inventory of emergency medical services resources and ambulance transport agencies.

The non-patient transport emergency medical resource units are categorized:

- Fire Departments
- Quick Response Teams
- Non-Transport Advanced Life Support Services

The patient transport resources are categorized as follows:

- Basic Life support (BLS)
- Advanced Life Support (ALS)
- Critical Care
- Air Medical (Civilian rotor and fixed wing)

**2. Consumer Protection Division (CPD)**

Inform the EMTS Program of Issues pertaining to biomedical equipment and or FDA rulings pertinent to the response efforts on medical devices.

**3. Disease Control and Environmental Epidemiology Division (DCEED)**

Inform the EMTS Program of recommended Personal Protective Equipment (PPE) necessary for patient transport personnel to protect them from exposure to biological agents that may be of concern during the response to an event.

**4. Hazardous Materials and Waste Management Division (HMWMD)**

Inform the EMTS Program of potential hazardous substance dangers and PPE necessary for protection from exposure to chemical or radiological agents that may be of concern during response to an event.

Concept of Operations

**1. General**

Determine what occurred and the type of assistance requested. Notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608 (or 303-692-3022)** during **regular business hours** or the **After-Hours** Duty Officer by calling **303-594-5219**.

Determine if the department and lead division can provide the requested assistance. If not, identify an alternative source to provide the requested assistance. Advise the agency or jurisdiction requesting assistance of the actions the department and division believe is necessary.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting Line by calling one of the numbers above. The Emergency Response and Incident Reporting Line Manager or After-Hours Duty Officer will notify the Emergency Response Coordinator

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(ERC) of the situation, providing all available information. THE ERC will report this information to the Colorado Information Analysis Center (CIAC), if necessary, and monitor the situation.

**2. Activation**

The department will monitor patient transport, using available tools (e.g., EMSsystem and HCStandard), and monitor information pertaining to victims related to an actual or potential event.

Provide assistance regarding the location and type of emergency medical service resources to the local emergency manager, ESF 8 lead in the affected jurisdiction, or the department as a component of the state response efforts.

**3. On-Scene Response**

The department/division will communicate relevant incident specific information to emergency medical service agencies (transport & non-transport) and their physician supervisors through the DOC.

State or federal support may be required if:

- Local capacity for patient transport is overwhelmed
- Activation of mutual aid and total regional capacity for patient transport is inadequate
- Status of essential medical supplies to support initial triage and transport is inadequate or insufficient

**4. Recovery**

After the incident has been mitigated, determine if further assistance is necessary and recommend incident specific actions.

A summary report of all department personnel deployed on-scene at anytime during the incident response and any actual or potential exposure must be provided to EPR after deactivation.

Training and Exercises

The purpose of training is to ensure that division and department staff are familiar with internal emergency response plans and know how to effectively fulfill any role assigned during a disaster or emergency response; that they know how to work collaboratively with others in their functional group, and that functional groups can work together during a coordinated and cooperative response effort.

Training requirements for the division are reviewed at least annually and will be updated as necessary. The training will be based on the division's/program's expectations, as outlined in its standard operating guidelines (SOGs). The division will provide training relevant to its specific role during disaster/emergency response.

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Training will be provided at least annually and the division will participate in at least one department-wide exercise annually.

***NOTE: See the Health Facilities and Emergency Medical Services Division’s annex to this plan for more detailed information.***

## **Laboratory Support**

Lead Division: Laboratory Services Division (LSD)

### **Support Divisions**

Emergency Preparedness and Response Division  
Center for Health and Environmental Information and Statistics

### **External Support**

Centers for Disease Control and Prevention (CDC)  
National Guard Civil Support Team (CST)  
Colorado Department of Public Safety – State Patrol  
Colorado Laboratory Forum Laboratories (CLFL)  
US Environmental Protection Agency (EPA)  
Federal Bureau of Investigation (FBI)  
Local Public Health Agencies (LPHA)  
Local Fire and Rescue/Hazardous Materials Departments  
Local Law Enforcement

### Authority

The authority is outlined in Part I- Base Plan of the department's All-Hazards Internal Emergency Response Plan.

### Planning Assumptions

The following planning assumptions are in addition to the general department planning assumptions outlined in Part I – Base Plan:

- The CDPHE Laboratory Services Division will provide testing for biological, chemical and radiological agents; the LSD facility had BLS-3 capability.
- Bioterrorism attacks will most likely involve the covert release of a biological agent or toxin that would not be readily detected.
- Private physicians, infectious disease specialists and emergency room physicians and coroners would most likely be the first to detect an event. Local laboratories in affected areas will be overwhelmed requiring state and federal assistance.
- Once the surveillance system has detected an aberration, a rapid investigation must be launched to determine if there is an actual or potential outbreak. This will aid in the determining the type of agent, the transmissibility, the source and potential for further spread in the community.

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- The Terrorism Response Laboratory Triage Guideline is contained in the LSD Emergency Response plan and will be activated.

### Roles and Responsibilities

#### **1. Laboratory Services Division Representative to the DOC**

- a. Represent the Division for planning and operational decisions
- b. Maintain communication with LSD
- c. Convey and track all requests for action and information to LSD Communications Coordinator
- d. Keep the DOC advised of all LSD activities and advise them of any changes, resource needs or concerns
- e. Accept assignments from the DOC Incident Manager and or the DOC Operations Chief

#### **2. Laboratory Response Leader**

- a. Ensure two-way communication with the DOC
- b. Lead overall decision-making for the LSD response
- c. Allocate internal laboratory resources
- d. Report laboratory diagnostic results
- e. Coordinate with other agencies
- f. Responsible for recording costs associated with the response

#### **3. Laboratory Communications Coordinator**

- a. Maintain communications with LSD Representative in DOC
- b. Liaison with:
  - CDC Rapid Response Laboratory
  - Department Public Information Officer (PIO)
- c. Distribute information and testing results to authorized recipients
- d. Locate subject matter experts (SMEs) to answer technical questions
- e. Interface with other state and federal laboratories
- f. Direct support staff to receive and categorize incoming messages, directives and information to the Laboratory Response Leader for testing efforts

#### **4. Specimen Coordinator**

- a. Receive, triage and assign testing priorities
- b. Control login information
- c. Ensure system in place for distribution/sub-sampling, chain-of-custody, receiving, routing and storage of specimens
- d. Refer specimen to other laboratories as appropriate

#### **5. Safety/Security Officer**

- a. Ensure laboratory space is not accessed by unauthorized persons
- b. Responsible for the safety of workers

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- c. Check worker vaccination status and report the information to the Laboratory Response Coordinator
- d. Observe the physical and mental status of workers and recommend relief from duties as appropriate to the Laboratory Response Leader
- e. Ensure that personnel:
  - Have food and water
  - Have lodging if they are unable to go home
  - Have adequate child and pet care during response
  - Communicate with family
  - Have transportation

### Concept of Operations

#### **1. General**

Determine what occurred and the type of assistance requested. Notify the EPRD Emergency Response and Incident Reporting line at **1-800-518-5608** during **regular business hours** or the **After-Hours** Duty Officer by calling **303-xxx-xxxx**.

Determine if the department and lead division can provide the requested assistance. If not, identify an alternative source to provide the requested assistance. Advise the agency or jurisdiction requesting assistance of the actions the department and division believe is necessary.

Report any suspicious activities to the EPRD Emergency Response and Incident Reporting Line by calling one of the numbers above. The emergency Response and Incident Reporting Line Manager or After-Hours Duty Officer will notify the Emergency Response Coordinator (ERC) of the situation, providing all available information. THE ERC will report this information to the Colorado Information Analysis Center (CIAC), if necessary, and monitor the situation.

NOTE: for naturally occurring epidemic or covert release of a biological agent, the department will be notified of unusual clusters of disease through established Surveillance systems, including the Colorado Electronic Disease Reporting System (CEDRS). The EPRD will notify and update LSD of the need for preparation for a laboratory response.

Surge laboratories have been identified and Memoranda of Understanding are in place to provide surge laboratory capacity.

Information and test results will be entered into the Laboratory Response Network – CDC reporting system and LITS+, test results will be released only to authorized recipients.

Summaries of test results will be periodically forwarded to the DOC Planning Section.

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The five (5) Regional Response Laboratories will receive training for Levels A and B laboratory protocols. The laboratory analytic capability will be tested quarterly with proficiency tests and at least one specimen volume exercise will be conducted annually.

**2. Activation**

LSD may be activated when a local agency requests analytical assistance for potential or known risks to a community, or when CDPHE's involvement in an event deems laboratory support necessary. The request may come from a local public health agency, law enforcement or hazardous materials response team or through the DOC.

**3. On-Scene Response Support**

LSD will provide on-scene responders with knowledge of proper sampling collection methods, appropriate sample collection containers, and sample quantities necessary to meet analytical requirements.

After the incident has been mitigated, determine site safety and determine if cleanup is necessary through sampling. This will assure that the public health and environment are protected from further exposure or contamination.

Training and Exercises

The purpose of training and exercise is to ensure that division and department staff are familiar with the All-Hazards Internal emergency Response Plans and know how to effectively fulfill any role assigned during a disaster or emergency response; that they know how to work collaboratively with others in their functional group; and that functional groups can work together during a coordinated and cooperative response effort.

Training requirements for the division are reviewed at least annually and will be updated as necessary. The training will be based on the division's quality Assurance Plan and Training guidelines. The division will provide relevant training specific to its role during disaster/emergency response.

The training will consist of at least 12 hours of job related training for all scientific personnel performing laboratory analyses and 8 hours for all other personnel. All scientific personnel will be assessed for analytical competency at least annually.

The division will provide annual training in safety as appropriate for the types of sampling and emergency response actions personnel perform.

The division will participate in department-wide training and exercises as appropriate.

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**Terrorism Response Laboratory Specimen Triage Guide**

|   |  |
|---|--|
| <b>Category 1- High Priority</b>  |  |
| Human specimens and culture isolates from cases of illness with signs and symptoms judged by a clinician or epidemiologist as consistent with infection/intoxication due to a recognized biologic, chemical or radiologic agent to terrorism (CBR agent)  | Environmental specimens collected from a scene or associated with an event that is deemed a credible threat for a named agent by an FBI agent in concert with local law enforcement. |
| Action: Perform testing immediately on receipt of specimen (24/7) and refer to other federal or state laboratories as soon as possible  |  |
| Testing: conduct testing with multiple methods  |  |
| <b>Category 2- Intermediate Priority</b>  |  |
| Human specimens from cases of illness with a low possibility of causation by a CBR agent, i.e., ill patient but clinical picture not typical for CBR agent.   | Environmental specimens associated with a criminal act (felony menacing, hoax) for which a specific CBR agent is named, but is a non-credible threat.                                |
| Action: Perform testing on the next regular business day  |  |
| Testing: Perform testing using a single method for the threat agent on probable criminal specimens; other testing deemed appropriate as indicated by the situation.   |  |
| <b>Category 3-Low Priority</b>  |  |
| Human specimens from patients with no discernible illness or specimen obtained for epidemiologic studies  | Environmental specimens deemed non-credible threats.   |
| Action: Refer submitters to private sector laboratories who are offering testing for threat agent or identification of substance on a fee-for-service basis. By agreement with a responsible public health official, perform testing of human exposure or environmental specimens collected for epidemiologic studies on a mutually-agreeable schedule. Testing: as requested by submitter. |  |

***NOTE: See the Laboratory Services Division’s annex to this plan for more detailed information.***

***The First Responder Manual on All-Hazards Environmental Incidents Technical Support and Sampling also contains more detailed guidance.***

Chapter 8

**Colorado Department of  
Public Health and  
Environment**

**Disaster Debris Management  
Plan, July 2009**

**(UNDER DEVELOPMENT)**

## **DEBRIS MANAGEMENT PLAN**

### ***PURPOSE***

To provide guidance to Colorado Department of Public Health and Environment (CDPHE), Divisions for the removal and disposition of debris caused by a major disaster.

To facilitate and coordinate the management and removal of debris following a disaster in order to mitigate the consequences of any potential threat to the lives, health, safety, and welfare of the affected citizens, expedite recovery efforts in the impacted area, and address any significant damage to developed public or private property.

### ***PLANNING ASSUMPTIONS***

Natural and human caused disasters generate a variety of debris that include, but are not limited to, biomedical waste, asbestos, commercial hazardous waste, household hazardous waste, vegetative waste (e.g., trees), sand, gravel, building construction material, vehicles, personal property, white goods (e.g., household appliances, refrigerators, freezers, stoves, washers, dryers) and furniture.

The quantity and type of debris generated from any particular disaster will be based on the type, size, duration, intensity and location of the incident. This will influence the type of collection and disposal methods used, associated costs incurred and how quickly debris removal and cleanup can begin. Debris management and operations planning is heavily dependent on knowing the types of debris that different disasters are likely to generate. The table below depicts the types of disasters that are most likely to occur in Colorado and the quantity and types of debris that may be left behind.

### ***INSERT TABLE***

In a major or catastrophic disaster, many state agencies and local governments will have difficulty in locating staff, equipment, and funds to devote to debris removal, in the short-term as well as long-term.

A natural disaster that requires the removal of debris from public or private lands and waters may occur at any time.

The amount of debris resulting from an event or disaster could exceed the local government's ability to dispose of it.

If necessary, the Governor will declare a State of Emergency that authorizes the use of State resources to assist in the removal and disposal of debris. In the event Federal resources are required, the Governor would request through FEMA a Presidential Disaster Declaration.

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Private contractors will play a significant role in the debris removal, collection, reduction and disposal process.

The Disaster Debris Management Plan implementation will be based on the waste management approach of reduction, reuse, reclamation, resource recovery, and landfill disposal.

## ***AUTHORITY AND LEGAL ISSUES***

### **State Authorities (Division Specific)**

- Insert Air Pollution
- Insert Water Quality
- Insert Hazardous Materials and Waste Management Division
- Insert Consumer Protection (bodies of Dead Animals, food condemnation and disposal)

### **Federal Authorities**

- Public Law 93-288, as amended, the Robert T. Stafford Disaster Relief and Emergency Assistance Act
- Public Law 109-295, the Department of Homeland Security Appropriations Act, 2007 (established Public Assistance Pilot Program)
- National Response Framework (NRF), ESF #3 (Public Works and Engineering Annex) and Catastrophic Incident Annex
- FEMA Handbook: Public Assistance Applicant Handbook (323)
- FEMA Handbook: Public Assistance Debris Management Guide (325)
- FEMA Handbook: Public Assistance Pilot Program – Program Guidance (June 2007)
- FEMA Disaster Assistance Strategy 2007-2 (Debris Removal Operations)
- 44 CFR: Emergency Management and Assistance (Parts 13 and 206 in particular)
- FEMA Fact Sheets and Policies related to debris removal / disposal and/or the Public Assistance Grant Program (PAGP) from the “9500

Series Policy Publications.” Those that are most relevant to debris removal / disposal operations include:

- 9523.4 – Demolition of Private and Public Facilities
- 9523.11 – Hazardous Stump Extraction and Removal Eligibility
- 9523.12 – Debris Operations: Hand-Loaded Trucks and Trailers
- 9523.13 – Debris Removal from Private Property
- 9523.14 – Debris Removal from Private Property to Address Immediate Threats
- 9580.1 – Debris Operations Job Aid
- 9580.4 – Fact Sheet: Debris Operations – Clarification: Emergency Contracting vs. Emergency Work
- 9580.201 – Fact Sheet: Debris Removal – Applicant’s Contracting Checklist
- 9580.202 – Fact Sheet: Debris Removal – Authorities of Federal Agencies
- 9580.203 – Fact Sheet: Debris Monitoring

(Note: Current versions of these documents are available for viewing and downloading

from the FEMA web site at the following address:

<http://www.fema.gov/government/grant/pa/9500toc.shtm>

## ***CONCEPT OF OPERATIONS***

How a community manages disaster debris depends on the debris generated and the waste management options available. Many communities are finding effective ways to salvage, reuse, and recycle all kinds of disaster debris. Soil, wood and some building materials can be recycled or composted into useful commodities. For example:

- Green waste, such as trees and shrubs, can be “recycled” into valuable organic material, such as compost or mulch.
- Concrete and asphalt can be crushed and sold for use as sub-base in road building.
- Metal can be recycled and sold by scrap metal dealers.
- Brick can be sold for reuse or ground for use in landscaping applications.
- Dirt can be used as landfill cover or a soil amendment for farmers.

In the past debris was often *buried* or *burned* near the community that experienced the disaster. This option is *no longer acceptable*, however, because of the side effects of the fire and smoke from burning and potential water and soil contamination from burial. The typical methods of recycling and solid waste disposal in sanitary landfills often cannot be applied to disaster debris because of the large volume of waste and reluctance to overburden existing disposal capacity.

The benefits of recycling disaster debris, and putting a recovery plan in place before a disaster occurs, include:

- Saving money by avoiding costly mistakes in disaster waste management
- Cleaning up potentially hazardous materials that can harm human health and the environment
- Speeding the community’s recovery time by planning recycling, reuse and disposal options
- Salvaging large amounts of materials for reuse
- Helping the community’s post-disaster healing process

### **Benefits of having a plan:**

- Guidance for division directors and personnel in defining debris management for their divisions
  - Recovery (collecting)
  - Recycling
  - Disposition
  - Identification of agencies having jurisdiction of the affected area
- Guidance in developing a flexible debris assessment and management plan that can be implemented within 24 hours of a disaster/emergency incident

- Interdivisional collaboration to identify a CDPHE Debris Management Team consisting of:
  - Air Pollution/Asbestos (APCD)
  - Consumer Protection (CPD)
  - Emergency Preparedness and Response (EPRD)
  - Water Quality (WQCD)
  - Waste management (HMWMD)

## **Types of Disasters**

All communities are vulnerable to a variety of natural disasters, including tornadoes, floods, forest fires, earthquakes and severe weather (snow storms, thunder storms and occasionally ice storms), resulting in large quantities of debris. While this plan is applicable to both natural and human-caused disasters (accidental or intentional), its focus on debris management resulting from natural disasters. This section summarizes the types of natural disasters that could occur in the State and the kinds of waste materials that may be generated from such events, provides debris modeling waste generation projections and presents information concerning potential climate change impacts in Colorado as it relates to natural disaster planning.

### **A. Tornadoes**

Damage from tornadoes is caused by high velocity rotation winds. Many parts of the state have experienced tornadoes, but the most severe tornadoes in recent years have occurred on the eastern plains. The amount of damage depends on the size of the tornado, the velocity of the winds and the length of time the funnel is on the ground. Tornadoes may move across a wide area with several touchdowns, ranging from a mile or less in width and from 100 yards to several miles in length. Damage consists of damaged or destroyed structures, green waste (vegetative material), personal property, household hazardous waste and in some instances animal carcasses (pets, research and farm animals). The debris is usually mixed and scattered across the path of the tornado.

### **B. Floods (heavy rain/spring runoff/dam failure)**

The damage resulting from flood events is caused by structural inundation and erosion. Structural damage is usually confined to floodplain areas or areas susceptible to spring runoff. Heavy structural damage may result from high velocity waters (flash flooding) in areas of steep slopes or failure of a flood control project, such as a dam or levee. Debris consists of sediments deposited on public and private property, sand bags, discarded personal belongings/flood damaged household items, household and industrial hazardous waste, animal carcasses and construction materials. Landslides are sometimes associated with flooding and result in debris consisting of soil, gravel, rock and some construction materials.

### **C. Wild Fires**

Debris from wild fires consists of burned out structures, cars and other metal objects, ash and charred wood waste (trees). Large-scale loss of ground cover may lead to mud

slides, resulting in clogged drainage systems and possible damage to homes, roads and bridges.

**D. Snow/Ice Storms**

Snow/ice storms can generate significant amounts of debris from trees, utility lines/infrastructure (poles/towers) and building debris from some roofs (flat) and structures. Debris consists of trees, utility lines, wires, poles/towers and building debris from damaged roofs and structures. Snow removal from roadways and access routes may also be of concern. Heavy snows can restrict access to animals (cattle) that may result in death to the animals and carcasses.

**E. Earthquakes**

While a significant earthquake is less likely to occur in Colorado, earthquakes have been recorded in the past and in recent years in the southern part of the state. Shock waves and earth movements along fault lines cause earthquakes. Secondary damages, such as fires and explosions, may result from the disruption of utility systems. Debris consists of building materials, personal property, and sediment caused by landslides. Asphalt, brick, concrete, concrete with rebar and cinder block, large metals, white goods, gutter pipes, corrugated metal.

**F. Catastrophic Animal Mortalities**

Catastrophic animal mortalities can result from a natural disaster such as high water/flooding caused by a spring runoff or heavy rains, severe winter/snow storms or the direct result of disease. Disposal of animal carcasses presents environmental and health hazards due to contamination and disease spread.

**G. Catastrophic Vegetative Waste (from disease)**

Periodic occurrences of major tree diseases leading to widespread tree death is the result of insects such as the pine bark beetle or disease such as Dutch Elm spreading rapidly throughout the existing tree population. Tree decline and death from insect infestation or disease outbreaks tends to occur over a period of months to years. The impact of the outbreak does not require the immediate response of a forest fire or major storm. However, problems resulting from such damage may call for the attention of tree wardens and other public officials to promptly remove dead and hazardous trees that may be a danger to the public. With a large outbreak, municipalities may not be in position to handle the amount of resources and space necessary to remove these trees and handle the resultant large amount of debris that could be generated.

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Types of disaster and debris

| <b>Event</b>                  | <b>Damage</b>   | <b>Materials Generated</b>  | <b>Secondary Impacts</b>   |
|-------------------------------|---|---|--|
| Tornadoes                     | Damaged/destroyed structures, trees, personal property, infrastructure  | Drywall, carpet, brown waste (furniture), white waste (refrigerators, stoves, washers and dryers), household hazardous waste, lumber/wood, green waste, sandbags, plastic, metals, food | Fire, explosions, disruption of power resulting in chemical/gas release, mildew/mold, waste generated from new construction  |
| Floods/High Water/Dam Failure | Damaged/destroyed structures, trees, personal property, infrastructure  | Drywall, carpet, brown goods (furniture), white waste (washers, dryers, refrigerators), household hazardous waste, green waste, sandbags, plastic, food                                 | Landslides, mildew/mold, infection...  |
| Wild Fires                    | Fire burning through trees and brush without wind, leaves nothing.<br><br>Fire with wind may leave dead but standing trees.<br><br>Damaged/destroyed structures, trees, personal property, infrastructure | Metals, bricks, concrete/cement, contaminated dirt, downed trees, charred lumber/wood, sand bags and plastic  | Possible soil erosion and landslides<br><br>May be caused by firefighting efforts, heavy rains or spring runoff after a fire or an earthquake<br><br>Soil/dirt, trees, rocks or other debris fall on homes, into waterways or onto roadways creating more debris |
| Urban Fires                   | Damaged/destroyed structures, trees, personal property, infrastructure  | Metals, bricks, concrete, charred lumber/wood, sand bags, plastic   | Possible soil erosion and landslides<br><br>Can caused by firefighting efforts, heavy rains or after fire a fire or an earthquake<br><br>Soil/dirt, trees or other debris fall on other homes creating more debris   |
| Snow/Ice Storms               | Damaged/destroyed structures, trees, personal property, infrastructure  |   |  |

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|--|--|--|---|
| Earthquakes                                  | <p>Infrastructure damage – concrete and asphalt highways, overpasses and bridges, retaining walls (stone, dirt...), damaged parking lots, damaged and destroyed vehicles, building materials, personal property, sediments from landslides</p> <p>Damaged/destroyed structures, trees, personal property, infrastructure</p> | Concrete/cement, bricks, asphalt, drywall, glass, rebar, carpet, asbestos, green waste, plastic and food | Fire, explosions, disruption of power resulting in chemical/gas release, mildew/mold, waste generated from new construction |
| Catastrophic Animal Mortalities              |  |  |   |
| Catastrophic Vegetative Waste (from disease) |  |  |   |
|  |  |  |   |
|  |  |  |   |
|  |  |  |   |
|  |  |  |   |

### **Estimating the Type and Amount of Debris**

(This should be developed by CDEM in collaboration with CDPHE and other state departments)  
Designate department personnel to determine the estimated amount of debris generated as soon as possible.

Define the estimating methods to be used. One method to estimate debris is to conduct a drive-through “windshield” damage assessment and estimate the amount of debris visually. Another method is an aerial assessment by flying over the area using INSERT RESOURCE HERE (National Guard, Civil Air Patrol) reconnaissance flights. The damaged area can be assessed either visually or using aerial photography. Once the area has been assessed actions can be taken to implement Phase I debris clearing procedures and institute requests for additional State or Federal assistance.

### **Debris Modeling**

#### **Site Selection Priorities**

Determine the number of Temporary Debris Storage and Reduction (TDSR) sites and location of these sites for the collection and processing of debris.

Prioritize which sites will be opened based on the amount of debris estimated.

**First Priority:** Pre-determined TDSR sites

**Second Priority:** Public property within the damaged area

**Last Priority:** Private property

#### **Pre-Designated TDSR sites**

Pre-identified TDSR sites should be identified on county maps.

Either HMWMD (Solid Waste) or Public Works should maintain detailed information pertaining to each of these sites. Designate which agency has responsibility.

Detailed information should include exact location, size, available ingress and egress routes and results of an environmental assessment and initial data samples.

Baseline data should include videotapes, photographs, documentation of physical and biological features, and soil and water samplings.

The list of TDSR sites should be reviewed annually and updated as necessary as part of the normal maintenance plan.

#### **TDSR Site Preparation.**

Identify the preparatory actions that need to be accomplished after a pre-designated TDSR site has been selected.

Develop a Memorandum of Understanding or a Memorandum of Agreement if necessary.

Identify who would be responsible for updating the initial base line data and develop an operation layout to include ingress and egress routes (CDPHE divisions).

### **Existing Landfills.**

Identify location of county and private landfills (solid waste disposal sites).

Identify any restrictions, limitations or tipping fees. (other agencies that may be responsible or provide support)

### ***Debris Removal***

#### **General**

Natural disasters can generate large amounts of debris in a few minutes or hours. The debris may include damage to structures (homes, businesses), utilities (telephone lines and other cables) and signs, downed trees and power lines. This section provides guidelines on debris removal including emergency roadway clearance, public right-of-way removal, mobile home park removal, private property removal, navigational hazardous removal, and household hazardous waste removal.

Debris removal, regardless of source, becomes a high priority following a disaster. Debris management strategy for a large-scale debris removal operation divides the operation into two phases.

Phase I consists of the clearance of the debris that hinders immediate life saving actions being taken within the disaster area and the clearance of that debris which poses an immediate threat to public health and safety.

Phase II operations consists of the removal and disposal of that debris which is deemed necessary to ensure the orderly recovery of the community and to eliminate less immediate threats to public health and safety.

#### **Emergency Roadway debris Removal (Phase I) (CDEM, CDOT)**

- Identify critical routes that are essential to emergency operations
- Define how efforts will be prioritized between local agencies
- Identify areas that State and Federal assistance can target
- Define what actions are required during phase I (e.g., roadway debris removal involves the opening of arterial roads and collector streets by moving debris to the shoulder of the road.
- There is no attempt to physically remove or dispose of the debris, only to clear key access routes to expedite the:
  - Movement of emergency vehicles
  - Law enforcement
  - Resumption of critical services and,

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- Assessment of damage to key public facilities and utilities such as schools, hospitals, government buildings, and municipal owned utilities.

Define the type of debris that may be encountered such as fallen tree and broken limbs; yard trash such as outdoor furniture, trash cans, utility poles, power, telephone and cable TV lines, transformers and other electrical devices; building debris such as roofs, sheds and signs; and personal property such as clothing, appliances (refrigerators may contain hazardous fluids), boats, cars, trucks and trailers (the vehicles may contain fluids that may be deemed hazardous).

Define the priority to open access to other critical community facilities, such as municipal buildings, water treatment plants, wastewater treatment plants, power generation units, and airports (deicer, jet fuel, hydraulic fluids, engine and other oils...)

The requirement for government services will be increased drastically following a major natural disaster. Develop procedures to determine the damage done to utility systems. Activities involving these facilities should be closely coordinated with their owners and operators.

### **Local, Tribal, State and Federal Assistance**

Identify local, tribal, state and federal government assets that may be available such as:

- Municipal workers and equipment
- Local and state department of transportation workers and equipment
- National Guard
- Local contractors
- US Department of Agriculture forest Service chain saw crews
- Local US Army Corps of Engineers (USACE) workers and equipment

### **Supervision and special Considerations**

Immediate debris clearing (Phase I) action should be supervised by local public works or DOT personnel using all available resources. Requests for additional assistance and resource should be made to the SEOC. Requests for Federal assistance will be requested through the State Coordinating Officer (SCO) to the FEMA Federal Coordinating Officer (FCO).

Special crews equipped with chain saws may be required to cut up downed trees. This activity is hazardous, and common sense safety considerations are necessary to reduce the chance of injury and possible loss of life. When live electric lines are involved, work crews should coordinate with local utility companies to have power lines deenergize for safety reasons.

### **Household Hazardous Waste Removal**

- Household hazardous waste (HHW) may be generated as a result of a major disaster. HHW may consist of common household chemicals, propane tanks, oxygen bottles, batteries and industrial and agricultural chemicals. These items will be mixed into the debris stream and will require close attention throughout the debris removal and disposal process.

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- Regulatory waivers (permitting) and other emergency actions may be necessary. Emergency contracts with generic scopes of work may be necessary. Coordinate with State and Federal agencies as necessary.
- Cleanup actions should meet local, state and federal regulations.
- HHW identification and segregation should be completed prior to demolition of any structures.
- Protecting ground water from HHW and other hazardous waste contamination.

#### **Environmental Controls**

- Incineration (regulations related to burning of debris, including animal carcasses, after an incident)
  - Fences, warning signs, proximity to buildings, proximity to populated areas...
- When should fire be put out prior to removal of ash mound; how will ash be disposed of?
- Size of incineration pit (dimensions, regulations that govern)
- Protection of ground water (aquifers), or waterways

#### **After Action Report (Post-Incident Review)**

As appropriate, the CDPHE Emergency Response Coordinator (ERC) will conduct a post-incident review of the debris management operations with the debris management team or each division, and develop a summary of the findings for inclusion in the incident after-action report.

#### **Training and Exercises**

Debris Management training will be provided on an annual basis. If circumstances allow, this training will be conducted before the start of the traditional severe weather seasons in Colorado. The training may consist of classroom training, online training, video training, field training, or any combination of the listed approaches. The training will incorporate the National Incident Management System (NIMS) and evaluate the crucial elements of disaster debris management. Training and exercises will incorporate current federal and state processes, procedures, and regulations related to Category A (Debris Removal and Disposal) and Category B (Emergency Protective Measures) work under the federal Public Assistance Grant Program (PAGP). CDPHE Emergency Response Coordinator (ERC) in coordination with the EPRD training team and division representatives will determine the content of the training and exercises, and delivery method(s) based on current and anticipated needs and federal and state requirements.

#### **Plan Review and Maintenance**

This document will be reviewed annually or more frequently as needed. Updated material will be disseminated as required. A printed copy of the plan will be maintained in a binder along with the CDPHE All-Hazards Internal Emergency Response Plan. Updated pages will be replaced as necessary. The printed copy will be kept in the Department Operations Center

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(DOC), electronic copies maintained on the department intranet, on the policies, standards and external reports page, and on the division's network drive.

**Chapter 9**

# Supplemental Information

**COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT**  
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**Colorado Department Public Health and Environment**

*There are 48 programs within the Department of Health; not all divisions and programs are included in this document.*

*During state declared disasters, the Department is the lead for Emergency Support Function #8: Public Health and Medical Response*

**AIR POLLUTION CONTROL DIVISION**

| <u>Daily Activities:</u>  | <u>During Disasters</u>   | <u>Supports</u> |
|---|---|-----------------|
| Technical Support<br>– Particulate & plume modeling   | Wild Fires<br>– Health alerts to public on air quality                    | ESF 4, 8        |
| Mobile Sources<br>– Vehicle emissions regulatory compliance                                 | Chemical Explosions<br>– Plume modeling for down wind risks               | ESF 8,10        |
| Stationary Sources<br>– Construction sites and manufacturing facility regulatory compliance | Building Collapse<br>– Asbestos assessments and removal technical support | ESF 8,10,14     |
| Indoor Sources<br>– Asbestos abatement permits/regulatory compliance                        | – Asbestos abatement permits and regulatory compliance                    |                 |

**CENTER FOR HEALTH & ENVIRONMENTAL INFORMATION AND STATISTICS DIVISION**

| <u>Daily:</u>   | <u>During Disasters:</u>  | <u>Supports</u> |
|---|---|-----------------|
| Health Statistics<br>– Health trends, cancer registry, injury trends    | Outbreaks & Epidemics<br>– Surveillance or outbreak data technical support      | ESF 8           |
| Vital Records<br>– Birth certificates; Death certificates               | Mass Fatality<br>– Rapid issuance of death certificates                         | ESF 8,9         |
| GIS<br>– Health & cancer trends; Healthcare facilities; Community wells | Air Contaminant<br>– Support to plume modeling, downwind risks, etc             | ESF 8,10        |
|   | <b>Floods, Tornados, Blizzards</b><br>– Locations of licensed facilities, wells | ESF 8           |

**ENVIRONMENTAL HEALTH AND SUSTAINABILITY DIVISION**

| <u>Daily:</u>   | <u>During Disasters:</u>  | <u>Supports</u> |
|---|---|-----------------|
| Food Safety<br>– Retail, Wholesale, Dairy inspection, license         | Power Outage<br>– Food safety: retail, schools & citizens       | ESF 8, 11       |
| Consumer Product Safety<br>– Product Recall notification & assessment | Road Closures<br>– Milk/dairy safety & food transport temps     | ESF 8, 11       |
| Vector Control<br>– Reducing reservoirs technical support             | Building Collapse<br>– Condemnation of consumer products orders | ESF 8,11,14     |

**DISEASE CONTROL & ENVIRONMENTAL EPIDEMIOLOGY DIVISION**

| <u>Daily:</u>   | <u>During Disasters:</u>  | <u>Supports</u> |
|---|---|-----------------|
| Regulatory<br>– Reportable disease surveillance & control; child & tetanus immunization | Floods, Tornadoes, Blizzards<br>– Anticipate diseases & monitor, prevent (includes immunizations - tetanus) | ESF 8           |
| Services  | Loss of Utilities<br>– Public information & technical support   | ESF 8,14        |

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|   |  |                     |
|---|--|---------------------|
| <ul style="list-style-type: none"> <li>- Vaccine to public health clinics</li> <li>Education</li> <li>- Tuberculosis, STD/HIV, general disease transmission &amp; prevention</li> </ul> | <p>Outbreaks &amp; Epidemics</p> <ul style="list-style-type: none"> <li>- Surveillance, public education, disease control measures and orders</li> </ul> | <p><i>ESF 8</i></p> |
|---|--|---------------------|

**EMERGENCY PREPAREDNESS AND RESPONSE DIVISION**

| <u>Daily:</u>  | <u>During Disasters:</u>  | <u>Supports:</u>  |
|--|---|---|
| <p>Planning</p> <ul style="list-style-type: none"> <li>- Internal/External all hazards response</li> </ul> <p>Response Tools</p> <ul style="list-style-type: none"> <li>- HAN(Health Alert Network)</li> <li>- EMSsystem (EMS-hospital transport guide)</li> <li>- HC Standard</li> <li>- Pub Hlth Med Volunteer</li> </ul> <p>Training</p> <ul style="list-style-type: none"> <li>- NIMS; Forensic Epi; SNS; Pan Flu Preparedness; HAN; HC Standard; EMSsystem</li> </ul> | <p>Floods, Tornadoes, Blizzards</p> <ul style="list-style-type: none"> <li>- Coordinate dept support to locals</li> </ul> <p>Outbreaks &amp; Epidemics</p> <ul style="list-style-type: none"> <li>- Coordinate public information &amp; dept response (HAN</li> </ul> <p>Pub Hlth/Medical</p> <ul style="list-style-type: none"> <li>- Activate/distribute the Strategic National Stockpile (SNS)</li> </ul> <p>Hazardous Chemical, Nerve Agent</p> <p>Monitor Chempack activation and use</p> <p>Supports and coordinates all CDPHE response activities</p> <p>Critique actual events and enhance training in identified areas</p> | <p><i>ESF 5, 8</i></p> <p><i>ESF 8,15</i></p> <p><i>ESF 8</i></p> <p><i>ESF 8</i></p> |

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**HAZARDOUS MATERIALS & WASTE MANAGEMENT DIVISION**

| <u>Daily:</u>  | <u>During Disasters:</u>  | <u>Supports</u>  |
|--|---|------------------|
| Hazardous Materials<br>– License source; Technical support; Incident response support; permits                 | Floods, Tornadoes<br>– Trash, hazardous/biohazardous debris segregation & removal tech support, permits | ESF 8, 10, 14    |
| <b>Solid Waste</b><br>– Trash, hazardous materials, livestock/animal waste removal technical support & permits | Building Collapse<br>– Pesticides & other waste removal tech support, permits, orders                   | ESF 8, 10, 14    |
| Radiation<br>– License sources; Technical support; Incident response support; Permits                          | Blizzard<br>– Safe livestock burial/removal guidance  | ESF 8, 10, 11,14 |
|  | Hazardous Materials Scene<br>– Chemical & radiologic tech support                                       | ESF 8,10         |

**HEALTH FACILITIES & EMERGENCY MEDICAL SERVICES DIVISION**

| <u>Daily:</u>   | <u>During Disasters:</u>   | <u>Supports</u> |
|---|--|-----------------|
| Regulatory<br>– Investigations; Licensing of ambulatory surgery centers, assisted living/nursing homes, hospitals | Floods, Tornadoes, Blizzards<br>– Medical facility ruling modifications  | ESF 8           |
| EMS<br>– Licensing of professionals; complaint investigations   | Building Collapse<br>– Movement of patients technical support            | ESF 8           |
| Trauma<br>– Registry & Analysis; Hospital trauma designation; RETACs/SEMTAC lead                                  | Loss of Utilities<br>– Monitor hospitals/home health & dialysis status   | ESF 8           |
|   | Hazardous Materials<br>– Emergency department functionality tech support |                 |
|   | Mass Casualty<br>– EMS resources (in ROSS); EMT formulary modifications  |                 |

**LABORATORY SERVICES DIVISION**

| <u>Daily:</u>  | <u>During Disasters:</u>  | <u>Supports</u>   |
|--|---|-------------------|
| Regulatory<br>– Water; Dairy; Alcohol/DUI & Forensic; Premarital;  | Floods, Tornadoes, Blizzards<br>– Drinking water & disease control testing            | ESF 3, 8, 10, 11  |
| Medical Services<br>– Newborn & medical screenings Environmental screenings, Public Health<br>– Incident response (bio, chemical, radiation): air, water, soil, food & human | Building Collapse<br>– Indoor air samples; Unknown environ contaminants               | ESF 8,10          |
|  | Air Contaminant<br>– Particulate levels; Anthrax/suspicious powders (credible threat) | ESF 8, 10         |
|  | Hazardous Materials Scene<br>– Support to on-scene haz-mat teams & CST                | ESF 8<br>ESF 8,10 |

**WATER QUALITY CONTROL DIVISION**

| <u>Daily:</u>   | <u>During Disasters:</u>  | <u>Supports</u>  |
|---|---|------------------|
| Drinking Water<br>– Industrial/domestic treatment facilities; Wells | Power Outage<br>– Tech support for treatment sites & commercial wells                 | ESF 3, 8, 10, 14 |
| <b>Water Ways</b><br>– Rivers, streams & irrigation canals          | Road Closures<br>– Mutual aid between utility agencies for supplies                   | ESF 3, 8, 14     |
| Water Sheds/Waste Water<br>– Treatment facilities & private systems | Broken Lines or contaminated systems<br>– Water testing; Boil or bottled water orders | ESF 3, 8, 14     |

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## Contact Information

|  |   |
|--|---|
| Interim Director, Office of Emergency Preparedness and Response – Nicole Comstock                  | 303-692-2676 <a href="mailto:nicole.comstock@state.co.us">nicole.comstock@state.co.us</a> |
| Preparedness Branch Manager – Greg Stasinos  | 303-692-3023 <a href="mailto:Greg.Stasinos@state.co.us">Greg.Stasinos@state.co.us</a>     |
| EMSystem – Garry DeJong  | 303-692-2730 <a href="mailto:garry.dejong@state.co.us">garry.dejong@state.co.us</a>       |
| Medical Reserve Corps and Colorado Volunteer Mobilizer for Medical & Public Health – Koral O'Brien | 303-692-2782 <a href="mailto:Koral.Obrien@state.co.us">Koral.Obrien@state.co.us</a>       |

## *Overview of Declaration Process for Colorado*

**Local government responds**, supplemented by mutual aid from neighboring communities and volunteer agencies. If the disaster exceeds the local capabilities, they can request state assistance. A local government may declare a local disaster or an emergency through the chair of the Board of County Commissioners, or other principal executive officer of a political subdivision, through an order or proclamation and submit it to the state. This activates response and recovery of all applicable local and inter-jurisdictional disaster emergency plans.

### Why Declare a Disaster?

- To gain access to TABOR emergency reserves
- To qualify for certain types of federal and state disaster assistance
- To activate local and inter-jurisdictional emergency plans and mutual assistance agreements
- To support the enactment of temporary emergency restrictions or controls (e.g., curfews, price controls)
- The State Responds with state resources as requested (and/or needed) by the local government
- The Colorado Division of Emergency Management, Department of Military and Veterans Affairs, Department of Public Health & Environment, Department of Transportation, Department of Local Affairs, Department of Public Safety, Colorado State Patrol, Department of Human Services, Department of Agriculture, and the Department of Natural Resources are all examples of Colorado agencies who may respond to a disaster

The State may declare a disaster or emergency by Executive Order or Proclamation of the Governor if the Governor finds a disaster has occurred or that this occurrence or the threat of a disaster or emergency is imminent. This frees up State TABOR reserves and Disaster Emergency funds, enables the Governor to temporarily enact or suspend State restrictions or controls, activates the State Emergency Operations Plan, and activates the State Emergency Operations Center.

**Damage Assessment** The state can request a disaster declaration from the Governor with a preliminary damage assessment from the local government through the state Division of Emergency Management.

The state can also perform a formal federal, state, and local preliminary damage assessment with FEMA to determine if damage amounts may qualify for a presidential disaster request and therefore, federal assistance.

A presidential disaster declaration and/or emergency can be requested by the governor to the President through FEMA, based on the damage assessment, and an agreement to commit state funds and resources to the long-term recovery is made.

**FEMA** will evaluate the request and recommend action to the White House based on the disaster damage assessment, the local community and the state's ability to recover. The President approves the request or FEMA informs the governor it has been denied. The decision process could take a few hours or several weeks depending on the nature of the disaster.

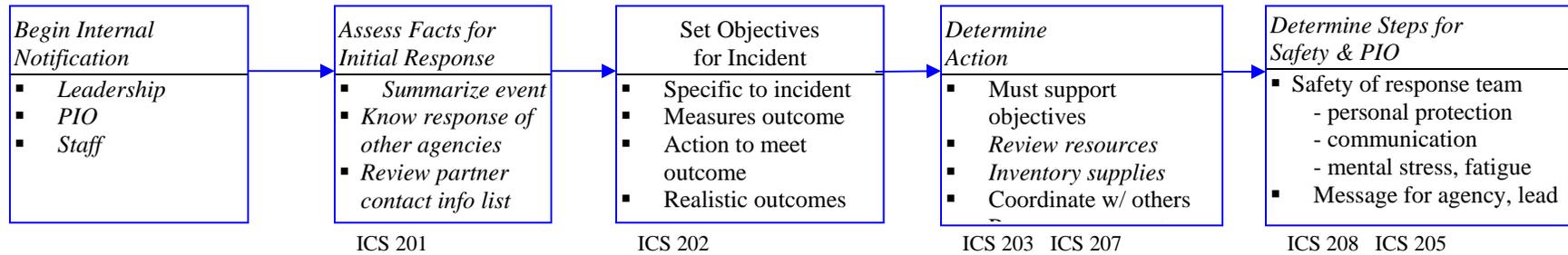
*Note: The difference between a disaster declaration and an emergency declaration is that an emergency can be declared even though there is no disaster. An example would be the Summit of the Eight or World Youth Day. Additional resources were requested and the State Emergency Operations Plan was activated. Also, an emergency declaration is generally of lesser scope and impact than a major disaster declaration*

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**Event Management Process:**

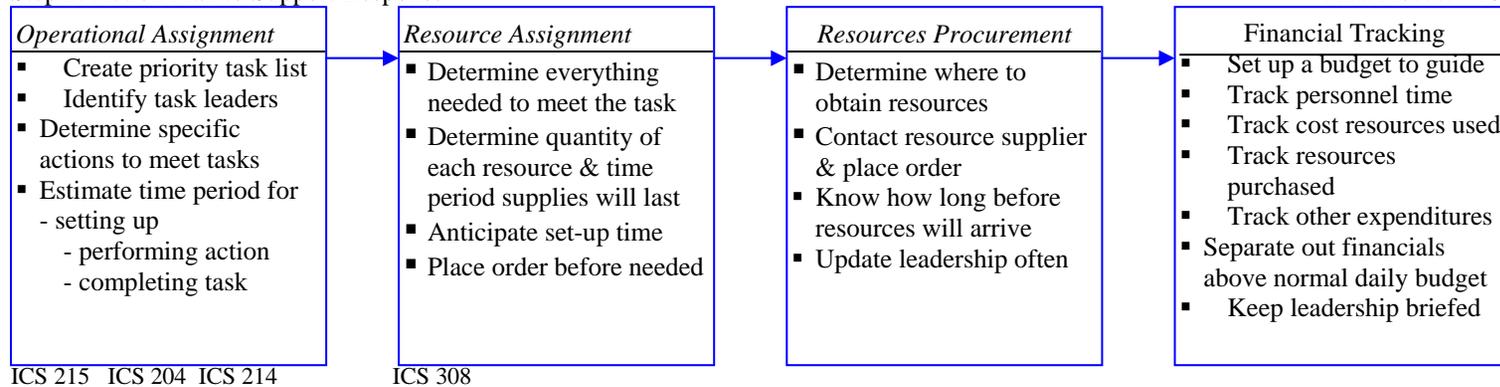
**Step 1: Initial Response When Incident occurs**

Final Product = Incident Action Plan



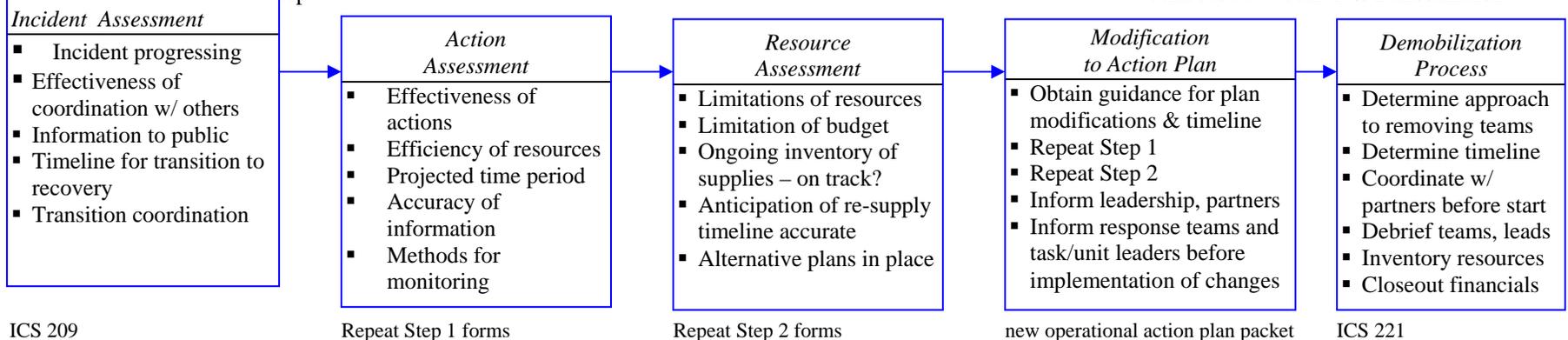
**Step 2: Action Plan to Support Response**

Final Product = IC management system



**Step 3: Moving to the Next Step**

Final Product = Plan 'P' & Demobilization



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Colorado Department  
of Public Health  
and Environment

**Potential ESF 8 (Public Health and Medical) Concerns During Emergencies**

This document is intended to provide a quick outline of the areas of concern related to ESF 8. Recognize that the length of time associated with the topics listed will vary based on the incident and may build off each other for overall impact..

| <b>If Power is Lost</b>  |  |   |
|--|--|---|
| <b>First 24 Hours After Incident</b>   | <b>48 Hours After Incident</b>   | <b>72 Hours or More After Incident</b>  |
| <b>Drinking Water Supply</b>   |  |   |
| <input type="checkbox"/> Community treatment facility may fail<br>- back-up generators & fuel needs<br><input type="checkbox"/> Private well pumps may fail<br>❖ <b>Boil/Bottle Water Advisory</b>   | <input type="checkbox"/> Fuel & chemical needs<br><input type="checkbox"/> Bottle water supply<br>- appropriate containers   | <input type="checkbox"/> Impact/disinfection for other systems<br>❖ <b>Continue Boil/Bottle Water Advisory or Order</b>   |
| <b>Waste Water Treatment</b>   |  |   |
| <input type="checkbox"/> Sewage release into waterways<br>- alert downstream drinking water, irrigation users<br>❖ <b>Water Way Alerts/Warnings</b>  | <input type="checkbox"/> Control of releases<br><input type="checkbox"/> Assessment downstream<br>❖ <b>Water Way Alerts/Warnings</b>   | <input type="checkbox"/> Clean up phase contaminants<br>- run-off into storm drains<br>- Load on treatment facility   |
| <b>Food Temperatures and Cooking</b>   |  |   |
| <input type="checkbox"/> Dairy and food refrigeration<br><br>- <b>Note: Spoilage occurs within 4 hours</b><br><input type="checkbox"/> Cooking capabilities (not operational)<br><input type="checkbox"/> Shelters - food handling safety<br>❖ <b>Food Handling Orders</b> | <input type="checkbox"/> Meals-on-wheels operational<br>- food to dependant citizens<br><input type="checkbox"/> Shelters evaluated<br><input type="checkbox"/> Ice machines/dental/chemo/dialysis etc.<br>❖ <b>Food Condemnation Orders</b> | <input type="checkbox"/> Temporary storage devices<br>- refrigerated trucks approved & fuel<br>- approved ice/sealed food containers<br><input type="checkbox"/> Temporary cooking tools approved<br>❖ <b>Food Inspection Alerts/Orders</b> |
| <b>Medications</b>   |  |   |
| <input type="checkbox"/> Refrigerated medication; e.g. insulin<br>- homes/medical site(w/o generator)<br>- retail pharmacies (w/o generator)   | <input type="checkbox"/> Increase in 911 calls<br><input type="checkbox"/> Increase in hospital visits   | <input type="checkbox"/> Ongoing mechanism for refrigeration  |
| <b>Medical/ Medical Systems</b>  |  |   |
| <input type="checkbox"/> Biomed pumps, ventilators in homes<br>*Batteries last 8-12 hr; 911 calls begin<br><input type="checkbox"/> Back-up generators & fuel status   | <input type="checkbox"/> Generator status<br><input type="checkbox"/> Supply and staffing status<br><input type="checkbox"/> At-home care & elderly status   | <input type="checkbox"/> Fatality Management refrigeration  |
| <b>If Flooding, Tornado, Blizzard Occurs</b>   |  |   |
| <b>(if power is lost, see above concerns)</b>  |  |   |
| <b>First 24 Hours After Incident</b>   | <b>48 Hours After Incident</b>   | <b>72 Hours or More After Incident</b>  |
| <b>Drinking Water Supply</b>   |  |   |
| <input type="checkbox"/> Loss of water pressure/blown taps<br>- ground/surface contamination<br>❖ <b>Bottle/Boil Water Orders</b>  | <input type="checkbox"/> Bottle water supply<br>- appropriate containers<br>❖ <b>Additional Orders</b>   | <input type="checkbox"/> Sufficient safe supply<br><input type="checkbox"/> Approval of temporary systems<br>- retail & community use   |
| <b>Hazardous Materials Released</b>  |  |   |
| <input type="checkbox"/> Retail facilities impacted<br>- pesticides & cleaners in stores<br>- oil & antifreeze at auto shops<br><input type="checkbox"/> Medical facilities impacted<br>- biohaz/chem/sharps containers  | <input type="checkbox"/> Debris/waste management<br>- Waste segregation plan:<br>natural/ hazardous/trash, etc<br>- Damaged medical equipment<br>X-ray, mercury, sterilizers   | <input type="checkbox"/> Permits for removal of materials<br>- asbestos, chemicals, other material<br>- damaged medical equipment   |

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|   |  |   |
|---|--|---|
| <input type="checkbox"/> Structure damage & release of asbestos<br>❖ <i>Asbestos Alert</i>  | ❖ <i>Hazardous Waster Permits/Orders</i><br>❖ <i>Asbestos Abatement Permits/Orders</i><br>❖ <i>Radiologic Material Permits/Orders</i>  |   |
| <b>Medications</b>  |  |   |
| <input type="checkbox"/> Lost prescriptions/meds  | <input type="checkbox"/> Supplies sufficient   | <input type="checkbox"/> Disposal of adulterated medications  |
| <b>Medical/Medical Systems</b>  |  |   |
| <input type="checkbox"/> Potential evacuation facilities<br><input type="checkbox"/> Acute care need<br><br>❖ <i>Draft Executive Orders</i> | <input type="checkbox"/> Ability out-patient sites to operate<br>* <i>Dialysis required every 72 hrs</i><br><input type="checkbox"/> Patients able to get to facility<br><input type="checkbox"/> Tetanus vaccine for clean-up phase<br><input type="checkbox"/> Fatality mgmt/death certificate | <input type="checkbox"/> Disease surveillance<br>- Shelters/ schools/ community<br>- (flooding – mosquitoes & disease)<br><input type="checkbox"/> Access to safe water for medical tools<br><input type="checkbox"/> Death certificates management |

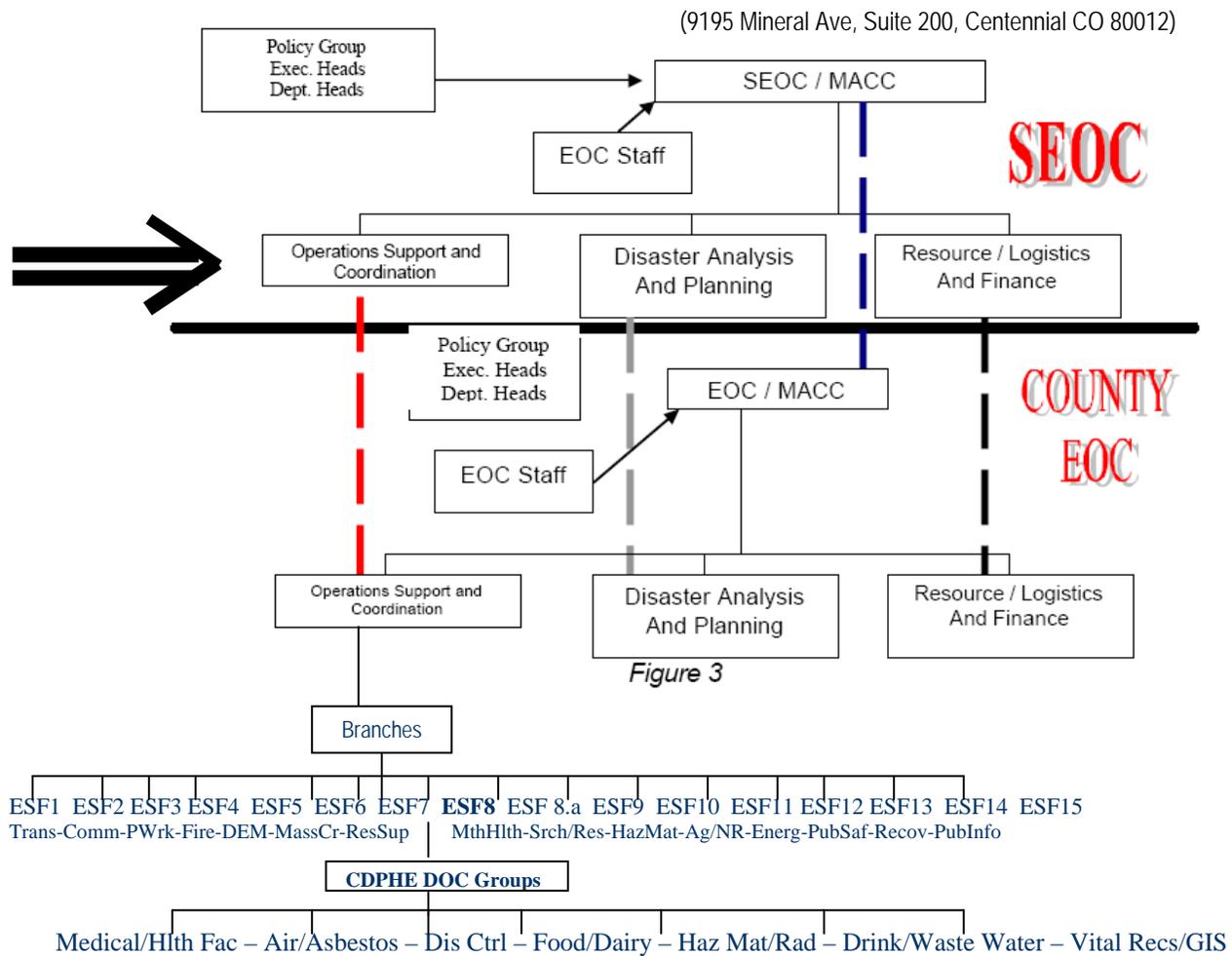
### ***EPRD Guide: Activation and First Operational Period***

- 1. Notification of all EPRD staff, Executive Director’s Office, Division Directors**
  - Assigned Person: EPRD staff in office, off site, teleworking (*on leave – if necessary*)
  - Assigned Person: Executive Director, Chief Medical Officer, Director Envir Hlth, PIO, others
  - Assigned Person: Call-down list/email to Health & Envir Hlth Division Directors (back-ups)
  
- 2. Set-up The DOC**
  - Computers and access information for users
  - Telephones and v-messaging access guide
  - Pens/paper and other basics
  - Television/news monitoring
  - Check-in sheet at entrance
  - Check printers, fax machine, copying
  
- 3. Begin filling in the initial ICS Forms (*initially 80% EPR staff are assigned to Planning*)**
  - Incident Name – Use the same name as the local or State EOC
  - Determine the Department’s Mission/Goals for each Operational Period (ICS 202)
    - o First Operational Period the mission and goals are:
      - Mission: Protect the public’s health and environment
      - Goal 1: “Determine the Public Health Concerns”
      - Goal 2: “Provide Support to Local Public Health”
    - o Second/subsequent Operational Periods the goals are:
      - The mission remains the same; goals will compliment the SEOC goals
  - Develop the organizational chart for the DOC (ICS 203)
    - o Adjust as often as necessary to meet the changing issues of the event
    - o Be certain to record date and time to ensure the correct version is being used
    - o Assist activated divisions in maintaining a span of control with staff involved
  
- 4. Establish a safety component**
  - CDPHE staff that are going to the affected area must be listed (master list for all programs)
  - Departure time, destination and task must be listed; ESF 8 Lead to give to SEOC/Local EOC
  - Staff should be briefed on major points of the event before departure
  - Staff are to check-in with the local EOC at site identified by local EOC and DOC (if possible)
  - Staff are to obtain a safety briefing at the local EOC
  
- 5. Prepare for the transition of staff/positions in DOC and SEOC**
  - Outgoing staff in DOC and SEOC are to prepare summaries
    - o Anticipate 30 minutes to relay information (*arrive early/leave late*)
    - o The transition briefing should include
      - Brief summary of event
      - Detailed summary of current operational period
      - Items critical to the position
  - Demonstrate/show computer programs being used
  - Share how to access phone messages, password to computer (logging in), etc.

***EPRD Guide: ESF 8 Representative to State Emergency Operations Center (SEOC)***

**1. The Role and Activities Occurring at the SEOC**

- All ESF representatives report to the Operations Chief
- Each ESF is a Branch under the Operations Section
  - Each Program within the individual ESF Branch is a Group (located at DOC)



**2. Items To Take With**

- Paper and sticky notes for work station
- Charger for cell phone & laptop
- Laptop & air card (in case no internet and for own notes and access to resources)
- Water and snacks
- Medication and personal items (to ensure getting through 12 hour shift)

**(ESF 8 Position )**

**3. Tasks Upon Arrival at SEOC (9195 Mineral, Suite 200, Centennial, CO 80012)**

- Park in designated location (as given by DEM upon activation) or front lot
- If doors are locked, call DEM or existing ESF 8 rep to gain entrance
- Sign in at the SEOC and pick up handouts
- Locate the ESF 8 designated seating location (signage exists on tables)
- Turn on SEOC computer, enter computer password
- Log on to Web EOC: [www.webeoc.colorado.gov/eoc6/](http://www.webeoc.colorado.gov/eoc6/)
- Call the DOC and report in; relay the phone number assigned to ESF 8 at SEOC

**4. ESF 8 Rep Tasks for CDPHE DOC**

- Log on to the SATool for DOC communication: [www.satool.org/portal](http://www.satool.org/portal)
- Relay to the DOC the initial facts provided in SEOC about incident (form 214-briefing notes)
- Relay the operational period times to DOC (for staffing considerations)
- Relay the goals set at the SEOC for the current operational period (for DOC goal integration)
- Review documents/ICS forms already developed by the SEOC
  - o If electronic, transfer critical information to the DOC via SATool, email or phone
- Set up the CDPHE laptop; begin tracking information important to ESF8 (form 214-Unit Log)
  - o Weather changes, estimation time for power outage recovery, road closures, etc
- Note the SEOC briefing schedule and relay to DOC
  - o DOC should provide an update to ESF 8 rep 20 minutes prior to briefing time

**5. ESF 8 Rep Tasks for SEOC**

- Obtain a summary of anticipated public-envir health/medical issues from DOC (form 202)
- Be prepared to verbally relay to all ESF reps at the SEOC briefing a summary of:
  - o Current medical and pub/env hlth activities by state or local agencies
  - o anticipated medical and pub/env hlth issues to be addressed
  - o proposed action (if known at the time of the briefing) for those issues
- Listen to all other ESF updates and relay information to DOC
  - o Work with DOC to identify impact of other ESF activities on ESF 8
  - o Work with ESF reps in SEOC about activity impacts; coordinate response actions
- Meet/talk to ESF reps in SEOC that ESF 8 supports – or needs support from ESF 8
  - o ESF 8 supports: ESF 2,3,5,6,10,11,13,14,15
  - o ESF 8 receives support from: ESF 2, 3, 4, 5, 6, 7, 9, 10, 11, 12, 13
- Prepare the ESF 8 component for the Division Assignment List (form 204)
  - o Outline action plan for each CDPHE group activated (med, air, water, food, waste)
- Work closely with ESF14 early on and throughout incident on waste removal
  - o Asbestos concerns, segregation of waste (animal/livestock, debris, haz subs)
- Relay safety concerns to Operations Chief and JIC lead
  - o This would include public health orders and advisories/alerts
- Ensure DOC PIO is tied into the SEOC-JIC

**6. Transition to New ESF 8 reps (next operational period)**

- Anticipate about 30 minutes; organize computer/phone access and contacts information

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- Provide a brief overview of operational period general activity and ESF 8 activity
- Provide specific details of pending activity under ESF, briefing time and form requirements
- Sign out and ensure DOC knows transition is complete

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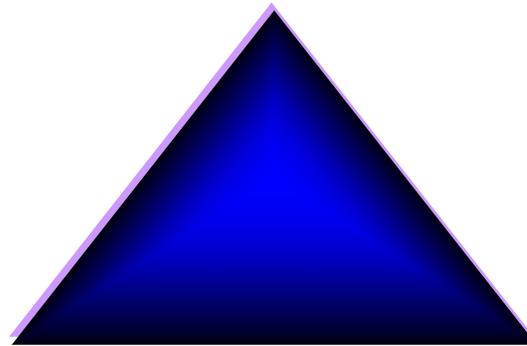
*The Response Triangle for EPRD*

**Local Emergency Operations Center (LEOC)**

ESF 8 – Public/Environmental Health

ESF 8 – Medical

**ESF 8 – Fatality**



**State Emergency Operations Center (SEOC)**

ESF 8 – CDPHE rep

Support to:

ESF 2 – Communications (*800MHz*)

ESF 3 – Public Works (*water/waste water*)

ESF 5 – Emergency Management (*DEM/SEOC*)

ESF 6 – Mass Care, Housing (*food/water inspections, disease surv*)

ESF 10 – Oil & Haz Mat (*asbestos, haz-mat, rad, waste*)

ESF11 – Agric & Natural Resources (*food, dairy, waste removal*)

ESF 13 – Pub Safety & Sec (*SNS & Chempack movement, intel*)

ESF 14 – Long Term Community Recovery (*air, water, food, waste removal*)

ESF 15 – External Affairs (*public information*)

**CDPHE Department Operations Center (DOC)**

Manage the CDPHE response

Follow the Internal Response Plan

Activate and manage the DOC

Complete ICS Forms

Coordinate with ESF 8 at SEOC

Track budget

Manage IT tools

Track department activities

Track field teams/safety

Activate and manage SNS response

Coordinate with US Dept HHS