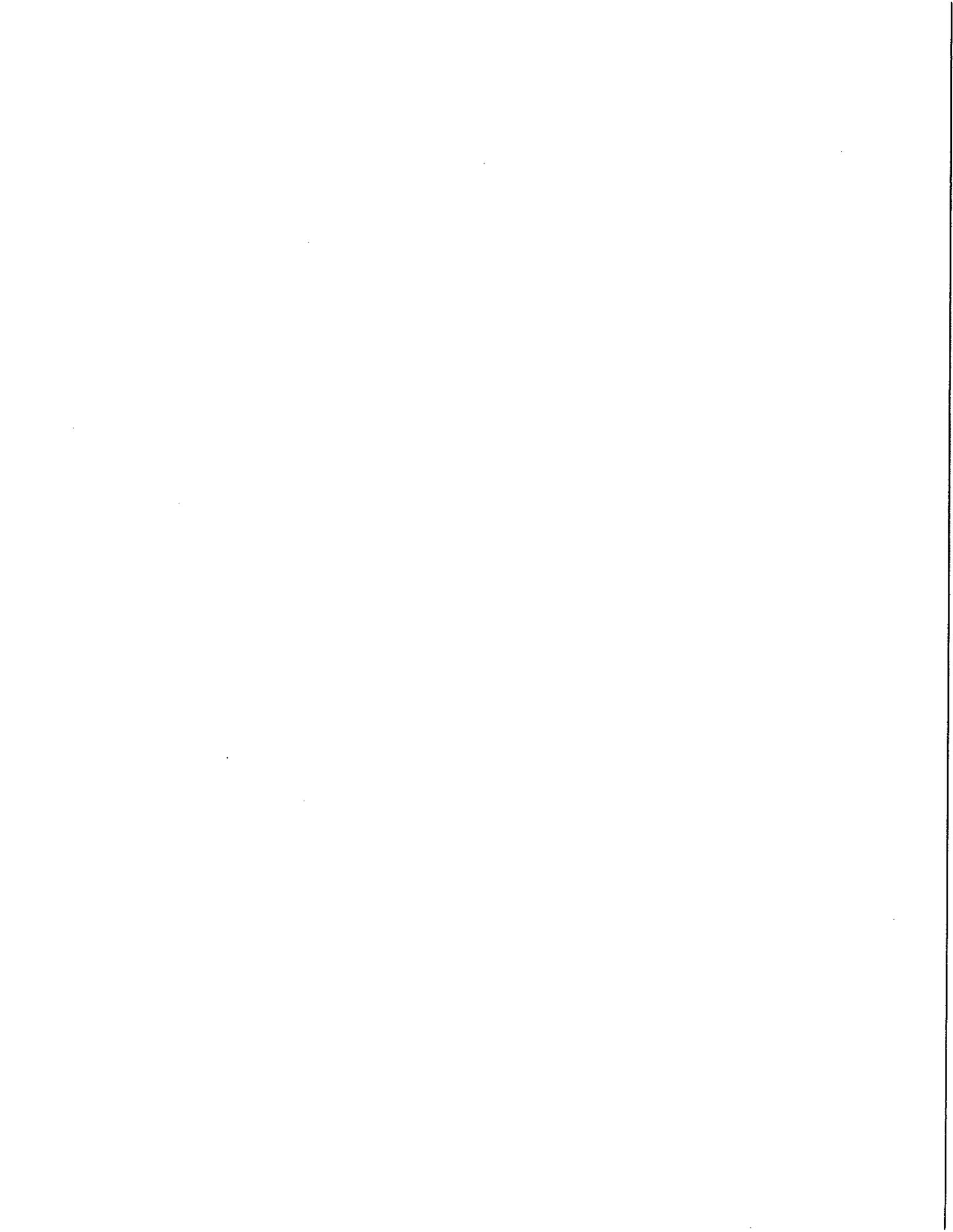


Lewis County Counter Terrorism Response Plan
***Proposed Changes Description**
 2012 Revision

Page	Section	Description	Type of Action
1	Cover Page	Change date from 2006 to 2012, correct E-mail address	Change
All	Footer	Add revised date of 2012	Add
2	Table of Contents, V	Change HSAS to NTAS	Change
6	Title	Change date from 2004 to 2012	Change
7	I, E. 2	Correct Plan Name, NRF	Revision
7	I, E. 2	Correct Plan Date	Revision
8	III, C. 1	Change HSC acronym to LC HLS	Change
12	V, A. 3	Change HSAS to NTAS with description	Change
14	Table 1	Delete replaced Alert System (HSAS)	Delete All
21	VIII	Correct E-mail address	Change
22	Definitions	Replace HSAS with NTSA	Change
22	Definitions	Delete Definition of HSAS	Delete
24	Definitions	Add new NTAS definition, delete Directive 3 reference	Add/delete
25	Appendix 2	Correct HSC to LC HLS	Change

*Note: Table of Contents page numbers will be changed after Track Changes are accepted.



Lewis County

**COUNTER TERRORISM
RESPONSE PLAN**

2012

ANNEX

To The

**Comprehensive Emergency
Management Plan (CEMP)**

FOR INFORMATION CONTACT:
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Figure 1:

Emergency Management Organization Chart

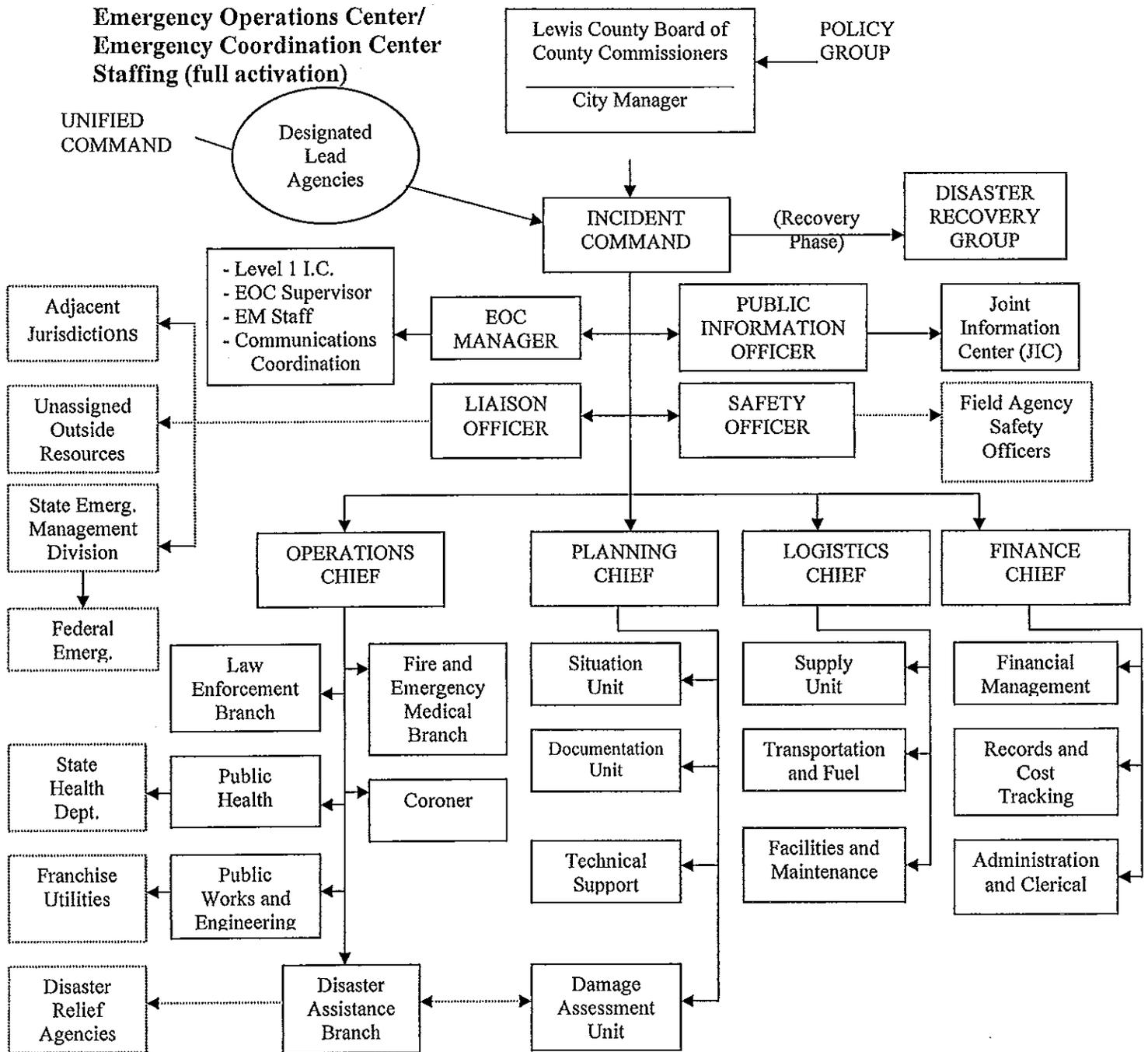
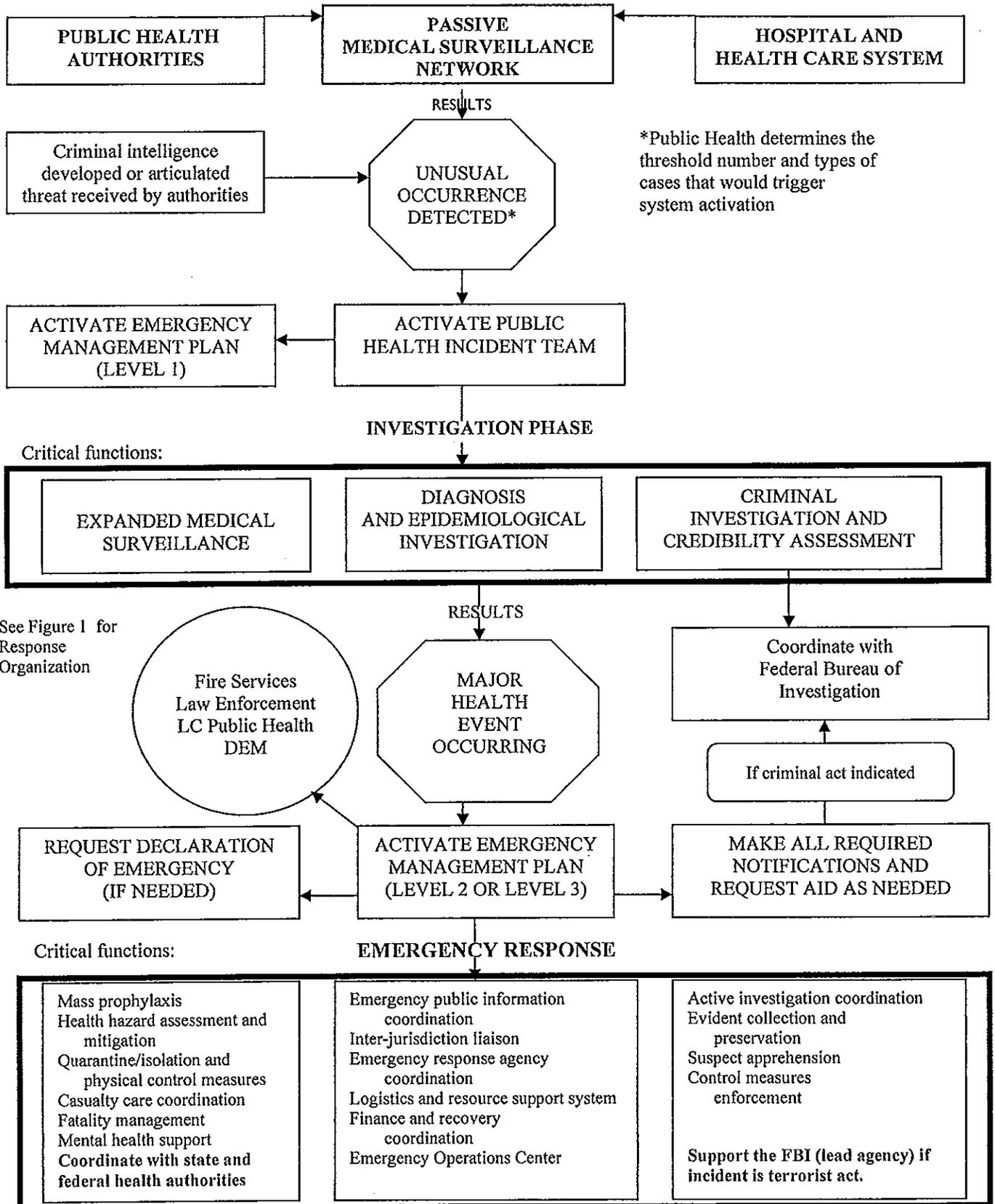


Figure 2: Bioterrorism Response Chart (Public Health Emergency)



LEWIS COUNTY
COUNTER TERRORISM RESPONSE PLAN
2012

LEWIS COUNTY
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (CEMP) ANNEX

I. BACKGROUND

A. Mission:

Protection of the people, property, environment, and economy in our region from the impacts of a terrorist act.

B. Purpose:

A local plan of action consistent with federal, state, and regional terrorism plans for response to a terrorist incidents involving chemical, biological, radiological, nuclear, and explosive (CBRNE) weapons of mass destruction, and conventional weapons.

This annex is not intended to replace any existing emergency procedures. It is a supplement to better define the particular body of issues related to a terrorist-type incident.

C. Scope:

The plan pertains to first response entities in Lewis County who must cooperate in an organized and unified way with adjacent jurisdictions and agencies in the event of a threat of terrorism, actual terrorist incident, or major Weapon of Mass Destruction (WMD) attack.

D. Control Objectives:

1. Maximize interagency and inter-jurisdiction communications and resources.
2. Recognize the Lewis County Comprehensive Emergency Management Plan (CEMP)¹ as guidance for coordination of local response.
3. Use of the Incident Command System (ICS). Responses to terrorist incidents or events will be managed using the National Incident Command System (NIMS), utilizing the Incident Command System (ICS).

¹ CEMP refers to the Lewis County Comprehensive Emergency Management Plan unless otherwise designated.

E. Authorities:

This annex is consistent with the local, state, and federal codes, statutes, and regulations cited in the CEMP Basic Plan. Additional authorities include²:

1. Presidential Decision Directive (PDD) 39 - United States Policy on Counter Terrorism
2. National Response Framework (NRF), January, 2008.
3. Washington State Comprehensive Emergency Management Plan, June, 2011.

II. POLICIES

A. Primary Authority:

1. The laws of the United States assign primary authority to the federal government to prevent and respond to acts of terrorism.
2. The laws of the United States assign primary authority to the state and local governments to respond to the consequences of terrorism. The federal government provides assistance as required.

B. Assignment of Local Responsibilities:

The emergency assignments of designated county departments and supporting entities, and the methods of coordination and communication, are defined in the CEMP. Additional references to counter terrorism assignments are made in this annex for clarification.

C. Not Exempt From Public Inspection:

This document does not include sensitive information the disclosure of which might have a likelihood of threatening public safety. However, some related documents published separately may be exempted from public inspection and copying in accordance with the Public Records Act, RCW 42.17.310.

III. ORGANIZATION

A. Local Emergency Management Organization:

1. The Comprehensive Emergency Management Plan (CEMP) defines the organization for emergency response and recovery, and incorporates the county organizational structure and response plan for emergencies and disasters.
2. A parallel counter terrorism response plan annex is part of the CEMP.

² Other references used in the development of this annex are found at the back of this document.

B. Internal Structure:

The existing emergency response organization (including communications, command structure, operational protocols, mutual aid agreements, etc.) should be retained as much as possible.

C. Coordination of Counter Terrorism Planning and Training:

1. Lewis County Homeland Security Committee (LC HLS)

The Lewis County Homeland Security Committee (LC HLS) has been established to:

- a. Advise of necessary improvements needed for the local terrorism response capability and assure that plans are consistent and properly coordinated.
- b. Make recommendations regarding equitable distribution of any related funding stream to assure the best use and consistency with this plan.
- c. Provide a working forum to assure maximum communication and the integration of partner agency resources in support of this plan.
- d. Assist in the development of training and exercises directed at satisfying planning and implementation requirements.

2. Lewis County Homeland Security Committee Representation

The Lewis County Homeland Security Committee representation will include a primary and an alternate appointed from the following disciplines:

- e. Emergency Management
- b. Emergency Medical Services
- c. Fire Services
- d. Governmental Administration
- e. Health Care
- f. Law Enforcement
- g. Private/Non-Profit Organizations
- h. Public Health
- i. Public Safety Communications
- j. Public Works

IV. SITUATION:

The events anticipated by this plan differ from other hazards in that they are explicitly intended to create an environment of instability, insecurity, and turmoil. A unique direction and control environment will result from the involvement of multiple resources, competing elements, and overlapping jurisdictions.

A. Terrorist Incidents:

1. A terrorist incident is a calculated threat or act of violence contrived to intimidate or coerce a government or its citizens in furtherance of political, religious, or social objectives and ideologies. Terrorist incidents deliberately create fear in an attempt to destroy public confidence and to gain immediate attention to a cause.
2. Terrorist incidents will likely be accompanied by the articulation of a cause or ideology associated with the attack.
3. A terrorist incident is a criminal act; therefore, every event will be managed as a crime scene.

B. Planning Assumptions and Threat Impact Analysis:

For planning purposes these general assumptions are made regarding terrorist incidents.³ The absence of a history of such occurrences requires a presumptive view of what may occur:

1. A biological weapons attack will never be just a local event. The rapid geometrical expansion of terrorist incidents involving biological weapons (BW) may be caused by ill persons fleeing the epicenter. Containment and mitigation require quick recognition and immediate solutions.
2. The impact of a major disease outbreak with protracted incubation (periods up to three weeks) could extend the emergency response phase over several weeks or months as the illness migrates through the population.
3. There may be multiple simultaneous events or secondary impacts. Emergency responders may be the targets of a secondary event.
4. Depending on the target proximity to certain facilities, the deployment of a bio-weapon, or a major disease outbreak, response of police, fire, emergency medical services, and emergency communications systems could be seriously impaired.

³ Additional terrorist threat assessment and target vulnerability analysis are included in the Lewis County Hazard Identification and Vulnerability Analysis (HIVA) published separately.

5. The terrorist act or threat may be a national security issue; information may be classified and withheld from some of the response partners.
6. The nature of the incident may be in doubt when there is no clear epicenter, delaying or hindering attempts to mitigate impacts.
7. The psychological effect may be more devastating than the actual hazard. The worried well flooding the medical care system may exceed the number of exposed victims.
8. Extreme measures may need to be employed to counter the impact of a terrorist attack on our citizens.
9. Response to a terrorist incident will be difficult due to limited local resources and capabilities and an overwhelming demand for services. The variety of potential risks makes it impossible to foresee all eventualities.
10. Local responders should plan to rely on their own resources for the first few days until mutual aid assistance arrives. Unified command may need to triage the deployment of resources according to a plan of action that benefits the greater good based on the best information at the time.
11. In the event of a biological weapon or major outbreak, critical public health decisions may need to be made on a presumptive basis and acted on immediately to achieve timely prophylaxis and keep pace with the rapid onset of multiple casualties

V. CONCEPT OF OPERATIONS:

A. General

1. State and Federal

Presidential Decision Directive 39 (PDD-39), United States Policy on Counter Terrorism, establishes a national policy on reduction of terrorism impacts. The terrorism components of federal, state, and local emergency plans are consistent with the overall national response scheme. This annex is consistent with the Terrorism Annex of the State of Washington Comprehensive Emergency Management Plan as required by RCW 38.52.

2. Basic Operational Components of Counter Terrorism:

• **Crisis Management⁴:**

- 1) The federal government exercises primary authority to preempt and terminate threats or acts of terrorism, and to apprehend and prosecute the perpetrators.
- 2) State and local law enforcement agencies provide for initial response and assistance to federal authorities as required.

• **Consequence Management**

- 1) State and local governments exercise primary authority to respond to the consequences of terrorism.
- 2) Consequence management is generally a multifunction response coordinated by local and state emergency management agencies under existing comprehensive emergency management plans.

• **Technical Operations:**

A wide array of state and federal resources are assigned the responsibility of providing specialized technical support.

3. National Terrorism Advisory System (NTAS):

- a. National Terrorism Advisory System (NTAS). Replaces the color-coded Homeland Security Advisory System (HSAS). The new system communicates information about terrorist threats by providing timely, detailed information to the public, government agencies, first responders, airports and other transportation hubs, and the private sector.
- b. Public announcement by the Department of Homeland Security of threat advisories will be based on these general criteria:
 - 1) Is the threat credible?
 - 2) Is the threat corroborated?
 - 3) Is the threat specified and/or imminent?
 - 4) How grave is the threat?

⁴ See Appendix 1 for definitions, acronyms and abbreviations.

4. Emergency Public Information and Rumor Control:

- a. Initial public information needs from the incident scene will be handled by a Public Information Officer (PIO) designated by the on-scene Incident Commander.
- b. As information dissemination needs increase, the designated Emergency Management PIO will assume responsibility for coordination of local releases. A hotline may be established, as well as a system for distribution of fact sheets.
- c. A Joint Information Center (JIC) may be established by the PIO to provide for coordinated release of incident information to the public and the media. When the JIC is established; all releases will be coordinated through that control point.
- d. Representatives from each principal agency will be invited to assist with operation of the JIC to assure all information release needs are being met.
- e. Joint agency releases, coordinated by a local-state-federal Joint Information Center and approved by Incident Command, will be the preferred method of providing information to the media and the public.

B. Direction and Control

1. Designated Lead Agencies and Resource Coordination:

- a. The Lead Federal Agency (LFA) for managing federal response to terrorist incidents within the United States is the Federal Bureau of Investigation (FBI).
- b. The Department of Homeland Security (DHS) has the responsibility to make crisis consequence management decisions in cooperation with the FBI.
- c. The State of Washington Military Department, Emergency Management Division (EMD), coordinates the activities of state resources, and coordinates with other states and the federal government.
- d. The Lewis County Division of Emergency Management (DEM) coordinates county resources according to the existing Comprehensive Emergency Management Plan (CEMP).
- e. The Local Lead Agency (LLA) for counter terrorist incidents will be the law enforcement agency within the jurisdiction that the incident occurred. Unified Command will be established for cross-boundary incidents involving multiple agencies.
- f. The Lewis County Public Health and Social Services Department (LCPHSS) is the co-lead for incidents involving a public health emergency.

2. Local emergency response and supporting agencies should develop separate internal policies and procedures for carrying out their individual roles under the provisions of the Comprehensive Emergency Management Plan (CEMP). (See Appendix 3 for guidance on expanding internal plans to support this annex.)
3. Responding organizations maintain their agency authority, responsibility, and accountability under the ICS umbrella.
4. Initial coordination of on-scene emergency activities might take place from a command post. Depending on incident severity (or multiple simultaneous events), Lewis County response will be coordinated at the Lewis County Emergency Operations Center/Emergency Coordination Center (EOC/ECC).
5. If the FBI operates in the community, a Joint Operations Center (JOC) will be established for coordination of federal response. Liaison will be established to assure integration of the Lewis County Comprehensive Emergency Management Plan (CEMP), local, and federal operations. Co-location of the JOC with the Lewis County EOC/ECC may be appropriate to maximize coordination.
6. Primary state response and recovery priorities will be coordinated at the state EOC, with state liaison at the FBI-JOC.

C. Terrorism Incident Plan Activation Indicators:

Emergency responders may be in danger of becoming casualties before the actual identification of the crime or circumstances can be made. There may be little or no warning; no directly apparent indicators; or circumstances not immediately obvious to emergency personnel.

1. These threshold indicators may be used to determine the need for activation of this Counter Terrorism Response Plan:
 - a. An incident occurs in Lewis County that is identified as a possible terrorist act due to the nature of the hazard and the surrounding circumstances (type of material used, connection to a cause or organization with terrorist intentions, etc.).
 - b. Health surveillance systems detect a significant local spike in special indicators⁹.
 - c. Intelligence developed by law enforcement agencies indicates that a credible threat exists.

⁹ See Figure 2 for an example of the response to the detection of a disease outbreak.

- d. A moderate incident occurs in an adjacent community involving a Weapons of Mass Destruction (WMD) device that has the potential to impact Lewis County.
- e. A major WMD attack occurs in, or adjacent to, Lewis County.
- f. A major WMD incident occurs outside of Lewis County, but has a significant secondary impact on people, property, the environment, or the economy of the county and the region.

D. Initial Response and Investigation:

- 1. Local emergency response agencies operating under standing orders for daily public health and safety operations will respond to the incident and make appropriate and rapid notifications to local and state authorities.
- 2. Initial notification of first responder agencies will take place through Lewis County E911 Communications.
- 3. Upon receipt of terrorist related information, timely notification of identified key agencies and personnel will be distributed as directed in the Lewis County Warning Plan. The system can be activated by any of the designated lead agencies.
- 4. The Lewis County Sheriff's Office (or city police department for incidents inside city limits) will make initial notifications to the Federal Bureau of Investigation (FBI).
- 5. Transition to broader response will involve existing mutual-aid partners. When local resources are depleted, Fire/EMS assistance may be obtained through the Washington State Fire Mobilization Plan.
- 6. Multiple sites or emerging events will trigger activation of the Lewis County Comprehensive Emergency Management Plan (CEMP). The Emergency Coordination Center (ECC) may be utilized as a base of operations.
- 7. Other notifications and requests for outside resources beyond established mutual aid will be made by DEM through the Washington State Emergency Management Division (EMD).
- 8. Major events or the determination of a medical emergency will require a Declaration of Emergency or Disaster be made by the Board of County Commissioners (BOCC) in order to activate emergency powers and the full provisions of this plan.

E. Operational Control:

The designated officials representing the agency providing the asset shall retain operational control of assets at the scene.

F. State and Federal Activation:

The FBI will carry out notification of appropriate state and federal resources according to existing plans and procedures.

G. Joint Operations Facilities:

1. FBI and Department of Homeland Security plans include the activation of a Joint Operations Center (JOC) for detailed coordination of special federal counter terrorism response and recovery resources.
2. Establishment of local, state, and federal liaison at the JOC is intended to provide successful resolution of the incident. There are provisions for co-location of the JOC with the county Emergency Coordination Center (ECC), if desired.

H. Concurrent operations:

All local, state, and federal components will operate concurrently.

I. Recovery:

Recovery activities associated with an act of terrorism of sufficient impact to warrant a Presidential Declaration of Emergency will be in accordance with the provisions of the Stafford Act¹⁰, and are defined in detail in the CEMP and under PL 93-288.

VI. ROLES AND RESPONSIBILITIES

A. Law Enforcement:

The local lead law enforcement agency assumes responsibility for counter terrorism crisis management. Special duties include:

1. Coordination with the FBI when a criminal act is suspected.
2. Coordination of local law enforcement counter terrorist assets to local government for law enforcement, including mutual aid and military assistance, when requested.
3. In the event of a biological outbreak, coordination of an active criminal investigation team that will coordinate with Lewis County Public Health and Social Services Department (see Fig. 2 - Major Public Health Event - Response Chart).
4. Development of internal protocols for credible threat assessment.
5. Collection of evidence associated with a potential terrorist threat.

¹⁰ Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended)

6. Instituting control measures and enforcement if a public health emergency is declared.
7. Coordination of security at hospitals, medical facilities, fatality handling sites and other vital installations.

B. Lewis County Division of Emergency Management (DEM):

Lewis County Division of Emergency Management (DEM) is the local lead agency for counter terrorism consequences management. Special duties include:

1. Implementation of the Comprehensive Emergency Management Plan (CEMP) and coordination of resources and assets.
2. Coordination with the Washington State Emergency Management Division (EMD), regarding consequence management.
3. Coordination of county resources as needed to support the consequence management effort.
4. In the event of a biological weapon attack or major disease outbreak, provide support to the Lewis County Public Health and Social Services Department (LCPHSS) and law enforcement (see Fig. 2 - Major Public Health Event - Response Chart).

C. Lewis County Public Health and Social Services Department:

1. Coordinate with the State Department of Health (DoH).
2. Coordination of a Public Health Incident Team (see Fig. 2 - Major Public Health Event - Response Chart).
3. Mass prophylaxis in the event of a public health emergency.
4. Health hazard assessment and mitigation measures.
5. Quarantine, isolation, and related physical control measures.
6. Fatality management in cooperation with the Lewis County Coroner.
7. Mental health support measures coordination.

D. Lewis County Coroner:

1. Fatality management lead agency.
2. Establishment of morgues and central processing.

3. Long-term storage of human remains.
4. Establishment of protocols for disposal of remains contaminated with biological agents.
5. Maintenance and management of casualty lists.
6. Provide for proper identification of remains.
7. Establish procedure and implementation of family notification process.
8. Implement release of remains to families or mass cremation and/or burial as required by conditions.

E. Other Governmental, Private, and Non-Profit Entities:

Detailed roles and responsibilities, and the support functions of other local public and private resources, are as identified in the Comprehensive Emergency Management Plan (CEMP). The Lewis County government departments and offices provide support through the Lewis County Division of Emergency Management (DEM).

F. State Agencies:

Detailed roles and responsibilities for specific state agencies are listed in the Washington State Comprehensive Emergency Management Plan.

G. Federal Agencies:

1. Federal Bureau of Investigation (FBI):

Lead agency for crisis management relating to a terrorist incident. The federal response, led by the FBI, will focus on law enforcement actions taken in the interest of public safety and welfare, and is predominantly concerned with preventing and resolving the threat.

2. Department of Homeland Security, Federal (DHS):

Lead agency for consequence management of terrorist incidents. DHS will support the federal response with consequence management planning and use of federal resources needed to anticipate, prevent and/or resolve the crisis.

VII. SPECIAL PROVISIONS:

A. Emergency Powers of the Health Officer:

1. The law empowers the health officer to review and determine appropriate action for instituting disease prevention and infection control, isolation, detention, and quarantine measures necessary to prevent the spread of communicable disease, or otherwise to take such measures as he or she deems necessary in order to promote the public health¹¹.
2. Authority is given to the health officer to invoke the power of the courts to enforce these measures when necessary¹².
3. A Declaration of Public Health Emergency by the Health Officer is required.

B. Special Legislation to Protect the Public:

The Governor may enact temporary emergency measures to impose restrictions needed to combat the consequences of a terrorist threat. These may include establishing curfews, restricting movement in support of quarantine orders, controlling allocation of scarce or depleted essential goods, and commanding the public and private services and equipment necessary to respond to special emergency needs. A Declaration of Emergency is required before certain restrictive measures can be enacted.

1. Emergency Worker Immunization Strategy:

A policy will be developed by the Lewis County Public Health and Social Services Department (LCPHSS) that identifies priority emergency antibiotic prophylaxis for essential emergency personnel in order to allay their fears and help ensure their continued presence during the response.

VIII. APPENDICES

Appendix 1: Acronyms and Definitions

Appendix 2: Implementation strategy –
Mitigation, Preparedness, Response, and Recovery

Appendix 3: Planning guide for local emergency response agencies

For information on the development and maintenance of the Lewis County Comprehensive Emergency Management Plan and the Counter Terrorism Response Plan Annex please contact:

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Chehalis, WA, 98532
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Email: DEM@lewiscountywa.gov

¹¹ RCW 70.05.070

¹² WAC 246-100-036

APPENDIX 1 ACRONYMS and DEFINITIONS

BW - Biological Weapon
CBRNE – Chemical, Biological, Radiological, Nuclear, or Explosive
CEMP - Comprehensive Emergency Management Plan
DEM – Lewis County Division of Emergency Management
DoH – Department of Health
ECC – Emergency Coordination Center
EMD – Washington State Military Department Emergency Management Division
EOC - Emergency Operations Center
ESF - Emergency Support Function
FEMA - Federal Emergency Management Agency
FBI - Federal Bureau of Investigation
HIVA - Hazard Identification and Vulnerability Analysis
ICS - Incident Command System
JIC - Joint Information Center
JOC - Joint Operations Center
LCPHSS – Lewis County Public Health & Social Services Department
LFA - Lead Federal Agency
NTSA - National Security Advisory System
LLA – Local Lead Agency
PDD - Presidential Decision Directive
PIO - Public Information Officer
PPE - Personal Protective Equipment
WMD - Weapons of Mass Destruction

Consequence Management: Measures taken to protect public health and safety, restore essential government services, and provide emergency relief.

Control Objectives: The underlying philosophy that will support the effective implementation of a plan of action. A means of measuring the development of supporting procedures.

Crisis Management: Measures taken to identify, acquire, and plan the use of resources to anticipate, prevent, mitigate or resolve a terrorist threat or incident. Crisis management response is implemented under the primary jurisdiction of the law enforcement agencies at all levels of government.

Curfew: An ordinance enacted for the purpose of preserving the public safety in an emergency by establishing times and conditions under which persons may be present on the public streets or other public places.

Isolation: Separation or the restriction of the activities of infected persons, or of persons suspected to be infected, from others to prevent transmission of an infectious agent.

Joint Operations Center (JOC): Established by the Federal Bureau of Investigation for the on site coordination of federal response to a terrorist incident.

APPENDIX 1 – (Continued)
ACRONYMS and DEFINITIONS

Lead Agency: Those agencies that have the most direct role in and responsibility for implementation of counterterrorism policy as defined in this Annex. See Unified Command.

Medical Surveillance: A reporting system (among public health authorities, hospitals, clinics, doctors, pharmacies, and other health providers) that is intended to identify marked changes in number and type of diseases normally found in the community; usually the first indicator of an outbreak.

National Terrorism Advisory System (NTAS). Replaces the color-coded Homeland Security Advisory System (HSAS). The new system communicates information about terrorist threats by providing timely, detailed information to the public, government agencies, first responders, airports and other transportation hubs, and the private sector.

Outbreak: Multiple cases of a disease or condition in any area over a given period of time in excess of the expected number of cases in the community.

Preventative Measures: Specific steps an organization shall take to reduce its vulnerability or increase its ability to respond during a period of heightened alert.

Technical Operations: A support component to both crisis management and consequences management. Technical operations address the unique aspects of response such as identification of the WMD agent or device; assessment of the threat; consultation with responders and planners concerning implication of the WMD device; disarming, safe transfer, or disposal of a WMD agent or device; and decontamination of affected persons or the environment.

Unified Command: Representation from the lead agencies acting jointly to establish emergency response strategy and collectively assuming overall coordination of an incident.

Quarantine: The separation or restriction on activities of a person having been exposed to or infected with an infectious agent, to prevent disease transmission.

Weapons of Mass Destruction (WMD): Title 18, U.S.C. defines a weapon of mass destruction as any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or device similar to the above; poison gas; any weapon involving a disease organism; or any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

Worried Well: Persons who believe they were exposed to illness or contamination when they were not. Studies show the worried well contribute more than 10 times the numbers of persons seeking aid in a medical emergency. Most drop out of the patient count rapidly.

APPENDIX 2

IMPLEMENTATION STRATEGY

The following are responsibilities of each participating department or agency in the implementation of the Lewis County Counter Terrorism Response Plan

Mitigation Phase	<ul style="list-style-type: none">• Assess vulnerabilities and develop an inventory of potential terrorist targets• Develop mitigation strategies for the protection of vital department facilities, services and equipment from the affects of terrorist incidents• Establish personnel safety procedures to reduce the risk of harm from the affects of terrorist incidents• Consider funding requirements and support cooperative efforts to obtain funds for terrorism mitigation
Preparedness Phase	<ul style="list-style-type: none">• Establish internal plans and procedures for the implementation of terrorist incident response according to the Lewis County Counter Terrorism Response Plan• Design and conduct, or participate in, training appropriate to terrorist incident response roles• As requested designate a representative (and alternate) to the Lewis County Homeland Security Committee (LC HLS)• Maintain ongoing inter-agency preparedness communication through the Lewis County Homeland Security Committee (LC HLS)• Participate in drills and exercises intended to maintain proficiency in carrying out counter terrorism incident response roles• Maintain a regular state of readiness for response to incidents as needed• Conduct a needs assessment, pre-position and order equipment and supplies needed to support counter terrorism operations• Determine the need for mutual aid and establish agreements as needed to assure internal resources can be augmented in an emergency• Develop procedures for documentation and reporting of terrorism-related expenditures to qualify for state or federal cost recovery programs• Develop procedures for interacting with the Unified Command at the Emergency Coordination Center (ECC)

APPENDIX 2 (Continuation)

IMPLEMENTATION STRATEGY

Response Phase	<ul style="list-style-type: none">• Activate internal plans and procedures for emergency response when the Counter Terrorism Response Plan is activated• Mobilize agency assets• Establish a line of communication with the local lead agency through the appropriate chain of command• Contribute qualified personnel to Unified Command (or otherwise in the Incident Command System)• Deploy and coordinate agency resources according to plan• Request and coordinate mutual aid resources according to existing procedures• Seek additional resources and logistics support through Emergency Management/ Emergency Operations Center• Recognize the joint release of emergency public information through the Joint Information Center when activated• Provide timely reports to the ECC on department/agency status and conditions• Carry out other emergency duties outlined in the Comprehensive Emergency Management Plan
Recovery Phase	<ul style="list-style-type: none">• Assist the lead agency in any on-going criminal investigation following the emergency• Support the Disaster Recovery Team• Submit detailed records of the agency involvement in the incident, including accounting for incident related costs• Participate in the internal and joint debriefing process• Review plans and procedures and make changes where needed• Survey personnel, equipment, and training needs and make changes where necessary• Consider the mental health needs of agency personnel involved in a critical incident

APPENDIX 3

PLANNING GUIDE FOR LOCAL EMERGENCY RESPONSE ENTITIES

PURPOSE:

This guide will assist in developing internal procedures for implementing counter terrorism roles.

OBJECTIVES:

1. The composition of written step-by-step instructions on how to accomplish tasks assigned by the Lewis County Counter Terrorism Response Plan.
2. The elimination of speculation as to what is required in an emergency by providing details for department personnel.

THE PROCESS:

1. Assemble a planning team to assure input from the experts in the department.
2. Conduct a hazard vulnerability assessment in the agencies area of responsibility. Identify the most likely terrorist targets based on the Hazard Identification and Vulnerability Assessment (HIVA). Prioritize the potential targets in the event that response needs to be triaged.
3. Review existing department plans and procedures and conduct a brief needs assessment to identify capabilities and limitations in performing the tasks assigned.
4. Compile the support plan from the information collected using the guidance below. Use the format shown or any other format that meets the needs of the department. Request assistance from Lewis County Division of Emergency Management to review your plan for consistency with the Counter Terrorism Response Plan and the Comprehensive Emergency Management Plan (CEMP).
5. Participate in training, drills, and exercises necessary to assure implementation of the internal procedures when the need arises.

PLANNING GUIDE:

1. The following chart shows some suggested elements in support of the Counter Terrorism Response Plan. Compile the information and add those elements that are important. Keep entries brief and to the point.
2. Include telephone numbers, resource lists, and other information helpful to rapid implementation of the support plan. Be sure to update those lists frequently.

TERRORISM INCIDENT RESPONSE EMERGENCY RESPONSE PARTNER - SUPPORTING PROCEDURES		
PLAN ELEMENT	FUNCTION	NOTES & EXAMPLE WORDING
I. Mission or Purpose	Identifies the purpose of the plan, the action to be taken, and the reason.	Establish a working protocol for implementation of the department's assignment in the Counter Terrorism Response Plan.
II. Policies and Authorities	Identify department policies that will impact and support how the department carries out the assignment.	All department assets will remain under the operational control of the designated internal chain of command.
III. Command Structure	Identify the organizational structure, including chain of command. Show how the organization will interface with others (i.e., ICS, mutual-aid agreements, etc.). Use an organization chart (wiring diagram) to simplify this process.	(Department organization chart)
IV. Resources	Identify the department resources (people, equipment, and facilities) assigned to carrying out the counter terrorism response assignment.	(Resource list)
V. Planning Assumptions	Use the assumptions to reduce the need for replication of detail found elsewhere.	<p>All personnel will be familiar with the Incident Command System (ICS).</p> <p>Standard EMS protocols, including universal precautions, will be used by department personnel in dealing with victims.</p> <p>Standing orders for personnel callback will be used to augment on-duty personnel.</p>

TERRORISM INCIDENT RESPONSE EMERGENCY RESPONSE PARTNER - SUPPORTING PROCEDURES		
PLAN ELEMENT	FUNCTION	NOTES & EXAMPLE WORDING
VI. Concept of Operations	Step by step details on how things are expected to happen. Consider a checklist form here.	Suggested elements may include: <ul style="list-style-type: none"> • Initial response • Requesting mutual aid • Mobilization of resources • Secondary notifications • Establishment of a base of operations • Communications with the ECC
VII Communications	Define department communications protocols.	<ul style="list-style-type: none"> • Primary frequencies • Alternates • Call identifiers • Cell phone numbers
VIII. Logistics	Define special logistics needs and how material support will be provided to the organization in an emergency.	<ul style="list-style-type: none"> • Fuel • Food, shelter, and rehabilitation • Equipment repair/replacement • Transportation
IX. Finance and Administration	Include details on how the agency will track incident related costs, keep records, and control department administrative matters.	<ul style="list-style-type: none"> • Cost tracking may be essential in recovering some expenses in a long-term activation. • Track only extraordinary expenses directly related to the incident.
X. Special Procedures	Discuss details of those special procedures necessary to respond effectively and safely to a Weapons of Mass Destruction (WMD) event. Attach technical information for first responders if appropriate.	<ul style="list-style-type: none"> • Bio-terrorist indicators • Chemical element indicators • Technical information on hazards and their characteristics

TERRORISM INCIDENT RESPONSE EMERGENCY RESPONSE PARTNER - SUPPORTING PROCEDURES		
PLAN ELEMENT	FUNCTION	NOTES & EXAMPLE WORDING
XI. Safety	Outline the department's safety policy and procedures with regard to a counter terrorism response.	<ul style="list-style-type: none">• Personal Protective Equipment• Training and skill level• Personnel accountability• Etc.
XII. Implementation	Discuss the department's training and equipment needs. Attach a training schedule.	

Lewis County Counter Terrorism Response Plan DISTRIBUTION LIST

Book	CD	Plan Agency	Staff Title	Date Issued
1		BOCC	Clerk of the Board	
2		Risk Management	Administrator	
3	X	Human Resources	Administrator	
4	X	E911	Manager	
5	X	LC DEM	Deputy Director	
6	X	LC DEM	Deputy Director	
7	X	LC DEM	Deputy Director	
8	X	LC DEM	Deputy Director	
9	X	WA State EMD	Plans Section Coordinator	
10	X	Chehalis	EM Liaison	
11	X	Mossyrock	EM Liaison	
12	X	Morton	EM Liaison	
13	X	Napavine	EM Liaison	
14	X	Pe Ell	EM Liaison	
15	X	Toledo	EM Liaison	
16	X	Vader	EM Liaison	
17	X	Winlock	EM Liaison	
18	X	Centralia TRL	Librarian	
19	X	Chehalis TRL	Librarian	
20	X	Packwood TRL	Librarian	
21	X	Randle TRL	Librarian	
22	X	Salkum TRL	Librarian	
23	X	Winlock TRL	Librarian	
24	X	Centralia	EM Liaison	
	X	LC Assessor	Assessor	
	X	LC Auditor	Auditor	
	X	LC Clerk	Clerk	
	X	LC Coroner	Coroner	
	X	LC District Court	Judge	
	X	LC Superior Court	Judge	
	X	LC Prosecuting Attorney	Prosecutor	
	X	LC Sheriff	Sheriff	
	X	LC Treasurer	Treasurer	
	X	LC Community Development	Director	
	X	LC Health & Social Services	Director	
	X	LC Central Services	Director	
	X	LC Budget/Fiscal	Director	
	X	LC Public Works	Director	
	X	LC Facilities	Director	
	X	LC Information Services (IT)	Director	
	X	LC Radio	Administrator	
	X	Fish & Wildlife	Supervisor	
	X	LC Cooperative Extension	Director	
	X	American Red Cross	Coordinator	
	X	AMR	Supervisor	
	X	Salvation Army	Captain	

Lewis County Counter Terrorism Response Plan

Lewis County Comprehensive Emergency Management Plan (CEMP) Annex

Book	CD	Plan Agency	Staff Title	Date Issued
	X	ARES/RACES	Regional Coordinator	
	X	ARES/RACES	Radio Officer	
	X	Providence Hospital	Asst. Admin. Patient	
	X	Morton Hospital	Director	
	X	Lewis County PUD	Manager/Supervisor	
	X	Centralia City Light	Manager/Supervisor	
	X	Adna School District	Superintendent	
	X	Boistfort School District	Superintendent	
	X	Centralia Community College	Dean of Students	
	X	Centralia School District	Superintendent	
	X	Chehalis School District	Superintendent	
	X	Cispus Learning Center	Manager	
	X	Morton School District	Superintendent	
	X	Mossyrock School District	Superintendent	
	X	Napavine School District	Superintendent	
	X	Pe Ell School District	Superintendent	
	X	Toledo School District	Superintendent	
	X	White Pass School District	Superintendent	
	X	Winlock School District	Superintendent	
	X	Evaline School District	Superintendent	
	X	Onalaska School District	Superintendent	
	X	LC Adventist School	Principal	
	X	St. Joseph's School	Principal	
	X	South County EMS Toledo	Supervisor	
	X	Riverside Fire Authority-Station 1 (Centralia)	Chief	
	X	Riverside Fire Authority-Station 2 (Centralia)	Chief	
	X	Chehalis Fire Department	Chief	
	X	Lewis County FD #1 - Onalaska	Chief	
	X	Lewis County FD #2 - Toledo	Chief	
	X	Lewis County FD #3 - Mossyrock	Chief	
	X	Lewis County FD #4 - Morton	Chief	
	X	Lewis County FD #5 - Napavine	Chief	
	X	Lewis County FD #6 - Chehalis	Chief	
	X	Lewis County FD #8 - Salkum	Chief	
	X	Lewis County FD #9 - Mineral	Chief	
	X	Lewis County FD #10 - Packwood	Chief	
	X	Lewis County FD #11 - Pe Ell	Chief	
	X	Lewis County FD #13 - Curtis	Chief	
	X	Lewis County FD #14 - Randle	Chief	
	X	Lewis County FD #15 - Winlock	Chief	
	X	Lewis County FD #16 - Doty	Chief	
	X	Lewis County FD #17 - Ashford	Chief	
	X	Lewis County FD #18 - Glenoma	Chief	
	X	Lewis County FD #20 - Cowlitz/ Lewis	Chief	
	X	Washington State Patrol	Sergeant	
	X	Centralia Police Department	Chief	
	X	Chehalis Police Department	Chief	
	X	Napavine Police Department	Officer in Charge	

Lewis County Counter Terrorism Response Plan

Lewis County Comprehensive Emergency Management Plan (CEMP) Annex

Book	CD	Plan Agency	Staff Title	Date Issued
	X	Morton Police Department	Chief	
	X	Mossyrock Police Department	Chief	
	X	Town of Pe Ell Police Department	Marshall	
	X	Toledo Police Department	Chief	
	X	Vader Police Department	Chief	
	X	Winlock Police Department	Chief	
	X	Cowlitz County Emergency Mgmt.	Director	
	X	Grays Harbor County Emergency Management	Director	
	X	Mason County Emergency Mgmt.	Director	
	X	Pacific County Emergency Mgmt.	Director	
	X	Pierce County Emergency Mgmt.	Director	
	X	Skamania County Emergency Management	Director	
	X	Thurston County Emergency Management	Director	
	X	Wahkiakum County Emergency Management	Director	
	X	Yakima County Emergency Mgmt.	Director	
	X	Centralia	EM Liaison	

APPROVALS AND CONCURRENCES

APPROVED AS TO FORM:
Jonathan Meyer, Prosecuting Attorney

_____ Date: _____
By: _____
Deputy Prosecutor

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON**

_____ Date: _____
Chairman

ATTEST:

_____ Date: _____
Clerk of the Board

DIRECTOR, LEWIS COUNTY EMERGENCY MANAGEMENT:

_____ Date: _____
Sheriff Steve Mansfield

**Chehalis City Council
Chehalis, Washington**

_____ Date: _____
Chairman

**Morton City Council
Morton, Washington**

_____ Date: _____
Chairman

Mossyrock City Council
Mossyrock, Washington

_____ Date: _____
Chairman

Napavine City Council
Napavine, Washington

_____ Date: _____
Chairman

Pe Ell Town Council
Pe Ell, Washington

_____ Date: _____
Chairman

Toledo City Council
Toledo, Washington

_____ Date: _____
Chairman

Vader City Council
Vader, Washington

_____ Date: _____
Chairman

Winlock City Council
Winlock, Washington

_____ Date: _____
Chairman

Centralia City Council
Centralia, Washington

_____ Date: _____
Chairman

