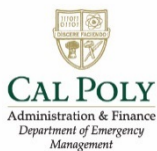


AUGUST 2019

CAL POLY PUBLIC SAFETY POWER SHUTODOWN PLAN



DEPARTMENT OF EMERGENCY MANAGEMENT
CALIFORNIA POLYTECHNIC STATE UNIVERSITY PUBLIC SAFETY
1 GRAND AVE, SAN LUIS OBISPO, CA 93407

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PROMULGATION AND APPROVAL

The preservation of life, property, and the environment is of the utmost importance of the California Polytechnic State University San Luis Obispo (Cal Poly). While no plan can completely prevent all contingencies, reasonable plans carried out by knowledgeable and trained personnel can and will minimize losses.

The Cal Poly Department of Emergency Management has prepared this Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) compliant Concept of Operations Plan to ensure the most effective and efficient employment strategies across the campus to ensure maximum benefit and protection of the campus community and all visitors during a Public Safety Power Shutdown (PSPS) event.

This Cal Poly Director of Emergency Management has been delegated authority as the campus emergency executive and shall be responsible for plan oversight and coordination with applicable stakeholders. All Changes to the plan must be approved by the Director of Emergency Management and noted in the Record of Change.

Cal Poly Public Safety and Department of Emergency Management give their full support and approve this plan.



Anthony J Knight
Director of Emergency Management
California Polytechnic State University

8-16-19

Date



George R. Hughes
Assistant Vice President
Public Safety

8-16-19

Date

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RECORD OF CHANGE

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CAMPUS PUBLIC SAFETY POWER SHUTDOWN PLAN

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PURPOSE, SCOPE, SITUATION OVERVIEW AND ASSUMPTIONS

PURPOSE

The purpose of this plan to provide guidance and direction to specific Cal Poly University Departments and organizations regarding strategies and courses of actions to be taken by University officials prior to, during and following a PSPS. When properly executed this guidance and direction will meet **requirements** to ensure the continuation of life-safety and mission essential functions at the University. **The end state** of this Plan will be achieved when major adverse impacts associated with a PSPS at Cal Poly University have been successfully mitigated.

Cal Poly University Department of Emergency Management (DEM) staff have met with all stakeholders in this Plan (Departments and organizations) to discuss strategies and courses of action to prepare for, respond to and recover from a PSPS.

SCOPE

This Plan addresses preparedness, response and recovery activities associated with a PSPS affecting Cal Poly University. The Plan details stakeholder roles and responsibilities, including those with internal and external partners.

All activities described in this Plan are in accordance with the state Standardized Emergency System (SIMS) and the federal National Incident Management System (NIMS). Principles from those systems will be adhered to during emergency management activities described in this Plan.

This Plan supports a whole-community approach to potential disasters. To effectively prepare for, respond to and recover from a PSPS each stakeholder in this Plan must understand not only its internal and external functions and capabilities, but also those of other stakeholders at Cal Poly University and within the San Luis Obispo operational area.

The **objectives** of this Plan are to:

1. Identify coordinating and direct courses of action to be taken by University Divisions and organizations prior to, in response to and recover from a PSPS on Cal Poly University.
2. Mitigate the adverse effects of a PSPS on Cal Poly University by promoting coordination among all University Departments and organizations.
3. Enhance situational awareness among all University Departments and organizations prior to, during and following a PSPS on Cal Poly University.

SITUATION OVERVIEW

Background

Beginning with the 2019 wildfire season, Pacific Gas & Electric Company (PG&E) is expanding the Public Safety Power Shutoff (PSPS) program to include all electric lines that pass through high fire-threat areas—both distribution and transmission. The most likely electric lines to be considered for shutting off for safety will be those that pass-through areas that have been designated by the California Public Utilities Commission (CPUC) as at elevated (Tier 2) or extreme (Tier 3) risk for wildfire. Because the energy system relies on power lines working together to provide electricity, any of PG&E's more than 5 million electric customers could have their power shut off.

Cal Poly University is within the California Public Utilities Commission (CPUC) designated Tier 2 Fire-Threat Areas. The most likely electric lines to be considered for shutting off for safety will be those that pass-through areas that have been designated as at elevated (Tier 2) or extreme (Tier 3) risk for wildfire.

While no single factor will drive a PSPS that affects Cal Poly University, factors include:

1. A Red Flag Warning declared by the National Weather Service.
2. Low humidity levels, generally 20% or less.
3. Forecasted sustained winds generally above 25 mph and wind gusts in excess of approximately 45 mph, depending on location and site-specific conditions such as temperature, terrain and local climate.
4. Condition of dry fuel on the ground and live vegetation (moisture content).
5. On-the-ground real-time observations from PG&E's Wildfire Safety Operations Center and field observations from PG&E crews.

Notification of a PSPS

PG&E will attempt to provide notice in advance of a PSPS. PG&E will notify customers through:

- Phone calls/emails to primary contacts.
- Automated notifications to send alerts through multiple channels.
- Provide customer alerts to share via channels, such as city or county website, Nixle, Nextdoor and Reverse 911 Customer Notifications.

PG&E will attempt to reach customers through calls, texts and emails. PG&E will also use social media and keep local news and radio outlets informed and updated.

PG&E will provide PSPS-specific information to all public safety partners. That information will include:

- Estimated start time of a potential event.
- Forecasted weather duration

Critical Facility Locations

Community Resource Center: will be located in the Performing Arts Center (PAC), Building 6. Cal Poly University students, faculty and staff will get daily situation updates as well as charge electronic equipment at this location. The Community Resource Center will also serve as a ‘cooling’ center for students, faculty and staff during a PSPS. (See Annex C, *University Communications Plan* for more information).

On-campus residence feeding location: three meals a day will be served by Campus Dining. Campus Dining has designated the Dining Complex, Building 19 as the central feeding location. (See Annex A, *University Residents Feeding Plan* for more information)

ASSUMPTIONS

Certain assumptions can be made regarding the impacts of a PSPS to Cal Poly University. These assumptions lay the foundation for this Plan:

- Nothing in this Plan will conflict with factors identified in PG&E plans/documents that cause PG&E to initiate a Public Safety Power Shutoff (PSPS) to jurisdictions in fire-threat areas.
- The proclamation of a PSPS emergency on the Cal Poly University campus will follow the same process as other emergency proclamations.
- Operations identified in this Plan will be based on the notification of a PSPS to Cal Poly University Department of Emergency Management (DEM). Notification may be in advance of a power interruption or without notice.
- The Cal Poly University Emergency Operations Center (EOC) will have access to emergency funding while activated to support life-safety and mission essential functions.
- State and/or Federal funding may not be available to support operations identified in this Plan.
- San Luis Obispo County and portions of Santa Barbara County will be affected by a PSPS.
- Red Flag conditions which precipitated a PSPS on the Cal Poly University campus may last multiple days.

- Cal Poly University will provide all life-safety and legally-required mission essential functions during a PSPS. Sufficient resources will be available to maintain those functions, to include student residence, for up to 48 hours. Following that outside support and resources may be required.
- Internal and external communications will be substantially limited for an indeterminate time following a PSPS. Limited line-of-site emergency radio communication will be available.
- The Cal Poly EOC will remain operational with sufficient staff throughout a PSPS.
- Nothing in this Plan will conflict with State or County policies/procedures described in applicable plans related to a decision by PG&E to initiate a PSPS.
- Media and public inquiries will be significant and extensive.

MISSION

The mission for Cal Poly University officials is to prepare for, respond to, and recover from (mitigate) the adverse impacts associated with a PSPS on the Cal Poly University campus in the most efficient and effective way possible using all available organic and/or procured resources.

CONCEPT OF OPERATIONS

Cal Poly University Departments and organizations responsible for mission essential function(s) identified in this Plan will develop plans that support strategies and objectives in this Plan. Those plans will include courses of action to:

- Prepare for a potential PSPS at Cal Poly University.
- Respond for the first 72 hours during a PSPS.
- Recover from the adverse effects of a PSPA and re-constitute normal operations following a PSPS.

These plans will be of sufficient detail that Department and organization staff are aware of responsibilities and timelines prior to, during and following a PSPS.

Cal Poly University Facilities Management Division (FMD) will prepare for a potential PSPS and provide this data to appropriate DEM staff.

- Coordinate with San Luis Obispo Utilities Department and compile data regarding sewer and water available for the University during a PSPS.
- Evaluate emergency power needs for on-campus lift stations.
- Evaluate emergency power needs for local on-campus cell phone towers on the Poly University grid.
- Evaluate on-campus critical facilities to determine critical electrical needs.

Critical Operational Considerations

- Prepare and maintain life-safety and essential functions for students, faculty and staff.
- Obtain and manage resources to meet requirements.
- Build sustainable and resilient emergency communications capabilities.
- Provide situation updates to the campus community.

16 Mission Essential Functions to Provide and/or Maintain (alphabetical)

- Academic Recruitment & Admissions
- Agricultural Care & Facilities
- Classes (Academic Colleges)
- Emergency Services
- Facilities & Infrastructure
- Fiscal Services
- Food Services
- Grants & Donations
- Healthcare & Counseling
- Housing
- Leadership
- Payroll
- Procurement & Contracts
- Reputation Management
- Research
- IT Services & Communications

Timeline of Essential Function Operations

E= PSPS EVENT

FUNCTION	E + 24 HOURS	E + 48 HOURS	E + 72 HOURS
Academic Recruitment & Admissions	Pause 		
Agricultural Care & Facilities	Continue	Continue	Continue
Classes (Academic Colleges)	Continue	Pause 	
Emergency Services	Continue	Continue	Continue
Facilities & Infrastructure	Continue	Continue	Continue
Fiscal Services	Continue	Limited services move to EOC 	
Food Services	Continue for on-campus residents	Continue for on-campus residents	Continue for on-campus residents
Grants & Donations	Pause 		
Healthcare & Counseling	Continue	Continue	Continue
Housing	Continue	Continue	Continue
Leadership	Continue (EPG)	Continue (EPG)	Continue (EPG)
Payroll	Continue	Continue	Continue
Procurement & Contracts	Continue	Move to EOC	Continue at EOC
Reputation Management	Continue at EOC/EPG	Continue at EOC/EPG	Continue at EOC/EPG
Research	Continue	Pause 	
IT Services & Communications	Continue but limited	Continue but limited	Continue but limited

Executive Decision Making

All essential functions and associated timelines listed in the table above have been predetermined and approved as guidelines by the Executive Policy Group (EPG). However, as instructed by the EPG, each threshold for ceasing services and closing campus will be evaluated on an event to event basis. The campus will communicate these decisions through normal organizational reporting lines and through the EOC.

Development of Post-72-hour Response Plans

Cal Poly University EOC staff, in coordination with senior University officials and Division and organization staff, and if necessary, will develop and disseminate response plans that go beyond the 72-hour activities described in this Plan.

Recovery and Re-constitution Activities

Following a PSPS when power is restored to the Cal Poly University campus, Divisions and organizations identified in this Plan will re-constitute normal operations as quickly and efficiently as possible. This will be accomplished in accordance with their plans and in coordination with Cal Poly University EOC staff. Determination of when to resume normal operations will be based on an event by event basis taking into account information such as duration of outage and overall campus impacts.

Cal Poly University DEM will prepare for and organize an *After-Action* forum for senior officials, Division and organization staff, and EOC staff following a PSPS.

Operational Priorities

Cal Poly University DEM will gain and maintain access to information related to a PSPS through the PG&E secure data transfer portal at pge.com/pspsportal. For access to the portal or to request a non-disclosure agreement for additional event-specific information, Cal Poly DEM should email PSPSPortal@pge.com.

Cal Poly University officials will open/maintain/staff a ‘Community Resource Center’ to provide students, faculty and staff a safe, energized location to meet basic power needs (charge cell phones, computers and provide Wi-Fi access if possible) during a PSPS. The Community Resource Center will also serve as a ‘cooling’ center for students, faculty and staff during a PSPS.

Cal Poly University will continue to offer academic classes during the first 24 hours of a PSPS, unless otherwise directed by appropriate authority or faculty.

Between 24-48 hours following a PSPS all non-essential campus and academic operations will be cancelled.

Strategies and Courses of Actions

The following timeline identifies Cal Poly University Department and organization strategies and specific courses of actions to be taken to prepare for, respond to and recover from a PSPS.

These strategies and courses of actions will be the foundation of the plans and policies that Departments and organizations develop as Annexes to this Plan.

PSPS First 24 Hours

Academic Colleges

- Continue to conduct classes as resources permit and at the discretion of appropriate authorities and/or faculty.

- Colleges will be responsible for continuity of individual research projects and will communicate critical needs to appropriate Department Heads/Chairs.

Administration & Finance Network and Technology Services (ANTS)

- Support Administration & Finance specific components of public safety, IT and communications.

Agricultural Operations & Animal Science (Ag Ops)

- Maintain life-safety and animal-care operations in all agricultural Units.
- Ensure emergency power at all critical animal facilities.
- Establish a Cal Poly University public safety refueling center.
- Implement a campus-wide emergency generator refueling schedule.
- Maintain support services to provide for the viability of all College of Agriculture Food and Environmental Science research projects.

Cal Poly Associated Students Inc (ASI)

- Modify hours of operations to the Cal Poly University Union and Recreation Center and limit scope of available services.
- Maintain functionality of the Children's Center.

Cal Poly Corporation

- Maintain food service functions and coordinate with University Housing to implement a food-service schedule for all on-campus residents.
- Implement food services plan at campus dining facilities for Cal Poly student, faculty, and staff residents in accordance with feeding schedule developed in conjunction with University Housing.
- Coordinate and maintain critical retail & business services as necessary.

Campus Health & Wellbeing

- Maintain student medical services and support the Disability Resource Center (DRC) with community members with access and functional needs.
- Maintain counseling services.
- Coordinate with University Housing to accommodate campus residents with medications that require refrigeration.
- Maintain pharmaceutical services for critical medications normally provided.

Department of Emergency Management

- Establish command, control and coordination of all activities related to a PSPS at Cal Poly University.

- Coordinate and deliver initial emergency messaging.
- Activate Cal Poly University emergency information call-center.

Disability Resource Center (DRC)

- Support impacted Cal Poly University community access & functional needs members.
- Determine the immediate needs of those members affected by the PSPS, to include those who depend on electronic medical devices.

Facilities Management & Development (FMD)

- Maintain facility systems to support mission essential functions.
- Evaluate and provide emergency power sources to critical life-safety and support facilities identified in the *Cal Poly Rapid Needs Assessment* tool.
- Assist in refilling (fuel) Cal Poly University fleet vehicles.
- Conduct assessment of all hazardous materials storage locations on campus to determine major impact(s) or critical need(s) as a result of a PSPS.
- Establish contact with San Luis Obispo Utilities Department regarding water and sewer availability to the campus.

Fiscal Services

- Ensure continuation of essential payment services, to include employee payroll and others as needed.

Human Resources

- Coordinate with staff and faculty Unions to ensure compliance with union contracts.

IT & Communication Services.

- Implement procedures to ensure operability of emergency communications and IT services for public safety functions on Cal Poly University.

Performing Arts Center (PAC)

- Assist in establishing a Community Resource Center and ‘cooling’ center at the PAC.
- Coordinate with University Communications regarding daily town-hall meeting at the PAC.

Police Department

- Maintain law enforcement and life-safety services.

- Provide additional law enforcement patrols across campus to ensure the safety of the campus community.
- Provide detailed field operation reports to appropriate EOC staff.

Strategic Business Services

- Coordinate and support all initial resource needs as a result of a PSPS.

Student Affairs

- Maintain central student affairs functions.
- Assist University Communications in developing and disseminating public information to the Cal Poly University community.

University Communications

- Implement initial public messaging strategies outlined in the *Cal Poly PSPS Communications Plan*.
- Conduct initial public information functions based on totality of circumstances and expected duration of PSPS.
- Coordinate daily town-hall meeting at the PAC.

University Housing

- Maintain all essential service for student residents to include providing emergency lighting, information and other necessary resources.
- Implement ‘fire-watch’ procedures for residences once emergency systems are exhausted.
- Coordinate with Corporation Food Services to implement a food services plan for all campus residents.
- Coordinate with Campus Health & Wellbeing to accommodate campus residents with medications that require refrigeration.

PSPS Between 24 and 48 Hours

Academic Colleges

- Cease academic operations unless otherwise directed by appropriate authorities and/or faculty.
- Colleges will continue to be responsible for continuity of individual research projects and communicate critical needs to appropriate Department Heads/Chairs.

Administration & Finance Network and Technology Services (ANTS)

- Support Administration & Finance specific components of public safety, IT and communications.
- Identify and implement solutions to ensure full operability of public safety communication systems.

Agricultural Operations & Animal Science (Ag Ops)

- Maintain life-safety and animal-care operations in all agricultural Units.
- Ensure emergency power at all critical animal facilities.
- Operate the Cal Poly University public safety refueling center and determine expected burn-rate vs. capacity.
- Maintain the campus-wide emergency generator refueling schedule and calculate burn- rate for agricultural operation fuel supplies.
- Maintain support services to provide for the viability of all College of Agriculture Food and Environmental Science research projects.

Cal Poly Associated Students Inc (ASI)

- Continue modified hours of operations for the Cal Poly University Union and Recreation Center and limit scope of available services.
- Close the Children's Center.

Cal Poly Corporation

- Maintain food service functions and continue implementation of food-service schedule for all on-campus residents.
- Close non-essential retail & business services.

Campus Health & Wellbeing

- Continue to maintain student medical services and support DRC with community members with access and functional needs.
- Continue to maintain counseling services.
- Continue coordination with University Housing to accommodate campus residents with medications that require refrigeration.
- Continue to maintain pharmaceutical services for critical medications normally provided.

Department of Emergency Management

- Maintain command, control and coordination of all activities related to a PSPS at Cal Poly University.
- Continue to coordinate and deliver initial emergency messaging.
- Continue to operate the emergency information call center.

Disability Resource Center (DRC)

- Continue to support impacted Cal Poly University community access & functional needs members.
- Determine anticipated long-term needs for access & functional needs members and provide for those needs.

Facilities Management & Development (FMD)

- Continue to maintain facility systems to support mission essential functions.
- Maintain emergency power sources to critical life-safety and support facilities.
- Monitor for potential impacts to campus hazardous-material storage sites.
- Continue to assist in refilling (fuel) Cal Poly University fleet vehicles. Determine the burn-rate of on-site fuel supplies.
- Maintain contact with San Luis Obispo Utilities Department regarding water and sewer availability to the campus.

Fiscal Services

- Ensure continuation of essential payment services, to include employee payroll and others as needed.

Human Resources

- Continue to address compliance with staff and faculty union contracts.

IT & Communication Services.

- Continue procedures to ensure operability of emergency communications and IT services for public safety functions on Cal Poly University.
- Implement actions to address emergency power shortages on critical IT and communications infrastructure.

Performing Arts Center (PAC)

- Continuing to operate a Community Resource Center at the PAC.
- Continue coordination with University Communications regarding daily town-hall meeting at the PAC.

Police Department

- Continue to maintain law enforcement and life-safety services.
- Provide additional law enforcement patrols across campus to ensure the safety of the campus community.
- Continue to provide detailed field operation reports to appropriate EOC staff.

Strategic Business Services

- Continue to coordinate and support all logistics needs as a result of a PSPS.

Student Affairs

- Cancel all non-essential student affairs functions.
- Continue to assist University Communications in developing and disseminating public information to the Cal Poly University community.

University Communications

- Continue to provide public messaging.
- Provide ‘rumor control’.

University Housing

- Continue to maintain all essential service for student residents to include providing emergency lighting, information and other necessary resources.
- Continue ‘fire-watches’ for residences.
- Continue to coordinate with Corporation Food Services to feed all residents.
- Continue coordination with Campus Health & Wellbeing to accommodate campus residents with medications that require refrigeration.

PSPS Between 48 and 72 Hours

Academic Colleges

- Continue to be responsible for continuity of individual research projects and communicate critical needs to appropriate Department Heads/Chairs.

Administration & Finance Network and Technology Services (ANTS)

- Support Administration & Finance specific components of public safety, IT and communications.
- Continue to identify and implement solutions to ensure full operability of public safety communication systems.

Agricultural Operations & Animal Science (Ag Ops)

- Maintain life-safety and animal-care operations in all agricultural Units.
- Ensure emergency power at all critical animal facilities.
- Operate the Cal Poly University public safety refueling center and determine expected burn-rate vs. capacity.
- Maintain the campus-wide emergency generator refueling schedule and calculate burn- rate for agricultural operation fuel supplies.
- Maintain support services to provide for the viability of all College of Agriculture Food and Environmental Science research projects.
- Develop plan for possibility of extended outage beyond 72hrs.

Cal Poly Associated Students Inc (ASI)

- Continue modified hours of operations for the Cal Poly University Union and Recreation Center and limit scope of available services.

Cal Poly Corporation

- Maintain food service functions and continue implementation of food-service schedule for all on-campus residents.
- Close any non-essential retail & business services that remain open.

Campus Health & Wellbeing

- Continue to maintain student medical services and support DRC with community members with access and functional needs.
- Continue to maintain counseling services.
- Continue coordination with University Housing to accommodate campus residents with medications that require refrigeration.
- Continue to maintain pharmaceutical services for critical medications normally provided.

Department of Emergency Management

- Maintain command, control and coordination of all activities related to a PSPS at Cal Poly University.
- Continue to coordinate and deliver initial emergency messaging.
- Continue to operate the emergency information call center.

Disability Resource Center (DRC)

- Continue to support impacted Cal Poly University community access & functional needs members.

- Continue to provide anticipated long-term needs for access & functional needs members.

Facilities Management & Development (FMD)

- Continue to maintain facility systems to support mission essential functions.
- Maintain emergency power sources to critical life-safety and support facilities.
- Continue to monitor for potential impacts to campus hazardous-material storage sites.
- Continue to assist in refilling (fuel) Cal Poly University fleet vehicles. Adjust on-site fuel supplies according to the burn-rate.
- Maintain contact with San Luis Obispo Utilities Department regarding water and sewer availability to the campus.

Fiscal Services

- Continue to ensure continuation of essential payment services, to include employee payroll and others as needed.

Human Resources

- Continue to address compliance with staff and faculty union contracts.

IT & Communication Services.

- Continue procedures to ensure operability of emergency communications and IT services for public safety functions on Cal Poly University.
- Continue to execute courses of action to address emergency power shortages on critical IT and communications infrastructure.

Performing Arts Center (PAC)

- Continuing to operate a Community Resource Center at the PAC.
- Continue coordination with University Communications regarding daily town-hall meeting at the PAC.

Police Department

- Continue to maintain law enforcement and life-safety services.
- Continue additional law enforcement patrols across campus to ensure the safety of the campus community.
- Continue to provide detailed field operation reports to appropriate EOC staff.

Strategic Business Services

- Continue to coordinate and support all logistics needs as a result of a PSPS.

Student Affairs

- Cancel all non-essential student affairs functions not cancelled at 48hrs.
- Continue to assist University Communications in developing and disseminating public information to the Cal Poly University community.

University Communications

- Continue to provide public messaging.
- Continue to provide ‘rumor control’.
- Coordinate daily “town hall” meetings at Community Resource Center.

University Housing

- Continue to maintain all essential service for student residents to include providing emergency lighting, information and other necessary resources.
- Continue ‘fire-watches’ for residences.
- Continue to coordinate with Corporation Food Services to feed all residents.
- Continue coordination with Campus Health & Wellbeing to accommodate campus residents with medications that require refrigeration.

ADMINISTRATION, RESOURCES, AND FUNDING

The Cal Poly Department of Emergency Management (DEM) is responsible for the initial execution of this Plan. Funding of preparedness courses of action will be the responsibility of individual Divisions and organizations.

During a PSPS the Cal Poly University Emergency Operations Center (EOC) will become the centralized hub for resource management, to include purchasing and funding of all courses of action.

All logistical support to prepare for, respond to and recover from a PSPS that cannot be accomplished by Cal Poly University Departments and organizations will be coordinated through the DEM. During a PSPS logistics support which cannot be provided by EOC staff will be forwarded to the San Luis Obispo County Operational Area.

During a PSPS resource management will be centralized in the EOC. Specifically, the Logistics Section would be responsible for coordinating resource needs. Resources owned by Cal Poly University will be utilized by appropriate EOC Sections and Branches.

Upon activation of the EOC, the Finance Section will be responsible for all time keeping, cost-tracking and spend policies associated with activities described in this Plan.

OVERSITE AND COMMUNICATIONS

The Cal Poly University DEM is responsible for oversight of this Plan.

Divisions and organizations are responsible for developing and executing courses of action (COA) identified in this Plan in preparation for, response to and recovery from a PSPS.

Prior to a PSPS, the Cal Poly University DEM will be responsible for de-conflicting elements in this Plan and all supporting Plans. During a PSPS all activities will be de-conflicted by EOC staff.

Cal Poly University DEM and the campus community have access to multiple redundant communication modalities. These permit the sharing of situational awareness, resource status, raw intelligence and data, and alerts and warnings. These communication systems are designed to be used during steady-state operations and during emergencies by responders, specifically DEM and EOC staff. The communication capabilities are routinely reviewed and updated as technology advances. Current communication resources available to DEM and EOC staff include, but are not limited to:

- Land-line based phones
- Cell phones
- Satellite phones/hotspots
- Internet enabled computers
- Emergency A.M. Radio System
- Poly Alert Emergency Notification System (ENS)
- Big Voice Loud Speaker System
- Radio systems
 - ARES/RACES amateur radio
 - Public safety frequencies (i.e., law, fire, EMS)
 - Low band frequencies (EOC to EOC radios)

IT & Communication Services will be responsible for all communications during activation of the EOC during a PSPS. IT & Communication Services is part of the Emergency Communication Branch of the Logistics Section in the EOC.

TRAINING AND EXERCISING

The Cal Poly University DEM will develop *PSPS Con Ops* training materials and a training schedule for delivery to appropriate Division, organization and EOC staff. Training may also involve members of external partner Agencies, organizations and the private sector.

DEM will develop an internal exercise (tabletop, functional etc.) to validate this Plan for all stakeholders as part of the annual 2019 EOC Exercise.

DEFINITIONS

Access and Functional Needs (AFN): As defined by the National Response Framework (NRF) Access and Functional Needs may be present before, during, or after an incident in one of more areas and may include, but are not limited to, communication, medical care, maintaining independence, supervision, and transportation.

Course of Action (COA): an activity that Cal Poly University Departments and organizations will take to accomplish strategies. A course of action is a specific activity, that when achieved, results in meeting requirements and end states.

Disaster: A disaster is a sudden calamitous emergency incident bringing great damage,

Emergency: Any occasion or instance that warrants action to save lives and to protect property, public health, and safety.

Emergency Operations: Actions taken during an emergency to protect life and property, care for the people affected, and restore essential community services.

Emergency Operations Center (EOC): A site from which government officials coordinate, monitor, and direct response activities during an emergency.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve operational capability. Preparedness is a continuous process involving efforts at all levels of government and between government, private-sector, and non-governmental organizations to identify threats, determine vulnerabilities, and identify required resources. Preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certifications and publication management.

Recovery: The long-term activities beyond the initial emergency response phase of disaster operations that focus on returning all systems in the community to a normal status or to reconstitute these systems to a new condition that is less vulnerable.

Resources: Personnel and equipment available, for assignment to incidents or to EOCs.

Response: Activities that address the direct effects of an incident; immediate actions to save lives, protect property.

Strategies: Ideas on how to meet requirements and achieve successful end states. Strategies involve determining what we should be doing, when we should be doing it, and how we should be doing it. Strategies are the ‘game plan’ for Cal Poly University’s response to potential PSPS events.