



Chapter 3—General Institution

AP 3505 – Emergency Preparedness

Reference: Education Code Section: 71095 and Government Code Sections: 3101, 3102(a), 8550, 8557, 8607(a), 8680.2 and SB166

The Chancellor of the California Community Colleges in consultation with the Governor's Office of Emergency Services and the Office of Homeland Security, shall, by January 1, 2009, develop emergency preparedness standards and guidelines to assist community college districts and campuses in the event of a natural disaster, hazardous condition, or terrorist activity on or around a community college campus.

The standards and guidelines shall be developed in accordance with the Standardized Emergency Management System and the National Incident Management System, and shall be reviewed by the Governor's Office of Emergency Services in a manner that is consistent with existing policy. In developing the standards and guidelines, the Chancellor's Office shall consider, but is not limited to, all of the following components listed in California Education Code Section 71095.

The Yuba Community College District recognizes their responsibility of developing an action plan in cases of emergencies. Therefore, the Yuba Community College District has developed a Guide for Emergency Operations that meets the preparedness standards and guidelines, as specified, to assist the Yuba Community College District and the Yuba Community College District Police Department (YCCDPD) in the event of a natural disaster, hazardous conditions, or terrorist activity on or around the District Campuses.

The Guide for Emergency Operations Plan has been developed in accordance with existing specified systems and shall be reviewed annual by the YCCDPD Chief of Police in conjunction with the District Safety Committee for effectiveness and consistency with existing State of California Office of Emergency Services (OES) policy.

The Yuba Community College District Emergency Operations Response Task Force (District Safety Committee members) is responsible to maintain the readiness of YCCD to implement its Guide for Emergency Operations in the event of any unplanned incident. The Task Force meets on a quarterly basis and annually reviews and updates the YCCD Guide for Emergency Operations. Periodic review will also be sought from Yuba Self Insurance, ASCIP, the County of Yuba Office of Emergency Services (OES), Yuba County Sheriff's Department, the City of Woodland, Yolo County Office of Emergency Services (OES), and City of Clearlake, Lake County Office of Emergency Services (OES).

The Yuba Community College District should provide local law enforcement agencies with a copy of the Guide for Emergency Operations as a reference tool to assist the YCCDPD during emergency situations.

A copy of the Guide for Emergency Plan will be made available for employees of the District to review, if they desire.



Chapter 3—General Institution

The Guide for Emergency Operations Plan for the District is available in the following locations:

- Police Department – Yuba College, Woodland Community College, & Clear Lake
- Chancellor’s Office
- Human Resources Office
- President, Yuba College
- President, Woodland Community College
- Campus Dean, Clear Lake Campus
- <http://www.yccd.edu/police/index.html>

The California Emergency Services Act is legislation, which provides extraordinary emergency powers and authority for state and local governments. Operations outlined in this plan will be conducted in accordance with legislation and the ordinances, plans and agreements listed below. The authorities and references listed herein establish the legal basis for emergency preparedness and response; however, the listings below are not all inclusive.

1. **JURISDICTIONAL:** County Board of Supervisor’s ordinance creates under the Operational Area Agreement the City, County Emergency Management Planning Board and defines membership, powers, duties, divisions, services and staff.
2. **INTER-JURISDICTIONAL:**

Federal: Robert I. Stafford, disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288), Federal Civil Defense Act of 1950 (Public Law 81-290 as amended), and Public Law 84-99 (U.S. Army Corps of Engineers – Flood Fighting).

State: California Emergency Services Act, California State Emergency Plan, Disaster Assistance Procedural Manual (published by California Office of Emergency Services), California Emergency Resources Management Plan, California Mutual Aid Agreement with supporting Mutual Aid Agreements, California Law Enforcement Mutual Aid Plan and Fire Mutual Aid Plan, Government Code 3100, under California Law all public employees, including special district employees are “disaster service workers” and as such have special responsibilities in disasters.

Government Code 3101: For the purpose of this chapter the term "disaster service worker" [Yuba Community College District employees] includes all public employees and all volunteers in any disaster council or emergency organization accredited by the California Emergency Council. The term "public employees" includes all persons employed by the state or any county, city, city and county, state agency or public district, excluding aliens legally employed.

Government Code 3102(a): All disaster service workers shall, before they enter upon the duties of their employment, take and subscribe to the oath or affirmation required by this chapter.



Chapter 3—General Institution

3. Proclamation of a State of Emergency by the Governor: The Governor is empowered to proclaim a State of Emergency when the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, terrorism or earthquake or other conditions, other than conditions resulting from a labor controversy or conditions causing a State of War Emergency, or he is requested to do so by local authorities, or he finds that local authority is inadequate to cope with the emergency. See Article 2, Section 8558 (b), California Emergency Services Act, for additional information.
4. **Government Code 8550:** The state has long recognized its responsibility to mitigate the effects of natural, manmade, or war-caused emergencies which result in conditions of disaster or in extreme peril to life, property, and the resources of the state, and generally to protect the health and safety and preserve the lives and property of the people of the state. To insure that preparations within the state will be adequate to deal with such emergencies, it is hereby found and declared to be necessary: (e) to authorize the establishment of such organizations and the taking of such actions as are necessary and proper to carry out the provisions of this chapter. It is further declared to be the purpose of this chapter and the policy of this state that all emergency services functions of this state be coordinated as far as possible with the comparable functions of its political subdivisions, of the federal government including its various departments and agencies, of other states, and of private agencies of every type, to the end that the most effective use may be made of all manpower, resources, and facilities for dealing with any emergency that may occur.
5. **Government Code 8557(a):** "Emergency Council" means the California Emergency Council.

(c) "Political subdivision" includes any city, city and county, county, "district", or other "local governmental agency" or public agency authorized by law.
6. **Government Code 8607 (a):** The Standardized Emergency Management System (SEMS/NIMS) is the system for managing response to multi-Authority and multi-jurisdiction emergencies in California. SEMS/NIMS incorporate the use of the Incident Command System (ICS), the Master Mutual Aid Agreement, existing mutual aid systems, the operational area concept, and multi-Authority or inter-Authority coordination. Local governments must use SEMS/NIMS to be eligible for funding of their personnel-related costs under the state disaster assistance programs.
7. **Government Code 8680.2:** "Local agency" means any city, city and county, county, county office of education, "community college district", school district, or special district.

Adopted: 4/27/2009