

## ANNEX B

### Severe Climate Protocol

#### PURPOSE

This Annex is to provide protocols and guidance to Solano Community College District (SCCD) emergency response and management officials to assure efficient and effective response, communication, and coordination, during periods of severe climate events.

#### SCOPE

This Annex may be activated for any single severe climate event or long term severe climate forecast period affecting SCCD campuses and facilities owned or leased by SCCD.

Severe climate events may include, but are not limited to air quality index, damaging winds, extreme heat with high humidity, heavy rainfall, snow, damaging hail, and tornados.

#### DEFINITION OF TERMS USED IN THIS ANNEX

**Air Quality Index (AQI):** The AQI is an index for reporting daily air quality. It tells you how clean or polluted your air is, and what associated health effects might be a concern for you. The AQI focuses on health effects you may experience within a few hours or days after breathing polluted air. EPA calculates the AQI for five major air pollutants regulated by the Clean Air Act: ground-level ozone, particle pollution (also known as particulate matter), carbon monoxide, sulfur dioxide, and nitrogen dioxide. For each of these pollutants, EPA has established national air quality standards to protect public health.

**EPA:** Environmental Protection Agency

**Excessive Heat:** defined as a period of at least two or more days of excessively hot and humid weather 10 degrees or more above the average high temperature for the region.

**Extreme Cold:** defined as temperatures at or below freezing for an extended period (12 hours or more) of time.

**Heavy Rain:** defined as rain that falls at a rate of 1.00 inch per hour or more.

**High Wind:** defined as 1-minute average surface winds of 35 kt (40 mph or 64 km/hr) or greater lasting for 1 hour or longer, or winds gusting to 50 kt (58 mph or 93 km/hr) or greater regardless of duration that are either expected or observed over land.

**Advisory:** Highlights special weather conditions that are less serious than a warning. They are for events that may cause significant inconvenience, and if caution is not exercised, it could lead to situations that may threaten life and/or property.

**Watch:** A watch is used when the risk of a hazardous weather or hydrologic event has increased significantly, but its occurrence, location, and/or timing is still uncertain. It is intended to provide enough lead time so that those who need to set their plans in motion can do so.

**Warning:** A warning is issued when a hazardous weather or hydrologic event is occurring, is imminent, or has a very high probability of occurring. A warning is used for conditions posing a threat to life or property.

**NWS:** National Weather Service

## EMERGENCY NOTIFICATION AND COMMUNICATION FOR AQI

This incident communication protocol is intended to document procedures for notifying SCCD stakeholders of an imminent and/or occurring severe climate event that impacts life safety and/or mission continuity of the SCCD Campuses.

### Communication Flow

- Yolo-Solano Air Quality Manage District (YCAQM) issues a Severe Weather Warning/Watch/Advisory via:
  - Enviroflash.org
  - Yolo-Solano Air Quality Management District Website
  - Twitter Account
  - Facebook Account
- Local Emergency Management or Public Health Authority issues EPA AQI and Warning/Watch/Advisory:
- If the YCAQM Severe Weather Warning/Watch/Advisory warrants SCCD protective measures or Campus warnings, communications will follow the following protocols.
- SCCD Campus Sheriff's Office notifies the SCCD Superintendent/President that a Severe Weather or Air Quality Index has been issued for the City of Fairfield/Vacaville or Vallejo or for the entire County of Solano.
- The SCCD Superintendent/President will inform the Service Area Manager (or designee) from the Campus Sheriff's Office who should be alerted and what actions to take via Regroup Mass Notification System.

Air Quality Index Levels of Health Concern	Numerical Value	Recommendation Actions*
Good	0 to 50	* Air quality is considered satisfactory, and air pollution poses little or no risk.
Moderate	51 to 100	* Prepare for full implementation of School Activity Guidelines * ( <a href="https://www3.epa.gov/airnow/flag/school-chart-2014.pdf">https://www3.epa.gov/airnow/flag/school-chart-2014.pdf</a> ) * Issue public service announcement (PSAs) advising public about health effects, symptoms and way to reduce exposure
Unhealthy for Sensitive Groups	101 to 150	* Evaluate implementation of School Activity Guidelines * If smoke event is prolonged, evaluate and notify affected sites * Prepare for evacuation plans if need to.
Unhealthy	151 to 200	* Fully implementation of School Activity Guidelines * Consider cancelling outdoor events (e.g., competitive sports, concerts, etc.), based on public health and travel considerations
Very Unhealthy	201 to 300	* Move all activities indoors or reschedule them to another day * Consider closing some or all schools * Cancel outdoor events involving activity (e.g., competitive sports) * Consider cancelling outdoor events that do not involve activity (e.g., concerts)
Hazardous	301 to 500	* Consider closing school * Cancel all outdoor events * Consider closing workplaces not essential to public health * If PM level is projected to remain high for a prolonged time, consider evacuation of at-risk population

\* Recommendations is based on a May 2016 Wildfire Smoke a Guide for Public Health Officials

## DEPARTMENT SEVERE CLIMATE PREPAREDNESS CONSIDERATIONS

### EOC

**Activation:** The EOC may be activated virtually via conference calls and webinar in the SCCD's Dennis Honeychurch Board Room 626 at 4000 Suisun Valley Road, Fairfield, CA 94534.

EOC Staff will be activated via the Regroup emergency notification system.

Other EOC functions may be activated as needed.

**EOC Hotline:** SCCD Public Relations may place a recorded message on the EOC Hotline 707-864-7000 for EOC staff if warranted.

## **POWER OUTAGE OR ROLLING BLACKOUT GUIDLINES**

**IN THE EVENT OF A POWER OUTAGE OR ROLLING BLACKOUT:** The Superintendent/President will determine if a temporary suspension of classes will be necessary after consulting with her/his safety team. Below are some of the factors that will cause for a temporary suspension of classes or services due to darkness and for safety reasons:

- There is no power on the affected campus(es)
- There is no power in the affected building(s) or facility (ies)
- Faculty and staff may relocate classes or services to areas where there is adequate natural lighting.

For power failures exceeding four hours, the EOC will be responsible for ongoing communications to the campus leadership.

If directed by the EOC Director, the PIO will coordinate SCCD Website emergency update with the IT manager to assure messages are consistent with the Superintendent/President's messages,

The Superintendent/President will determine if a closure announcement is necessary. If it is necessary, the Superintendent/President will notify those appropriate leaders to send out messages via Regroup, the SCCD Website and other communication means.

**SCCD Hotline:** The recorded message on the SCCD Hotline 707-864-7000 should be updated as information changes.

## **CAMPUS SHERIFF'S OFFICE EMERGENCY RESPONSE**

- Will assist building coordinators with evacuations, securing entrances, communicating to emergency assembly areas, etc.
- May be dispatched to the affected campus to assist in coordination of building coordinators.

## **COORDINATION WITH SCCD COMMUNITY**

The Superintendent/President and the EOC Director may coordinate conference calls with representatives from the impacted campuses and department(s) to identify and define the impact of the severe climate event and develop strategic planning and decisions to address the impact.

Representatives from the impacted campuses should identify by location how the severe climate event has impacted their critical and essential services, facilities and infrastructure. Representatives will be asked to provide information on time frames before there may be:

- Risk to health/safety
- Damage to their building
- Cancellation of classes
- Cancellation of public services/events
- Closure of office

The Superintendent/President and the EOC Director may work with representatives from the impacted campuses and department(s) to:

- Identification of **prioritization plan** and time line.
- Identification of affected **public service** functions to be closed.
- Strategies to **communicate closures, relocations**, to SCCD students, staff, faculty, affiliates and visitors, and to public.
- Strategies to coordinate and **communicate reopening or continued closure** of affected campuses.

#### **CAMPUS EOC DEACTIVATION**

The Superintendent/President and/or the EOC Director will determine when to deactivate the EOC. Deactivation may be based upon:

