

Appendix Q
Spill Incident Response Plan

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Spill/Incident Response Plan

The wellhead protection program (WHPP) requires that a Spill/Incident Response Plan be devised to specify the emergency responders that must be contacted in the event of a contaminated spill within the wellhead protection areas (WHPA) in the Lower Issaquah Valley, the Sammamish Plateau and the Cascade View zones. The responders were contacted to confirm their role and level of participation in response activities. This response planning section was prepared after discussion with each of the following agencies:

- Eastside Fire and Rescue
- Fall City Fire Department (King County Fire District 27)
- Redmond Fire Department (King County Fire District 34)
- Eastside Hazardous Materials Team
- City of Sammamish Police
- City of Issaquah Police
- King County Sheriff's Office
- Washington State Highway Patrol
- King County Emergency Management Division
- Washington State Military Department's Emergency Management Division
- Department of Ecology's Emergency Response NW Section
- Washington State Department of Public Health

Coordination

Incidents will be managed by a unified command made up of local, county, and state agencies. Each political jurisdiction was given the choice of accepting incident command of spills at facilities and on surface roads within their jurisdiction, with the exception of state and interstate highway corridors. Eastside Fire and Rescue has accepted this responsibility for this leadership. The incident command does not imply any inherent ability to provide resources or trained manpower to respond to a spill within their jurisdiction. The command's role is to provide trained leadership and management of existing resources to respond to such an emergency.

Eastside Fire and Rescue, Redmond Fire Department (King County Fire District 34), and other fire departments and districts have contracted with the Eastside Hazardous Materials Team. The Eastside Hazardous Materials Team operates out of Bellevue Fire Department Station 6.

The King County Hazardous Materials Emergency Division, part of the King County Emergency Management Division, has devised a Resource Plan which outlines direction, control and legal authority in regards to emergency situations. The plan has recommended procedures for the incident commander. The purposes of the plan includes:

- Provide timely warning and notification of affected populations.
- Coordinate and acquire resources.
- Coordination, evacuation and damage assessment.
- Identify areas most vulnerable to possible hazardous material related accidents.

Within the plan, the King County Emergency Operation Center (EOC) is defined as a focal point for coordination of emergency responses. The EOC may be activated by a fire service incident commander, municipality, or the King County office of Emergency Management Duty Officer. Upon activation, relevant agencies are required to send a representative to the EOC so that activities may be coordinated and acquire resources to maximize the effect of responses.

Notification Procedures

In the event of a serious hazardous materials spill or incident, the first phone number to call for emergency response to a spill affecting the WHPA is 911. The 911 operator has the ability and resources to contact all relevant responders and will first contact the Eastside Fire and Rescue/Hazardous Materials Team and the appropriate law enforcement agency, depending on the location of the spill. The first responders are responsible for identifying the nature and extent of the spill, isolating the area, evacuating the affected public and distributing information to the other agencies.

The 911 operator next contacts the duty officer at the Washington State Military Department's Emergency Management Division. They in turn will contact the duty officer at the King County Emergency Management Division, the Department of Ecology, and the Washington State Patrol (if the spill occurs on a Washington State Right of Way).

Relevant Emergency Responders

All relevant agencies and offices were contacted via telephone to verify their location, phone number, and general function as an emergency responder. This information is listed in Table Q-1. It is imperative that '911' be the first number that is called in the event of an incident. The phone numbers listed in this table should be used for general information about that agency, though these offices have the ability and resources to contact the appropriate responders.

The agencies listed in Table Q-1 were asked the questions listed below. A summary of the various discussions follows.

- What is your area of jurisdiction?
- How are you notified about a spill/incident?
- What is your primary responsibility in regards to a spill/incident?
- What are you not responsible for in regards to a spill/incident?

TABLE Q-1
General Information for Spill/Incident
Responders

Agency	Address	Non-Emergency General Information Phone Number¹
Eastside Fire and Rescue	175 Newport Way Issaquah, WA 98027	425-313-3200
Fall City Fire Department (King County Fire District 27)	4301 334 th PL SE Fall City, WA 98024	425-222-5841
Redmond Fire Department (King County Fire District 34)	8450 161 st Ave NE Redmond, WA 98052	425-556-2200
City of Sammamish Police	482 228 th Ave NE Sammamish, WA 98074	425-836-5674
City of Issaquah Police	135 East Sunset Way Issaquah, WA 98027	425-391-1035
King County Sheriff's Office	516 3 rd Ave South Seattle, WA 98104	206-296-3311
Washington State Highway Patrol	2803 156 th Ave SE Bellevue, WA 98007	425-649-4370 ext. 0
King County Emergency Management Division	7300 Perimeter Road Seattle, WA 98108	206-296-3830
Washington Military Department Emergency Management Division	Camp Murray Tacoma, WA 98430-5122	800-258-5990
Department of Ecology's Spill Response NW Section	1112 SE Quince Street Olympia, WA 98504	425-649-7000
Washington State Department of Public Health – Northwest Regional Office	1511 Third Avenue Suite 719, MS: K17-12 Seattle, WA 98101	206-464-7670
Eastside Hazardous Materials Team (Bellevue Fire Department Station 6)	1850 132 nd Ave NE Bellevue, WA 98005	425-452-4306

¹Call 911 in the event of an emergency. General Information phone numbers are provided for reference.

Eastside Fire and Rescue

Eastside Fire and Rescue is a consortium of northeast and King County Fire Departments and includes the Fire Department previously know as King County Fire District 10. The WHPAs are within the department's jurisdiction.

Upon receipt of a spill/incident report, the 911 operator will notify the Eastside Fire and Rescue. Their role in regards to a spill involves immediate response, identifying the hazardous nature of the spill, and then securing the area. The department's primary goal is to secure imminent life safety. Next, they will establish safety zones for public protection.

Finally, they will assist the Hazmat teams with stabilization actions, mainly control and extinguishing fires. It is important to note that the department is not responsible for cleanup. When the agency with incident command identifies a situation as stable and contained, the fire department's responsibilities have been met.

Fall City Fire Department (King County Fire District 27)

Part of the Fall City Fire Department's jurisdiction falls within the WHPAs within the limits of the City of Sammamish and unincorporated King County. Upon receipt of a spill/incident report within this jurisdiction, the 911 operator will notify the Fall City Fire Department as well as the Eastside Fire and Rescue. Fall City Fire Department's role in regards to a spill involves immediate response, identifying the hazardous nature of the spill, notifying the Eastside Hazardous Materials Team if necessary, and assisting the police and the Eastside Fire and Rescue in securing the area. Similar to the Eastside Fire and Rescue, the Fall City Fire Department is not responsible for cleanup.

Redmond Fire Department (King County Fire District 34)

The Redmond Fire Department is also part of the Eastside Fire and Rescue consortium. As with the Fall City Fire Department, the Redmond Fire Department has jurisdiction in a small portion of the City of Sammamish and part of the WHPA lies within the department's area of jurisdiction.

Upon receipt of a spill/incident report in this jurisdiction, the 911 operator will notify the Eastside Fire and Rescue and the Redmond Fire Department would respond in one of three ways. If a small quantity of a known, controllable hazardous material was spilled and no injuries were reported, the department would send out one Fire Engine to investigate. If the spill report also indicated there was an injury, the department would send an Engine and an Aid Vehicle. If an unknown hazardous material was reported, the Bellevue Hazardous Material Team (Hazmat Team) operating out of Fire District 6 would be called in.

The Redmond Fire Departments role in regards is the same as the Issaquah Fire Department except that they are not incident command as the Issaquah Fire Department is.

Eastside Hazardous Materials Team

According to the Eastside Hazardous Materials Team Operational Guidelines, in the event of a hazardous materials response, the Eastside Hazmat Team expects that each agency team member's respond to the scene. The first Hazmat Team response will include the following:

- Initiate the Incident Command System
- Advise fire control agencies and other agencies of the nature of the situation
- Evacuate or shelter all unprotected persons including police, fire, EMS, and civilians from danger.
- Establish an initial evacuation zone.
- Identify Hazardous Material.

Hazardous material mitigation will include hazard identification and risk/benefit analysis, creation of a medical group, and decontamination provisions.

City of Sammamish Police

In the event of an incident within the City of Sammamish, the City of Sammamish Police will be notified by the 911 operator, and may be the first agency on site. The City of Sammamish Police Department is responsible for the first incident investigation and securing the area including traffic and pedestrian control. The City of Sammamish Police Department will notify Eastside Fire and Rescue if a hazardous material is discovered to be present. The police will also contact one of the other fire departments if the incident falls within their jurisdiction. The police are not responsible for cleanup or handling any hazardous materials, but will coordinate their efforts with the responding agencies.

City of Issaquah Police

If an incident affecting the WHPA is located within the City of Issaquah, the City of Issaquah Police Department has jurisdiction. They will be notified by the 911 operator and will accept the role of evacuation of affected areas and access restriction into the affected areas. The police are not responsible for cleanup or containment of the incident, but will coordinate their efforts with the responding agencies.

King County Sheriff's Office

If an incident affecting the WHPA is located outside the Sammamish or Issaquah city limits, the King County Sheriff's Office (KCSO) has jurisdiction. Outside Sammamish and Issaquah, the KCSO will be notified by the 911 operator and will accept the role of evacuation of affected areas and access restriction into the affected areas. Like the Issaquah and Sammamish police, the Sheriff's Office is not responsible for cleanup or containment of the incident, but will coordinate their efforts with the responding agencies.

Washington State Highway Patrol

All spills or incidents that occur within the I-90 corridor are under the jurisdiction of the Washington State Highway Patrol. According to the King County Hazardous Materials Emergency Resource Plan, the senior Patrol Officer on the scene will assume incident command/incident management. They will assist with evacuations, scene security, and crowd and traffic control for the affected area. They are not responsible for cleanup or containment, but they will coordinate their efforts with the state and local officials, transportation and environmental/health agencies, and emergency workers.

King County Emergency Management Division

The King County Emergency Management Division primarily serves as a coordinating agent who prepares requests for emergency resources from state or federal agencies. In the event of an incident, a duty-officer is notified and then makes the determination of activating the Emergency Operations Center depending on the severity of the spill. They advise and assist County officials as well as executive heads of political divisions on the direction and control of emergency operations. They provide advice and assistance for

dissemination of emergency information as they also maintain and operate the Emergency Alert System (EAS).

In a non-emergency setting, they coordinate the Local Emergency Planning Committee, which is responsible for developing the King County Hazardous Materials Emergency Resource Plan. The plan coordinates all relevant agencies training and protocols. There is also a public outreach program to educate the public of hazardous materials.

Washington State Military Department's Emergency Management Division

The Washington State Military Department's Emergency Management Division may receive notification from the 911 operator, Fire Department, Ecology's Emergency Management Division, or citizen reports. They have jurisdiction over the entire state and may serve as a coordinating agency for cleanup efforts, should Ecology require assistance. They do not assist with the physical cleanup, but may coordinate resources should local resources be expended or are not available. The Division will assign a State incident number which will be used to track the spill response and cleanup efforts. Further, they will notify all relevant state, county and local agencies about the incident.

Department of Ecology's Emergency Response NW Section

Eastside Fire and Rescue will most likely notify the Department of Ecology's Emergency Response NW Section about a spill/incident. Their interest lies with affected soil or water. Ecology has the role of cleanup oversight and guidance and may have an officer on site. The spiller has the responsibility for cleaning the spill, and Ecology ensures that the spiller/responsible party hires a cleanup contractor if they do not have the ability or resources to do so. Ecology can provide some guidance for hiring a contractor and some preliminary or preparatory information for the contractor. Ecology requires sampling of soil and water to verify cleanup is complete.

If the spiller is not known, Ecology has the only authority to authorize a contractor to proceed with the cleanup activities. If a responsible party can be identified later, the cleanup cost will then be assessed to them. Depending on the nature of the material spilled and the area affected, Ecology may contact the United States Environmental Protection agency.

Washington State Department of Public Health

The Department of Public Health is responsible for assuring adequate water quality and reliability. It also provides technical assistance to owners and operators of public water systems. In the case of spill affecting the WHPA, they would be notified by the responding and coordinating agencies. The Department would coordinate and provide inspections of contaminated water.

Available Equipment and Resources

Cleanup should be handled by trained personnel. Equipment and resources are available from the organizations listed below. Some of these parties are not specifically responsible for dealing with spills within the WHPA, but would be available as material sources.

- **The Eastside Hazardous Materials Team** has equipment and personnel from the Bothell Fire, Redmond Fire, Kirkland Fire, Woodinville Fire Departments, and all other Eastside Fire and Rescue stations. They are available with Level A technicians and equipment (Level A protection is used to protect the occupant from airborne contaminants or those which can be absorbed through the skin). This is the most comprehensive level of protection.
- **The Department of Ecology** has a spill response team capable of responding 24 hours a day to minor spills within their jurisdiction. The response unit consists of a regional supervisor, an administrative assistant, four full-time spill responders, six part-time spill responders, and four plan reviewers. Their equipment includes Level A protective equipment, air supplies, gloves, cleanup pads, booms and socks.
- **Larger firms (Boeing Company, Foss Environmental, and Weyerhaeuser)** have private response equipment and teams trained to various levels of hazardous materials response.
- **Local Cleanup Contractors** have equipment and personnel trained to perform hazardous materials response.

Resource availability will be coordinated by the Washington State Military Department's Emergency Management Division or the King County Emergency Management Division.

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