

ESF #1: APPENDIX 1 - CITY OF TUCSON EMERGENCY EVACUATION PLAN

I Purpose

To establish a comprehensive plan for the safe and orderly evacuation of people and domestic animals from areas within the City of Tucson (also referred to as "The City") that are threatened by natural or man made disasters or emergencies.

II Situation

- A. The City of Tucson understands its responsibility for protecting the lives and property of the citizens of Tucson, including, where possible, the lives of domestic animals.
- B. The priorities during all phases of an emergency are as follows:
 1. Save and protect the greatest number of people at risk
 2. Ensure the personal safety of emergency responders and other city employees
 3. Save and protect as many residential, business and industrial properties as possible
 4. Save and protect as much vital infrastructure as possible
 5. Restrain the spread of environmental damage
 6. Minimize human hardship and economic interruptions
 7. These priorities will be addressed in collaboration with and supported by local, county, state, and federal authorities, and with major private installations such as the Raytheon facility.
- C. There are numerous hazards that could result in the need to evacuate a portion of the city. While it is extremely unlikely that a situation would occur of such magnitude to require evacuation of the entire city, this plan is designed to address that possibility.
- D. The City of Tucson maintains the ability to respond to "all hazards" emergency incidents, including but not limited to:
 1. Natural
 - Drought
 - Earthquakes
 - Rural-urban interface fires and wildland fires
 - Flooding
 - Land shift (slides, erosions, and subsidence)
 - Heat emergencies
 - Severe storms
 - Volcano/Ashfall
 - Radon gas
 2. Technological and Human-Caused
 - Energy emergency
 - HazMat sites and transportation routes
 - Household chemical waste
 - Radiological incidents
 - Terrorism and/or Weapons of Mass Destruction Incidents that include CBRNE (Chemical, Biological, Radiological, Nuclear, and Explosives) incidents.

- Civil disorder
- E. Locations with the most potential for evacuation due to **Hazardous Materials** accidents include:
 1. Interstate Highways 10 and 19
 2. Union Pacific Railroad infrastructure
 3. Kinder-Morgan and El Paso natural gas pipelines.
- F. Potential evacuation areas due to **natural disasters** (flood, wildfire, microburst, lightning, high winds, etc.) include:
 1. Low lying areas along the Rillito and Santa Cruz rivers
 2. All heavily populated areas.
- G. The designated evacuation routes from Tucson are (also see Tab B):
 1. Interstate Highways 10 and 19
 2. State Routes 77 (Oracle Road) and 86 (Ajo Highway)
- H. Evacuation notification and mobilization will be done using Zip Codes (see Tab B) and/or other routes as identified by the EOC.
- I. Animals will be identified as service animals or pets. Service animals and pets will be taken to designated areas. For further information on the care of animals, see ESF #6, Appendix A.

III Assumptions

- A. There are varying degrees of probability that emergency situations outlined above will occur, thereby prompting the City of Tucson to provide immediate assistance in an effort to save lives and protect property.
- B. Some disasters occur slowly, providing ample time for early public pre-notification and orderly, well-planned evacuation. Many types of disasters occur without warning and limit the ability to provide early pre-notification.
- C. An evacuation may be required at any time of day or night and in any kind of weather. City assets may be heavily strained and traffic congestion must be expected.
- D. It is anticipated that large numbers of people would voluntarily evacuate upon notification to do so.
- E. Some people will refuse to evacuate despite an obvious life-threatening hazard. Any first responders involved in the evacuation that encounters a person refusing to evacuate shall document:
 1. Their names(s)
 2. Date(s) of birth
 3. Social Security Number(s)
 4. Next of kin or contact person and phone number
 5. Date and time the information is received
 6. Location
- F. In most situations evacuees will have little preparation time and will require maximum support in reception areas, particularly for food, bedding and clothing.
- G. In any evacuation situation, those directing emergency operations must seek to ensure that people with special needs are well cared for - this includes the elderly and handicapped, nursing home and hospital patients, and prisoners in all confinement facilities in the City of Tucson and Pima County.

- H. The Incident Commander will be notified immediately of any identified special needs population requiring evacuation. The Incident Commander will determine the need for any special equipment required to evacuate individuals with special needs. The Incident Commander will request assistance from the Tucson Police Department and the Tucson Fire Department, or other city departments in addressing these needs.
- I. Service animals will stay with their owners, unless they become unruly or overly aggressive in the shelter.
- J. The City of Tucson will maintain emergency service resources ready to respond to emergencies as they arise in the city and, where possible, to support surrounding jurisdictions and major private installations such as the Raytheon facility.
- K. The City of Tucson is adequately funded to maintain the appropriate and proper readiness, assuring compliance with standards as they relate to staffing, training, and equipment issues.
- L. The Emergency Operations Center (EOC) is the primary communications link relating to the alert, activation, deployment, and incident management of all responding agencies within the City of Tucson metropolitan area.
- M. The City of Tucson uses the National Incident Management System (NIMS) while responding to emergencies at the site of the incident and to manage the EOC. The NIMS is a standardized emergency management system for organizing personnel and equipment resources.
- N. All events begin locally, and are ultimately resolved locally. The City Of Tucson senior leaders are tasked with preparation, prevention, response, mitigation, and recovery. All requests for additional assets will be directed through properly established procedures to Pima County, the State of Arizona, or the Federal Government.

IV Objectives

- A. Activation of the Emergency Operations Center (EOC) during an emergency will be determined in accordance with the City of Tucson Emergency Operations Plan, Emergency Support Function #5, Appendix 1.
- B. The Incident Commander will request utilization of any mobile command center(s) for use as an on site command post. The location and nature of the event will determine the site for the Command Center.
- C. In the event of a disaster, all affected and potentially affected EOCs identified by the City of Tucson's EOC Director will be notified for activation. These EOCs will work in collaboration with the City of Tucson's EOC and the Pima County Office of Emergency Management and Homeland Security in supervising the evacuation to host areas. Each host area's EOC will insure the reception and care of their arriving evacuees.
- D. The Incident Commander may determine that "Shelter in Place" is an appropriate response in lieu of evacuation. In such cases, the Automated Emergency Notification System, radio, and other public service advisories will be used to notify the affected public to shelter in place indoors. Additional information specific to the identified hazard will be communicated to the public (e.g., informing the public to alter air intakes into their building). The Incident Commander, in collaboration with the Public Information Office, will approve the information and instructions communicated to the public.

- E. In the case of long term emergencies, if necessary and as time permits, the EOC will attempt to ensure that evacuees are instructed as to what supplies they need to take with them. This includes such items as bedding, cots (if available), rugged clothing for two weeks, two weeks supply of easily prepared foods, medical items, etc.
- F. The Incident Commander has the authority to order any large-scale evacuation due to natural or man-made hazards.
- G. The decision to allow evacuees to return to the evacuated area will be made after the threat has passed and the evacuated area is determined to be free of dangerous contamination or other hazards, as necessary and practical. The area will be inspected by personnel of the Tucson Fire Department, the Tucson Police Department, and the appropriate utilities for safety verification prior to the re-entry order. Some specific re-entry considerations are:
 - 1. The threat that caused the evacuation is completely resolved.
 - 2. Only a safe level of, or no contamination, exists in the affected area.
 - 3. Homes/buildings have been inspected to determine their safety and structural integrity.
 - 4. Determination of the number of persons in shelters who require transport to their homes has been made and transportation is available.
 - 5. Determination of long-term housing requirements has been completed.
 - 6. Arrangements to coordinate traffic control and movement have been completed.
 - 7. The public has been informed of known potential problems and hazards and any corresponding precautions.
 - 8. All necessary infrastructure (electric, water, gas) is at operational levels sufficient to support life, and has been reactivated by trained utility personnel.

V Movement and Transportation of Evacuees

A. General

- 1. The preferred method of evacuation notification is door to door, personal contact. First responders may use their vehicle mounted public address systems and the news media to assist in notifying the public of the need to evacuate and will provide specific instructions. The Automatic Emergency Notifications System (AENS) is a valuable tool that will assist in the notification process. Considerations for public safety, time, staffing, and the special needs of the people to be evacuated should be evaluated when determining the method of evacuation. Small areas may be evacuated by telephoning residents and businesses directly if staffing and time allows. **Evacuees will be responsible for taking their animals to the reception center for sheltering.** The Tucson Office of Emergency Management and Homeland Security will make available a list of appropriate shelters for animals as determined by Pima County Office of Emergency Management and Homeland Security and the Pima Animal Care Center.
- 2. The on scene Incident Commander will determine the need for an evacuation for a natural or man-made disaster. The evacuation procedures may be pre-determined, but in any case, they must be flexible enough to be modified as necessary either at the time an evacuation is deemed necessary, or at any time during the evacuation.

3. The primary evacuation mode used by the public will be privately owned vehicles. If possible, two-way traffic will be maintained on evacuation routes to permit continued emergency vehicle access. Traffic control points will be located as needed for anticipated traffic volume and complexity of evacuation routes. **During an evacuation, the State of Arizona has determined that 45 miles per hour is the safest maximum speed.**
 - a. Major streets may be designated as one-way traffic routes as needed. Emergency and mass evacuation vehicles will have designated streets for their exclusive use.
 - b. Law enforcement officials will obtain wrecker services to remove disabled vehicles.
 - c. Evacuees without a means of transportation should go to the nearest pick-up location to await bus or truck transportation (see Tab B).
4. The City of Tucson Department of Transportation will provide traffic control devices, such as signs and barricades, within the City limits. Additional assistance or equipment for use along Interstates or county roadways may be requested from the Pima County Transportation Department or the Arizona Department of Transportation (ADOT).
5. The Incident Commander will designate a Transportation Officer to coordinate public transportation resources in conjunction with the Emergency Operations Center. These resources may include school or church busses, vans, and multi-purpose vehicles.
6. The City of Tucson will arrange transportation to the shelter/reception centers for those who report to a pick up location.
7. The Incident Commander will determine the location of the City of Tucson reception centers. The identified shelter locations are referenced in the City of Tucson Emergency Operations Plan (EOP), ESF #6. The Red Cross and their National Shelter Program may also provide long-term sheltering.
8. SunTran, VanTran, and volunteers will deliver elderly, infirm or disabled persons needing evacuation assistance to their closest shelter/reception centers.
9. When possible, medical care needs should be taken into account in determining the best shelter for an individual. Through inter-hospital agreements and prior coordination, critical patients will be relocated to hospitals in host areas. The hospital's written evacuation plans will serve as the foundation of the evacuation of that facility. The EOC will facilitate air and ground resource distribution to assist hospital evacuation.
10. The method of evacuation of non-ambulatory patients from nursing homes should be defined in the nursing home's evacuation plan. The Transportation Officer will assist in obtaining transportation if requested to do so.
11. School district superintendents, and superintendents of private schools, will have responsibility for the evacuation of public schools. However, if sufficient time exists, parents will be notified to pick up their children. This prevents separation of children and parents, and allows for the use of additional school buses for other transportation needs.
12. The Warden(s) of the various detention centers are responsible for the evacuation of their prisoners. They will coordinate reception and shelter of prisoners at the facility to which they're evacuating. They will coordinate with the other departments to assist in ensuring security of their prisoners while in route to the receiving facility.

B. Additional Considerations for evacuation of the City of Tucson to other jurisdictions.

1. Rest areas may be necessary along the evacuation route and will be designated by the ADOT. Impediments to evacuation may occur and plans for temporarily sheltering and feeding evacuees at an en route point should be made. Rest areas, temporary sheltering, and feeding within the City of Tucson will be coordinated by the Tucson Office of emergency Management and Homeland Security, coordination for these resources outside the City limits will be through the Pima County Office of Emergency Management and Homeland Security.
2. Coordination between the evacuating and receiving jurisdiction is essential to ensure smooth operations. This should include arrangements for the evacuating jurisdiction to provide additional equipment and operators for shelters, food, water, and other essentials.
3. If evacuees are transported outside the City of Tucson, the reception centers must be prepared to transport these people onward to their assigned mass care facilities.

VI General

- A. When notified of an emergency situation or a need for an evacuation, the City of Tucson will respond with incident-specific personnel, equipment, and apparatus to the emergency site, staging area or other location in support of the incident.
- B. The City of Tucson will assume the responsibility for organizing, training, and equipping personnel to respond to an emergency requiring evacuation of citizens.
- C. Pre-disaster, emergency response and recovery plans are based on an all-hazards approach to emergency management. Standard operating guidelines describe how emergency tasks will be performed.
- D. Automatic Emergency Notification System (AENS) procedures are in place and are routinely tested and exercised.
- E. The City of Tucson Office of Emergency Management and Homeland Security will address all phases of emergency planning, response and recovery issues by coordinating the use of those resources belonging to private, governmental, and non-government agencies. Coordinated efforts with hospitals and Pima County Public Health Department ensure that all medical operations are thoroughly integrated.

VII Source and Use of Resources

- A. Resources will be provided, as needs escalate, to meet incident demands, or as assessed by the Incident Commander. Coordination and distribution of the resources will be through the Emergency Operations Center and /or the Tucson Office of Emergency Management and Homeland Security.

- B. The city is comprised of a cadre of professionals that are capable of providing an all-hazards emergency response to incidents occurring within the City's jurisdictional boundaries, and when possible, and upon approval, to adjacent regional jurisdictions. When notified of an emergency situation, response personnel, equipment, and apparatus are dispatched to the emergency site, staging area, or other location as appropriate. The City's dispatch center will establish communication links among response personnel and/or the EOC when it is activated. Radios will serve as the primary form of communication. Telephones and ham radios provided by the Radio Amateur Civil Emergency Services (RACES) will serve as the backup methods.

VIII Implementation of NIMS

- A. During the activation of the EOC, the City's Emergency Operations Center will coordinate the support of non City of Tucson resources dealing with the incident with the Pima County Office of Emergency Management and Homeland Security Multi-Agency Coordination Center (MACC). The principal objective of the National Incident Management System (NIMS) is to unify command and control, improve communication among involved activities, and to ensure that all City resources are made available, if they are required, for the effective resolution of the emergency incident.
- B. The City of Tucson through its Office of Emergency Management and Homeland Security commanders will support all EOC activities when the EOC is activated. Responsibilities of the representatives to the EOC include:
1. Provide a reliable communications link for resource support to the Incident Command Post
 2. Support the overall incident management strategy
 3. Develop a consolidated EOC Action Plan
 4. Assign appropriate personnel, consistent with pre-emergency plans and Standard Operating Procedures
 5. Review, evaluate, and revise (as needed) the consolidated EOP Action Plan
 6. Resource allocation and the coordination of resources to specific field operations
 7. Coordinate the deployment of field units to ensure the availability of appropriate resources to deal with situations at multiple locations
 8. Communicate with field forces and keep a record of their status
 9. Assist the community to get back to normal by starting the recovery process as soon as possible
 10. Notification, interaction, and collaboration with the Pima County Office of Emergency Management, including its Multi-agency Coordination Center if activated.

IX Organization and Assignment of Responsibilities

A. General

The City of Tucson is responsible for plan development and the deployment of resources to all emergency events occurring within the jurisdictional boundaries of the City. As such, the City will place into motion the following duties and responsibilities in the event that an emergency evacuation is necessary.

1. Police Department
 - Determine alternate evacuation routes
 - Provide traffic control
 - Maintain security in the evacuated area
 - Assist in issuing warnings to the public
 - Establish parking and security at the reception, lodging, and feeding centers
2. Fire Department
 - Respond to hazardous material and fire incidents
 - Provide on-scene coordination and advise of the need for evacuation
 - Provide emergency medical services as needed
 - Provide fire security in evacuated areas and assistance in issuing warnings to the public
 - Coordinate with area ambulance companies for the transport of non-ambulatory and persons with special needs
3. Emergency Operations Center(s)
 - Inform the public of evacuation requirements and action
 - Provide the public with essential emergency information and directions
4. Tucson Department of Transportation (TDOT)
 - Maintain evacuation routes
 - Provide traffic contra-flow devices as necessary
 - Provide transportation for evacuees without private vehicles
5. General Services Department
 - Maintain the City of Tucson Emergency Fuel Plan.
 - Provide fuel management and supply during the emergency management as prioritized in the City of Tucson Emergency Fuel Plan.
6. Other City Departments
 - Respond to the scene and provide support as requested by the Incident Commander
 - Provide support as requested by the Emergency Operations Center or the Tucson Office of Emergency Management and Homeland Security.
7. School District Liaison
 - Evacuate students in the effected area to predetermined locations per established procedures
 - Close schools and release students in accordance with pre-established procedures
 - Coordinate the use of school busses and facilities as needed to support the overall evacuation
8. Pima County Animal Control
 - Estimate the number and types of animals in the risk area
 - Coordinate the evacuation routes for the animals with the EOC
 - Mobilize transportation and cages/pens for the animals as necessary
 - Identify areas and facilities in which to house evacuated animals

9. Tucson Office of Emergency Management and Homeland Security (TOEMHS)
 - Record statistical data regarding the evacuation to include the number of evacuees, personnel, animals, and expenses for reimbursement.
- B. The dissemination of all information will be coordinated through the City of Tucson Public Information Officer and/or the Joint Information Center (JIC).

X Emergency Operations Center Personnel

- A. Incident management within the Emergency Operations Center will be accomplished utilizing the Incident Command System. At a minimum, the EOC Director's position is activated. Depending upon the size or complexity of the incident, the EOC Director may delegate other functional responsibilities and duties including (refer to ESF #5 of the City of Tucson's Emergency Operations Plan for further information):
 - EOC Staff
 - Public Information Officer
 - Liaison Officer
 - Safety Officer
 - Operations Section
 - Logistics Section
 - Planning Section
 - Intelligence Section
 - Admin/Finance Section
- B. Because of the unique characteristics of any evacuation operation, distinctive positions and duties may be established within the EOC structure. Examples of these positions and duties are:
 1. Evacuation Coordinator
 - This position would normally work under the Operations Section in the EOC
 - The Evacuation Coordinator may work with the American Red Cross (ARC), a Mass Care Coordinator (if the position is established), or a member organization of the Volunteer Organizations Active in Disaster (VOAD), among others.
 - Responsibilities of this position include:
 - Ensuring that patients are removed from hospitals, nursing homes, and other health care facilities that are inside the risk area
 - Ensuring that transportation and medical care is provided to patients evacuated from the risk area
 - Ensuring that care for those unable to evacuate the risk area is continued
 2. Public Information Officer
 - Duties unique to the PIO function in an evacuation situation include:
 - Informing the public of areas that are under evacuation orders
 - Providing a list of items that evacuees should take with them
 - Announcing pick-up locations for evacuees if they do not have transportation
 - Announcing the location of mass care facilities
 - Keeping the public informed regarding policies and activities that are specific to the evacuation
 - Informing evacuees of the action(s) to take for the safe evacuation of pets and farm animals

3. Logistics

- Duties unique to the Logistics function in an evacuation situation include:
 - Maintaining mutual aid agreements with neighboring jurisdictions that address supporting evacuees, mass care and shelters
 - Coordinating the procurement of provisions or services necessary to maintain the evacuation, such as:
 - Food
 - Water
 - Medical Supplies
 - Sanitation services
 - Electricity
 - Bathroom facilities
- Coordination of fuel operations necessary to maintain the evacuation and emergency response needs as follows:
 - The General Services Department will implement the City of Tucson's Emergency Fuel Plan. This plan will provide the rationing of fuel for evacuation resources by priority.
 - The State of Arizona will set up Motorist Assist Points. At these points, emergency fueling operations will be set up by the State of Arizona.

XI Scope of Operations

- A. The Tucson Office of Emergency Management and Homeland Security (TOEMHS) is tasked with providing resource support and coordination during emergency situations. Additionally, TOEMHS will serve as staff assistants to the Incident Commander for command and control of the incident as needed.
- B. The City serves a population in excess of 500,000 residents, and encompasses a land area of almost 228 square miles. The City has mutual-aid agreements with Pima County, Davis-Monthan Air Force Base, the 162nd Air National Guard facility, and several other jurisdictions in southern Arizona. The City constitutes 53% of the population of Pima County. This population increases daily through an influx of workers into the City.

XII Hazards

Because of the location and geologic features, the Metropolitan Tucson area is vulnerable to the damaging effects of natural, technological and human-caused hazards. Events may occur at any time and may create varying degrees of damage and economic hardship to individuals, businesses, and the governments residing in the metropolitan area. Hazards that were identified in the 2004 Pima County Hazard Vulnerability Analysis were:

- Natural
 - Drought
 - Earthquakes
 - Rural-urban interface fires and wildland fires
 - Flooding
 - Land shift (slides, erosions, and subsidence)
 - Heat emergencies
 - Severe storms
 - Volcano/Ashfall
 - Radon gas

- Technological and Human-Caused
 - Energy emergency
 - HazMat sites and transportation routes
 - Household chemical waste
 - Radiological incidents
 - Terrorism and/or Weapons of Mass Destruction Incidents that include CBRNE (Chemical, Biological, Radiological, Nuclear, and Explosives) incidents
 - Civil Disorder

XIII Administration and Logistics

- A. The City of Tucson provides for the accountability of its response efforts through a records management system that tracks details of each emergency incident from its inception through its demobilization.
- B. All transportation, staff hours, and other costs associated with evacuations must be itemized in accordance with the State of Arizona Department of Emergency Management & Military Affairs and FEMA. Copies of all documents will be sent to the Tucson Office of Emergency Management and Homeland Security within twenty-four (24) hours of compilation.

XIV Plan Development Maintenance and Distribution

- A. This plan was developed through the cooperative efforts of the City of Tucson, Pima County, local entities, and State agencies. The Tucson Office of Emergency Management & Homeland Security will direct maintenance of the plan through appropriate representatives as designated by the City Manager.
- B. The Tucson Office of Emergency Management and Homeland Security is responsible for coordinating full reviews and updates of the Evacuation Plan every four (4) years, or more frequently if deemed necessary by the Tucson Office of Emergency Management and Homeland Security.

Tab A - City of Tucson, Including the Raytheon Facility, Evacuation Routes, Notification, and Mobilization by Zone

Zone 1 Use I-10 West	
Zip Code	Direction
85741	Shannon or Thornydale to Ina then west to I-10 W Old Father to Cortaro Farms then west to I-10 W
85742	Thornydale to Tangerine then west to I-10 Camino de Mañana to Tangerine then west to I-10W
85743	Thornydale to Tangerine then west to I-10W Camino de Mañana to Tangerine then west to I-10W
85745	Gates Pass to Speedway to Silverbell to Ina to I-10 W Camino de Oeste to Sweetwater to Silverbell to Ina to I-10W El Camino del Cerro to Silverbell to Cortaro Farms to I-10W
85719	Campbell to Grant to I-10W
85705	Water to Oracle to River to Orange Grove to I-10W LaCañada to River to Orange Grove to I-10W
85653	Rural area - pre-plan and develop your route for evacuation to I-10 Westbound
Zone 2 Use SR 77 (Oracle Road) North	
Zip Code	Direction
85619	Mt. Lemmon Highway to Tanque Verde to Sabino Canyon Road to Kolb, then west on Sunrise/Skyline/Ina to Oracle northbound
85704	LaCañada to Ina, then west to Oracle
85712	Grant to Swan to River to Oracle OR Swan to Sunrise to Skyline to Ina to Oracle
85716	Broadway to 6 th Street to Water to Oracle
85718	Swan to Sunrise to Skyline to Ina to Oracle
85737	Tangerine, LaCholla OR First to Oracle
85739	Edwin to Oracle OR Saddlebrook to Oracle
85750	Kolb to Sunrise OR Craycroft to Sunrise to Ina to Oracle
85755	Rural area – pre-plan and develop your route for evacuation to SR77 North

Zone 3 I-10 Eastbound	
Zip Code	Direction
85707	Houghton to Kolb to Alvernon to Irvington to I-10E
85708	East Quijota to South Wilmot OR South Craycroft to I-10E
85710	Kolb to Broadway to I-10E
85711	Broadway to Golf Links to Kolb to Valencia to I-10E
85715	Tanque Verde to Houghton to I-10E
85730	Harrison to South Camino Seco to Irvington OR Golf Links to Old Spanish Trail to Kolb to I-10E
85747	Wilmot to Houghton to I-10E
85748	Houghton to I-10E
85749	Catalina Highway to Houghton to I-10E
85602	Pre-plan and develop your route for evacuation to I-10 Eastbound
85611	Rural area – pre-plan and develop your route for evacuation to I-10 Eastbound
85641	Route 83 to I-10 Eastbound
Zone 4 I-19 Southbound	
Zip Code	Direction
85704	Valencia to I-19 Southbound
85714	Ajo to Irvington to I-19 S
Zone 5 SR86 (Ajo Way) Westbound	
Zip Code	Direction
85653	Rural area – pre-plan and develop your route for evacuation to SR86 Westbound
85701	I-10 East to I-19 then to SR86 Westbound
85713	Kinney to SR86 Westbound
85735	San Joaquin to W. Old Ajo Highway to SR85

Tab B - City of Tucson, Including the Raytheon Facility, Evacuation Transportation Pick Up Locations by Zone*

Zone 1	
Zip Code	Pick Up Location
85741	Foothills Mall
85742	Arthur Pack Regional Park
85743	Christopher Columbus Park
85745	Christopher Columbus Park or Joaquin Murietta
85719	Randolph Park
85705	Christopher Columbus Park or Joaquin Murietta
Zone 2	
Zip Code	Pick Up Location
85712	Fort Lowell Park
85716	Reid Park
85718	Rillito Park
Zone 3	
Zip Code	Pick Up Location
85701	Tucson Convention Center Exhibition Hall Lot
85710	Jessie Owens Park
85711	Freedom Park
85715	Morris K. Udall Park
85730	Lincoln Park
85748	Freedom Park or Lincoln Park
Zone 4	
Zip Code	Pick Up Location
85704	Casas Adobes Shopping Center
85714	Abraham Lincoln
Zone 5	
There are no in-City Zip Codes	

* These Zones are in compliance with the Zone structure in the State Evacuation Plan

APPENDIX 2 - City Of Tucson Shelter Management Guidelines (Including Special Needs Populations) For Mass Evacuation, Reception

I Purpose

The purpose of this appendix is to provide for the protection of the population from the effects of hazards through the identification of shelters and provision of mass care. Additionally, this will provide an understanding of the assignment of personnel to open shelters to house evacuated persons due to a natural or man-made emergency and disaster.

II SITUATION AND ASSUMPTIONS

A. Situation

1. Based upon the City of Tucson's hazard analysis, there are several emergencies for which shelters may be required, including severe storms, floods, hazardous material accidents, fires, nuclear/radiological incidents, terrorist events, and high winds.
2. The City of Tucson Office of Emergency Management and Homeland Security (TOEMHS) and the American Red Cross (ARC) have identified and surveyed potential shelters within the City of Tucson (see Tabs A & B) and have determined which would be appropriate to use during disasters. Although these shelters have been determined to be sufficient for citizen needs and are documented by the City and the American Red Cross in shelter agreements and mass care facility surveys, their availability at the time of an incident, will be determined and verified by the TOEMHS and the ARC.
3. Pima County Office of Emergency Management and Homeland Security (PCOEMHS) will maintain a Pima County Shelter and Reception plan. The County Shelter plan will be used in conjunction with the City of Tucson's Shelter and Reception plan. The PCOEMHS and the TOEMHS will cooperate, collaborate and coordinate mass shelter and/or reception incidents

B. Assumptions

1. Sufficient in-jurisdiction sheltering exists to meet the needs of an evacuation during emergencies or disasters.
2. For out-of-jurisdiction evacuation, sufficient shelter capacity exists in adjacent counties and shelter locations can be arranged and made available.
3. A high percentage of evacuees will seek shelter with friends or relatives rather than go to a public shelter.

III CONCEPT OF OPERATIONS

- A. The American Red Cross (ARC) independently provides mass care to all disaster victims as part of a broad program of disaster relief sources as outlined in charter provisions enacted by the United States Congress. The responsibilities assigned to the American Red Cross through the City of Tucson Emergency Operations Plan (EOP) Emergency Support Function (ESF) #6, will, at no time supersede those responsibilities previously assigned to the American Red Cross by its congressional charter.
- B. The ARC will provide shelter and mass care to the general population. Additional resources are available to complement the Red Cross in the event the ARC cannot provide shelter and mass care. These resources include the Arizona Department of Health Services, the Arizona Department of Economic Security, the Pima County Health Department, and as necessary, the City of Tucson's Community Services Department.
- C. The City of Tucson's Office of Emergency Management and Homeland Security Commander and the American Red Cross will coordinate shelter location. Operations will mutually be supported with shared personnel and support services of American Red Cross and City of Tucson's Community Services or Parks and Recreation Departments whenever possible.
- D. To the extent possible, disaster or emergency shelter planning and design should include handicap-accessible provisions to accommodate a minimum of ten (10) percent of shelter capacity for persons with special emergency needs. This is intended to maximize available common shelter resources – for example, non-medical personnel, food, water, bedding, etc.
- E. The Pima County Health Department will provide shelter and mass care management to the special needs population whether co-located with the general public or other pre-designated special care shelter.
- F. Public and private providers of institutional care (medical and residential) remain responsible for having shelter plans, for continued care of their clientele when in shelters. This includes those persons with special needs such as elderly, mentally and physically handicapped, ambulatory and non-ambulatory clients or patients.
- G. If the City of Tucson is receiving, or has the potential to receive, evacuees from neighboring cities, towns, counties, and/or states, a mass reception area will be set up. There have been two locations identified by PCOEMHS through the Pima County's Shelter and Reception Plan to provide a reception area. One to the south at the Pima County Fairgrounds and one to the North in Marana.

IV SPECIFIC FUNCTIONS AND RESPONSIBILITIES

- A. Shelter/Reception Personnel
Personnel Assignments and Notification will be made, respective of direction and control by:
 - 1. Emergency Services Director of Red Cross
 - 2. Director, Parks and Recreation Department or the Community Services Department

3. Director, Pima County Health Department
 4. Director, Pima County Social Services
- B. Shelter/Reception Managers
Shelter Managers will be appointed and designated by qualification, respective of direction and control by:
1. Emergency Services Director of Red Cross
 2. Director, Parks and Recreation or Community Services
 3. Director, Pima County Health Department
 4. Director, Pima County Social Services
- C. Shelter/Reception Staff Alert List
Current lists of shelter staff, and qualified shelter managers are maintained by the individual agencies in both hard copy and digital form. Each agency is responsible for ensuring their respective lists contain the most currently available contact information.
- D. Staffing Recommendations for the shelter and reception areas.
1. Administrative – Shelter/Reception Management (24 hours)
 2. Technical/Maintenance
 4. Communications (24 hours)
 5. Medical
 6. Security (24 hours)
 7. Sanitation (24 hours)
 8. Mental Health
 9. Radiological Monitors (as needed)
- E. Shelter/Reception Communication
Primary communication from the Emergency Operations Center to the shelters and/or reception area, and from shelter/reception area to shelter /reception area will be by commercial telephone. The backup communication will be radio. The priority list for communications is as follows:
1. Amateur radio
 2. Radio equipped law enforcement vehicles
 3. Radio equipped fire trucks
 4. Radio equipped ambulances
 5. Computer via Internet
 6. Messenger service
- In the event a radio equipped vehicle or person is not available for backup support, then the next available organization on the Priority List will be assigned to this mission. A Communications Log will be maintained for all incoming and outgoing messages.
- F. Shelter/Reception Security
The City of Tucson Police Department, other designated law enforcement agency, or private security provider will provide security on a 24-hour basis.
- G. Shelter/Reception Supplies/Equipment
Kits containing necessary supplies/equipment will be stored at the Red Cross and distributed to the shelters by the Red Cross. Examples are pens, paper, pads, identification badges, registration forms, and communication/shelter logs.

- H. Shelter/Reception Food
One, or a combination, of the following will provide food:
 - 1. The City of Tucson Parks and Recreation Department Concession Section
 - 2. The American Red Cross
 - 3. The Salvation Army
 - 4. An identified school district
- I. Shelter/Reception Clothing
Private party donations and the Pima County Department of Social Services will provide clothing with assistance from the Red Cross and the Salvation Army, if required.
- J. Radiological Monitoring/Decontamination
Various City of Tucson Fire Stations and fire apparatus have been assigned to conduct radiological monitoring and decontamination. Signs to designate monitoring and decontamination areas will be contained in a kit or separate items as needed from Tucson Fire Department supply stocks.
- K. Shelter/Reception Records
The staff will maintain all applicable records/forms including the Registration Forms, the Communication Log, the Daily Log, receipts of expenditures, etc.
- L. Shelter/Reception Expenditures
The American Red Cross will pay operation expenses for ARC-operated shelters. Other expenses (persons with special needs) will be borne by the City of Tucson Department managing the shelter/reception area.
- M. Shelter/Reception Closing
The Red Cross Director or representative, after consultation with the Emergency Operations Center Director, will notify the shelter/reception manager to close the shelter/reception area. The Red Cross Director or representative will complete an inventory of supplies and equipment. The Red Cross will turn vital records over to City of Tucson Office of Emergency Management and Homeland Security.
- N. Other
 - 1. The City of Tucson Community Services Department will provide assistance to persons in shelters and/or at reception centers requiring additional services.
 - 2. The Red Cross and other involved social service agencies will conduct cleanup.

V DIRECTION AND CONTROL

- A. The American Red Cross will direct and control ARC shelter/mass care operations in conjunction with City of Tucson Office of Emergency Management and Homeland Security. The City of Tucson Community Services Department and the Pima County Health Department will provide support, unless otherwise stated in this appendix.
- B. The Director of the Pima County Health Department will direct and control special needs sheltering.

- C. The State of Arizona Director of Social Services and/or the Director of the Pima County Health Department (Special Needs) will coordinate with American Red Cross on shelter/mass care operations for the City of Tucson.

VI CONTINUITY OF GOVERNMENT

The line of succession for shelter and mass care is:

- A. Southern Arizona Chapter of the American Red Cross
 - 1. Executive Director, Southern Arizona Chapter
 - 2. Director of Emergency Services
 - 3. Disaster Services Chair
- B. Pima County
 - 1. Director of Emergency Management
 - 2. Deputy County Administrator for Health & Medical Services
 - 3. Chief Medical Officer
- C. Tucson Office of Emergency Management & Homeland Security
 - 1. Tucson Fire Department Deputy Chief, Emergency Services
 - 2. Tucson Police Department Specialized Response Division Commander
 - 3. Tucson Police Department, Commander Emergency Management & Homeland Security
- D. Arizona State Division of Emergency Management (ADEM)
 - 1. Director, ADEM

VII ADMINISTRATIVE & LOGISTICS

- A. The City of Tucson provides for the accountability of its response efforts through a record management system that tracks details of each emergency incident from its inception through its demobilization.
- B. All transportation, personnel hours and other costs associated with shelter operations must be itemized in accordance with the State of Arizona Department of Emergency Management & Military Affairs and FEMA. Copies of all documents will be sent to the Tucson Office of Emergency Management and Homeland Security within 24 hours of compilation.

VIII PLAN DEVELOPMENT MAINTENANCE & DISTRIBUTION

This plan was developed through the cooperative efforts of the City of Tucson, the American Red Cross, Pima County, local entities, and State agencies. Maintenance of the plan will be directed by the City of Tucson Office of Emergency Management & Homeland Security, through appropriate representatives as designated by the Mayor.

The City of Tucson Office of Emergency Management and Homeland Security is responsible for coordinating full reviews and updates of this plan every four (4) years or more frequently if deemed necessary by the Tucson Office of Emergency Management and Homeland Security.

Tab A - Proposed City of Tucson Special Needs Shelters

I Concept of Operations

- A. All of the Centers have hearing assistance devices.
- B. The Red Cross has agreed to manage these shelters.
- C. All of these shelters have been reviewed by the City of Tucson Office of Equal Opportunity Programs/American's With Disabilities and approved for use by special needs populations.
- D. The City of Tucson Parks and Recreation Department will provide administrative personnel to provide assistance with building systems, etc.
- E. Determination of which shelters to open will be at the discretion of the Incident Commander.
- F. Other Parks and Recreation facilities that can be made available are listed in the Parks and Recreation Continuity of Operations Plan. Each facility has photos and detailed information regarding its services and programs.
- G. A contact list for the Parks and Recreation Department is available in their continuity of Operations Plan.

II Shelters

- A. Northwest Center – 2160 N. Sixth Avenue
 1. Available Facilities/Amenities
 - Kitchens – A large full-service and a small kitchen
 - Multipurpose Room – approximately 2600-3000 square feet that can be sub-divided
 - Accessible rest rooms directly across the hall from the Multipurpose Room
 - A small classroom that can be used for privacy/medical office area
 - A children's recreation area
 - Several small offices
 - An additional wing that has more accessible rest rooms
 - A Gym with two regulation size basketball courts
 - An outside covered basketball court
 - A swimming pool with showers
 2. Miscellaneous Information
 - This Neighborhood Center can be configured to have a special needs wing for the person, their caregiver, and service animal. Additionally, a general wing is available where families of special needs personnel could stay.
- B. Udall Center – 7200 E. Tanque Verde
 1. Available Facilities/Amenities
 - Dog park available for service animals
 - New Senior Center
 - Large Multipurpose Room
 - Accessible rest rooms
 - Gym with two basketball courts
 - Accessible showers

- Children's care center
 - Kitchen
 - 3 meeting rooms that can be set up as one
 - Arts & Crafts room can be used as private rooms
 - 2 regulation basketball courts
 - Fitness Room – walking track
 - Elevator
 - 3 Hand Ball Courts – 1 enclosed
 - 3 Baseball fields, 4 tennis courts, 1 Volleyball court
 - Computer room rented to SeniorNet.com – all equipment is theirs
 - Small kitchen in separate wing – no stove
 - Ice Machine
 - Heated outdoor pool
 - 2 vans – 15 passengers each
2. Miscellaneous Information
- Large parking area and open spaces
- C. Clements Center – 8155 E. Poinciana Drive
1. Available Facilities/Amenities
- Covered Basketball Court
 - 4 Softball Fields with full concessions stand
 - Swimming pool
 - Showers
 - Eastside Pima Community College shares campus
 - Ward 4 Office shares campus
 - Shower area
 - Community Services Outlet Office
 - Cashier's Office
 - Recreation center
 - Kitchen
 - Workout room upstairs
 - Fitness Room
 - 2 Basketball courts
 - Showers/rest rooms/lockers all accessible
 - Fred Enke Golf Course
 - Full commercial kitchen (could be used for staff housing)
 - Dining Room
 - Locker & Showers
 - Neighborhood Center
 - Small offices, Multi-purpose spaces
 - Computer labs
 - Full service kitchen (used by PCC Culinary Arts), 3 sinks, 2 stoves, 2 refrigerator, cook top
 - Large multipurpose room connected to kitchen
 - 2 huge ice machines
 - Large room
 - Pool heated year round
2. Miscellaneous Information
- This site has enough structures that it can be used as a sub-EOC for Special Needs issues

- Santa Rita High School nearby
 - No dedicated medical area
- D. El Pueblo Center – 101 W. Irvington
1. Available Facilities/Amenities
 - Old Recreation Center
 - Large multipurpose room
 - Kitchen
 - Senior education facility (English taught here)
 - New Recreation Center
 - Several large rooms
 - Fitness Center
 - Computer Room
 - Gym
 - Walking track upstairs
 - 2 racquet ball courts
 - Wrestling gym with mats
 - Lockers/showers accessible
 - No kitchen here
 - Senior Center
 - Full kitchen with dining area
 - Refrigerator/freezer storage by kitchen
 - County facility on site
 - Az Department of Economic Security Clinic & Library
 - Small kitchen area with dining area in mid court area of clinic
 - Several empty rooms
 - Adult Education Center
 2. Miscellaneous Information
 - This is the closest facility to the railroad tracks
- E. El Rio Center
1. Available Facilities/Amenities
 - Showers accessible
 - Multipurpose Room
 - Work out room
 - Small rooms
 - Multipurpose with Kitchen
 2. Miscellaneous Information
 - This is a smaller facility than those mentioned above
 - Possible to close the Administration area and use for kitchen or pharmacy
- F. All shelters have ample outdoor areas and armadas

Tab B – Pima County National Red Cross Shelters for Mass Evacuation/Reception

Name	Address
Ajo High School	111 WELL ROAD AJO, AZ 85321
Altar Valley Middle School	16350 WEST AJO WAY TUCSON, AZ 85736
Altar Valley Middle School	16350 WEST AJO WAY TUCSON, AZ 85736
Amphitheater High School	125 WEST YAVAPAI ROAD TUCSON, AZ 85705
Amphitheater Middle School	315 E Prince Road TUCSON, AZ 85705
Baboquivari High School	FEDERAL #19 MILE POST 19.5 SELLS, AZ 85634
BORMAN ELEMENTARY SCHOOL	6630 LIGHTENING DRIVE Tucson, AZ 85708
Canyon Del Oro High School	25 WEST CALLE CONCORDIA TUCSON, AZ 85737
Catalina Foothills Unified District	4300 EAST SUNRISE DRIVE Tucson, AZ 85718
Catalina High Magnet School	3645 EAST PIMA STREET TUCSON, AZ 85716
CHOLLA HIGH MAGNET SCHOOL	2001 WEST STARR PASS BOULEVARD TUCSON, AZ 85713
Cienega High School	12775 EAST OLD VAIL ROAD VAIL, AZ 85641
Continental Elementary School	1991 E WHITE HOUSE CANYON RD GREEN VALLEY, AZ 85614
CONTINENTAL ELEMENTARY SCHOOL	1991 EAST WHITEHOUSE CANYON ROAD GREEN VALLEY, AZ 85614
Coronado Elementary School	3401 EAST WILDS ROAD TUCSON, AZ 85739
DESERT SKY MIDDLE SCHOOL	9850 EAST RANKINS LOOP VAIL, AZ 85641
Desert View High School	4100 EAST VALENCIA BOULEVARD TUCSON, AZ 85706
Ellie Towne Flowing Wells Community Center	1660 W. Ruthrauff Road TUCSON, AZ 85705
Empire High School	10701 E. Mary Ann Cleveland Way TUCSON, AZ 85747
Flowing Wells High School	3725 N. FLOWING WELLS RD TUCSON, AZ 85705
Flowing Wells Junior High School	4545 LA CHOLLA BLVD TUCSON, AZ 85705

Name	Address
Howenstine Magnet High School	555 S. Tucson Blvd. TUCSON, AZ 85716
Indian Oasis Primary School	111 MAIN STREET SELLS, AZ 85634
Ironwood Ridge High School	2475 W. Naranja Drive TUCSON, AZ 85742
La Cima Middle School	5600 N. La Canada TUCSON, AZ 85704
Lawrence West Cross Middle School	1000 W Chapala Drive TUCSON, AZ 85704
Marana High School	12000 WEST EMIGA ROA TUCSON, AZ 85743
Marana High School - INACTIVE	12000 W. Emigh TUCSON, AZ 85743
Marana Middle School	11279 WEST GREEN RD MARANA, AZ 85653
Mountain View High School	3901 WEST LINDA VISTA ROAD TUCSON, AZ 85741
Palo Verde High Magnet School	1302 SOUTH AVENIDA VEGA TUCSON, AZ 85710
Picture Rocks Intermediate School	5875 NORTH SANDERS ROAD Tucson, AZ 85743
5875 NORTH SANDERS ROAD Tucson, AZ 85743	3500 SOUTH 12TH AVENUE TUCSON, AZ 85713
Rincon High School	421 NORTH ARCADIA BOULEVARD TUCSON, AZ 85711
Rodeo Grounds Shelter - INACTIVE	4823 South 6th Avenue TUCSON, AZ 85714
SABINO HIGH SCHOOL	5000 NORTH BOWES ROAD TUCSON, AZ 85749
SAHUARITA HIGH SCHOOL	350 W Sahuarita Rd SAHUARITA, AZ 85629
Sahuarita Middle School	350 W Sahuarita RD SAHUARITA, AZ 85629
SAHUARITA, AZ 85629	545 NORTH CAMINO SECO TUCSON, AZ 85710
Santa Rita High School	Santa Rita High School
Sentinel High School	1949 W Gardner Lane TUCSON, AZ 85705
Sunnyside High School	1725 EAST BILBY ROAD Tucson, AZ 85706
Tanque Verde High School	4201 N. Melpomene Way TUCSON, AZ 85749
Tucson High Magnet School	400 N. Second Avenue TUCSON, AZ 85705