



**FEMA**

## **Joint Communication Plan #09**

**Combined DR-4759/4775-WA  
Washington Disasters**

**Joint Field Office (JFO)  
4522 Pacific Ave SE  
Lacey, Washington 98503**

**USNG: 10T ET 13294 09445**

**Operational Period  
0700 PT 06/26/2024 - 0700 PT 07/03/2024**

FEMA ICS FORM 205A INCIDENT TELEPHONE COMMUNICATION PLAN		1. FEMA Disaster Number DR-4759/4775-WA			2. Operational Period 0700 PT 06/26/2024 - 0700 PT 07/03/2024		
<b>3. Contact List / Incident Facilities</b>							
Incident Facilities		Facility Operational Hours			Contact Information		Additional Info/PACE Planning
<b>Joint Field Office (JFO)</b> 4522 Pacific Ave SE Lacey, Washington 98503 USNG: 10T ET 13294 09445		Weekdays: 0700 PT - 1700 PT Saturday: Closed Sunday: Closed			Chris Roberts (F) 907-792-9210 Christopher.Roberts@fema.dhs.gov		
<b>WA State Emergency Operations Center</b> 20 Aviation Drive Camp Murray, Washington 98433 USNG: 10T ET 33014 18451		Weekdays: 0600 PT - 1800 PT Saturday: Closed Sunday: Closed			Will Vance (S) 253-512-7005 William.Vance@mil.wa.gov		N/A
<b>FEMA Region 10 Office</b> Region Office 130 228th St SW Bothell, Washington 98021 USNG: 10T ET 57205 93393		Weekdays: 0600 PT - 1700 PT Saturday: Closed Sunday: Closed			Michael Brockett (F) 425-890-8191 Michael.Brockett@fema.dhs.gov		N/A
<b>Spokane Branch Office – 4759DR-WA</b> 920 W. Riverside Ave. Suite 684 Spokane, Washington 99201 USNG: 11T MN 68008 78448		Weekdays: 0700 PT - 1700 PT Saturday: Closed Sunday: Closed			Hendricks, Dionne (F) 202-880-0747 dionne.hendricks@fema.dhs.gov		<b>Thomas S. Foley Federal Courthouse</b>
<b>Vancouver Branch Office – 4775DR-WA</b> 15005 NE 65th St, Vancouver, WA 98682 USNG: 10T ER 37592 57464		Weekdays: 0700 PT - 1700 PT Saturday: Closed Sunday: Closed			Chris Roberts (F) 907-792-9210 Christopher.Roberts@fema.dhs.gov  Annie Merritt, MSOD, C. Ed.(S) 253-405-7119 Annie.Merritt@mil.wa.gov		<b>Vancouver Armed Forces Reserve Center</b>
Position		State	FEMA	OFA	Name	Phone Number (Sat Phone)	Work Email
<b>Unified Coordination Group</b>							
State Coordinating Officer		X			Stacey McClain	253-312-8291	Stacey.McClain@mil.wa.gov
Deputy State Coordinating Officer		X			Joel Haarstad	253-355-6682	Joel.Haarstad@mil.wa.gov
Federal Coordinating Officer			X		Lance "Duke" Davis	425-487-2252	Lance.Davis@fema.dhs.gov
Federal Coordinating Officer (Effective 07/16/2024)			X		Tonia Pence	202-436-0627	Tonia.Pence@fema.dhs.gov
<b>Command Staff</b>							
Chief of Staff			X		Shelli Freeman	202-412-8468	Shelli.Freeman@fema.dhs.gov
Safety Officer			X		Tim McCord	202-655-8803	Timothy.McCord@fema.dhs.gov

Position	State	FEMA	OFA	Name	Phone Number (Sat Phone)	Work Email
Security Manager		X		Kenneth Reis	202-374-6659	Kenneth.Reis@fema.dhs.gov
Civil Rights Advisor		X		Kim Guillory	737-465-2891	Kim.Guillory@fema.dhs.gov
Disability Integration Advisor		X		Alissa Agritelly	202-714-8658	Alissa.Agritelly@fema.dhs.gov
Legal Advisor		X		James Proctor	202-664-2675	James.Proctorjr@fema.dhs.gov
Executive Specialist		X		Chrystal Prather	202-870-9900	Chrystal.Prather@fema.dhs.gov
Environmental and Historic Preservation Advisor		X		Scott McCartney (R till 07/08/2024)	256-419-3928	Scott.Mccartney@fema.dhs.gov
Environmental and Historic Preservation Advisor		X		Jack Dapo	202-717-0219	Jack.Dapo@fema.dhs.gov
WA Military Department Communication Director	X			Karina Shagren	253-512-8222	Karina.Shagren@mil.wa.gov
State Public Information Officer	X			Sarah Foster	253-512-7703	Sarah.Foster@mil.wa.gov
External Affairs Officer		X		Ken Higginbotham	202-445-8349	Ken.Higginbotham@fema.dhs.gov
Tribal Liaison	X			Erik Riske	253-512-7163	Erik.Riske@mil.wa.gov
Tribal Liaison		X		Ashley Zacherle	202-316-1415	Ashley.Zacherle@fema.dhs.gov
<b>Operations Section</b>						
Operations Section Chief	X			Gary Roland	253-921-2922	Gary.Roland@mil.wa.gov
CISA Region 10 PSA			X	Steve Neal	509-216-2534	Steven.Neal@cisa.dhs.gov
Individual Assistance Branch Director	X			Taylor Dietz	253-302-1338	Taylor.Dietz@mil.wa.gov
Individual Assistance Branch Director		X		Michael Cosbar	703-254-9734	Michael.Cosbar@fema.dhs.gov
IA Voluntary Agency Liaison Group Supervisor	X			Zackery Gifford	253-345-9244	Zackery.Gifford@mil.wa.gov
Voluntary Agency Liaison (VAL) Specialist		X		Eve Salstrom Ralston	347-626-9554	Eve.Salstrom@fema.dhs.gov
IA Disaster Recovery Center Group Supervisor	X			Kevin Gorder	253-290-3899	Disasterreservist.hsdr2@mil.wa.gov
Limited English Proficiency Coordinator	X			Richard Lopez	253-512-7475	Richard.Lopez@mil.wa.gov
IA Information Management Group Supervisor		X		Sherry Spurlin	202-262-2329	Sherry.Spurlin@fema.dhs.gov
SBA Liaison			X	Rene Aguilera	916-878-1493	Rene.Aguilera@sba.gov
Grant Coordinator	X			Eva Escape	253-512-7304	Eva.Escape@mil.wa.gov
Infrastructure Branch Director	X			Jonathan Holmes	253-512-7429	Jonathan.Holmes@mil.wa.gov
Infrastructure Branch Director	X			Eric Cunningham	253-512-7408	Eric.Cunningham@mil.wa.gov
Infrastructure Branch Director		X		Cynthia "Cyndi" Erhardt	202-975-5663	Cynthia.Erhardt@fema.dhs.gov
PA Group Supervisor	X			Geoffrey Phillips	253-512-7447	Geoffrey.Phillips@mil.wa.gov

Position	State	FEMA	OFA	Name	Phone Number (Sat Phone)	Work Email
PA Group Supervisor		X		Laura Bermudez (4759)	202-674-0394	Laura.Bermudez@fema.dhs.gov
PA Group Supervisor		X		Tyrone Ha (4775)	347-804-4566	Trieu-Chung.Ha@fema.dhs.gov
PD TFL	X			Joel Fahland (4775)	253-512-7126	Joel.Fahland@mil.wa.gov
PD TFL	X			Warren Waddell (4775)	253-512-7319	Warren.Waddell@mil.wa.gov
PD TFL	X			Katelyn Huynh (4775)	253-676-0248	Cam.Huynh@mil.wa.gov
PD TFL	X			Maureen LaMar (4775)	253-512-7426	Maureen.LaMar@mil.wa.gov
PD TFL		X		James "Jim" Marquard (4759)	202-808-6624	James.Marquard@fema.dhs.gov
PD TFL		X		Zita Sumaza-Diaz (4775)	787-692-0384	Zita.Sumaza-Diaz@fema.dhs.gov
PD TFL		X		John Stefancik (4775)	202-341-4332	John.Stefancik@fema.dhs.gov
PD TFL		X		Emerita "Gigi" Perez (4775)	202-374-4334	Emerita.Perez@fema.dhs.gov
OPS TFL		X		Marcelle "Elle" Brown	202-664-4552	Marcelle.Brown@fema.dhs.gov
LEAD PDMG (Vancouver Branch)		X		James Rhoades (4775)	256-283-9836	James.Rhoades@fema.dhs.gov
PDMG	X			Amanda Bursley (4775)	253-512-7166	Amanda.Bursley@mil.wa.gov
PDMG	X			Rachel Ensminger (4775)	253-512-7461	Rachel.Ensminger@mil.wa.gov
PDMG	X			Ethan Shozda (4775)	253-512-7131	Ethan.Shozda@mil.wa.gov
PDMG	X			Alexa Martinez	253-512-7006	Alexa.Martinez@mil.wa.gov
PDMG	X			Christi Heredia	253-521-7047	Christi.Heredia@mil.wa.gov
PDMG		X		Cassandra Knight-Paige (4759)	256-454-5749	Cassandra.Knightpaige@fema.dhs.gov
PDMG		X		Steven Cardona Camacho (4759)	202-733-0477	Steven.Cardonacamacho@fema.dhs.gov
PDMG		X		Alaina Thomason (4759)	202-709-2962	Harris.Thomason@fema.dhs.gov
PDMG		X		Scott Melligan (4775)	202-341-8473	Scott.Melligan@fema.dhs.gov
PDMG		X		Jeffery Burns (4775)	256-454-0488	Jeffrey.Burns@fema.dhs.gov
PDMG		X		Jonathan Larbi (4775)	202-568-2443	Jonathan.Larbi@fema.dhs.gov
PDMG		X		Katelyn Keaotamai (4775)	202-255-1175	K.Keaotamai@fema.dhs.gov
PDMG		X		Walter Bland III (4775)	256-343-8759	Walter.BlandIII@fema.dhs.gov
PDMG		X		Magda (Margie) Pedroza (4775)	540-539-5402	Magda.Pedroza@fema.dhs.gov
PA Site Inspector TFL		X		Monika Wyatt-McQueen (4775)	334-595-7083	Monika.Wyatt-McQueen@fema.dhs.gov
State Hazard Mitigation Officer	X			Tim Cook	253-512-7072	Tim.Cook@mil.wa.gov
Hazard Mitigation Branch Director		X		Jack Malone (R 6/28-7/15)	202-805-7186	Jack.Malone@fema.dhs.gov
Hazard Mitigation Management Coordinator		X		Isabella Montalvo	202-717-0508	Isabella.Montalvo@fema.dhs.gov

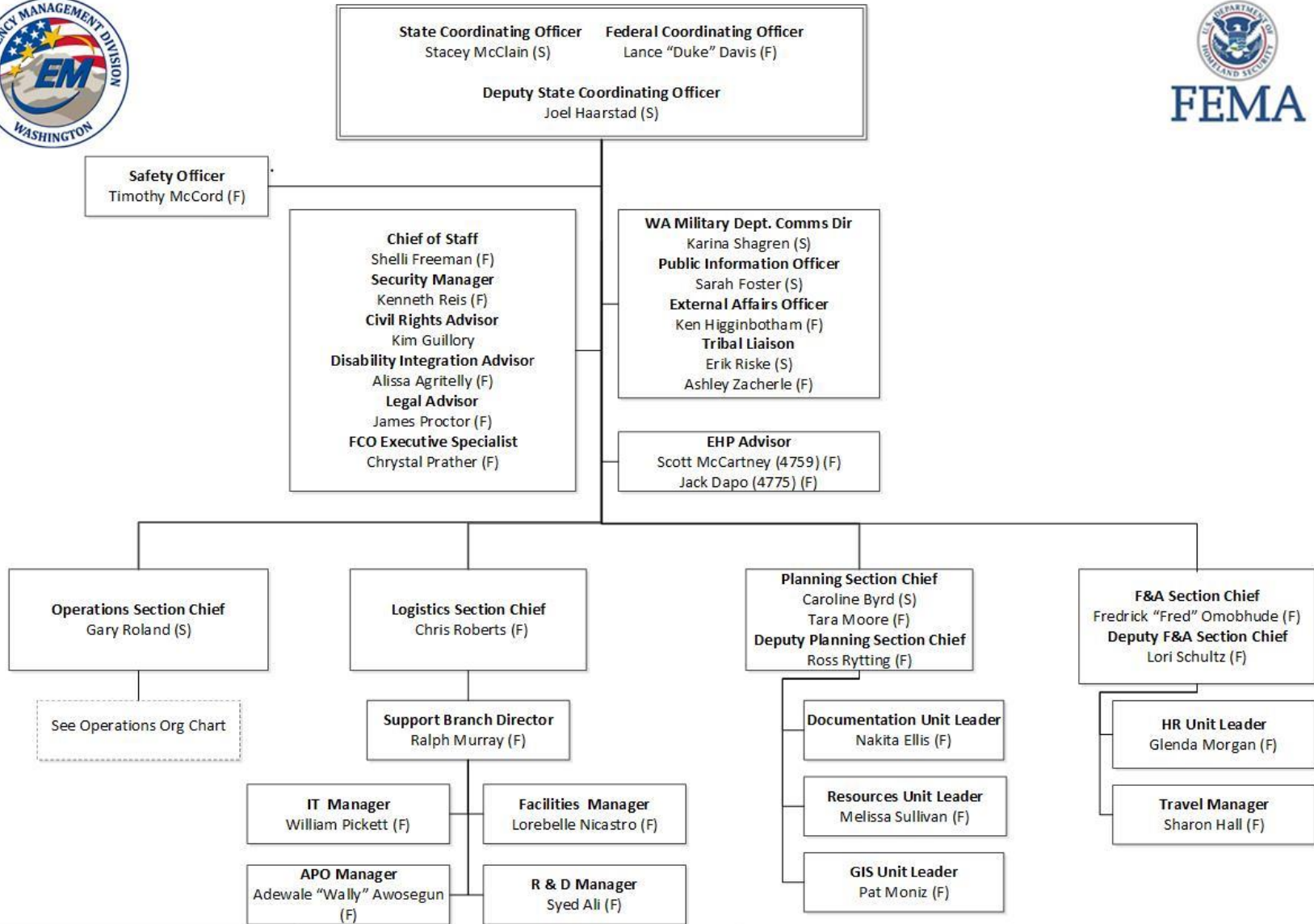
Position	State	FEMA	OFA	Name	Phone Number (Sat Phone)	Work Email
Hazard Mitigation Specialist (Vancouver Branch)		X		Mir Ali	312.408.5293	Mir.Ali@fema.dhs.gov
406 Crew Leader		X		Tamara Hamideh	916-397-6646	Tamara.Hamideh@fema.dhs.gov
EHP Manager (Vancouver Branch)		X		Kristen "KC" LoBrutto	256-419-4140	Kristen.LoBrutto@fema.dhs.gov
<b>Logistics Section</b>						
Logistics Section Chief	X			Maggie Sellers	253-512-7070	Maggie.Sellers@mil.wa.gov
Logistics Section Chief		X		Chris Roberts	907-792-9210	Christopher.Roberts@fema.dhs.gov
Facilities POC / Property Manager (Vancouver Branch)	X			Annie Merritt	253-512-7118	Annie.Merritt@mil.wa.gov
Support Branch Director		X		Ralph Murray	202-256-7099	Ralph.Murray@fema.dhs.gov
APO Manager		X		Adewale "Wally" Awosegun	202-746-5708	Adewale.Awosegun@fema.dhs.gov
Facilities Manager		X		Lorebelle Nicastro	202-550-5675	Lorebelle.Nicastro@fema.dhs.gov
R & D Manager		X		Syed Ali	202-746-5696	Syed.Ali@fema.dhs.gov
IT Manager		X		William Pickett	540-247-3638	William.Pickett2@fema.dhs.gov
<b>Planning Section</b>						
Planning Section Chief	X			Caroline Byrd	253-337-6477	Caroline.Byrd@mil.wa.gov
Planning Section Chief		X		Tara Moore	202-705-9858	Tara.Moore1@fema.dhs.gov
Deputy Planning Section Chief		X		Ross Rytting <a href="#">(Training till 06/29/2024)</a>	202-655-8768	Ross.Rytting@fema.dhs.gov
Documentation Unit Leader		X		Nakita Ellis <a href="#">(Training till 06/29/2024)</a>	202-880-3652	Nakita.Ellis@fema.dhs.gov
Resources Unit Leader		X		Melissa Sullivan	425-236-0235	Melissa.Sullivan@fema.dhs.gov
GIS Unit Leader		X		Patrick Moniz	609-508-2216	Patrick.Moniz@fema.dhs.gov
<b>Finance/Admin Section</b>						
Finance and Admin Section Chief		X		Fredrick "Fred" Omobhude	202-262-0648	Fredrick.Omobhude@fems.dhs.gov
Deputy Finance and Admin Section Chief		X		Lori Schultz	425-949-6316	Lori.Schultz@fema.dhs.gov
HR Unit Leader		X		Glenda Morgan	202-805-6449	Glenda.Morgan@fema.dhs.gov
Travel Manager		X		Sharon Hall	202-368-5445	Sharon.Hall@fema.dhs.gov
HR Shared E-Mail		X		HR Shared E-Mail		fema-r10-hr-sharedservices@fema.dhs.gov
<b>5. Prepared by: Ross Rytting PLSL</b> <b>Date/Time: 1300 PT 6/25/2024</b>				<b>6. Reviewed By: Tara Moore PSC</b> <b>Date/Time: 1330 PT 6/25/2024</b>		

# Command & General Staff Organizational Chart

1. Incident Name  
FEMA-4759/4775-DR-WA

2. Date Prepared  
6/21/2024

3. Operational Period: Time & Date  
6/26/2024 - 7/3/2024



ICS-207

4. Prepared By: Ross Rytting, PLSL

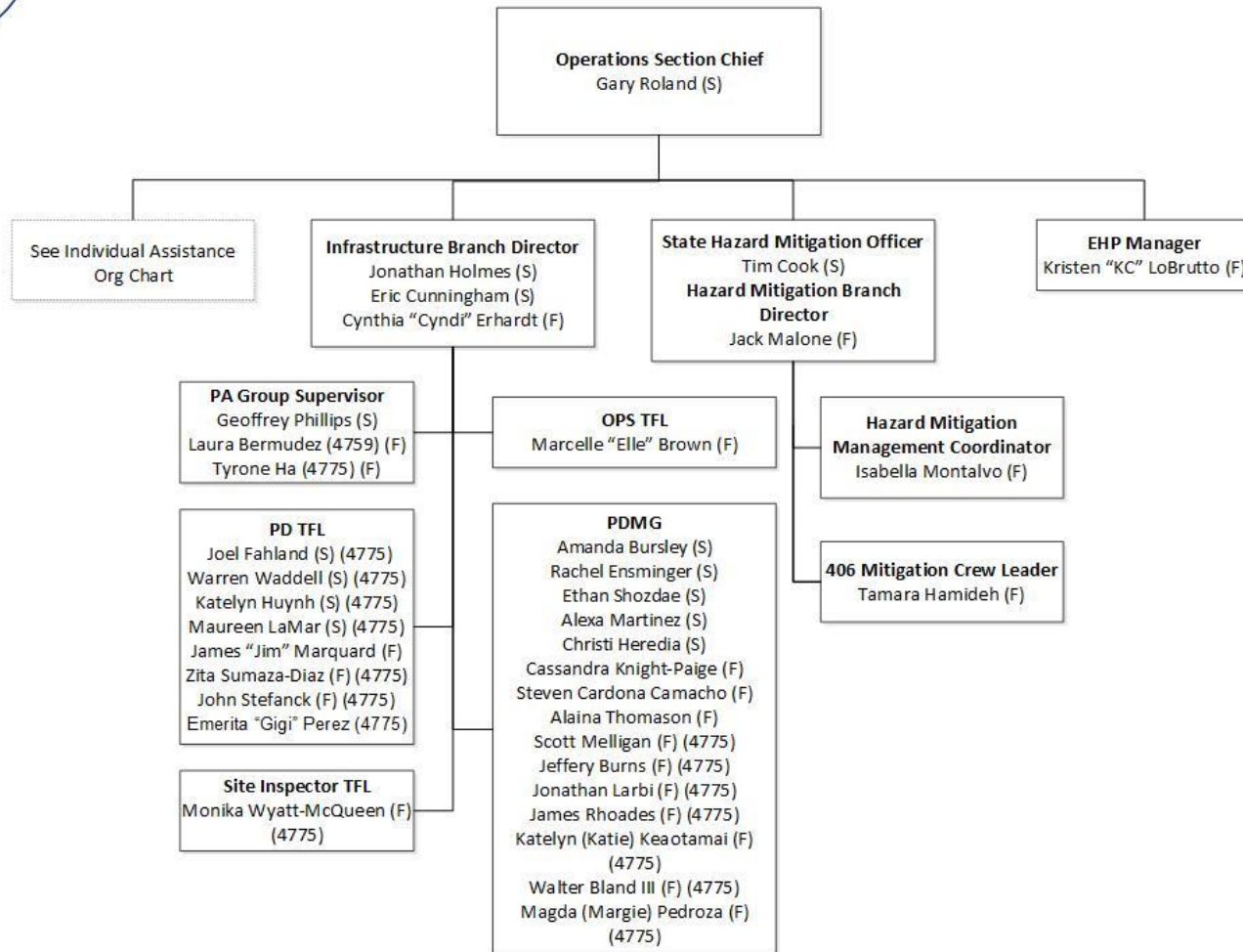
5. Reviewed By: Tara Moore, PSC

# Operations Organizational Chart

1. Incident Name  
FEMA-4759/4775-DR-WA

2. Date Prepared  
6/21/2024

3. Operational Period: Time & Date  
6/26/2024 - 7/3/2024



ICS-207

4. Prepared By: Ross Rytting, PLSL

5. Reviewed By: Tara Moore, PSC

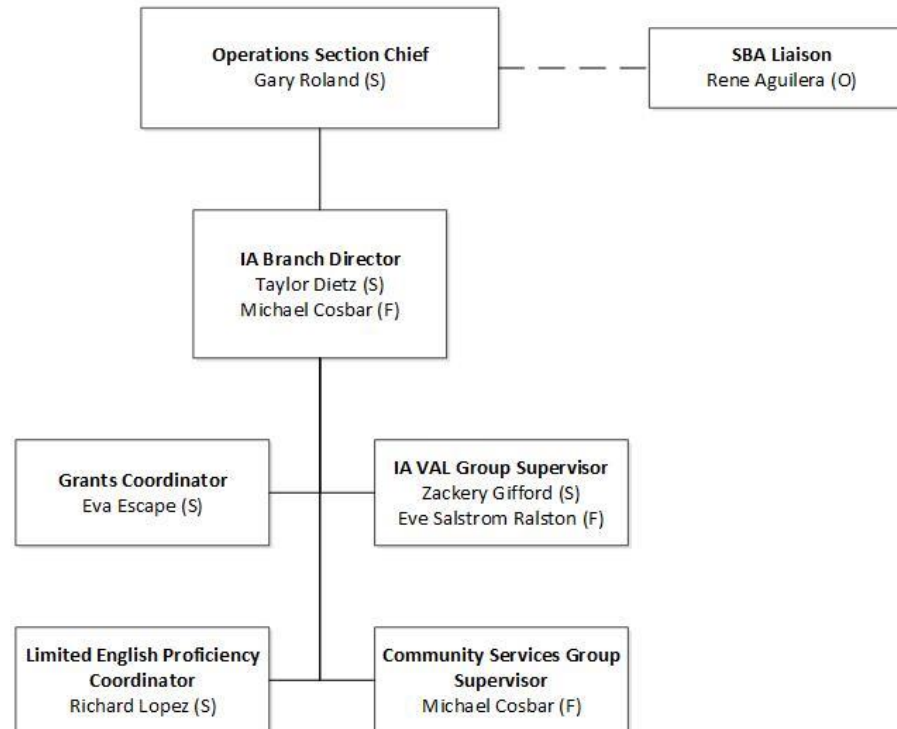


# Individual Assistance Organizational Chart

1. Incident Name  
FEMA-4759/4775-DR-WA

2. Date Prepared  
6/21/2024

3. Operational Period: Time & Date  
6/26/2024 - 7/3/2024



ICS-207

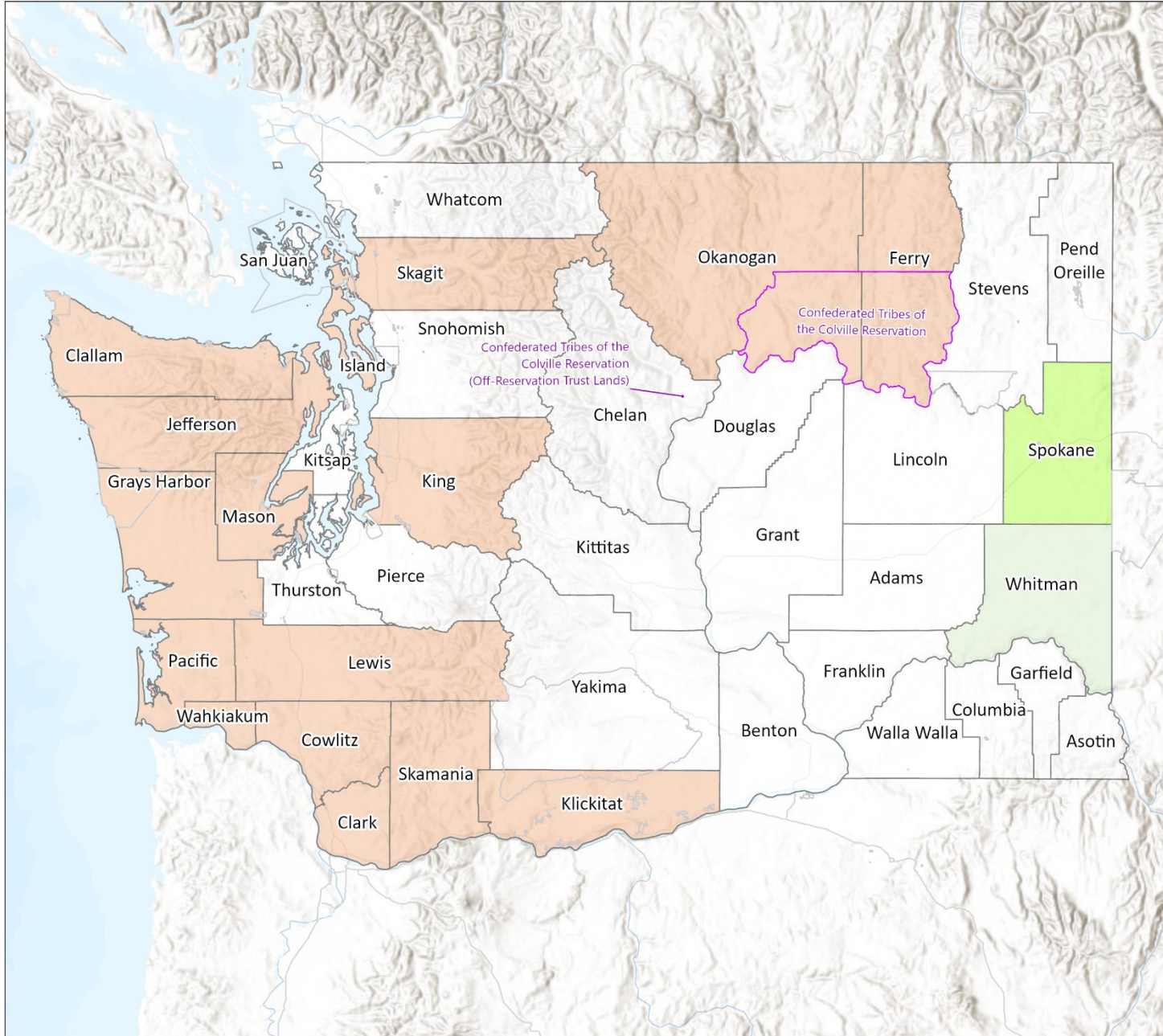
4. Prepared By: Ross Rytting, PLSL

5. Reviewed By: Tara Moore, PSC



# State of Washington Major Disaster Declarations

FEMA-4759-DR & FEMA-4775-DR



**Data Layer / Map Description:**  
The types of assistance that have been designated for selected areas in the State of Washington.

All areas in the State of Washington are eligible for assistance under the Hazard Mitigation Grant Program.

**4759 Incident Period:** August 18-25, 2023  
**4775 Incident Period:** January 5-29, 2024

### Tribal Designated Area (4775)

- Public Assistance (All Categories)
- Not Designated

### Designated Counties

- 4759 IA & PA
- 4759 PA-Only
- 4775 PA-Only
- Not Designated



Created: Monday, May 6, 2024  
Source: FEMA  
Response GIS | FEMA RX RRCC





<b>FEMA ICS FORM 206 MEDICAL PLAN - JFO</b>		<b>1. FEMA Disaster Number</b> DR-4759/4775-WA		<b>2. Description:</b> Medical Facility Locations		
<b>3. Operational Period:</b> 0700 PT 06/26/2024 - 0700 PT 07/03/2024						
<b>4. Medical Aid Stations</b>						
<b>Name</b>	<b>Division</b>	<b>Locations</b>	<b>Phys</b>	<b>Para</b>		
Concentra Urgent Care 360-455-1350	JFO	3928 Pacific Ave SE, Lacey, WA 98503	Yes	No		
Providence Lacey Immediate Care 360-493-4710	JFO	4800 College Street SE, Lacey, WA 98503	Yes	No		
Olympia VA Medical Clinic 253-583-2621	JFO	500 Lilly Rd NE Suites 201 and 202, Olympia, WA 98506	Yes	No		
<b>5. Ambulance Services</b>						
<b>Name</b>	<b>Division</b>	<b>Address</b>	<b>Phone</b>	<b>Air or Ground</b>	<b>Level of Service</b>	
AMR Thurston County	JFO	1210 Eastside St SE, Olympia, WA 98501	911	Ground	ALS	
Olympic Ambulance	JFO	1205 Ruddell Rd SE, Lacey, WA 9850	911	Ground	ALS	
<b>6. Hospitals</b>						
<b>Name</b>	<b>Division</b>	<b>Address</b>	<b>Phone</b>	<b>Helipad</b>	<b>Trauma Center</b>	<b>Burn Center</b>
Providence St. Peter Hospital	JFO	413 Lilly Rd NE, Olympia, WA 98506	360-491-9480	Yes	Yes Level 3	No
MultiCare Capital	JFO	3900 Capital Mall Dr SW, Olympia, WA 98502	360-754-5858	Yes	Yes Level 3	No
Madigan Army Medical Center	JFO	9040A Jackson Ave, Joint Base Lewis- McChord, WA 98431	253-968-1110	Yes	Yes Level 3	No
<b>7. Medical Emergency Procedures</b>						
<p>A. Report medical emergencies by calling 911.</p> <p>B. Notify your supervisor of EMS summoning and the location of the ill or injured person.</p> <p>C. After assessing the scene is safe, you may provide needed medical services to the victim within the scope of your training.</p> <p>D. Do not transport a sick or injured employee in your vehicle. Call 911.</p> <p>E. Do not move a victim with suspected spinal injury unless it is from a life-threatening environment.</p> <p>F. If the emergency involves bodily fluids, do not contact the fluids without proper personal protection.</p> <p>G. Notify leadership of any incident requiring transportation of staff.</p>						
<b>8. Prepared By:</b> Timothy McCord, SOFR <b>Date &amp; Time:</b> 1300 PT 6/25/2024			<b>9. Reviewed By:</b> Tara Moore PSC <b>Date &amp; Time:</b> 1330 PT 6/25/2024			

FEMA ICS FORM 206 MEDICAL PLAN Spokane Branch Office		1. FEMA Disaster Number DR-4759/4775-WA		2. Description: Medical Facility Locations		
3. Operational Period: 0700 PT 06/26/2024 - 0700 PT 07/03/2024						
<b>4. Medical Aid Stations</b>						
Name	Division	Locations	Phys	Para		
Providence Urgent Care	Spokane	421 S. Division Street, Spokane, WA 99202	Yes	No		
Multicare Rockwood Urgent Care - Downtown	Spokane	400 E. 5th Avenue, Suite 1, Spokane, WA 99202	Yes	No		
<b>5. Ambulance Services</b>						
Name	Division	Address	Phone	Air or Ground	Level of Service	
City of Spokane Fire Department	Spokane	44 W Riverside Ave, Spokane WA	509-625-7000	Ground	ALS	
<b>6. Hospitals</b>						
Name	Division	Address	Phone	Helipad	Trauma Center	Burn Center
Providence Sacred Heart Medical Center	Spokane	101 W 8th Ave., Spokane, WA 99208 <b>USNG:11T MN 69118 77275</b>	509-474-3131	Yes	Yes	Yes
Mann-Grandstaff VA Medical Center	Spokane	4815 N Assembly St, Spokane, WA 99205 <b>USNG:11T MN 64203 83373</b>	509-434-7000	No	No	No
Multicare Deaconess Hospital	Spokane	800 W. 5th Avenue, Spokane, WA 99202 <b>USNG:11T MN 68192 77672</b>	509-603-5800	No	No	No
<b>7. Medical Emergency Procedures</b>						
<p>H. Report medical emergencies by calling 911.</p> <p>I. Notify your supervisor of EMS summoning and the location of the ill or injured person.</p> <p>J. After assessing the scene is safe, you may provide needed medical services to the victim within the scope of your training.</p> <p>K. Do not transport a sick or injured employee in your vehicle. Call 911.</p> <p>L. Do not move a victim with suspected spinal injury unless it is from a life-threatening environment.</p> <p>M. If the emergency involves bodily fluids, do not contact the fluids without proper personal protection.</p> <p>N. Notify leadership of any incident requiring transportation of staff.</p>						
8. Prepared By: Timothy McCord, SOFR Date & Time: 1300 PT 6/25/2024			9. Reviewed By: Tara Moore PSC Date & Time: 1330 PT 6/25/2024			

FEMA ICS FORM 206 MEDICAL PLAN Vancouver Branch Office		1. FEMA Disaster Number DR-4759/4775-WA		2. Description: Medical Facility Locations		
<b>3. Operational Period:</b> 0700 PT 06/26/2024 - 0700 PT 07/03/2024						
<b>4. Medical Aid Stations</b>						
Name	Division	Locations	Phys	Para		
Urgent Care 87 <sup>th</sup> Avenue	Vancouver Clinic	700 NE 87th Ave, Suite 110 Vancouver, WA 98664	Yes	No		
Legacy – GoHealth Urgent Care	Vancouver Cascade Park Plaza	305 SE Chkalov Dr., Suite 170 Vancouver, WA 98683	Yes	No		
<b>5. Ambulance Services</b>						
Name	Division	Address	Phone	Air or Ground	Level of Service	
American Medical Response	Clark County	409 NE 76 <sup>th</sup> St Vancouver, WA 98665	911	Ground	ALS/BLS	
<b>6. Hospitals</b>						
Name	Division	Address	Phone	Helipad	Trauma Center	Burn Center
PeaceHealth Southwest Medical Center	Southwest, WA	400 NE Mother Joseph Place Vancouver, WA 98664	360-514-2000	Yes	Level 2	No
Legacy Salmon Creek Medical Center	Southwest, WA	2211 NE 139th St. Vancouver, WA 98686	360-487-1000	Yes	No	No
Vancouver VA Medical Center	Southwest, WA	1601 E 4th Plain Blvd Vancouver, WA 98661	360-759-1901	No	No	No
<b>7. Medical Emergency Procedures</b>						
<p>O. Report medical emergencies by calling 911.</p> <p>P. Notify your supervisor of EMS summoning and the location of the ill or injured person.</p> <p>Q. After assessing the scene is safe, you may provide needed medical services to the victim within the scope of your training.</p> <p>R. Do not transport a sick or injured employee in your vehicle. Call 911.</p> <p>S. Do not move a victim with suspected spinal injury unless it is from a life-threatening environment.</p> <p>T. If the emergency involves bodily fluids, do not contact the fluids without proper personal protection.</p> <p>U. Notify leadership of any incident requiring transportation of staff.</p>						
<b>8. Prepared By:</b> Timothy McCord, SOFR <b>Date &amp; Time:</b> 1300 PT 6/25/2024			<b>9. Reviewed By:</b> Tara Moore PSC <b>Date &amp; Time:</b> 1330 PT 6/27/2024			

<b>FEMA ICS FORM 230 INTERNAL DAILY MEETING SCHEDULE</b>		<b>1. FEMA Disaster Number</b> DR-4759/4775-WA	<b>2. Date/Time Prepared:</b> 1100 PT 6/27/2024
<b>3. Operational Period (Date/Time):</b> 0700 PT 06/26/2024 - 0700 PT 07/03/2024			
<b>Time / Time Zone</b>	<b>Meeting Name</b>	<b>Purpose / Attendees</b>	<b>Meeting Location</b>
<b>Wednesday</b>			
<b>Thursday</b>			
<b>Friday</b>			
<b>Saturday</b>			
<b>Sunday</b>			
<b>Monday</b>			
<b>Tuesday</b>			
0900 PST	PA Leadership Call	To discuss DR-4759 & DR-4775 PA operations with Command and General Staff personnel and provide updates as needed. Command and General Staff, designated and invited guests.	JFO Situation Room / Branch Office Situation Room / MS Teams
1000 PT	Combined Command & General Staff Meeting	To discuss Combined DR operations with Command and General Staff personnel and provide updates as needed. Command and General Staff, designated and invited guests.	JFO Situation Room / Branch Office Situation Room / MS Teams
<b>8. Prepared By:</b> Ross Rytting PLSL <b>Date &amp; Time:</b> 1300 PT 6/25/2024		<b>9. Reviewed by:</b> Tara Moore PSC <b>Date &amp; Time:</b> 1330 PT 6/25/2024	

GENERAL MESSAGE (FEMA ICS FORM 213)

TO: All Hands

FROM: Ross Rytting

POSITION: PLSL

SUBJECT: DR-4759-WA Critical Information Requirements

DATE/TIME: 1200 PT 6/27/2024

MESSAGE:

**FEMA-4759-DR-WA  
Critical Information Requirements**

Injury, hospitalization or death of FEMA or partner responder\*

Threats against disaster facilities and/or personnel\*

Evacuations of incident facilities & work sites (Such as Branch Office or JFO)

Closure of major transportation routes

Negative interaction of any employee and community members

Local media reports or congressional interest which may reflect negatively on recovery efforts

Any information concerning media, VIP, or elected officials visiting incident facilities or other operational areas

When any incident with potential to impact any involved agencies occurs that may require Senior Leadership awareness

Missed Accountability

Significant damage / accident including rental cars

*\*Notify the SCO/FCO 24/7 (Safety/Security Manager as appropriate)*

**WA EMD staff should notify their direct supervisor and/or the SCO/DSCO as appropriate.**

**FEMA staff should notify the Planning Section as well via email: [FEMA-R10-DR4759-WA-Planning@fema.dhs.gov](mailto:FEMA-R10-DR4759-WA-Planning@fema.dhs.gov)**

**Names should be omitted from reports involving medical incidents or other sensitive situations and can be shared to only those with a valid need-to-know (such as the Safety Officer or SCO/FCO).**

**8. Prepared By:** Ross Rytting PLSL  
**Date & Time:** 1300 PT 6/25/2024

**9. Reviewed by:** Tara Moore PSC  
**Date & Time:** 1330 PT 6/25/2024



**GENERAL MESSAGE (FEMA ICS FORM 213)**

**TO:** All Hands

**POSITION:** All Staff

**FROM:** Ken Reis

**POSITION:** Security Officer

**SUBJECT:** JFO / Spokane & Vancouver Branch Office Security Information

**DATE/TIME:** 1200 PT 6/18/2024

**MESSAGE:**

- Do not leave FEMA equipment in the JFO or Spokane / Vancouver Branch Office after hours.
- Remove PIV card from laptop when not present with laptop.
- Only use main entrance when entering and leaving the JFO or Spokane / Vancouver Branch office, should there be a fire and/or active shooter event utilize all ingress/egress points.
- When not in the JFO or Spokane / Vancouver Branch Office and walking around the area, do not display PIV and/or minimize wearing FEMA related items.
- Be aware of who is around when discussing FEMA business.
- When walking beyond the JFO or Spokane / Vancouver Branch Office grounds, be aware of your surroundings, as the homeless population is prevalent.
- Lock vehicles and keep valuable items out of view. Secure in trunk if possible.

**8. Prepared By:** Ken Reis, SECM  
**Date & Time:** 1300 PT 6/25/2024

**9. Reviewed by:** Tara Moore PSC  
**Date & Time:** 1330 PT 6/25/2024

GENERAL MESSAGE (FEMA ICS FORM 213)

TO: ALL HANDS DR-4759/4775-WA

POSITION: All Staff

FROM: Timothy McCord

POSITION: Safety Officer

SUBJECT: Employee Safety Engagement

DATE/TIME: 1555 PT 6/18/2024

MESSAGE:

What is Employee Safety Engagement?

Employee Safety Engagement is the process by which organizations involve their employees in the ongoing efforts to create a safe and healthy work environment. It goes beyond simply complying with regulations and standards and involves creating a culture of safety that is ingrained into the company's operations.

Why is Employee Engagement Important?

Employee engagement is important for the following reasons:

- **Increased Productivity:** Engaged employees are more motivated and productive than those who are disengaged. When employees are engaged, they are more likely to put forth their best effort on a consistent basis, resulting in increased productivity and better outcomes.
- **Better Retention:** Engaged employees are also more likely to stay with their employer over the long term. This can save organizations a great deal of money in hiring and training costs and help maintain a stable workforce.
- **Improved Customer Satisfaction:** Engaged employees are more likely to provide high-quality service to customers, resulting in increased satisfaction and loyalty.
- **Increased Innovation:** Engaged employees are more likely to contribute innovative ideas and take risks that lead to breakthrough solutions.
- **Lower Turnover and Absence:** When employees are engaged, they are less likely to miss work or leave their jobs, resulting in lower absences and turnover.

When employees are actively engaged in safety, they are more likely to recognize and respond to potential dangers in the workplace, and to take steps to protect themselves and their colleagues. This can lead to fewer accidents, injuries, and near misses, and ultimately to a more productive and successful organization.

8. Prepared By: Ross Rytting PLSL  
Date & Time: 1300 PT 6/25/2024

9. Reviewed by: Tara Moore PSC  
Date & Time: 1330 PT 6/25/2024



# FEMA-4759-DR-WA

Wildfires  
Strategic Timeline  
**June 2024**



Incident Period  
August 18, 2023 – August 25, 2023

Spokane  
Branch Office  
relocation to  
Thomas S.  
Foley  
Courthouse

S	SU	M	T	W	TH	F	S	SU	M	T	W	TH	F	S	SU	M	T	W	TH	F	S	SU	M	T	W	TH	F	S	SU
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30

100%  
Completion of  
RSMs

FMAG  
5499-FM-  
WA  
Approved for  
Slide Ranch  
Fire

Updated as of  
06/25/2024

STATE	JOINT	FEMA	IA	PA	HM	EHP	EA	PLANS	LOG	F&A	OFA	OPS	SBA	DSA	IRC	Projected
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# FEMA-4759-DR-WA

Wildfires  
Strategic Timeline  
**July 2024**



Incident Period  
August 18, 2023 – August 25, 2023

100% Expected  
Completion of  
Site Inspections

M	T	W	TH	F	S	SU	M	T	W	TH	F	S	SU	M	T	W	TH	F	S	SU	M	T	W							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Updated as of  
06/25/2024

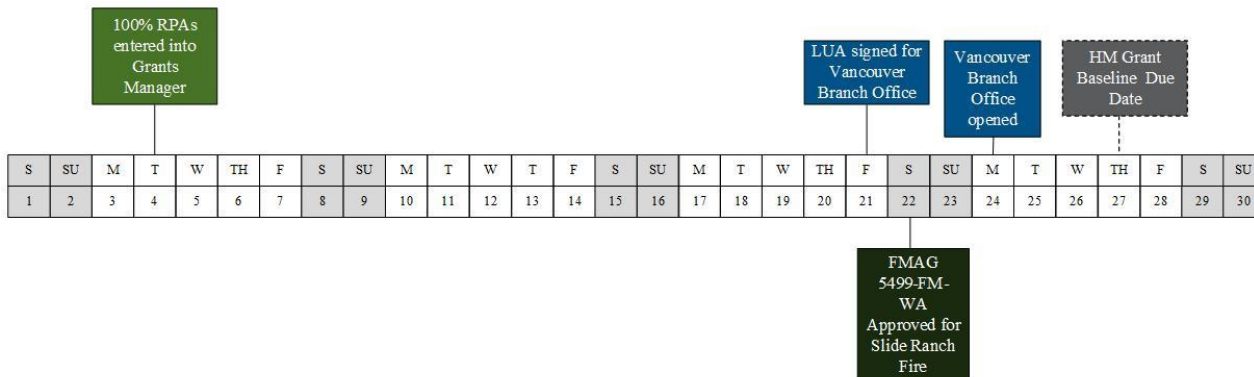
STATE	JOINT	FEMA	IA	PA	HM	EHP	EA	PLANS	LOG	F&A	OFA	OPS	SBA	DSA	IRC	Projected
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**FEMA-4775-DR-WA**  
 Severe Winter Storms, Straight-line Winds,  
 Flooding, Landslides, and Mudslides  
 Strategic Timeline  
**June 2024**



Incident Period  
 January 5, 2024 – January 29, 2024



Updated as of  
 06/25/2024

STATE	JOINT	FEMA	IA	PA	HM	EHP	EA	PLANS	LOG	F&A	OFA	OPS	SBA	DSA	IRC	Projected
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**FEMA-4775-DR-WA**  
 Severe Winter Storms, Straight-line Winds,  
 Flooding, Landslides, and Mudslides  
 Strategic Timeline  
**July 2024**



Incident Period  
 January 5, 2024 – January 29, 2024

M	T	W	TH	F	S	SU	M	T	W	TH	F	S	SU	M	T	W	TH	F	S	SU	M	T	W							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Updated as of  
 06/25/2024

STATE	JOINT	FEMA	IA	PA	HM	EHP	EA	PLANS	LOG	F&A	OFA	OPS	SBA	DSA	IRC	Projected
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