



## King County

### **Dow Constantine**

King County Executive

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June 28, 2024

The Honorable Dave Upthegrove  
Chair, King County Council  
Room 1200  
C O U R T H O U S E

Dear Councilmember Upthegrove:

This letter transmits the Regional Operational Plan for Extreme Weather Centers and Disaster Sheltering, in response to Motion 16183, along with the operational plans developed in support of the motion.

The report describes the current operational plans used by King County and how they were developed, along with other information requested by the Motion. The plans have a special focus on the most vulnerable King County residents, and include concepts gathered from the community on wants and needs, facility information, and best practices for heat, cold, and smoke. The King County Office of Emergency Management (KCOEM) has a primary role in coordinating departments and agencies with direct responsibilities for emergency preparedness and operations for extreme weather events.

In 2021, KCOEM created incident specific playbooks focused on identifying expected actions, roles, and responsibilities for KCOEM, county agencies, and critical response partners. These playbooks focus on heat, cold, and smoke, outlining response operations, levels of coordination, and potential impacts on the community. Building off these playbooks, KCOEM developed a sheltering guide, which provides a process and documents the necessary actions needed to open and operate a disaster shelter during extreme weather and emergencies. The guide uses existing best practices documented by the Federal Emergency Management Agency (FEMA) and American Red Cross (ARC). The aim of both the playbooks and the sheltering guide is to provide a strong set of actions and priorities to protect the people of King County during hazardous weather events; collectively, the playbooks and guide constitute the operational plan for extreme weather centers and disaster sheltering. Ultimately, these documents are housed under the County's Comprehensive Emergency Management Plan (CEMP), and the actions specified in the plans are part of the interagency coordination

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program overseen by KCOEM.

Within the report are findings for future consideration, including providing transportation and other wrap-around services to cooling/warming/cleaner air centers and shelters, extending hours of extreme weather centers, and providing resource support for surge staffing, options for pets, additional funding sources to update existing community spaces, and training for employees and community organizations. These findings aim to assist community members by strengthening trusted spaces and providing additional needed services.

Thank you for your consideration of this report. If your staff have questions, please contact Brendan McCluskey, Director, Office of Emergency Management, at 206-205-4060.

Sincerely,



for

Dow Constantine

King County Executive

Enclosure

cc: King County Councilmembers

ATTN: Stephanie Cirkovich, Chief of Staff

Melani Hay, Clerk of the Council

Karan Gill, Chief of Staff, Office of the Executive

Penny Lipsou, Council Relations Director, Office of the Executive

Lorraine Patterson-Harris, Director, Department of Executive Services

Brendan McCluskey, Director, Office of Emergency Management