WebEOC on the Move

Implementation Plan &
Orientation Basics
WebEOC What is it?

- WebEOC is designed to make crisis information universally available to authorized users everywhere.
  - Customized based on Local Requirements
  - Affording Agencies to link to Different Systems
WebEOC Vision

- Through leadership from EMD, establish statewide use of WebEOC
  - State Agencies
  - Counties
  - Cities
  - Federal
  - Tribal level
  - Higher Education
  - Hospitals / Health Care
WebEOC Mission

• Continuous improvement of WA State response and recovery capabilities by
• Facilitate coordination of
  • Decision-making
  • Planning
  • Training
  • Coordination of Request for Assistance
WebEOC and WebFusion

• Develop and promote statewide infrastructures by linking:
  • State Agencies
  • Counties
  • Cities
  • Federal
  • Tribal level
  • Higher Education
  • Hospitals / Health Care
  • Public Sector EM

• Offer no cost hosting
Action

- WebEOC User Advisory Board
  - Share information
- NW Region WebEOC Users Group
  - Educational purpose
- Leverage Relationships with Experience Liaisons
  - From around the world
Why WebEOC

- Incidents and Special Events
  - Eastern WA Fires (15 Wildfires)
  - Ferry County and Colville Tribe Wind Storm
  - The Winter Ice Storm
  - Evergreen Quake (2012)
  - Elwha River Restoration
  - People of the Water event (Canoe Journey)
  - Police & Fire / 2010 Olympics
  - Howard Hanson Dam
State Wide Projects

- RFA & Mission Tracker
- WISE / Virtual USA (is back)
- WSDOT Road Conditions & Closures
- National Shelter Status Integration
- Staffing Board with Views
  - Org Chart
  - Seating Chart
- Automated Situation Report
County Participation

- Most Counties are using WebEOC as of today.
- FEMA is rolling WebEOC / WebFusion Nationally
WA State WebEOC Subscribers page 1

- Counties
  - Adams
  - Benton
  - Chelan
  - Clallam
  - Columbia
  - Douglas
  - Ferry
  - Franklin
  - Grant
  - Grays Harbor
  - Island
  - Jefferson
  - King
  - Kitsap
  - Kittitas
  - Klickitat
  - Lincoln
  - Mason
  - Okanogan
  - Pacific
  - San Juan
  - Skagit
  - Snohomish

- Cities
  - Anacortes
  - Bellevue
  - Bellingham
  - Federal Way
  - Gig Harbor
  - Kent
  - Lacey
  - Renton
  - Richland
  - SeaTac
  - Seattle
  - Seattle Police
  - Tacoma
  - Tumwater
  - Tuwkila
  - Vashon Island
  - Wenatchee
  - UMCD
  - US Environmental Protection
  - Kennewick Police
  - Richland County
  - Police

- Agencies
  - AFO
  - DES
  - DFW
  - DOC
  - DOE
  - DOR
  - DSHS
  - ECY
  - EMD
  - GA
  - HLS
  - L&I
  - OFM
  - PRC
  - RACES
  - WSDA
  - WSDOH
  - WSDOT
  - WSP
  - UTC

WA State Agencies 50 (SEOC)
<table>
<thead>
<tr>
<th>WA State WebEOC Subscribers page 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tribal</strong></td>
</tr>
<tr>
<td>- Chehalis</td>
</tr>
<tr>
<td>- Quinault</td>
</tr>
<tr>
<td>- Squaxin Island</td>
</tr>
<tr>
<td>- Yakama</td>
</tr>
<tr>
<td>- Port Gamble S’kellen</td>
</tr>
<tr>
<td>- Colville Nation</td>
</tr>
<tr>
<td>- Cowlitz</td>
</tr>
<tr>
<td>- Makah Tribe</td>
</tr>
<tr>
<td>- Nisqually</td>
</tr>
<tr>
<td>- Shoalwater Bay Tribe</td>
</tr>
<tr>
<td>- Skokomish Tribe</td>
</tr>
<tr>
<td>- Snoqualmie Tribe</td>
</tr>
<tr>
<td><strong>Public Sector</strong></td>
</tr>
<tr>
<td>- Grant County PUD</td>
</tr>
<tr>
<td>- CTUIR</td>
</tr>
<tr>
<td>- Energy NW</td>
</tr>
<tr>
<td>- Sprint</td>
</tr>
<tr>
<td>- Red Cross</td>
</tr>
<tr>
<td><strong>Federal</strong></td>
</tr>
<tr>
<td>- FBI</td>
</tr>
<tr>
<td>- FEMA Region X</td>
</tr>
<tr>
<td>- JOC</td>
</tr>
<tr>
<td>- Navy</td>
</tr>
<tr>
<td>- Navy Hospital</td>
</tr>
<tr>
<td>- Civil Air Patrol</td>
</tr>
<tr>
<td><strong>State Assets</strong></td>
</tr>
<tr>
<td>- Air Guard</td>
</tr>
<tr>
<td>- National Guard</td>
</tr>
<tr>
<td>- State Guard</td>
</tr>
<tr>
<td><strong>Higher Education</strong></td>
</tr>
<tr>
<td>- Evergreen</td>
</tr>
<tr>
<td>- UW</td>
</tr>
<tr>
<td>- UWIT</td>
</tr>
<tr>
<td>- WCC</td>
</tr>
<tr>
<td>- WSU</td>
</tr>
<tr>
<td>- BTC</td>
</tr>
<tr>
<td>- WWU</td>
</tr>
<tr>
<td>- RTC</td>
</tr>
<tr>
<td><strong>Hospitals / Health Care</strong></td>
</tr>
<tr>
<td>- Region 8 PHEPR</td>
</tr>
<tr>
<td>- Kadlec Regional Medical Center</td>
</tr>
<tr>
<td>- Kennewick General Hospital</td>
</tr>
<tr>
<td>- Lourdes Medical Center</td>
</tr>
<tr>
<td>- PMH Medical Center</td>
</tr>
<tr>
<td>- Tri-Cities Community Health</td>
</tr>
<tr>
<td>- Columbia Basin Health Association</td>
</tr>
<tr>
<td>- Benton/Franklin Health</td>
</tr>
<tr>
<td>- Klickitat County Health</td>
</tr>
<tr>
<td>- Prosser Hospital</td>
</tr>
<tr>
<td>- Skyline Hospital</td>
</tr>
<tr>
<td>- WDH Office of Radiation</td>
</tr>
<tr>
<td>- Providence St. Mary Medical</td>
</tr>
<tr>
<td>- Walla Walla General Hospital</td>
</tr>
<tr>
<td>- Walla Walla Health District</td>
</tr>
<tr>
<td>- Yakima Regional Medical Center</td>
</tr>
<tr>
<td><strong>Organizations</strong></td>
</tr>
<tr>
<td>- R3 E911</td>
</tr>
<tr>
<td>- RCPGP</td>
</tr>
<tr>
<td>- RACES</td>
</tr>
<tr>
<td>- Region 9</td>
</tr>
<tr>
<td>- PNEMA</td>
</tr>
<tr>
<td>- Thurston Co CART</td>
</tr>
<tr>
<td><strong>Other States / Providences</strong></td>
</tr>
<tr>
<td>- Oregon</td>
</tr>
<tr>
<td>- Alaska</td>
</tr>
<tr>
<td>- Canada</td>
</tr>
<tr>
<td>- Hawaii</td>
</tr>
</tbody>
</table>
WebEOC Licenses

- WebEOC Licensees
  - American Airlines
  - Benton County
  - Boeing
  - City of Everett
  - City of Seattle
  - City of SeaTac
  - Clark County
  - Delta Airlines
  - DHS/ICE
  - DHS Center for Domestic Preparedness
  - DOE Richland
  - Fort Lewis
  - Port of Seattle
  - South King County
  - Pierce County
  - Tacoma Fire Department
  - Thurston County
  - TSA
  - Umatilla Nation
  - USCG District 13

- Institutions
  - Yakama Nation
  - Yakima OEM
  - FEMA Nation Wide
  - Oregon State
  - City of Portland

2/25/2014
WebEOC Licenses and Hosting

- Hosted by Pierce County
  - AMC
  - APM Terminals
  - Associated Ministries
  - Boeing
  - Central Pierce Fire
  - Dupont, City of
  - Puyallup, City of
  - Steilacoom, City of
  - Buckley, City of
  - Fife, City of
  - Fircrest, City of
  - Gig Harbor, City of
  - Lakewood, City of
  - Tacoma, City of
  - Pierce County
  - DSHS
  - East Pierce Fire
  - Eatonville, City of
  - EMD
  - FHS Health
  - Lakewood Fire
  - Lakewood Water District
  - LESA Net McChord AF
  - Multicare
  - ovfr.org
  - Penlight
  - Pierce Fire 13
  - Pierce Transit
  - Port of Tacoma
  - Puyallup Tribal Police
  - Puyallup Tribe
  - Rainier Redcross
  - Steilacoom K12
  - Tacoma K12
  - Ruston, Town of
  - TPCHD
  - US Army Mil
  - USACE
  - USGS
  - UWPC
  - WSDOT

- Hosted by S King County
  - City of Federal Way
  - Federal Way Police Department
  - Federal Way schools
  - Lakehaven Utility District (Federal Way’s local water and sewer district)

- Hosted by Clark County
  - Clark County
  - Cowlitz County
  - Skamania
  - Wahkiakum

2/25/2014
Logging into WebEOC

The direct URL is: https://fortress.wa.gov/mil/webeoc7/eoc7/

Another path is www.emd.wa.gov
7.4 Changes / Improvements

- Attach documents
- Auto name / position stamp & date/time stamps
- Select Position from dropdown list
- Click to see or click to not see
- Request for Assistance & Mission Tracker
- Improved Staffing & Seating Chart Board
- Fully Automated Situation Report, Mobile devise friendly.
Login with your username account and password: Training with a capital T

If you select a Jurisdiction you will only see a few incidents in the drop down
Screen: 2

WebEOC 7.5 Login

Position: WA-EOC-Training
Incident: Training (Do Not Delete 2012)

Select Position
Choose an incident

OK Cancel
Screen: 3

Additional Login Information

Name: Bosco_Debo (MIL) Required field
Location:
Phone Number:
Email:
Comments:

OK Cancel

Fill in Name: Last_Name (MIL) e.g., EMD, BCEM, Only required field
WebEOC Control Panel Overview

WebEOC 7.5

**Boards**
- Chat Board
- ISNAP Board
- Weblinks Board

**Specialty Boards**
- 01 WA-EOC Significant Events
- 02 WA-EOC Situation Report
- 03 WA-EOC Action Plan
- 04 WA-EOC RFA and Mission Tracker
- 05 WA-EOC Staffing and Seating Charts
- 07 WA-EOC News Release
- 08 WA-EOC After Action Review
- 08 WA-EOC Contacts
- 10 WA-EOC Activations Dependant
- 12 WA-EOC Shelter Status Dependent
- 14 WA-EOC Facility Notification Forms

**Menus**
- 01 City Menu »
- 02 County Menus - Washington »
- 03 County Menus - Oregon »
- 04 State Agency Menus - Washington »
- 05 Federal / Tribal Menus »
- 06 Universities - Colleges Private Industries - »
- 07 Weather Reports & Websites »

**Tools**
- Chat
- Messages
- Links

**Links**
WebEOC Control Panel Overview

Username

Position

Log Off

Incident

WebEOC 7.5

WA-EOC-Training as WA-EOC-Training
Training (Do Not Delete 2012)

Boards
Chat Board
ISNAP Board
Weblinks Board

Boards WA-State
01 WA-EOC Significant Events
02 WA-EOC Situation Report
03 WA-EOC Action Plan
04 WA-EOC RFA and Mission Tracker
05 WA-EOC Staffing and Seating Charts
07 WA-EOC News Release
08 WA-EOC After Action Review
08 WA-EOC Contacts
Each section may be collapsed or expanded by clicking the section’s heading.
1. Two methods to open the input to make an entry

- Select Input View
- Close Input View
2. Display View

### WA-EOC Staffing and Seating Charts

<table>
<thead>
<tr>
<th>Duty Status</th>
<th>Shift</th>
<th>Last Name</th>
<th>First Name</th>
<th>Agency</th>
<th>Position</th>
<th>Phone/Email</th>
<th>Location</th>
<th>Contact Details</th>
<th>Change Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>On Duty</td>
<td>Day Shift</td>
<td>Compton</td>
<td>Jaye</td>
<td>Emergency Management Division_EMD</td>
<td>WA.EOC-Sup</td>
<td>253.912.4915 / <a href="mailto:eoc11@mil.wa.gov">eoc11@mil.wa.gov</a></td>
<td>In EOC</td>
<td>Contact Details</td>
<td>Check Out</td>
</tr>
<tr>
<td>Off Duty</td>
<td>Day Shift</td>
<td>Gamebo</td>
<td>Dalton</td>
<td>Emergency Management Division_EMD</td>
<td>WA.FIA.ABC</td>
<td>253.912.4921 / <a href="mailto:eoc15@mil.wa.gov">eoc15@mil.wa.gov</a></td>
<td></td>
<td>Contact Details</td>
<td>Check In</td>
</tr>
<tr>
<td>Off Duty</td>
<td>Day Shift</td>
<td>Holloran</td>
<td>Olivia</td>
<td>Emergency Management Division_EMD</td>
<td>WA.EOC-Sup</td>
<td>253.912.4915 / <a href="mailto:eoc16@mil.wa.gov">eoc16@mil.wa.gov</a></td>
<td></td>
<td>Contact Details</td>
<td>Check In</td>
</tr>
<tr>
<td>Off Duty</td>
<td>Day Shift</td>
<td>Ramos</td>
<td>Kristin</td>
<td>Emergency Management Division_EMD</td>
<td>WA.EOC-Sup</td>
<td>253.912.4916 / <a href="mailto:eoc32@mil.wa.gov">eoc32@mil.wa.gov</a></td>
<td></td>
<td>Contact Details</td>
<td>Check In</td>
</tr>
<tr>
<td></td>
<td>Day Shift</td>
<td>Tomala</td>
<td>Charles</td>
<td>Emergency Management Division_EMD</td>
<td>WA-LOG-ALS</td>
<td>253.912.4916 / <a href="mailto:EOC32@mil.wa.gov">EOC32@mil.wa.gov</a></td>
<td>In EOC</td>
<td>Contact Details</td>
<td>Check In</td>
</tr>
<tr>
<td>Off Duty</td>
<td>Day Shift</td>
<td>Utzinger</td>
<td>Chris</td>
<td>Emergency Management Division_EMD</td>
<td>WA.EOC-Sup</td>
<td>253.912.7833 / <a href="mailto:chris.utzinger@mil.wa.gov">chris.utzinger@mil.wa.gov</a></td>
<td></td>
<td>Contact Details</td>
<td>Check In</td>
</tr>
</tbody>
</table>
From the Display you can click on Add Record to make a new entry.
Objectives

• Familiarization with improved WebEOC board layout and products
• Review, attaching, and describing a document in section activity log, leads or section chief publish to Significant Events
• Understand how to get the Latitude / Longitude of the location being reported.
• Understand the importance of checking in and out of Staffing Board
Complete Activities for Basic WebEOC use

- Log into WebEOC using the Quick Reference Guide
- Review Control Panel
  - Boards
  - State Agency & County Menus
  - File Library
- Review 01 Significant Events
- Open 02 Situation Reports and read ICS 209 attachment
  - Attach a document
- Review 03 Action Plan and Learn Process
  - Publish New Plan
01 Significant Events Display

WA-EOC Significant Events
Incident: 09-2821 Howard Hanson Dam

<table>
<thead>
<tr>
<th>Record No.</th>
<th>Originator Name</th>
<th>Date/Time</th>
<th>Subject</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>207</td>
<td>Jon Holmes</td>
<td>06/28/2010 13:23:48</td>
<td>USACE briefing at King Co. RCECC</td>
<td>Sent by Chris Polt, Sr. Recovery Coordinator- At the request of King County OEM, the Recovery Section has</td>
</tr>
</tbody>
</table>

WA-EOC Significant Events
Incident: 09-2821 Howard Hanson Dam

<table>
<thead>
<tr>
<th>Record NO.</th>
<th>Date / Time</th>
<th>Name</th>
<th>Report From</th>
</tr>
</thead>
</table>

Subject: USACE briefing at King Co. RCECC July 1, 2010
Sent by Chris Polt, Sr. Recovery Coordinator- At the request of King County OEM, the Recovery Section has coordinated with Mammie Brouwer, USACE, to present the briefing that she gave on Tuesday, June 15th to the SAI’s via WebEX. The presentation will occur on 1 July at 1100 at the King County RCECC. It is anticipated that emergency managers from the participant cities will attend.

Click Full Info to see more detail
02 Situation Reports Display

Click on paperclip to open the situation report

<table>
<thead>
<tr>
<th>Record No.</th>
<th>Date/Time</th>
<th>Subject</th>
<th>Description</th>
<th>Situation Reports</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>09/30/2010 17:11:30</td>
<td>HHD SitRep#48</td>
<td>Attached is the approved HHD SitRep#48. SEOOs distributed the SitRep by email at 16:39...</td>
<td>HHD SitRep#48</td>
<td></td>
</tr>
<tr>
<td>99</td>
<td>09/16/2010 11:24:08</td>
<td>SitRep #47</td>
<td>Attached is the approved HHD SitRep#47. This has been posted to the Planning Section Activity Log, Significant Events Log.</td>
<td>SitRep47</td>
<td></td>
</tr>
</tbody>
</table>
### Sample 209

**Situation Report**

**General overview by operational period**

---

#### Table: Situation Report 17

<table>
<thead>
<tr>
<th>1. As of Date/Time</th>
<th>2. Initial Update</th>
<th>3. Incident Name</th>
<th>4. Incident Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/17/09 / 1200 PDT</td>
<td>Final</td>
<td>Howard Hanson Dam</td>
<td>09-2021</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Affected Jurisdictions</th>
<th>6. Type Incident</th>
<th>7. State EOC Activation Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>King County</td>
<td>Potential Flooding</td>
<td>Phase II</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8. General Situation:</th>
<th>As of 1200 on November 17, 2009, the reservoir level at Howard Hanson Dam was 1076.14 feet elevation, with Auburn Gage reporting at 1936 cubic feet per second.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>9. Current Priorities</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Support Life Safety Planning</td>
<td>Identify and Implement Potential Incident Preparedness Activities</td>
</tr>
<tr>
<td>• Identify and Protect Property from Potential Flood Damage</td>
<td>Expand Public Awareness of Potential Flooding</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12. Weather Forecast:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Today: Showers. High near 51. Southwest wind between 13 and 15 mph. Chance of precipitation is 80%.</td>
</tr>
<tr>
<td>Tonight: Occasional showers. Low around 39. Southwest wind between 10 and 16 mph. Chance of precipitation is 80%.</td>
</tr>
<tr>
<td>Wednesday: Rain likely. Cloudy, with a high near 49. South wind between 11 and 16 mph. Chance of precipitation is 70%.</td>
</tr>
<tr>
<td>Wednesday Night: Rain. Low around 41. South wind between 9 and 17 mph. Chance of precipitation is 90%.</td>
</tr>
<tr>
<td>Thursday: Rain. High near 51. Breezy, with a south southwest wind between 14 and 22 mph. Chance of precipitation is 90%.</td>
</tr>
<tr>
<td>Thursday Night: Rain. Low around 42. Chance of precipitation is 80%.</td>
</tr>
</tbody>
</table>

The National Weather Service Seattle reports this pattern is not a flood producer for the Green River. For a complete forecast see the NOAA NWS Web site: [http://forecast.weather.gov/MapClick.php?site=saw&textField1=47.2993&textField2=-122.211888&map=1](http://forecast.weather.gov/MapClick.php?site=saw&textField1=47.2993&textField2=-122.211888&map=1)

The Office of the Washington State Climatologist released the October 2009 statistics for the state. The newsletter, which includes information on Howard Hanson Dam, is at: [http://climate.washington.edu/](http://climate.washington.edu/)

<table>
<thead>
<tr>
<th>13. General Staff and ESF Key Issues and Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 2 – Telecommunications: The first Sub-Group working meeting was completed in King County. A Land Mobile Radio Sub-Working Group was established to provide an Integrated Federal, State and Local Radio Communications Plan. The FEMA MERs, EMU, RACES and MEO communications plans have been drafted and will be shared with all local governments at the Nov 18th communications planning workshop in King County. The Broadcast Sub-Working Group met on Nov 12th and assigned the KWKM Senior Engineer to work with EMU. KWKM (1210 Mhz) is the only radio station that may be affected by flooding. Station is exploring the cost to install first floor barriers.</td>
</tr>
<tr>
<td>ESF 5 – Emergency Management: State Emergency Operations Officers conducted a conference call with the National</td>
</tr>
</tbody>
</table>
03 Action Plan

Action Plans are done in the Planning Section by Reporting Period.
# 03 Action Plan

<table>
<thead>
<tr>
<th>ACTIVATION #:</th>
<th>Potential Major Flooding Incident 69-2821 Howard Hanson Dam</th>
</tr>
</thead>
<tbody>
<tr>
<td>For O-Period Dates:</td>
<td>Feb 9, 2010 to Feb 23, 2010</td>
</tr>
<tr>
<td>Start Time</td>
<td>10:00</td>
</tr>
<tr>
<td>End Time</td>
<td>19:00</td>
</tr>
</tbody>
</table>


**Lead for this Priority:** Planning Section Chief

- **Action:** Assess nature of estimated damage and produce estimate of areas / populations at risk.
  - Lead for this Action: Planning
  - Continuation: One-Time

- **Action:** Build and maintain comprehensive situational awareness.
  - Lead for this Action: Planning
  - Continuation: One-Time

- **Action:** Coordinate potential evacuation and transportation corridors (highway, rail, river, air, etc.).
  - Lead for this Action: ESF 1
  - Continuation: One-Time

## b. Priority: Identify and Implement Potential Incident Preparedness Activities

**Lead for this Priority:** Operations Section Chief

- **Action:** Track US Army Corps of Engineer (USACE) Howard Hanson Dam seepage mitigation actions, progress and reports, and King County and local levee repair activities.
  - Lead for this Action: Operations
  - Continuation: One-Time

- **Action:** Assist potentially affected local jurisdictions with subject matter expertise.
  - Lead for this Action: State Agencies
  - Continuation: One-Time

- **Action:** Identify potential resource needs and provide feedback to affected local jurisdictions.
  - Lead for this Action: Logistics
  - Continuation: One-Time

- **Action:** Develop and implement action plans for sub-cabinet workgroup activities: Sheltering and Long-Term Disaster Housing, Public Messaging, Logistics/Finance, Communications, Administration/Legal and Energy.
  - Lead for this Action: State Agencies
  - Continuation: One-Time

## c. Priority: Identify and Protect Property from Potential Flood Damage

**Lead for this Priority:** EOC Supervisor

- **Action:** Identify infrastructure at risk and develop appropriate protective measures.
  - Lead for this Action: State Agencies
  - Continuation: One-Time

- **Action:** Assist potentially affected local jurisdictions with appropriate protective measures planning and implementation actions when necessary.
  - Lead for this Action: State Agencies
  - Continuation: One-Time

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2/25/2014
04 Request for Assistance

City requests resources from their county. If the county goes beyond their means, the counties come to the state for resources.

Counties / Logistics can enter requests into the Mission Tracker or call the State Emergency Operations Officers or Logistics who will put the mission in the Request for Assistance board in WebEOC.
04 Request for Assistance

Logistics assures that all details are completed.
Operations looks out to state liaisons to assign the mission.

<table>
<thead>
<tr>
<th>Edit</th>
<th>County</th>
<th>City</th>
<th>Originating Agency</th>
<th>Originating Tracking Number</th>
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</table>
If the mission is not filled by state assets, Operations sends the request back to Logistics. Logistics uses pre-negotiated contractors to fulfill the request.
Complete Activities for Basic WebEOC use

• View 04 WA-EOC Mission Tracker and information
  • Change status of selected missions to “on scene” or “in transit”
  • Enter an “Action” note that resources have arrived or departed
  • Add a resource
## 04 Mission Tracker

### Mission Tracker Update Task

<table>
<thead>
<tr>
<th>Edit</th>
<th>County</th>
<th>City</th>
<th>Originating Agency</th>
<th>Originating Tracking Number</th>
<th>Subject</th>
<th>Priority</th>
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<tr>
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<td>RFI - Green River Valley Zip Codes</td>
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</table>

*Update Task*
04 Mission Tracker Update Task

Change Status
04 Mission Tracker Update Task

Mission Description:

Generate a request for federal technical assistance for planning for direct federal assistance and continuity of operations. The request provides the state and/or county may need in the event of a Green River flood event. The intent is to bring FEMA officially to the task with a gap analysis.

Local Availability:

City: [Local Resources Exhausted/Committed] [Mutual Aid Resources Exhausted/Committed] [Commercial Resources Exhausted/Committed] [Willingness to pay]

County: [Requested Resources]

Requested Resources:

Description/Kind | Size/Type | Quantity
--- | --- | ---

Assigned Resources:

Resource Type | Qty | Source | Estimated Cost | Contract/Lease | Record of Competition | MIL FORM 86 | Purchase Order | Receipt | Additional Notes
--- | --- | --- | --- | --- | --- | --- | --- | --- | ---

Actions Taken:

Date/Time | Detail | Name | Additional Documentation
--- | --- | --- | ---
07/02/2010 10:58:43 | OPR Section Chief requested update on status of this task from Logistics. | Nordstrom, Jill | Add Action
10/30/2009 16:38:35 | Received approved ARF from FEMA. They are sending coordination/execution matrix from GRB OPLAN as a starting point for potential DPA support. Received the following response from Jackie Gladish on 10/29: It will be signed and sent back to you all shortly. We will need to work out exactly “how” you want to develop the DPA support requests. | Compton, Jaye | Add Action
10/30/2009 14:57:43 | | |
Resources have arrived or departed.
04 Mission Tracker Update Task
Need help with Mission Tracker?

For more information on Mission Tracker:

Craig Ginn  
Emergency Logistician  
Washington Military Department  
Camp Murray, WA 98430-5122  
Desk: (253) 512-7097  
cginn@mil.wa.gov

Kristin Ramos  
Emergency Logistician  
Washington Military Department  
kristin.ramos@mil.wa.gov  
Desk: (253) 512.7058  
P Cell: (360) 259.6705
Complete Activities for Basic WebEOC use

- Sign in 05 Staffing Board select on Duty or on Call, check appropriate box. Check in and Check out.
- Create an entry in 06 Activity Log and add an attachment
  - Use Subject Line, Description for attachment purpose
  - The lead will review 06 Activity Logs and publish to:
    - 01 Significant Events
    - Map the location of the event reporting
Staffing Board. Sign in when reporting for duty. Finance/Admin uses the staffing board for tracking staff hours during Exercises & Incidents.
Staffing Board creates a contact list. When signing in use the full phone number xxx-xxx-xxxx and email of the workstation you are sitting at. You can filter by All, On Duty, Off Duty, and On Call.
05 Staffing & Seating Chart Board

You can do dynamic searches by any word of name. Be sure to use the clear search between searches.

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<thead>
<tr>
<th>Duty Status</th>
<th>Shift</th>
<th>Last Name</th>
<th>First Name</th>
<th>Agency</th>
<th>Position</th>
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<td>Theresa</td>
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<td>Contact Details</td>
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</table>
05 Staffing Board Input

Staffing Check In Status

Select On Duty or On Call

Day Shift or Night Shift

Select agency from dropdown

Select In EOC of Off Site

If in EOC, EOC Position full Phone Number and EOCxx@ Email are required

If Off Site, Off Site Contact, Location, & County are required.
The staffing board creates a contact list, seating Chart and hours by shift report for all personnel supporting our EOC during exercises and incidents.
## 05 Staffing Board

### WA-EOC Staffing and Seating Board

*EOC New Design Training*


<table>
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<tr>
<th>Duty Status</th>
<th>Shift</th>
<th>Last Name</th>
<th>Agency</th>
<th>Position</th>
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<td>WA-ESF2 Admin</td>
<td>9125555 <a href="mailto:debbie.bostwick@mil.wa.gov">debbie.bostwick@mil.wa.gov</a></td>
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<tr>
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<td>Day Shift</td>
<td>Ed Smith</td>
<td>Aberdeen (ABR)</td>
<td>ESD EOC</td>
<td>253912589 <a href="mailto:EOC66@emd.wa.gov">EOC66@emd.wa.gov</a></td>
<td>In EOC</td>
<td>Contact Details</td>
<td>Check Out</td>
</tr>
<tr>
<td>Off Duty</td>
<td>Day Shift</td>
<td>Other</td>
<td>Emergency Management Division (EMD)</td>
<td>WA-ESF4</td>
<td>253-9124932 <a href="mailto:EOC03@emd.wa.gov">EOC03@emd.wa.gov</a></td>
<td>In EOC</td>
<td>Contact Details</td>
<td>Check In</td>
</tr>
</tbody>
</table>

Sort by column, e.g. alphabetically, location

**Sort Drop Down Menu**

**View Seating Chart**

**Click Check in Check out**
Over flow and off site workers create a side list
The DMAA can sign the command staff in the Policy Room.
Ability to attach a document, add additional file attachments as needed, and enter information in description. Use the subject heading for brief description of log entry. For example: Reporting for shift Phone call Weather report River status
**06 Activity Log Display**

Click Full info to view all the details of the entry.

<table>
<thead>
<tr>
<th>Record No.</th>
<th>Originator Name</th>
<th>Date/Time</th>
<th>Subject</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>327</td>
<td>McCrury, Venetia</td>
<td>09/02/2010 09:43:38</td>
<td>TAG Talking Points</td>
<td>Sent to Tim Clark, Kurt Hardin, Paul McNeil, &amp; Jim Kadmas...</td>
</tr>
<tr>
<td>326</td>
<td>McCrury, Venetia</td>
<td>09/02/2010 09:40:19</td>
<td>Sitrep Input</td>
<td>Sitrep Input provided to Jeff Parsons. No activity....</td>
</tr>
<tr>
<td>325</td>
<td>McCrury, Venetia</td>
<td>09/02/2010 09:39:13</td>
<td>King Cty HHD Mission</td>
<td>Sent an email to Hillman Mitchell informing him of Mission closures due to</td>
</tr>
</tbody>
</table>
06 Activity Log Detail

WA-EOC Operations Activity Log

Incident: EOC New Design Training

Record NO: 27
Date / Time: 05/12/2010 10:13:22
Name: Brynne
Event: Report From EOC
Location: 
Attachments: Click Attachment to open
Subject: Fire
Description: Fire in eastern Washington

Return to List
You can Map the address of the reported site by clicking optional mapping.
Type the reported location address as complete as possible. Click Get Address and WebEOC will automatically generate the latitude and longitude for the location.

The system will generate the Latitude/Longitude and place is on the map.
Complete Activities for Basic WebEOC use

• Review 07 News Releases
• After Action Review, Put in an observation and a solution if you have one
• Review County and State Agency Menus
• Check out of the Staffing Board
07 News Release
**After Action Review**

<table>
<thead>
<tr>
<th>Observed by</th>
<th>Bostwick_Debbie (MIL)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date / Time</td>
<td>2/5/2013 13:10:40</td>
</tr>
<tr>
<td>Check one:</td>
<td>Strength</td>
</tr>
</tbody>
</table>

**POETE Element:**
- Planning
- Organizer
- Equipment
- Training
- Exercise

**Observation Analysis and Discussion:**
Collection and analysis of intelligence and information, and development of policies, plans, procedures, mutual aid agreements, strategies, and other publications that comply with relevant laws, regulations and guidance necessary to perform assigned missions and tasks.

**Recommended Corrective Action/s:**

![Save button highlighted]
## 08 After Action Display

![After Action Display Image]

### Table: After Action Review

<table>
<thead>
<tr>
<th>Record No.</th>
<th>Observed By</th>
<th>Date / Time</th>
<th>Observation Title</th>
<th>Type</th>
<th>POETE Element</th>
<th>Observation Analysis and Discussion</th>
<th>Recommended Corrective Action(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2172</td>
<td>David Hecimovich ESF 11-AGR</td>
<td>01/30/2013 11:01:02</td>
<td>Log In</td>
<td>Area for improvement</td>
<td>Planning</td>
<td>Log into webEOC can take several minutes and confusing</td>
<td>Have ID card system similar to military where they plug in their ID card into the keyboard. This would bring you directly into the WebEOC system with your position and contact information. Can be part of the entry door badges.</td>
</tr>
<tr>
<td>2171</td>
<td>Anderson_Mark (Commerce) ESF 12L-Com-Energy Lead</td>
<td>01/30/2013 10:58:53</td>
<td>Concern about contact on Websites Board</td>
<td>Area for improvement</td>
<td>Planning</td>
<td>You have put personal contact information on the board for the individual in charge of energy emergency response for state programs for the entire US and territories. Not sure everyone should have her personal contact information. She is Commerce’s main USDOE contact.</td>
<td>Talk with Mark Anderson about whether this is appropriate and if not should be removed. This is not a website. Mark</td>
</tr>
<tr>
<td>2170</td>
<td>Beers_Jason (CTS) ESF 02L-Other Lead</td>
<td>01/30/2013 10:32:37</td>
<td>No Web links board</td>
<td>Area for improvement</td>
<td>ESF2L-Other Lead does not have access to the Web links board.</td>
<td>Provide access to Web links for this user ID.</td>
<td></td>
</tr>
<tr>
<td>2158</td>
<td>Haskell_Angela (LIN) ESF 04-DNR</td>
<td>01/30/2013 10:32:30</td>
<td>More Training on the Staffin Board is reached</td>
<td>Area for improvement</td>
<td>Training</td>
<td>Great training. Unable to see the Web links board.</td>
<td>Train quarterly. Troubleshoot and fix the Web links board.</td>
</tr>
</tbody>
</table>
# 08 After Action Display

<table>
<thead>
<tr>
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<th>Observed By</th>
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</thead>
<tbody>
<tr>
<td>2172</td>
<td>David Horovitch ESF 11 ACR</td>
<td>01/30/2013</td>
<td>Log In</td>
<td>Area for improvement</td>
<td>Planning</td>
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</tr>
<tr>
<td>2171</td>
<td>Anderson Mark (Commerce ESF 12L-Com Energy Lead)</td>
<td>01/30/2013</td>
<td>Concern about contact on Websites Board</td>
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<td>Planning</td>
<td>You have put personal contact information on the board for the individual in charge of energy emergency response for state programs for the entire US and territories. Not sure everyone should have her personal contact information. She is Commerce's main USDOE contact.</td>
<td>Talk with Mark Anderson about whether this is appropriate and if not should be removed. This is not a website. Mark</td>
</tr>
<tr>
<td>2170</td>
<td>Beers Jason (CIS ESF 02L-Other Lead)</td>
<td>01/30/2013</td>
<td>No Web links board</td>
<td>Area for improvement</td>
<td>ESF2L-Other Lead does not have access to the Web links board.</td>
<td>Provide access to Web links for this user ID.</td>
<td></td>
</tr>
<tr>
<td>2166</td>
<td>Haskell Angela (LNI ESF 04-DNR)</td>
<td>01/30/2013</td>
<td>More Training on the Staff Board is needed</td>
<td>Area for improvement</td>
<td>Training</td>
<td>Great training. Unable to see the Web links board.</td>
<td>Train quarterly. Troubleshoot and fix the Web links board.</td>
</tr>
</tbody>
</table>
You can see other jurisdictions in the menus such as:
- Counties
- State agencies
- Federal, tribal,
- Universities, colleges,
- health & private industries
- Weather report boards,
- and Web sites.
WA-EOC Under State Agency Menus
City, County & Federal / Tribal Menus
Other Status Boards

Menus
00 City Menu
01 County Menus - Washington
02 County Menus - Oregon
03 State Agency Menus - Washington
04 Federal / Tribal Menus
05 NorthWest Regional Boards
06 ESF & FEMA & ICS Forms
07 WA EOC Reports
08 Private Industries - Universities - Colleges
09 Weather Report Boards & Websites
10 Howard Hanson Dam - Green River Flood

Adams County Menu
Asotin County Menu
Benton County Menu
Chelan County menu
Clallam County menu
Clark County Menu
Columbia County Menu
Cowlitz County Menu
Douglas County Menu
Ferry County Menu
Franklin County Menu
Garfield County Menu
Grant County Menu
Grays Harbor County Menu
Island County Menu
Jefferson County Menu
King County Menu

Boards -
Clallam County Action Plan
Clallam County News Release
Clallam County Significant Events
Clallam County Situation Reports
Chat, Checklists, and Messages are available in the Tools section of your Control Panel. You may also see the Admin link in your Tools section if your administrator has given you administrative privileges.
WebEOC has several standard plug-ins that offer the user a variety of tools, each uniquely designed to support a particular information need.
The File Library plug-in allows WebEOC users to upload and share documents and files with other users through WebEOC.
Depending on the permissions granted, users may add, view, and/or delete files from the library.
Depending on the permissions granted, users may add, view, and/or delete files from the library.
View a file

File List

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
<th>View</th>
<th>Delete</th>
</tr>
</thead>
<tbody>
<tr>
<td>IE_Registry_Fix.pdf</td>
<td>Internet Explorer Registry Fix</td>
<td></td>
<td></td>
</tr>
<tr>
<td>nomergefix.png</td>
<td>WebEOC Fix</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WA_EOC_OrientationBasics4-14-2011</td>
<td>WebEOC Orientation Basics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WA_EOC_StagingBoardQR6-14-2011.pdf</td>
<td>Starting &amp; Seating QR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WebEOC_WA-EOC-Training_QR.pdf</td>
<td>WebEOC Quick Reference</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Click the blue arrow to open the file.
Need help with WebEOC? Contact

Debbie Bostwick
WebEOC Administrator
253.512.7020 office
253.507.6185 cell
debbie.bostwick@mil.wa.gov