

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the City Clerk's Office, 300 West Third Street 4th Floor and at the Oxnard main library, 251 South A Street during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.gov.



AGENDA
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & ECONOMIC DEVELOPMENT COMMITTEE
Council Chambers, 305 West Third Street
March 24, 2026
Regular Meeting - 8:30 PM to 10:00 PM

Zoom details to call-in for public comment during a meeting:

1. Dial Phone Number: (888) 475-4499
2. Enter Meeting ID: 876 6485 8027
3. Passcode: 238368

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call-in steps listed above. Once the presiding officer calls for public speakers, press *9 to raise your hand to inform the City Clerk you would like to speak during the public speaking section for that particular item on the agenda, while in the zoom waiting room. Press *6 when asked to unmute. Listen to the instructions provided virtually on the phone while on hold in the zoom waiting room. Please note that there is a slight time delay when viewing the meeting via television.

IN ACCORDANCE WITH ASSEMBLY BILL 2449, MEMBERS OF THE LEGISLATIVE BODY MAY MEET IN-PERSON OR REMOTELY. TO PARTICIPATE REMOTELY VISIT WWW.OXNARD.ORG.

To find out how you may provide public comment, please refer to the instructions below or at [www.https://www.oxnard.org/city-meetings/](https://www.oxnard.org/city-meetings/).

The public may view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at Youtube.com/oxnardnews. Video recordings of the meeting are typically available online following the meeting at the City's website at www.oxnard.org/city-meetings.

*Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE: Submit a speaker card to the City Clerk.
2. EMAIL COMMENTS OR SIGN UP TO SPEAK REMOTELY BEFORE THE MEETING
 - a. Submit a request to speak remotely by 3 p.m. on the day of the meeting by using the form available at www.oxnard.org/citymeetings.
 - b. Submit an email to cityclerk@oxnard.org by 3 p.m. on the day of the meeting (indicate the agenda item number in the subject line). All email correspondence will be forwarded to the legislative body prior to the start of the meeting and made part of the legislative record.
 - c. Contact the City Clerk's Office at (805) 385-7803 to submit your request.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
 - a. Follow Zoom details listed above.

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

Agenda Item Time Estimates include: (Minutes for Presentation + Council Discussion + Public Comment)

- b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public may register or otherwise be recognized for the purpose of providing public comment.

Please review the Zoom instructions on the registration page to help ensure there are no technical difficulties during your comments and help you understand public comment procedures using Zoom. Detailed participation instructions can be found at www.oxnard.org/city-meetings.

In the event of a disruption which prevents a legislative body of the City of Oxnard from broadcasting a meeting using a call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering public comment using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on a meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. However, if any of the broadcast options are disrupted, but any of the other broadcast options is still available to the public, the legislative body may take further action on items appearing on a meeting agenda without waiting for the disrupted broadcast option(s) to be restored.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA AND NON-ACTION ITEMS

A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body, and on non-action items. Speaker requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. After 30 minutes, if all speakers have not had the opportunity to speak, the remaining speakers will be given an opportunity to speak prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager for administrative action or scheduled on a subsequent agenda for discussion.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing and Economic Development Committee: 1) approve the regular meeting minutes of the January 27, February 10, 24 and March 10, 2026; and 2) approve the special meeting minutes for March 10, 2026 as presented.

Contact: Luly Lopez, (805) 385-7805

D. REPORTS

1. City Attorney Department

SUBJECT: Fireworks Ordinance.

RECOMMENDATION: That the Community Services, Public Safety, Housing and Economic Development Committee review and recommend the City Council approve and introduce by title only and waive further reading of an ordinance titled:

"ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA, AMENDING SECTION 7-56 OF ARTICLE III OF CHAPTER 7; REPEALING SECTION 7-147.1 FIREWORKS OF ARTICLE VIII OF CHAPTER 7; AND ADDING ARTICLE XVI OF CHAPTER 7 PERTAINING TO THE REGULATION OF FIREWORKS, PYROTECHNICS AND PRODUCTION EFFECTS; VIOLATIONS TO THE OXNARD CITY CODE."

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/14YFXp8l7IE>

Contact: Michelle McCarron, 805-385-3937

2. Fire Department

SUBJECT: Formal Adoption of the 2026 City of Oxnard Emergency Operations Plan (EOP) Update.

RECOMMENDATION: The Community Services, Public Safety, Housing & Development Committee recommend that the City Council:

1. Adopt a resolution formally adopting the 2026 Emergency Operations Plan Update titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
APPROVING THE EMERGENCY OPERATIONS PLAN UPDATE FOR THE CITY
OF OXNARD AND LETTER OF PROMULGATION

2. Authorize the City Manager to execute the Mutual Aid Agreement with The American Society for the Prevention of Cruelty to Animals (ASPCA) to provide assistance and service to animals impacted by Disasters.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/wke4XKLbVM8>

Contact: Alexander Hamilton, (805) 385-7700

3. Fire Department

SUBJECT: Amending Chapter 6 of the Oxnard City Code Related to the Disaster Council.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that the City Council adopt an ordinance amending Chapter 6 of the Oxnard City Code titled:

AN ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA AMENDING SECTION 6-5
OF CHAPTER 6 OF THE OXNARD CITY CODE RELATING TO THE DISASTER COUNCIL

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/ZqlGw-HAwAQ>

Contact: Alexander Hamilton, (805) 385-7700

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

CONSENT AGENDA AGENDA ITEM NO. C.1

DATE: March 24, 2026

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Luly Lopez, City Clerk, (805) 385-7805, luly.lopez@oxnard.org

SUBJECT: Approval of Minutes.

RECOMMENDATION

That the Community Services, Public Safety, Housing and Economic Development Committee: 1) approve the regular meeting minutes of the January 27, February 10, 24 and March 10, 2026; and 2) approve the special meeting minutes for March 10, 2026 as presented.

BACKGROUND

Approval of minutes.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Luly Lopez, City Clerk

ATTACHMENTS

1. Minutes of the Community Services, Public Safety, Housing & Economic Development for January 27, 2026
2. Minutes of Community Services, Public Safety, Housing and Economic Development for February 10, 2026
3. Minutes of Community Services, Public Safety, Housing and Economic Development February 24, 2026
4. Minutes of Community Services, Public Safety, Housing and Economic Development for March 10, 2026 regular meeting
5. Minutes of the Community Services, Public Safety, Housing & Economic Development for March 10, 2026 special meeting

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & ECONOMIC DEVELOPMENT COMMITTEE
Regular Meeting
January 27, 2026

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 8:30 p.m., Chair Luis Mc Arthur called to order the regular meeting of the Oxnard City Council Community Services, Public Safety, Housing & Economic Development Committee in the City Hall Council Chambers at 305 West Third Street, Oxnard, California. Member Bert E. Perello, Member Michaela Perez and Chair Luis A. Mc Arthur were present. The City Clerk stated that the agenda was posted on Tuesday, January 20, 2026 at the Library, City Hall kiosk, City Administrative Offices and on the website.

The meeting opened with the pledge of allegiance to the flag of the United States led by Chair Mc Arthur followed by a moment of silence acknowledging current local and national events.

Staff members present were Alexander Nguyen, City Manager; Ashley Golden, Assistant City Manager; Katie Casey, Deputy City Manager; Ken Rozell, Chief Assistant City Attorney; Jason Zaragoza, Assistant City Attorney; Terrel Harrison, Cultural and Community Services Director; Renee Rakestraw, Assistant Cultural and Community Services Director; Julie Estrada, Cultural Arts Manager; Scott Swenson, Alcohol, Cannabis and Tobacco Compliance Specialist; Miguel Serrato, Police Commander and Lourdes A. López, City Clerk.

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA AND NON-ACTION ITEMS

Public comments were received from Angela Whitecomb.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing and Economic Development Committee approve the minutes of the January 13, 2026 regular meetings as presented.

No public comments were received.

It was moved by Member Perello, seconded by Member Perez, to approve the Information/Consent item as presented. VOTE: Perez, Perello and Mc Arthur voted in favor; the motion carried 3-0.

D. REPORTS

1. Police Department

SUBJECT: Downtown Security Contract.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that the City Council approve and authorize the Mayor to execute an agreement with Citiguard, Inc. (32600276) for a five (5) year agreement, for a total contract amount not to exceed \$2,575,000 for security services in the Oxnard Downtown Management District (ODMD), the Oxnard Public Library, the Downtown Parking Structure, and the Oxnard Service Center.

Public comments were received from Angela Whitecomb.

Police Commander Serrato presented and answered the Committees questions. Discussion ensued among the Council and staff.

It was moved by Member Perello, seconded by Member Perez, to approve the recommended action as amended to include in the contract that “face masks or coverings that obscure the face are prohibited while on duty, except for medically required masks.” VOTE: Perello, Perez and Mc Arthur voted in favor; the motion carried 3-0.

2. City Manager Department

SUBJECT: Update on Contract Negotiations with OPAC Nonprofit for operations of the “Meeting Rooms” at the Oxnard Performing Arts & Convention Center (PACC).

RECOMMENDATION:

That the Community Services, Public Safety, Housing & Economic Development Committee:

- Receive an update on the contract negotiations with the OPAC nonprofit for facility operations of the “Meeting Rooms” at the Oxnard Performing Arts & Convention Center (PACC)
- Provide feedback on the nine outstanding items related to the contract
- Discuss any additional items or questions the Committee needs for consideration of the contract, and determine if any of the items need to return to the Committee; or
- Direct staff to continue work on the outstanding issues within the contract with the nonprofit and Sterling, and bring it to the City Council for further discussion.

Chair Mc Arthur announced that this item would be treated as a workshop to ensure ongoing input from both staff and the public.

Public comments were received from Angela Whitecomb, Roger Poirier, Victor Ojeda and Manuel Herrera.

The Deputy City Manager stated that following seven meetings with the non-profit, negotiations have reached an impasse on nine outstanding items.

Staff present to assist with the nine outstanding items were: Deputy City Manager; CCS Director, Assistant CCS Director; Cultural Arts Manager, Chief Assistant City Attorney; Assistant City Attorney, Alcohol, Cannabis and Tobacco Compliance Specialist and Assistant City Manager reviewed the nine outstanding items and answered the Committees questions. Discussion ensued among the Committee, Gary Davis, Carolyn Mullin, Lance Sterling, staff and the public.

Motion to Continue Meeting Past 10:00 P.M.

At 9:36 p.m., the Committee voted to continue the meeting past 10:00 p.m., and continue with Report No. D-2 on the agenda.

It was moved by Chair Mc Artur, seconded by Committee Member Perez, to continue the meeting past 10:00 p.m. VOTE: Perez, Perello and Mc Arthur voted in favor. The motion carried 3-0.

It was moved by Chair Mc Arthur, seconded by Member Perez, to approve the recommended action as amended to include the following changes:

Item 1 – Liquor License & Alcohol Oversight: okay as is. Staff will review the exhibits with the nonprofit and with Sterling and include the exhibits in the contract.

Item 2 – Events Security (Alcohol and Non-Alcohol Events): Staff will ensure exhibits include language about upholding professionalism within the community and address public concerns about security. The exhibits will also include clear de-escalation procedures and a process for reporting these incidents.

Item 3.A: Revenue Split: Committee supports staff recommendation with the addition to make sure spot checks are equitable.

Item 3.B: Concessions: with the change to staff's recommendation to include 15% of the non-profit food and beverage fees.

Item 4: Facility Rental Management System (Facilitron): no changes to staff's recommendations.

Item 5: naming Rights and Uses: no changes to staff's recommendations.

Item 6: Addressing Contract Compliance Issues and Contract Breaches: staff updated two of the four framework recommendations to the committee: Recommendation No.2 defined cure periods for correctable violations to be 30 days for a breach and Recommendation No. 4: change the City's right to terminate for convenience from 30 days to 90 days' notice.

Item 7: OPAC Board Use of the PACC Facility: supporting the non-profit recommendation of no rental charges up to \$7,500 annually and the City does not have to pay the fee.

Item 8: Facility Improvements: same language as Sterling up to the \$5,000; no reimbursement.

Item 9: Length of Contract: staff's recommendation was modified by Committee to do a three-year agreement with two one-year extensions.

VOTE: Perez, Perello and Mc Arthur voted in favor; the motion carried 3-0.

E. ITEMS FOR FUTURE AGENDAS

Committee Member Perello noted that while attending the Blackstock Neighborhood Council meeting, he observed that the area from Channel Islands Boulevard south along Saviers Road is very dark. He suggested that staff look into increasing lighting in that vicinity.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Mc Arthur adjourned the meeting at 12:42 a.m.

LOURDES A. LÓPEZ
City Clerk

LUIS A. MC ARTHUR
Mayor

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT
COMMITTEE
February 10, 2026

Because there were no items requiring consideration on this date, there was no regular meeting.

LOURDES A. LÓPEZ
City Clerk

LUIS A. MC ARTHUR
Chair

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & ECONOMIC DEVELOPMENT COMMITTEE
Regular Meeting
February 24, 2026

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 8:32 p.m., Chair Luis A. Mc Arthur called to order the regular meeting of the Oxnard City Council Community Services, Public Safety, Housing & Development Committee in the City Hall Council Chambers at 305 West Third Street, Oxnard, California. Members Bert E. Perello, Michaela Perez and Chair Luis A. Mc Arthur were present. The City Clerk stated that the agenda was posted on Tuesday, February 17, 2026 at the Library, City Hall kiok, City Administrative Offices and on the website.

The meeting opened with the pledge of allegiance to the flag of the United States led by Chair Mc Arthur.

Staff members present were Ashley Golden, Assistant City Manager; Kenneth Rozell, Chief Assistant City Attorney; Brenda Lopez, Housing Director; Samantha Shapiro, Project Manager; Betty Garcia, Homeless Program Administrator; and Lourdes A. López, City Clerk.

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA AND NON-ACTION ITEMS

No public comments were received.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing and Economic Development Committee approve the minutes of the January 27 and February 10, 2026 regular meetings as presented.

The City Clerk requested that Item C-1, Approval of Minutes, be deferred to a later date.

D. REPORTS

1. City Manager Department

SUBJECT: Direction on the Future of the Commission on Homelessness.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee provide direction on the future of the Commission on Homelessness.

No public comments were received.

Assistant City Manager, Project Manager and Housing Director provided an overview of the formation of the Commission on Homelessness and noted that the item was previously presented to this Committee on July 9, 2024. At that time, the Committee requested additional information regarding the Ventura County Continuum of Care (VCCoC), including its success rates, the City's role with the VCCoC, and the structure of its subcommittees. The opportunities for interested residents to serve were also discussed. Some of the challenges the Committee faced were often a lack of quorum due to low membership and then lack of agenda items that were meaningful. One of the accomplishments of the Commission was the foul weather shelter recommendation.

Kimberlee Albers, Deputy Executive Officer and Homelessness Solutions Director for the County of Ventura spoke about the various opportunities available for residents to get involved.

Chair Mc Arthur emphasized that the community should remain actively engaged with its local government, and that as a governing body, it is our responsibility to consistently create and preserve meaningful opportunities for that involvement. He expressed that he does not support stepping away from something so distinctive to our City, especially given our position as the largest city in the region, which carries significant weight and responsibility.

He suggested forming an ad hoc committee to foster opportunities for engagement and participation. He also expressed his willingness to take the lead in continuing this effort, whether as an ad hoc committee or working group.

Betty Garcia, Homeless Program Administrator, shared that she joined the City in June 2024 and brings five years of experience in street outreach.

It was moved by Member Perello to adopt the recommendation of the City of Oxnard. The motion did not receive a second and therefore failed.

The Assistant Chief City Attorney reviewed the available options, which include:

1. Approve staff's recommendation to dissolve the Commission.
2. Submitting a recommendation to the City Council.
3. Making no recommendation.
4. Forming an ad hoc committee.
5. Indicating that the Committee has no recommendation and deferring the matter to the full City Council for determination.

It was moved by Chair Mc Arthur to defer this item to the City Council as whole for their determination of this issue, seconded by Member Perello.

Member Perez requested that the report describe the proposed ad hoc committee in detail, including its purpose, responsibilities, and suggested structure, and provide guidance and options for the Council's consideration.

The recommendation to the City Council would include:

1. Dissolve the Committee
2. Establishing a meeting schedule (monthly or quarterly).
3. Create an Ad Hoc Committee

VOTE: Perello, Perez and Mc Arthur, voted in favor; the motion carried 3-0.

E. ITEMS FOR FUTURE AGENDAS

No requests were made.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Mc Arthur adjourned the meeting at 9:40 p.m.

LOURDES A. LÓPEZ
City Clerk

LUIS A. MC ARTHUR
Mayor

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT
COMMITTEE
March 10, 2026

Because there were no items requiring consideration on this date, there was no regular meeting.

LOURDES A. LÓPEZ
City Clerk

LUIS A. MC ARTHUR
Chair

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & ECONOMIC DEVELOPMENT COMMITTEE
Special Meeting
March 10, 2026

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 6:31 p.m., Chair Luis A. Mc Arthur called to order the special meeting of the Oxnard City Council Community Services, Public Safety, Housing & Economic Development Committee in the City Hall Council Chambers at 305 West Third Street, Oxnard, California. Member Bert E. Perello, Member Michaela Perez and Chair Luis A. Mc Arthur were present. The City Clerk stated that the agenda was posted on Tuesday, March 3, 2026 at the Library, City Hall kiosk, City Administrative Offices and on the website.

The meeting opened with the pledge of allegiance to the flag of the United States led by Chair Mc Arthur followed by a moment of silence in recognition of the ongoing conflicts around the world.

Staff members present were Alexander Nguyen, City Manager; Ashley Golden, Assistant City Manager; Ken Rozell, Chief Assistant City Attorney; Joe Pearson, III, Planning Manager and Lourdes A. López, City Clerk.

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS

No public comments were received.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing and Economic Development Committee approve the minutes of the January 27, February 10 and 24, 2026 regular meetings as presented.

No public comments were received.

It was moved by Member Perello, seconded by Member Perez, to approve the Information/Consent item as presented. VOTE: Perez, Perello and Mc Arthur voted in favor; the motion carried 3-0.

D. REPORTS

1. Community Development Department

SUBJECT: Professional Service Agreements for Environmental Services with Dudek, Michael Baker International, Environmental Science Associates, and Eyestone Environmental.

RECOMMENDATION: That the Community Services, Public Safety, Housing and Development Committee recommends that the City Council authorizes the Mayor to execute Professional Services Agreements with Dudek, Michael Baker International, Environmental Science Associates, and Eyestone Environmental, for \$750,000 each with a term of 3 years with an option for one, two-year extension.

No public comments were received.

The Planning Manager presented and answered the Committees questions. Discussion ensued among the Committee and staff.

It was moved by Member Perello, seconded by Member Perez, to approve the recommended action as presented. VOTE: Perello, Perez, Mc Arthur voted in favor. The motion carried 3-0.

2. City Manager Department

SUBJECT: 2026 Update on the City's Municipal Carnegie Art Museum.

RECOMMENDATION: That the Committee Receive and File the 2026 Update on the Carnegie and forward the update to the City Council.

The City Manager presented and answered the Committees questions. Discussion ensued among the Committee and staff.

Public comments were received from Larry Stein; Manuel Herrera; Marianne Parra; Julie Tumamait-Stenslie; Kathleen Behrens and JR Ruiz.

Chair Mc Arthur and Member Perez asked that staff connect with our community, Ms. Tumamait-Stenslie and Ms. Parra

It was moved by Member Perello, seconded by Chair Mc Arthur, to approve the recommended action to forward this update to City Council. VOTE: Perez, Perello Mc Arthur voted in favor. The motion carried 3-0.

E. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Mc Arthur adjourned the meeting at 7:25 p.m.

LOURDES A. LÓPEZ
City Clerk

LUIS A. MC ARTHUR
Chair



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.1

DATE: March 24, 2026

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Michelle McCarron, Assistant City Attorney, 805-385-3937, michelle.mccarron@oxnard.org

SUBJECT: Fireworks Ordinance.

RECOMMENDATION

That the Community Services, Public Safety, Housing and Economic Development Committee review and recommend the City Council approve and introduce by title only and waive further reading of an ordinance titled:

"ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA, AMENDING SECTION 7-56 OF ARTICLE III OF CHAPTER 7; REPEALING SECTION 7-147.1 FIREWORKS OF ARTICLE VIII OF CHAPTER 7; AND ADDING ARTICLE XVI OF CHAPTER 7 PERTAINING TO THE REGULATION OF FIREWORKS, PYROTECHNICS AND PRODUCTION EFFECTS; VIOLATIONS TO THE OXNARD CITY CODE."

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/14YFXp8I7IE>

BACKGROUND

Every year leading up to the 4th of July holiday, the City receives over a thousand complaints and requests for services related to the use of fireworks within the City's jurisdiction. In response to numerous complaints from the public received each year during fireworks season, a comprehensive fireworks ordinance has been prepared by the City Attorney's Office in consultation with the Police and Fire Departments, and the Code Compliance Division, to update enforcement provisions as permitted by state law.

The proposed fireworks ordinance will increase the minimum civil fine for each violation from \$1,000 to \$2,000 per occurrence. The proposed ordinance also allows for the issuance of misdemeanor citations for fireworks violations. All prohibited fireworks use within the City shall be declared a public nuisance and subject to immediate abatement without notice. All costs associated with abatement will be charged to the responsible person. Specifically, the proposed ordinance prohibits any person from selling, offering for sale, storing, displaying, transporting, possessing, discharging, igniting, or using dangerous fireworks, fireworks and a fireworks kit, including "California safe and sane fireworks" within the City at any time.

The ordinance as proposed does four things. First, it repeals the current fireworks fines set forth in Resolution 15,162. Second, it cleans up the process Council uses to establish fines for violations of Chapter 7 of the City Code. Third, it repeals the current fireworks prohibition in Article VIII, section 7-147.1 Chapter 7 of the City Code. Fourth, it creates Article XVI in Chapter 7 of the City Code establishing a comprehensive framework regulating fireworks, pyrotechnics, and production effects within the City's jurisdiction.

It is necessary to repeal the current fines in Resolution 15,162 in order to increase the civil penalty amount. By including the civil fines in the ordinance instead of the resolution, the public and a subsequent judicial reviewer will be able to quickly find and determine the appropriate fine amount(s) for each particular violation without having to refer to or search for a separate document. Section 7-56, in Chapter 7 of the City Code, pertaining to nuisances, sets up how the City Council can impose fines and the amounts. When preparing this ordinance, it was determined that a portion of that section was no longer relevant, as paragraphs (C) and (D) of section 7-56 had been moved to other Chapters in the Code and are no longer relevant to the nuisance chapter.

Finally, the remainder of the proposed ordinance creates a comprehensive framework pertaining to fireworks within the City's jurisdiction. The ordinance sets up three pathways to regulate and combat the illicit use of fireworks within the City. First, fireworks violations may be punished through the issuance of a civil citation with a fine of \$2,000 per occurrence. Any final citation that is not paid can be turned over to collections or enforced through small claims court. Second, certain fireworks violations may be punished through the issuance of a misdemeanor citation punishable by a fine of \$1,000 and/or six months in jail. Third, California safe and sane fireworks violations may be punished through the issuance of an infraction or civil citation, both of which carry a \$250 fine per occurrence.

As background and in general, fine amounts for civil citations issued for violations of a city code are also limited to \$1000.00 per violation pursuant to California Government Code section 53069.4. There are exceptions to the \$1,000 fine limit for certain violations, and fireworks violations are an exception. In a formal opinion, the California Attorney General concluded that cities may enact ordinances regulating fireworks within their jurisdictions, and issue a civil citation and fine amount in accordance with the fine amounts stated in California Health and Safety Code section 12700 pertaining to fireworks. Section 12700 was amended by the Legislature in 2023 to increase the fine amounts to \$2,000. Based on this change, the proposed fireworks ordinance will increase civil citation fines to \$2,000 in accordance with state law. The fine amount for a misdemeanor violation of a City Code is limited to \$1,000, pursuant to California Government Code section 36901. However, the consequences of a misdemeanor citation can be more severe than a civil citation.

The proposed ordinance assists Police, Fire, and the Code Compliance Division in combating fireworks violations, and allows the City Attorney's Office to prosecute misdemeanors of the City Code, rather than the District Attorney's Office for state code violations. The California Health and Safety Code recognizes four categories of fireworks: (1) dangerous fireworks, (2) fireworks, (3) fireworks kit and (4) California safe and sane fireworks. The City's proposed ordinance mirrors the requirements of the state code by prohibiting all types of fireworks in the City, unless fireworks or fireworks kits and other types of pyrotechnic devices to be used in a public display and are done so with a permit and permission from the City's Fire Chief or Fire Marshall, and follow the state and local regulations established for such uses. The following are some examples of dangerous fireworks: firecrackers, sky or bottle rockets, roman candles, M-80s, aerial shells, oversized sparklers, fireworks that explode, go up into the air or move around on the ground. Fireworks Kit and fireworks are described as the components required to create a dangerous firework or a fireworks display and are usually the types of fireworks utilized by licensed professionals for displays and entertainment. Lastly, California safe and sane fireworks are described as small ground-based items, static ground-based items, some handheld items, spinners, fountains, and party poppers.

Below is a chart that lists fireworks-related activity within the City over the last five years. The chart shows a downward trend in fireworks-related activity over the last five years. However, there is still a significant amount of fireworks activity each year.

Fireworks Activity Type	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
All Fireworks calls for service May 28-July 4	1,084	769	631	858	582
All phone calls to the ECC on July 4th	1,425	1,191	1,201	1,132	964
All 911 calls on July 4th	431	352	420	341	335

All CFS on July 4th	784	676	692	778	653
ALL fireworks disturbance calls for service on July 4th	367	318	393	340	322
All Fireworks Civil Citations issued on 7/4)	155	96	43	31	40
Total number of citations issued from May 28 - July 4	177	116	54	56	45
Oxnard PD personnel deployed July 4th	73	74	83	88	99
Total amount civil fines assessed	\$149,500	\$64,350	\$43,500	\$38,250	\$36,250
Number of OFD Service Calls related to fireworks	75	17	15	37	9
Number of Known Fireworks-Related Injuries	11	0	3	1	0
Approximate weight of seized fireworks (in pounds)	250	150	217	1,909	1,400
Number of stores found selling illegal fireworks (Code Compliance)	--	0	--	--	0
Number of stores found selling illegal fireworks (Fire Dept)	--	0	--	1	--

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to restore and increase quality services and programs that enrich Oxnard's diverse community, promotes safe neighborhoods, encourages community engagement, and supports our residents in their efforts to improve their quality of life.

This agenda item supports Public Safety strategy. The purpose of the Public Safety strategy is to restore and modernize the delivery of public safety services to provide for the safety of our neighborhoods and health of our community.

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Michelle McCarron, Assistant City Attorney, Andrew Gonzalez, Deputy City Attorney

ATTACHMENTS

1. Proposed Fireworks Ordinance
2. Code Sec. 7-56 "Amount"
3. Current Fireworks Code - Sec. 147.1
4. Resolution 15162
5. 2026 Fireworks Ordinance Presentation

CITY COUNCIL OF THE CITY OF OXNARD
ORDINANCE NO.

ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA, AMENDING SECTION 7-56 OF ARTICLE III OF CHAPTER 7; REPEALING SECTION 7-147.1 FIREWORKS OF ARTICLE VIII OF CHAPTER 7; AND ADDING ARTICLE XVI OF CHAPTER 7 PERTAINING TO THE REGULATION OF FIREWORKS, PYROTECHNICS AND PRODUCTION EFFECTS; VIOLATIONS TO THE OXNARD CITY CODE.

WHEREAS, it is well established that fireworks are dangerous; and

WHEREAS, it is well established that every year children and adults sustain serious injuries as a result of the use of fireworks; and

WHEREAS, fireworks cause severe disturbances to City residents due to the associated noise, danger and other factors; and

WHEREAS, the City has experienced chronic difficulty ensuring compliance with existing fireworks regulations, as fireworks activity and violations of the existing regulations continue to be rampant each Fourth of July season; and

WHEREAS, fireworks also pose a significant risk of bodily injuries and property damage in the City, with numerous severe injuries caused by fireworks in Ventura County every Fourth of July season; and

WHEREAS, fireworks activity can significantly increase the demand on law enforcement, fire protection, and emergency medical services, diverting resources from other critical public safety needs; and

WHEREAS, the City has determined that current City ordinances do not sufficiently deter the use of illegal fireworks in the City; and

WHEREAS, the City has a duty to protect the health, safety and welfare of its citizens from the dangerous effects of illegal fireworks.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD DOES ORDAIN AS FOLLOWS:

PART 1. Incorporation of Recitals. The findings and determinations reflected above are true and correct, and are incorporated by this reference as though fully set forth herein as the cause and foundation for the action taken by and through this Ordinance.

PART 2. Codified Amendment. The City Clerk is directed to request that the publisher of the City Code add thereto the amendments listed in Parts 4, 5, 6 and 7 of this Ordinance to Chapter 7, of the City Code as further described and set forth below.

PART 3. The fine amounts pertaining to fireworks violations listed in the Master Fine Schedule in Resolution 15,162 as adopted by City Council on July 18, 2017, are hereby repealed and superseded by the fine amounts contained in this ordinance. All other fine amounts in Resolution 15,162 shall remain in full force and effect.

PART 4. SECTION 7-56 IN ARTICLE III OF CHAPTER 7 OF THE CITY CODE IS HEREBY AMENDED TO READ AS FOLLOWS:

“Sec. 7-56. FINE AMOUNTS.

The amount of the fines imposed for violating provisions of the code shall be in accordance with Section 1-10 of the code or as established in a schedule of fines adopted by resolution of the city council or as established by ordinance and set forth in the code. The schedule of fines may include escalating fine amounts for repeat code violations occurring within specified periods of time. The schedule of fines may specify the amount of interest and penalties owed for any fine not timely paid.”

PART 5. SECTION 7-147.1 FIREWORKS IN ARTICLE VIII OF CHAPTER 7 OF THE OXNARD CITY CODE IS HEREBY REPEALED.

PART 6. ARTICLE XVI OF CHAPTER 7 OF THE OXNARD CITY CODE IS TITLED AS FOLLOWS:

“ARTICLE XVI. REGULATION OF FIREWORKS, PYROTECHNICS AND PRODUCTION EFFECTS; VIOLATIONS.”

PART 7. SECTIONS 7-381 THROUGH 7-389 ARE HEREBY ADDED TO ARTICLE XVI OF CHAPTER 7 OF THE CITY CODE TO READ AS FOLLOWS:

“Sec. 7-381 DEFINITIONS

- (A) “Fire Chief” shall mean the Fire Chief of the City or their designee.
- (B) “Fire Marshal” shall mean the Fire Marshal of the City or their designee.
- (C) “Dangerous Fireworks” shall have the meaning set forth in Health and Safety Code section 12505.
- (D) “Fireworks” and “Fireworks Kit” shall have the meanings set forth in Health and Safety Code sections 12511, and 12512 respectively.
- (E) “Safe and Sane Fireworks” shall have the meaning set forth in Health and Safety Code Section 12529.
- (F) “Fire Marshal permit” shall mean a permit issued by the California State Fire Marshal for the public display of fireworks in accordance with the State Fireworks Law.

- (G) "Public display of fireworks" shall have the same meaning as Health and Safety Code Section 12524.
- (H) "Pyrotechnic operator" shall have the meaning set forth in Health and Safety Code Section 12527.
- (I) "State Fireworks Law" shall refer to Health and Safety Code Section 12500 et seq. and Title 19 of the California Code of Regulations, at Division 1, Chapter 6.
- (J) "Venue operator" shall mean any person owning, leasing, renting, managing, operating, or otherwise having legal control of the use of any real property, building, lot, site or other venue in the City from which a public display of fireworks is proposed.
- (K) "Production Effect" means any pyrotechnic device, pyrotechnic composition or any flammable gas, liquid or combination thereof possessed, stored, used or discharged in connection with a theatrical, motion picture or television production and which is designed to flame, smoke or explode. Production effects also include non-pyrotechnic smoke and fogs.
- (L) "Pyrotechnic Composition" shall have the meaning set forth in Health and Safety Code Section 12525.
- (M) "Pyrotechnic Device" shall have the meaning set forth in Health and Safety Code Section 12526, but shall not include any emergency signaling device such as a flare when used solely for its intended emergency purpose, any devices used by authorized military personnel, firefighters or peace officers while on duty, or any paper caps which contain less than 0.25 grain pyrotechnic composition per unit load.

Sec. 7-382 CITY WIDE PROHIBITION OF FIREWORKS

- (A) It shall be unlawful for any person to sell, offer for sale, store, display, transport, possess, discharge, ignite, or use dangerous fireworks, fireworks and a fireworks kit within the City at any time.
- (B) It shall be unlawful for any person to sell, offer for sale, store, display, transport, possess, discharge, ignite or use "California safe and sane fireworks" within the City at any time.

Sec. 7-383 LIABILITY OF PROPERTY OWNER OR LESSEE WHERE AN ILLEGAL USE OF FIREWORKS OCCURS.

Any property owner or lessee of premises from which fireworks are discharged, stored, or sold shall be subject to the same civil liability or criminal penalty that may be imposed by the City's fireworks regulations on the person selling, offering to sell, displaying, storing, igniting, discharging, using or possessing the fireworks, as applicable, if the person selling, discharging or using the fireworks is on the premises by the property owner's or lessees' invitation or consent.

Sec. 7-384 PUBLIC DISPLAYS OF FIREWORKS WITHOUT VALID PERMIT AND LICENSE PROHIBITED.

It shall be unlawful for any person or venue operator to have, hold, orchestrate, and/or undertake a public display of fireworks, including the discharge, transportation or storage of fireworks for a public display, unless a permit authorizing a public display of fireworks has been issued to that person or business by the fire chief or fire marshal, and unless such person is in possession of a valid pyrotechnic operators license issued by the office of the state fire marshal. It shall also be

unlawful for any property owner or tenant resident in the city to knowingly allow another individual to possess, sell, use or discharge fireworks or fireworks kits on the property where they are the owner or tenant. The fire chief may establish reasonable rules and regulations for the issuance of fireworks permits and may issue the same subject to the payment of the fees established by the city council.

Sec. 7-385 POSSESSION, STORAGE OR SALE OF PYROTECHNIC DEVICE WITHOUT VALID PERMIT AND LICENSE PROHIBITED.

It shall be unlawful for any person to possess, store or sell any pyrotechnic device unless that person is then in possession of a valid pyrotechnic operator's license issued by the Office of the State Fire Marshal and a valid permit issued by the fire chief or fire marshal.

Sec. 7-386 DISCHARGE OR UTILIZATION OF PYROTECHNIC DEVICE OR PRODUCTION EFFECT WITHOUT PERMIT PROHIBITED.

It shall be unlawful for any person to discharge or utilize any pyrotechnic device or production effect unless a permit for such use or discharge has been issued to that person by the fire chief or fire marshal. No permit shall be issued by the fire chief unless the applicant therefore is in possession of a valid pyrotechnics operator's license issued by the Office of the State Fire Marshal and has paid the fees established by the city council. The fire chief may establish reasonable rules, regulations and safety requirements for the issuance of such permits and for the waiver of the requirement for a permit when a production effect poses no more than an insignificant risk to public and environmental safety, but in no event shall the requirement for a valid pyrotechnics operators license be waived when possession of such license is mandated by Division 11, Part 2 of the California Health and Safety Code.

Sec. 7-387 VIOLATIONS, PENALTIES AND FINES

- (A) Any person who violates any provision of this Article, except section 7-382(B), is subject to the issuance of a civil citation and shall be punished by a civil fine of \$2000.00 per occurrence. Any civil citation issued or appealed pursuant to this section shall be done so in accordance with article III sections 7-54 through 7-64 of this chapter
- (B) Any person who violates any provision of this article, except section 7-382(B), is guilty of a misdemeanor, and upon conviction shall be punished by a fine of \$1,000.00 or imprisonment of six months, or both, in accordance with section 1-10 of the city code.
- (C) Any person who violates section 7-382(B) of this article is guilty of an infraction, and upon conviction shall be punished by a fine in accordance with section 1-10(C) of the city code, or may be issued a civil citation, in the amount of \$250.00 for a first violation, \$500.00 for a second violation within a year, and \$1000.00 for the third and every additional violation thereafter within one year. Any civil citation issued or appealed pursuant to this section shall be done so in accordance with article III sections 7-54 through 7-64 of this chapter
- (D) Any person who possesses a gross weight, including packaging, of less than 25 pounds of unaltered dangerous fireworks is guilty of a misdemeanor, and upon conviction shall be punished by a fine of \$1,000.00 or imprisonment of six months, or both, in accordance with section 1-10 of the city code.

- (E) Any person who possesses a gross weight, including packaging, of less than 25 pounds of unaltered dangerous fireworks is subject to the issuance of a civil citation and shall be punished by a civil fine of \$2000.00 per occurrence. Any civil citation issued or appealed pursuant to this section shall be done so in accordance with article III sections 7-54 through 7-64 of this chapter
- (1) Paragraphs (C) and (D) shall not apply to a person who holds and is operating within the scope of a valid license as described in Health and Safety Code section 12516 or a valid permit as described in Health and Safety Code section 12522 or has been issued a permit in accordance with section 7-384.
- (2) Paragraph (C) and (D) is not intended to limit any of the penalties provided for under Health and Safety Code section 12700(b) subparagraphs (1) through (4).
- (F) Any person who violates this article by selling, giving or delivering any dangerous fireworks to any person under 18 years of age is guilty of a misdemeanor and upon conviction shall be punished by a fine of \$1,000.00 or imprisonment of six months, or both, in accordance with section 1-10 of the city code.
- (G) Any person who violates this article by selling, giving or delivering any dangerous fireworks to any person under 18 years of age is subject to the issuance of a civil citation and shall be punished by a civil fine of \$2000.00 per occurrence. Any civil citation issued or appealed pursuant to this section shall be done so in accordance with article III sections 7-54 through 7-64 of this chapter.
- (H) Any person who fails to pay the civil fine issued pursuant to this section within thirty (30) days of the date the fine is due shall owe a \$25.00 late fee, and interest shall accrue upon all delinquent fines at the annual rate of ten percent.
- (1) The City Manager may waive interest and penalties upon a showing or hardship or upon a showing that a waiver will assist in resolving the collection of the fine and resolve the violation.
- (I) The remedies provided by this article are cumulative and in addition to any other remedy available at law or in equity.
- (J) Nothing in this article shall be intended to limit any of the penalties provided for under the California Health and Safety Code or Penal Code with regard to fireworks.

Sec. 7-388 DECLARATION OF A PUBLIC NUISANCE

The city council finds and declares that fireworks are dangerous and pose a significant risk of bodily injuries or death, have caused serious injuries to children and adults, and damage to property within the city. Therefore, any violation of this article, including to offer for sale, sell, store, display, transport, possess, discharge, ignite, or use of dangerous fireworks, fireworks, or fireworks kit on public or private property is declared to constitute a public nuisance which may be abated immediately and without notice.

Sec. 7-389 ABATEMENT COSTS; LIEN

- (A) Any person charged with a violation of this article shall also be responsible for all costs associated with the abatement and safe disposal of all confiscated fireworks, including expenses, costs, and fees associated with the investigation of the charges, as well as all

expenses and costs associated with any emergency response by fire, police, building and safety and code compliance departments or divisions as a result of a violation.

- (B) If the abatement and disposal costs which are charged against the owner of a parcel of land issued pursuant to a violation of this article are not paid within thirty days of the date of the abatement cost order, or final disposition of an appeal therefrom, such costs may be assessed against the parcel of land pursuant to Section 38773.5 of the Government Code and may be transmitted to the tax collector for collection after a public hearing on such as prescribed in code section 7-158 (B) through (F).”

Part 8. Severability. If any section, subsection, sentence, clause, phrase, part or portion of this ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, part or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, parts or portions be declared invalid or unconstitutional.

Part 9. The City Council exercises its independent judgment and made findings herein above, that this ordinance is not subject to CEQA, because the activity is covered by the general rule that CEQA applies only to projects that will have a significant effect on the environment. There is no possibility that the passage of this ordinance will have a significant effect on the environment and adoption of this ordinance is exempt from CEQA.

Part 10. Pursuant to Government. Code Section 36933(c)(1), the City Attorney was designated to prepare, and the City Clerk published a summary of this ordinance, and a certified copy of the ordinance was posted in the Office of the City Clerk a minimum of five days before the City Council’s adoption of the ordinance.

///

///

///

///

///

///

///

///

///

///

///

Part 11. The City Clerk shall certify as to the adoption of this ordinance and shall cause the summary thereof to be published within fifteen (15) days of the adoption and shall post a certified copy of this ordinance, including the vote for and against the same, in the office of the City Clerk, in accordance with Government Code Section 36933. Ordinance No. _____ was first read on _____, and finally adopted on _____ to become effective thirty days thereafter.

APPROVED AND ADOPTED this _____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Luis A. Mc Arthur, Mayor

ATTEST:

Lourdes A. López, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

SEC. 7-56. AMOUNT.

(A) The amount of the fines imposed for violating provisions of the code shall be established in a schedule of fines adopted by resolution of the city council. The schedule of fines may include escalating fine amounts for repeat code violations occurring within specified periods of time.

(B) The schedule of fines may specify the amount of interest and penalties owed for any fine not timely paid.

(C) The fines for violations of the regulations established by the coastal and non-coastal short-term rental ordinances shall be regulated by said ordinances.

(D) This article outlines the fine structure for violations of regulations established by the commercial cannabis business ordinance.

(`64 Code, Sec. 21-7) (Ord. No. 2488, 2971, 2981)

SEC. 7-147.1. FIREWORKS.

(A) Definitions. For the purposes of this section, the following words and phrases shall have the following meanings:

(1) **DANGEROUS FIREWORKS** shall be defined as set forth in Cal. Health and Safety Code section 12505, as such definition may be amended from time to time by the California Legislature.

(2) **FIREWORKS** shall be defined as set forth in Cal. Health and Safety Code section 12511, as such definition may be amended from time to time by the California Legislature.

(B) Prohibition.

(1) Except as authorized by the fire chief in accordance with the currently adopted California Fire Code, no person shall sell, offer to sell, use, or have in his/her possession within the city any fireworks or dangerous fireworks.

(2) Except as authorized by the fire chief in accordance with the currently adopted California Fire Code, no property owner or tenant shall allow or permit the sale, offer to sell, use, or possession of fireworks on their property when the property owner or tenant knows or should know of the sale, offer to sell, use, or possession of fireworks at the property.

(C) Violation. Any person violating a provision of division (B) of this section shall be subject to a fine in accordance with article III of chapter 7 of this code or is guilty of a misdemeanor.

(Ord. No. 2773, 2938)

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. 15,162

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
OXNARD AMENDING THE FEE SCHEDULE FOR CIVIL
FINES FOR VIOLATION OF THE OXNARD CITY CODE

WHEREAS, the City Council adopted Ordinance No. 2488 which establishes civil fines for violations of the Oxnard City Code ("OCC"), and

WHEREAS, OCC Section 7-56 of Article 3 of Chapter 7 of the OCC, provides that the amount of the civil fines shall be adopted by resolution of the City Council.

NOW, THEREFORE, the City Council of the City of Oxnard resolves as follows:

Part 1. Effective August 24, 2018, Resolution No. 13,459 is hereby repealed.

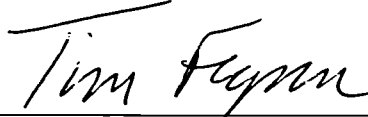
Part 2. Effective August 24, 2018, the civil fines, interest and penalties and implementing provisions for violations of the OCC pursuant to Section 7-56 of Article 3 of Chapter 7 of the OCC, as it shall be amended and renumbered from time to time, shall be those specified in the Schedule of Fines attached hereto and incorporated in full herein by this reference.

PASSED and ADOPTED this 17th day of July, 2018, by the following vote:

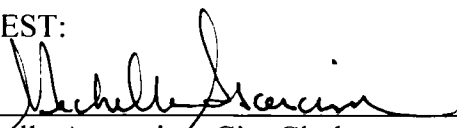
AYES: Councilmembers Flynn, Ramirez, MacDonald, Perello and Madrigal.

NOES: None.

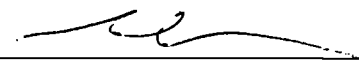
ABSENT: None.

 7/17/18
Tim Flynn, Mayor

ATTEST:


Michelle Ascencion, City Clerk

APPROVED AS TO FORM:


Stephen M. Fischer, City Attorney

SCHEDULE OF FINES

FINES, INTEREST AND PENALTIES FOR VIOLATIONS OF THE OXNARD CITY CODE

A. Violators of the Oxnard City Code shall be subject to the fines listed below:

<u>Code Sections:</u>	<u>First violation:</u>	<u>Second violation within 12 months:</u>	<u>Subsequent violations within 12 months:</u>
Section 7802.3 of the 2001 California Fire Code for fireworks and Sections 7-82, 7-84(B), 7-86(A), 7-87, 7-88, and 7-89 of the Oxnard City Code	\$1,000	\$1,000	\$1,000
Section 7-147.1 of the Oxnard City Code for all fireworks other than those defined in section 12505 of the Health and Safety Code; Sections 7-148.2 and 7-148.3(A), 14-110, and 14-111 of the Oxnard City Code	\$250	\$500	\$1,000
All except those listed above	\$100	\$200	\$500

B. Violators of any permit, license, or other approval (including but not limited to subdivision maps, special use permits, and zoning clearances) shall be subject to the fines listed below:

<u>Permit, license, or other approval:</u>	<u>First violation:</u>	<u>Second violation within 12 months:</u>	<u>Subsequent violations within 12 months:</u>
All	\$100	\$200	\$500

C. Interest shall accrue upon all delinquent fines and penalties at the annual rate of ten percent.

D. A violator shall owe a \$25.00 late payment penalty for fines not paid within 30 days of the date such fine is due.

E. Interest and penalties may be waived by the City Manager upon a showing of

hardship or upon a showing that such waiver will further the collection of a fine and resolve the violation.

F. Properties registered in the Safe Homes Safe Families Program are subject to double fine amounts, not to exceed \$1,000 per violation.

**"ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA,
AMENDING SECTION 7-56 OF ARTICLE III OF CHAPTER 7;
REPEALING SECTION 7-147.1 FIREWORKS OF ARTICLE VIII OF
CHAPTER 7; AND ADDING ARTICLE XVI OF CHAPTER 7
PERTAINING TO THE REGULATION OF FIREWORKS,
PYROTECHNICS AND PRODUCTION EFFECTS; VIOLATIONS TO
THE OXNARD CITY CODE."**

City Attorney's Office
Elle McCarron, Assistant City Attorney
Andrew Gonzales, Deputy City Attorney

Community Services, Public Safety, Housing and Economic Development
Committee
March 24, 2026

That the Community Services, Public Safety, Housing and Economic Development Committee review and recommend the City Council approve and introduce by title only and waive further reading of an ordinance titled:

"ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA, AMENDING SECTION 7-56 OF ARTICLE III OF CHAPTER 7; REPEALING SECTION 7-147.1 FIREWORKS OF ARTICLE VIII OF CHAPTER 7; AND ADDING ARTICLE XVI OF CHAPTER 7 PERTAINING TO THE REGULATION OF FIREWORKS, PYROTECHNICS AND PRODUCTION EFFECTS; VIOLATIONS TO THE OXNARD CITY CODE."

- A comprehensive fireworks ordinance has been prepared by the City Attorney's Office in consultation with the Police and Fire Departments, and the Code Compliance Division, to update enforcement provisions as permitted by state law.
- The ordinance as proposed does four things. First, it repeals the current fireworks fines set forth in Resolution 15,162. Second, it cleans up the process Council uses to establish fines for violations of Chapter 7 of the City Code. Third, it repeals the current fireworks prohibition in Article VIII, section 7-147.1 Chapter 7 of the City Code. Fourth, it creates Article XVI in Chapter 7 of the City Code establishing a comprehensive framework regulating fireworks, pyrotechnics, and production effects within the City's jurisdiction.

- The ordinance sets up three pathways to regulate and combat the illicit use of fireworks within the City. First, fireworks violations may be punished through the issuance of a civil citation with a fine of \$2,000 per occurrence. Any final citation that is not paid can be turned over to collections or enforced through small claims court. Second, certain fireworks violations may be punished through the issuance of a misdemeanor citation punishable by a fine of \$1,000 and/or six months in jail. Third, California safe and sane fireworks violations may be punished through the issuance of an infraction or civil citation, both of which carry a \$250 fine per occurrence.
- The proposed ordinance assists Police, Fire, and the Code Compliance Division in combating fireworks violations, and allows the City Attorney's Office to prosecute misdemeanors of the City Code, rather than the District Attorney's Office for state code violations. The California Health and Safety Code recognizes four categories of fireworks: (1) dangerous fireworks, (2) fireworks, (3) fireworks kit and (4) California safe and sane fireworks.



QUESTIONS?



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.2

DATE: March 24, 2026

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Alexander Hamilton, Fire Chief, (805) 385-7700, alexander.hamilton@oxnard.org

SUBJECT: Formal Adoption of the 2026 City of Oxnard Emergency Operations Plan (EOP) Update.

RECOMMENDATION

The Community Services, Public Safety, Housing & Development Committee recommend that the City Council:

1. Adopt a resolution formally adopting the 2026 Emergency Operations Plan Update titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
APPROVING THE EMERGENCY OPERATIONS PLAN UPDATE FOR THE CITY
OF OXNARD AND LETTER OF PROMULGATION

2. Authorize the City Manager to execute the Mutual Aid Agreement with The American Society for the Prevention of Cruelty to Animals (ASPCA) to provide assistance and service to animals impacted by Disasters.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/wke4XKLbVM8>

BACKGROUND

The City of Oxnard's Emergency Operations Plan (EOP) is a City Council-approved document that guides the City's operations in managing, responding to, and recovering from emergencies and disasters within Oxnard. The EOP is designed to meet state and federal mandates and incorporates their guidelines in disaster response.

The City's EOP was updated and approved by the City Council on December 21, 2021. In California, it's an industry best practice to review the EOP annually to make administrative changes, and update the EOP with the City Council's approval every five years to ensure compliance with the California Governor's Office of Emergency Services (Cal OES) and maintain eligibility for state and federal reimbursements.

Oxnard's 2026 EOP is divided into four parts, with the City Council determining the City's emergency management framework through its policy-level Base Plan (Part 1), which provides direction for coordinated preparedness, response and recovery activities. Operational procedures and supporting annexes are maintained separately to allow for timely updates and effective implementation.

The Base Plan addresses the City's planned response to extraordinary emergency situations associated with natural hazards, technological incidents, and human-caused disasters. It provides the foundation for coordinated

emergency response across all City departments and with County, State, Federal and community partners.

Development and maintenance of an Emergency Operations Plan is mandated by the California Emergency Services Act (Government Code Section 8607), which requires local governments to use the Standardized Emergency Management System (SEMS) to remain eligible for State and Federal disaster funding, including reimbursement of eligible response-related personnel costs.

The update also includes authorization for the City to enter into a mutual aid agreement with the ASPCA to support disaster animal response operations when local resources are exceeded.

DISCUSSION

The EOP is the City's primary policy and planning document for emergency management. The 2026 EOP is structured into four distinct components to ensure both legal compliance and operational agility:

- **Part 1: The Base Plan:** This serves as the main section of the EOP. It represents the policy-level portion that is approved by the City Council. The Base Plan focuses on "the what and the who" of emergency management. It defines the City's emergency management organization, legal authorities, roles and responsibilities, and the overarching concepts of operations.
- **Part 2: Emergency Response Organization Functions:** Focuses on "the how" we respond to emergencies by detailing internal procedures, checklists, and confidential contact lists that support the Base Plan.
- **Appendices:** Includes supporting reference materials such as legal authorities and references, a glossary of terms, and acronyms.
- **Annexes:** Focuses on "the threat" through functional or hazard-specific supplements that outline detailed coordination strategies.

Industry best practice dictates that the Base Plan is the only section requiring formal legislative adoption because it establishes the City's legal "Promulgation." While the Base Plan establishes formal policy, Part 2 and the Annexes are maintained administratively by the Fire Department, in partnership with other City departments. This allows for the protection of restricted-use information and ensures the City can update procedures in real-time without the need for recurring legislative action.

The City of Oxnard last adopted a comprehensive Emergency Operations Plan on December 21, 2021. Since then, the landscape of emergency management has shifted due to evolving state mandates, best practices and lessons learned from recent California disasters.

Under California Government Code Section 8607, the City is required to maintain compliance with the Standardized Emergency Management System (SEMS) as a condition of eligibility for State disaster assistance and reimbursement. Maintaining a current EOP is a key component of that compliance, and failure to do so may jeopardize eligibility for Cal OES and FEMA disaster assistance following a proclaimed emergency.

In addition, FEMA's Comprehensive Preparedness Guide (CPG) 101 emphasizes the need for emergency operations plans to be periodically updated to reflect changes in demographics, technology, organizational structure, and evolving threats. Pursuant to Government Code Section 8610 and Oxnard City Code Section 6-5, the City's Disaster Council supports this planning effort to ensure continued compliance with State requirements.

In alignment with industry best practices, the City will have a proactive maintenance cycle to ensure the EOP remains a "living document" rather than static:

- **Annual Maintenance:** The Fire Department will conduct an annual administrative review of the EOP. This includes updating contact rosters, resource inventories, State and Federal law (if updates do not change City policy), and minor procedural shifts. These updates are functional in nature and do not change City policy.
- **Formal Revision:** Every five years, or following a major organizational shift or disaster, the Base Plan will undergo a formal revision and be brought before City Council for re-adoption. This ensures the City's highest-level policy reflects current demographic data, new legislative mandates, and modern technological capabilities.

The 2026 EOP Part 1: Base Plan has been updated to:

- Reflect current organizational structures and emergency management roles within the City;
- Align with Federal and State emergency management guidance;
- Clarify coordination between City departments, the Emergency Operations Center (EOC), and external partners;
- Support scalable, flexible response and recovery operations with an all-hazard approach; and
- Include new State mandates

Following adoption by the City Council, the Mayor's signature on the Letter of Promulgation will formally place the updated EOP into effect. Department-specific annexes and supporting plans will continue to be built and guide operational implementation consistent with the adopted Plan.

Adoption of the 2026 EOP ensures the City is prepared to effectively manage emergencies, protect life and property, and support community recovery while meeting all State and Federal planning requirements.

The primary changes to the 2026 Plan include:

- Reorganizing the EOP to clearly separate the adopted policy-level Base Plan (Part 1) from operational annexes and procedures, allowing for more efficient future updates
- Updating the Hazard and Threat Analysis Summary to reflect current risk conditions, including natural hazards, technological incidents, and human-caused threats, and incorporating updated maps and data where applicable
- Clarifying EOC roles, responsibilities, and activation procedures to reflect current City organizational structure and operational practices
- Strengthening coordination and information-sharing processes between City departments and County, State, Federal, and community partners
- Aligning the plan with current State and Federal emergency management guidance, including SEMS, NIMS, Cal OES Crosswalk, and FEMA Comprehensive Preparedness Guide 101 (Version 3) and the 2024 California Emergency Operations Plan
- Updating plan maintenance, training, and exercise guidance to support ongoing readiness and compliance with disaster funding eligibility requirements
- Expanding planning considerations for individuals with access and functional needs, disaster animal care, and community recovery coordination through the inclusion of updated legislation:
 - [Assembly Bill No. 477 \(2019\)](#) – Inclusion of Access & Functional Needs (AFN) populations in emergency preparedness
 - [Senate Bill 160 \(2019\)](#) - Cultural competence integration into emergency plans

- [Assembly Bill No. 2645 \(2022\)](#) – Local emergency plans: AFN and community resilience centers
- [Assembly Bill No. 1638 \(2023\)](#) – Mandate for multilingual emergency response services
- [Assembly Bill No. 781 \(2025\)](#) – Emergency shelters: persons with household pets
- [Assembly Bill No. 478 \(2025\)](#) – Emergency information and evacuations for persons with pets

The draft emergency operations plan is available online at:

<https://www.oxnard.gov/fire-department/emergency-management/emergency-operations-center>

Hard copies of the draft plan are available for in-person review at the Oxnard Fire Administration office.

Mutual Aid Agreement with The American Society for the Prevention of Cruelty to Animals (ASPCA)

The proposed agreement between the City of Oxnard and the ASPCA establishes a framework for coordination and mutual aid during disasters that impact animals. The ASPCA’s National Field Response team provides specialized support for large-scale animal response operations, including animal rescue, emergency sheltering, veterinary care, and logistical support.

Under the agreement, the ASPCA may provide personnel, expertise, and resources to support local animal response efforts when requested through established incident command and operational area coordination processes. The agreement does not obligate either party to respond to a specific incident and requires each organization to be responsible for its own personnel, costs, and resources unless otherwise agreed.

STRATEGIC PRIORITIES

This agenda item supports the Oxnard Fire Department Strategic Plan by advancing a modern disaster preparedness program that strengthens the City’s ability to prepare for, respond to, and recover from emergencies and disasters affecting City operations, residents, and businesses.

This action also aligns with the City Council’s strategic priority of Public Safety through the creation of a modern disaster preparedness program to ensure the City of Oxnard is prepared for effective response and recovery from earthquakes, flooding, and other disasters.

FINANCIAL IMPACT

Adoption of the 2026 EOP ensures the City meets State and Federal emergency management planning requirements, including compliance with the Standardized Emergency Management System (SEMS). Maintaining an adopted and current EOP is necessary for the City to remain eligible for State and Federal disaster assistance and reimbursement of eligible disaster-related costs, including personnel expenses, following a proclaimed emergency.

Execution of the Mutual Aid Agreement with the ASPCA incurs no direct cost to the City. During emergencies, each party remains responsible for its own personnel, costs, and resources.

Prepared by: Candy Campbell, Emergency Services Manager

ATTACHMENTS

1. EOP Resolution 2026
2. Agreement Number_ A-8612
3. 2026 EOP: Part 1 - Base Plan

4. Presentation

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING
THE EMERGENCY OPERATIONS PLAN UPDATE FOR THE CITY OF OXNARD AND
LETTER OF PROMULGATION

WHEREAS, protecting life and property by way of emergency preparedness is one of the primary responsibilities and highest priorities of the City of Oxnard ("City"); and

WHEREAS, an all-hazard Emergency Operations Plan ("EOP") provides the framework for emergency response and emergency management during disasters and contains operational concepts designed to adapt to any potential large-scale emergency; and

WHEREAS, the City adopted the current EOP in 2021; and

WHEREAS, the City wishes to update the Plan upon review by the City Manager, as the Director of Emergency Services, Fire Chief, Police Chief, and City Department Heads; and

WHEREAS, the Emergency Operations Plan was reviewed and updated to meet the guidelines and requirements established by the California Governor's Office of Emergency Services which ensures that the Plan is written in accordance with and has addressed critical elements of the State Standardized Emergency Management System and the National Incident Management System and that it is acceptable in accordance with the requirements of the Emergency Services Act and the California Master Mutual Aid Agreement; and

WHEREAS, the EOP has been updated in accordance with Chapter 6 of the Oxnard City Code, and the City's 2030 General Plan (Safety & Hazards Element).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oxnard as follows:

1. The City Council hereby adopts the 2026 Update to the Oxnard Emergency Operations Plan (Base Plan), including all appendices, as the official all-hazards emergency operations plan for the City of Oxnard, superseding all prior versions to the extent they are inconsistent.
2. The Director of Emergency Services is authorized and directed to sign the 2026 EOP Update Letter of Promulgation on behalf of the City.
3. Unless otherwise required by law or as provided in the EOP itself, the Director of Emergency Services or designee is authorized to make any and all administrative, non-substantive, or Part 2 Emergency Response Organization Functions and their annexes, checklists, and supporting materials changes to the EOP without further City Council action.

PASSED AND ADOPTED this _____ day of _____, 2026 by the following vote:

AYES:

NOES:

ABSENT:

Luis A. Mc Arthur, Mayor

ATTEST:

Lourdes A. López, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney



**Mutual Aid Agreement Between
The American Society for the
Prevention of Cruelty to Animals
and
City of Oxnard**

The purpose of this Mutual Aid Agreement (this “Agreement”) is to create a working relationship between The American Society for the Prevention of Cruelty to Animals (“ASPCA”) and City of Oxnard (the “Agency”) (each of the ASPCA and the Agency a “Party” and, collectively, the “Parties”). This Agreement shall be effective as of the date of the last signature below (the “Effective Date”).

RECITALS

WHEREAS, the ASPCA is a not-for-profit organization that exists to provide effective means for the prevention of cruelty to animals throughout the United States (the “ASPCA Mission”); and

WHEREAS, the ASPCA’s National Field Response team (the “ASPCA Field Team”), working in conjunction with local authorities, leads large scale operations (each an “Operation”) in response to natural disasters (each, a “Disaster”) that cause animal suffering or create animal needs that cannot be met by a community, including but not limited to the Agency, without outside assistance; and

WHEREAS, the Parties wish to facilitate the identification and coordination of assistance and animal rescue efforts in order to maximize the welfare of animals and their caretakers before, during, and after a major incident, and to minimize the loss of life and animal suffering that might occur following such an incident; and

WHEREAS, the Parties to this Agreement have determined that it is in the best interests of themselves and the communities they shall assist to foster communications and the sharing of resources, personnel, and equipment in the event of an incident that threatens the welfare of animals; and

WHEREAS, this Agreement provides the broad framework for cooperation and communication between the ASPCA and the Agency in providing assistance and service to animals impacted by Disasters (as defined below).

NOW, THEREFORE, in consideration of the mutual promises of the Parties, the sufficiency of which is agreed to by both Parties, the Parties agree as follows:

- I. **CONCEPT OF OPERATIONS:** Both the ASPCA and the Agency are separate and independent entities, and each Party is responsible for establishing its own policies and financing its own activities.

II. MUTUAL AGREEMENTS

A. This Agreement, standing alone, does not obligate either the ASPCA or the Agency to respond and/or to participate in any given Operation; however, if the ASPCA or the Agency does respond and/or otherwise participate in any given Operation, this Agreement shall govern such activities. This Agreement provides the broad framework for cooperation and communication between the ASPCA and the Agency by which assistance and service to the Animals in an Operation may be provided, as well as for other services for which cooperation may be mutually beneficial, as set forth in this Agreement.

B. The ASPCA Field Response Team may require the services of volunteers and/or other resources from the Agency in the event of an Operation;

C. The ASPCA and the Agency wish to create a mutually beneficial agreement outlining potential services that may be provided by each organization in the event of an Operation; and

D. The ASPCA and the Agency wish to establish, in advance of any request for assistance, the terms and/or guidelines that will govern a working relationship between the Parties.

III. ANIMAL CARE AND CUSTODY

A. If the Agency has authority over animals due to a Disaster, the Agency may give temporary physical custody of such animals to the ASPCA pursuant to this Agreement. If the ASPCA has temporary physical custody of animals pursuant to this Agreement, the ASPCA shall provide such animals with adequate space and resources, including but not limited to providing proper food, water, shelter, exercise, socialization, enrichment, and appropriate veterinary care. The ASPCA may provide such services directly or through third parties that it selects, in its sole discretion.

B. In the event of an Operation, the ASPCA may accept animals for permanent placement. Any such transfers of ownership shall take place pursuant to separate written agreement(s) between the ASPCA and the legal owner of the Animal(s), whether the legal owner is the Agency or a third-party person or entity. The Parties understand and agree that no transfer of ownership of any animal shall take place except pursuant to such independently negotiated and separately executed transfer agreements.

IV. **COMMUNICATION BETWEEN THE PARTIES**

The Parties agree as follows:

A. Close communication shall be maintained between the ASPCA and the Agency through the use of meetings, telephone conferences, email, and/or other means in the event of a potential or actual Operation. Communication will include requests for assistance, situation reports, and other response-related communications. Each Party will share current data regarding the Operation, support requested, and ability to provide requested support, as further described in this Agreement. Interaction and liaison shall be encouraged at all levels of both Parties' organizations.

B. The ASPCA and the Agency will distribute this Agreement internally as appropriate and shall urge full cooperation in the event of an Operation. Without limiting the generality of the foregoing, the Agency shall notify other potentially responsible governmental agencies, including but not limited to emergency management and appropriate Emergency Support Functions (ESF), law enforcement, and/or the fire department, of the arrangement between the Parties under this Agreement.

C. The ASPCA and the Agency will keep each other updated as to the individuals who may act on behalf of each party (each, an "Authorized Representative") in anticipation of or during an Operation. The Agency will update this link with its list of Authorized Representatives and will maintain its current contact information, which can be found here: <https://airtable.com/shrMsRIQkdsWiYgWX>. The list of Authorized Representatives for the ASPCA can be found here: <https://aspcas.app.box.com/s/ea3ayi1i0s6jtoz0rca779kbz3i9m7zy>. The ASPCA shall keep its list of Authorized Representatives updated with current contact information.

D. In no event shall the Agency use the ASPCA name or logo for any reason without the express written agreement of the ASPCA, in advance.

V. **RESPONSE COORDINATION**

A. **Requests for Assistance.** The Agency may directly contact the Authorized Representative of the ASPCA and shall provide them with the information set forth in Exhibit A when requesting assistance pursuant to this Agreement. The Agency may complete the form attached to this Agreement as Exhibit A or may provide the information by any other available means (e.g., email, online form found at <https://airtable.com/appMGKuSkaWpXmLcU/pags9ge77eYgONcKN/form>). The request shall also include information detailing the nature of the original request from the authorities authorizing the response, as applicable. It is understood between the Parties that any response to an incident will be based on the National Incident Management System model and fall under the umbrella of the established Emergency

Operations Center for each incident. The Agency shall only request the assistance of the ASPCA if the Agency has approval of the proper authorities that may be necessary for the ASPCA to provide the assistance requested.

B. **Requests for Volunteers.** In some instances, the ASPCA may request employees and/or volunteers of the Agency to assist with an Operation. This request will, in most cases, be made by means of an email or phone call from the ASPCA to the Agency. The provision of volunteers by the Agency shall be subject to the following:

1. *Team Leader.* If the Agency provides employees and/or volunteers to assist the ASPCA in an Operation (collectively, the "Agency Volunteers"), the Agency must designate one individual as the Agency Volunteers' "Team Leader." The Team Leader will act as the supervisor and primary contact for the Agency Volunteers on any given deployment and shall work with the ASPCA to ensure that the Agency Volunteers are appropriately and safely performing the functions for which they are volunteering and that any of the Agency Volunteers' concerns are addressed to the best of the ASPCA's ability. For the avoidance of doubt, the Parties acknowledge and agree that the ASPCA shall set forth the roles and duties of all responders for an Operation, including any Agency Volunteers. A Team Leader must be either:
 - a. An Agency employee; or
 - b. An Agency volunteer who has significant experience successfully managing volunteers on behalf of the Agency.
2. *Dismissal of Agency Volunteers.* The ASPCA reserves the right to require any Agency Volunteers to leave any given Operation for any reason or for no reason. Such determinations shall be made in the sole and absolute discretion of the ASPCA.
3. *Agency Volunteer Registration.* Prior to participating in an Operation, each Agency Volunteer must register online through the ASPCA Responder Management Application (the "RMA"), available at https://aspcavolunteerportal.org/?entry_point_type=global_entry_point&nd=user_volunteer_application&chapter_id=14&entry_point_id=6&unit_id=13
4. . Each Agency Volunteer must provide all information and complete all trainings requested on the RMA. In addition, each Agency Volunteer must indicate that the Agency Volunteer is responding under another organization as a Response Partner Volunteer and agree to the Response Partner Volunteer Agreement and the Disclaimer prior to assisting with an Operation. Both the Response Partner Volunteer Agreement and the Disclaimer can be completed online through the RMA.

5. *Agency Volunteer Qualifications.* The Agency shall ensure that each Agency Volunteer is either an employee of the Agency or approved as a volunteer of the Agency according to the Agency's customary procedures for retaining volunteers. The Agency shall use its discretion in providing qualified Agency Volunteers. The Agency hereby represents and warrants that any person designated as its volunteer (as opposed to its employee) is properly classified as such pursuant to applicable federal, state, and local laws.

6. *No Employment Relationship.* At all times, employees of the Agency shall continue to be employed solely by Agency and not by the ASPCA, and volunteers of Agency shall continue to be volunteers of the Agency and not of the ASPCA. The Agency will be solely responsible for (1) paying any and all compensation (wages, overtime wages, paid time off) to which Agency Volunteers are entitled; (2) providing any other legally required or agreed-upon employee benefits or entitlements; (3) providing workers' compensation insurance as required by applicable law; and (4) fulfilling all other obligations, including income tax withholding, legally required with respect to their employment. Agency Volunteers shall not be eligible to participate in or be covered by any employee benefit plan or program sponsored by or through ASPCA and shall not be entitled to any compensation whatsoever from ASPCA. While Agency Volunteers may receive day-to-day guidance regarding discrete tasks relating to the Operation from the ASPCA, they will remain Agency employees and/or volunteers, subject to Agency's supervision and direction. Interactions between Agency employees and/or volunteers and ASPCA employees are not to be understood as creating an employment relationship between them and the ASPCA, or between the Agency and any employee of the ASPCA. Agency acknowledges and agrees that Agency Volunteers shall not be eligible to participate in or be covered by any employee benefit plan or program sponsored by or through the ASPCA, including, without limitation, medical, disability, or life insurance coverage, and shall not be entitled to any compensation from the ASPCA. Agency Volunteers are required to be covered by medical insurance (whether as part of group coverage offered through Agency or through an individual policy).

7. *Volunteer Responsibilities.* The ASPCA shall use its best efforts to provide a description of the responsibilities that will be performed by Agency Volunteers with respect to any given Operation in advance of requesting Agency Volunteers; however, the Agency understands and agrees that Agency Volunteers will generally perform activities in a high-risk setting that are highly demanding both physically and mentally, and volunteers are often subjected to a significant level of physical

and mental stress. For example, volunteers may be required to lift heavy items, and certain qualified volunteers may assist with technical rescue. The Agency shall use its best efforts to provide the ASPCA with only suitable Agency Volunteers who will be able to endure such conditions, and the Agency agrees that it shall be responsible for vetting any potential Agency Volunteers prior to deploying them to any Operation. The Agency shall convey any special requests of potential volunteers to the extent that such information is available to the Agency.

C. **Third-Party Assistance:** If the ASPCA determines that additional resources are needed beyond what ASPCA can provide directly, the ASPCA, in conjunction with the Agency, may coordinate the contact, activation, and deployment of its partner organizations to secure additional resources, subject to the terms of this Agreement. The ASPCA may enter into agreements with its third-party partner organizations to govern such entities' provision of volunteers or other resources to support deployments, such as an Operation.

VI. **COSTS OF ASSISTANCE:** Each Party shall be responsible for all of its own costs associated with such Party's activities related to an Operation. The ASPCA and the Agency shall not be liable for any portion of any expenses incurred by the other unless it has been expressly agreed upon in writing, prior to the incurrence of the expense.

Notwithstanding the foregoing, the Parties agree to cooperate reasonably in pursuing reimbursement from federal, state, or other disaster relief funds (including but not limited to FEMA Public Assistance under ESF-11 or equivalent programs) for any incremental costs incurred by either Party in connection with an Operation. Each Party shall provide the other with timely documentation and information reasonably requested to support such reimbursement claims, to the extent permitted by law.

VII. **RELATIONSHIP BETWEEN THE PARTIES:** Nothing in this Agreement shall be so construed as to create a relationship of employer and employee, or principal and agent, partnership, or joint venture as between the ASPCA and the Agency. Nothing in this Agreement shall be so construed as to provide either Party with the authority to bind the other to any agreement, undertaking, cost, liability, or expense of any nature without the express written consent of the other.

Each of the ASPCA and the Agency shall be separately responsible for the operation and maintenance of its own equipment, and resources, and each Party's personnel, equipment, and resources shall generally remain under the operational control of such Party. The ASPCA reserves the right to withdraw its resources at any time during an Operation, subject to reasonable notice to the Agency. The Agency shall provide the ASPCA with at least thirty-days' advance notification of the Agency's intent to disallow animals to have continued access to temporary housing operated by the ASPCA during

an Operation and at least seventy-two hour advance notification of the Agency's intent to withdraw any other resources or personnel that has been provided to assist the ASPCA during an Operation unless such notice is not practicable; in which case, such notice as is reasonable shall be provided. Equipment purchased in connection with responding to a Disaster pursuant to this Agreement will remain the property of the purchasing Party, unless otherwise agreed in writing.

- VIII. **SELF-SUFFICIENCY**: ASPCA personnel and equipment will be, to the greatest extent possible, self-sufficient for housing, food, and other logistical needs in areas stricken by Disasters.

- IX. **PUBLICITY**: During a joint effort, reasonable efforts to promote the identity of both Parties shall be clearly communicated through all available means. The ASPCA and the Agency shall make every effort to keep the public informed of their cooperative efforts. Whenever possible, onsite signage, press releases, interviews and other communications efforts shall indicate the involvement of both ASPCA and the Agency. When possible, advance notice and review of releases/reports shall be given by each Party to the other, provided, however, that the Parties shall use their best efforts to complete any such review within twenty-four (24) hours from receiving the release or report. The Parties agree to share photography, videography and other materials that can be used for publicity purposes with the understanding that the Party responsible for procuring said materials is credited as the source; provided, however, that in the case of animal cruelty, the appropriate jurisdictional authority shall have the final approval on any press releases or photographs released in relation to such animal cruelty. The Parties acknowledge and agree that upon sharing any such photographs, videos, and/or other materials, the sharing Party is thereby granting the receiving party a license to use the shared content for any lawful purpose, including fundraising purposes. If applicable, Agency must also secure any and all necessary permission from federal, state, or local law enforcement, if necessary, for use of the materials and shall provide confirmation of such permission to the ASPCA. Without such permission, neither Party may use any materials for publicity purposes that were gathered at any actual or potential crime scene. If applicable, results arising from joint studies between ASPCA and the Agency shall be jointly owned and both Parties shall retain ownership and access without inhibition.

- X. **FUNDRAISING**: The Agency recognizes the ASPCA's dependence on voluntary public financial support to carry out its mission. The ASPCA shall be free to make special appeals to the public and to its members, if any, for funding.

- XI. **NON-EXCLUSIVE AGREEMENT**: This Agreement is non-exclusive. The ASPCA and the Agency reserve the right to form similar agreements with other parties.

- XII. **INSURANCE**: Each party shall carry its own insurance covering its individual organization and activities related to the Operation.

XIII. ASPCA MISSION: In the course of assisting the ASPCA in an Operation, the Agency shall strive to support the ASPCA's mission of providing effective means for the prevention of cruelty to animals throughout the United States.

XIV. CONFIDENTIALITY: The ASPCA and the Agency agree to keep, and to ensure that their respective employees, agents, representatives, and volunteers keep, confidential all materials and information that are provided by the other Party (as the "Disclosing Party") in connection with its performance under this Agreement and that are not made available to the general public, including without limitation, financial information, and information and materials about either Party's or its affiliates' operations, campaigns, and/or strategic or tactical plans (collectively the "Confidential Information").

Neither the ASPCA nor the Agency shall, and each shall ensure that its employees, agents, representatives, and volunteers shall not, use, disclose, or publish any Confidential Information without proper written approval of the Disclosing Party either during or subsequent to the term of this Agreement except that the ASPCA's and the Agency's employees, agents, representatives, and volunteers may use the information during the term of this Agreement to the extent (and only to the extent) necessary to perform services pursuant to this Agreement or as may be required by applicable law or pursuant to a lawful court order. All Confidential Information shall at all times be and remain the exclusive property of the Disclosing Party.

XV. LIABILITY, DEFENSE, AND INDEMNITY

A. Claims Arising from Sole Acts or Omissions of Agency: The Agency hereby agrees to defend and indemnify the ASPCA and its officers, agents, employees, volunteers from any claim, action or proceeding against ASPCA, arising solely out of the acts or omissions of the Agency in the performance of this Agreement except to the extent such claims arise from the gross negligence or willful misconduct of the indemnified Party.. At its sole discretion, ASPCA may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve the Agency of any obligation imposed by this Agreement. ASPCA shall notify the Agency promptly of any claim, action or proceeding and cooperate fully in the defense.

B. Claims Arising from Sole Acts or Omissions of ASPCA: The ASPCA hereby agrees to defend and indemnify the Agency, its agents, officers and employees from any claim, action or proceeding against Agency, arising solely out of the acts or omissions of ASPCA in the performance of this Agreement except to the extent such claims arise from the gross negligence or willful misconduct of the indemnified Party.. At its sole discretion, Agency may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve ASPCA of any obligation imposed by this Agreement. Agency shall notify ASPCA promptly of any claim, action or proceeding and cooperate fully in the defense.

C. **Claims Arising from Concurrent Acts or Omissions:** The Agency hereby agrees to defend itself, and the ASPCA hereby agrees to defend itself, from any claim, action or proceeding arising out of the concurrent acts or omissions of the Agency and the ASPCA. In such cases, Agency and ASPCA agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in paragraph XV(E) below.

D. **Joint Defense:** Notwithstanding paragraph XV (C) above, in cases where the Agency and the ASPCA agree in writing to a joint defense, the Agency and the ASPCA may appoint joint defense counsel to defend the claim, action or proceeding arising out of the concurrent acts or omissions of ASPCA and Agency. Joint defense counsel shall be selected by mutual agreement of the Agency and the ASPCA. The Agency and the ASPCA agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in paragraph XV(E) below or as otherwise provided in such written joint defense agreement. The Agency and the ASPCA further agree that neither party may bind the other to a settlement agreement without the written consent of both Agency and ASPCA.

E. **Reimbursement and/or Reallocation:** Where a trial verdict or arbitration award allocates or determines the comparative fault of the parties, the Agency and the ASPCA may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments, and awards, consistent with such comparative fault.

F. **Limitation of Liability.** Neither Party shall be liable to the other Party for any incidental, consequential, indirect, special, or punitive damages arising in connection with this Agreement or its termination or the breach of any obligation arising hereunder, whether for breach of contract, tort, negligence, or other form of action.

XVI. **ENTIRE AGREEMENT; AMENDMENT; COUNTERPARTS:** This Agreement constitutes and contains the entire agreement between the Parties with respect to the subject matter herein, supersedes all prior written or oral understandings and agreements relating thereto, and may not be changed, modified, amended, or supplemented, except by written agreement of both Parties. This Agreement may be executed in counterparts, each of which shall be deemed an original, and which collectively will be deemed one document. This Agreement may be executed electronically, and such signature shall have the same effect as an original signature. By signing this Agreement, the signer represents that they have the authority to bind the Party on whose behalf the signer has executed the Agreement.

XVII. **TERM, TERMINATION:** This Agreement shall be effective as of the Effective Date and shall remain in effect until terminated by either party upon fifteen (15) days' written notification to the other party.

[Signature page follows.]

Approved and agreed to by:

ASPCA

 Tim Rickey
 Vice President, National Field Response
 American Society for the Prevention of Cruelty to Animals
 424 East 92nd Street
 New York, NY 10128

 Date

AGENCY: City of Oxnard

 Alexander Nguyen
 City Manager

 Date

Approved as Form

 Stephen M. Fischer
 City Attorney

 Date

EXHIBIT A [FILL OUT ELECTRONICALLY SUBSTANTIALLY IN THIS FORM]

REQUIRED INFORMATION

Each request for assistance shall be accompanied by the following information, to the extent known:

1. General description of the damage sustained or threatened:

2. Identification of the emergency service function or functions for which assistance is needed (e.g., emergency medical, search and rescue, transportation, communications, planning and information assistance, resource support, assistance with investigations of alleged animal cruelty, and other services, etc.), and the particular type of assistance needed:

3. Identification of the type of assistance needed:

4. Amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time that each will be needed:

5. Need for sites, structures, or buildings to serve as relief centers or staging areas for incoming personnel, goods, equipment, and services:

6. Estimated time and a specific place for a representative of Agency to meet the personnel and equipment of the ASPCA:

7. List the names of other organizations which you have also asked to help or with which you have an existing MAA or MOU:

8. Please list what services you, or another organization, are willing to provide:

CITY OF

OXNARD

CALIFORNIA

DRAFT

EMERGENCY OPERATIONS PLAN

Prepared. Coordinated. Resilient.



Prepared by:
Oxnard Office of Emergency Services

Version 1 | Updated April 2026

2026

Page left intentionally blank.



Part 1: Base Plan

Page left intentionally blank.

Table of Contents

Part 1: Base Plan

Introductory Material.....	i
Promulgation.....	i
Plan Concurrence.....	ii
Approval and Implementation.....	iii
Record of Changes.....	iv
Record of Distribution.....	v
Foreword.....	vi
Emergency Management Priorities.....	vi
Structure of the Emergency Operation Plan.....	vii
Activation of Emergency Operation Plan.....	vii
Section 1: Overview.....	1
1.1 Purpose.....	1
1.2 Scope.....	1
1.3 Situation Overview.....	1
1.4 Demographics.....	3
Table 1-1: English Language Learner (ELL) Students by School District.....	4
Figure 1-1: Linguistic Isolation Percentile (Oxnard).....	5
1.5 Hazard and Threat Analysis Summary.....	7
Figure 1-2: Dam Inundation Map, Oxnard, February 2025.....	11
Figure 1-3: Fault Map, Oxnard, February 2025.....	12
Figure 1-4: Liquefaction Potential Map, Oxnard, February 2025.....	13
Figure 1-5: FEMA Flood Zones, Oxnard, February 2025.....	14
Figure 1-6: Tsunami Inundation Zone Map, Oxnard, February 2025.....	15
Figure 1-7: Cal Fire Local Responsibility Area Fire Hazard Severity Zone Map, Oxnard, March 2025.....	16
Figure 1-8: Major Rail and Transportation Corridors, Oxnard, August 2025.....	17
1.5 Planning Assumptions.....	18
Section 2: Concept of Operations.....	21
2.1 Phases of Emergency Management.....	21
2.2 Emergency Operation Center (EOC) Activation and Operations.....	26
Table 2-1: City of Oxnard EOC Activation Levels.....	27
Table 2-2: Local Government EOC Staffing Guide.....	28
2.3 Incident Management Frameworks.....	32

Table 2-3: Five Levels of SEMS Coordination.....	32
2.4 Public Awareness and Information.....	35
2.5 Access and Functional Needs (AFN).....	35
2.6 Children and Unaccompanied Minors.....	37
2.7 Disaster Animal Care.....	37
2.8 Training and Exercises.....	38
Section 3: Organization and Assignment Responsibilities.....	39
3.1 City of Oxnard EOC Structure and Responsibilities.....	39
Table 3-1: Key Roles and Responsibilities in EOC.....	40
3.2 City Department Emergency Roles and Responsibilities.....	40
Table 3-2: City Department Emergency Responsibilities.....	41
3.3 Community Partners and Private Sector Involvement.....	43
Table 3-3: Community Partner & Private Sector Emergency Responsibilities....	43
Section 4: Direction, Control, and Coordination.....	45
4.1 Local Level Coordination.....	45
Table 4-1: Support Provided to Oxnard from County Agencies.....	47
4.2 Regional Coordination (Cal OES Region I).....	49
4.3 State Coordination and Proclamation Support.....	49
4.4 Federal Coordination and Declarations.....	49
4.5 Plan Integration and Coordination.....	50
Figure 4-1: California OES Mutual Aid and Regional Map.....	52
Section 5: Communications.....	55
5.1 Communications Systems.....	55
Table 5-1: City Telecommunication Service Providers.....	55
5.2 Alert and Warning Systems.....	57
5.3 Information Gathering and Dissemination.....	58
5.4 Public Information.....	59
5.5 Joint Information System (JIS) and Joint Information Center (JIC).....	60
Section 6: Mutual Aid and Resource Management.....	63
6.1 Mutual Aid System and Coordination.....	63
6.2 Discipline-Specific Mutual Aid.....	64
6.3 Volunteer and Private Sector Aid.....	64
6.4 Policies and Procedures.....	65
6.5 Agreements.....	66
Section 7: Continuity of Government.....	69
7.1 Legal Authority.....	69
7.2 Continuity of Authority and Succession.....	70
Table 7-1: Director of Emergency Services Line of Succession.....	70
7.3 Preservation of Local Government.....	71

7.4 Department Head Succession.....	71
Table 7-2: Department Heads Line of Succession.....	72
7.5 Alternate Government Seat.....	73
7.6 Vital Records Preservation.....	73
Section 8. Administration, Finance, and Logistics.....	75
8.1 Documentation and Recordkeeping.....	75
8.2 Finance and Cost Recovery.....	75
8.3 Logistics and Resource Management.....	76
8.4 After-Action Reporting and Improvement Planning.....	78
8.5 Finance and Logistical Roles and Coordination by EOC Section.....	79
Table 8-2: Finance and Logistical Roles by EOC Section.....	79
Section 9. Plan Development and Maintenance.....	81
9.1 Plan Development Responsibility.....	81
9.2 Plan Maintenance and Update Cycle.....	81
9.3 Training and Exercise Requirements.....	81
9.4 Plan Evaluation Metrics.....	83
Appendices.....	85
A. Authorities.....	85
B. References.....	86
C. Abbreviations and Acronyms.....	88
D. Glossary of Terms.....	91

Page left intentionally blank.

Introductory Material

Promulgation

To: Officials, Employees, and Residents of the City of Oxnard

The City of Oxnard ("City") is committed to safeguarding the health, safety and welfare of our community in the face of emergencies and disasters. This 2026 Emergency Operations Plan ("EOP") establishes a comprehensive, all-hazards framework for preparedness, response, recovery, and mitigation, ensuring the effective mobilization of City resources, coordination with partner agencies, and protection against excessive pricing during emergencies, as outlined in Chapter 6 of the Oxnard City Code.

The EOP aligns with the Standardized Emergency Management Systems ("SEMS"), the National Incident Management System ("NIMS"), and the California Emergency Services Act ("CESA"). It supersedes all previous versions and empowers the Director of Emergency Services, along with designated successors, to proclaim local emergencies, promulgate necessary orders, and direct City operations as authorized by Oxnard City Code sections 6-3 and 6-4, as may be amended.

By this promulgation, the City formally adopts and implements the 2026 Emergency Operations Plan. The City Council, City Manager, Department Directors, and all City personnel are directed to become familiar with its contents, fulfill their defined roles and responsibilities, and participate in training, exercises, and plan maintenance as required. Residents, businesses, community organizations, and partner agencies are encouraged to review relevant portions of the plan and support community preparedness efforts.

This plan becomes effective upon adoption by the City Council and shall remain in force and effect until superseded by a future adopted version.

Plan Concurrence

Having reviewed and approved the 2026 City of Oxnard Emergency Operations Plan (EOP), I hereby concur with its contents and affix my signature below.

Alexander Nguyen
Director of Emergency Services
City Manager

Ashley Golden
Assistant City Manager

Eric Sonstegard
Assistant City Manager

Stephen Fischer
City Attorney

Jason Benites
Chief of Police

Alexander Hamilton
Fire Chief

Terrel Harrison
Cultural and Community Services Director

Michael Wolfe
Public Works Director

Javier Chagoyen-Lazaro
Chief Financial Officer

Rob Ruben
Chief Information Officer

Brenda Lopez
Housing Director

Steve Naveau
Human Resources Director

Jeff Pengilly
Community Development Director

Candy Campbell
Emergency Services Manager

Approval and Implementation

The City of Oxnard EOP provides a coordinated framework for preparedness, response, and recovery during major emergencies and disasters. It applies to all City departments and personnel with emergency responsibilities and aligns with the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and the California State Emergency Plan.

The EOP is flexible, scalable, and all-hazard focused. Following review and concurrence by Department Directors, it will be submitted to the City Council for adoption.

Supersession of Prior Plans

This plan supersedes all previous versions of the City of Oxnard EOP to the extent that those documents are inconsistent with this updated version.

Delegation of Authority for Modifications

- The Emergency Services Manager (EM) is responsible for maintaining the EOP's accuracy and operational relevance by preparing, coordinating, publishing, and distributing updates to all City departments and agencies listed on the distribution page.
- The EM will review applicable laws, regulations, and standards to ensure continued compliance with SEMS and NIMS requirements, in coordination with the City Attorney's Office as needed.
- City Department Directors may recommend changes based on operational, structural, or procedural updates within their departments. These recommendations will be submitted to the EM for review and potential inclusion.
- Any substantive changes to Part 1 (Base Plan) that affect the plan's scope, authority, structure, or core responsibilities must be reviewed by the City Manager and formally adopted by the City Council. Updates to Part 2 (including checklists, annexes, appendices and supporting materials) may be made by the Emergency Services Manager without Council action.

Implementation

Upon adoption by the City Council, this plan becomes the official EOP for the City of Oxnard. All city departments, divisions, and supporting agencies are encouraged to familiarize themselves with the contents of this plan and ensure their staff are trained in its use.

Director of Emergency Services

Date

This Record of Changes is used to track all updates and revisions made to the EOP over time. The process for reviewing and updating the EOP is outlined in Section 9 *Plan Development and Maintenance*.

[illegible]

Record of Distribution

Department	Copies
California Office of Emergency Services, Southern Region	
Ventura County Operational Area - Ventura County Sheriff's OES	
City Council	
City Clerk	
City Attorney's Office	
City Manager's Office	
Community Development	
Cultural and Community Services	
Finance	
Fire	
Human Resources	
Housing	
Information Technology	
Police	
Public Works	

Part One of the EOP is publicly accessible on the City of Oxnard website.

Printed copies are maintained at both the primary and alternate Emergency Operations Center (EOC) locations. Each Department Director has also received a printed version of the EOP. These physical copies ensure continued access during power outages or other disruptions that may limit availability of the digital version on the network drive.

Departments are encouraged to print and retain any sections of the EOP necessary to support their assigned emergency roles and responsibilities.

Foreword

The City of Oxnard EOP provides a framework for coordinated response to emergencies that exceed routine capabilities and require citywide coordination. Part 1, the Base Plan, outlines the City's approach to preparedness, response, and initial recovery from major incidents caused by natural hazards, technological events, or human-caused threats.

Aligned with California's SEMS and NIMS, the plan defines the organizational structure and coordination methods used to manage emergencies.

This supports proactive planning across all City departments and services as the foundation for the annexes, checklists, and procedures in Part 2 of the EOP.

The EOP has been developed in accordance with the City of Oxnard Municipal Code, Chapter 6, Emergency Organization and Functions, FEMA's Comprehensive Preparedness Guide (CPG) 101 (v3), the California Office of Emergency Services (Cal OES) EOP Crosswalk, and the California Emergency Services Act (CESA). The EOP is consistent with and supports the 2024 State of California Emergency Plan.

Emergency Management Priorities

- Implement protective life safety measures
- Reduce impacts to property and critical infrastructure
- Safeguard the environment
- Support rapid recovery and restoration of businesses and community services
- Maintain accurate documentation and records to facilitate cost recovery and after-action reviews

Structure of the Emergency Operation Plan

Part One: Base Plan	Establishes the overall framework for emergency operations, including roles, responsibilities, response strategies, and an overview of potential hazards.
Part Two: Emergency Response Organization Functions	Details internal procedures, checklists, contact lists, and operational details that support implementation of this Base Plan. These materials are maintained by the Emergency Services Manager and may be updated as needed without City Council action. Part Two documents are not required for adoption of this Base Plan and may include restricted-use information
Appendices	Includes supporting reference materials such as legal authorities, a glossary of terms, and acronyms. Some appendices may contain internal or restricted-use information and are intended for authorized personnel only.
Annexes	Functional or hazard-specific supplements to the Base Plan that outline detailed procedures, roles, and coordination strategies. Annexes may be updated independently of the Base Plan without adoption by Council.

Activation of Emergency Operation Plan

- Upon order by the City Manager, as designated in Oxnard City Code Section 6-3 (Ord. 2942), following the proclamation of a local emergency as defined in the ordinance.
- When a State of Emergency that includes the City of Oxnard jurisdiction is declared by the Governor.
- Automatically upon proclamation of a State of War Emergency, as defined by the CESA (Chapter 7, Division 1, Title 2, California Government Code).
- Upon a Presidential declaration of a National Emergency.
- Immediately upon receipt of an attack warning or confirmed observation of a nuclear detonation.

Page left intentionally blank.

Section 1: Overview

1.1 Purpose

The purpose of the Base Plan is to outline how the City of Oxnard will respond to emergencies resulting from natural hazards, technological events, or human-caused incidents. This plan provides an overview of the City's emergency management structure, operational concepts, and coordination roles, in alignment with SEMS and NIMS. The plan also clarifies the responsibilities of local, state, and federal agencies in safeguarding lives, protecting property, and supporting the resilience of the Oxnard community.

1.2 Scope

- Applies to all City of Oxnard departments and personnel with emergency responsibilities.
- Covers all geographic areas within the City's jurisdiction.
- Provides the basis for preparedness, coordinated response, and the early phases of recovery following emergencies of any type.
- Supports a scalable and flexible approach to managing incidents.
- Describes the City's emergency management organization and how it integrates with SEMS and NIMS.
- Identifies the conditions that may trigger plan activation, including a proclaimed local emergency or other serious threats to people, property, or the environment.
- Explains how the City works in partnership with other agencies, non-governmental organizations, private businesses, and the community.
- Serves as the foundation for all functional annexes, hazard-specific plans, and departmental procedures.

1.3 Situation Overview

The City of Oxnard is located in western Ventura County along the southern California coast with a land area of 27.12 square miles.¹ Oxnard is the largest city in the county and a key hub for agriculture, commerce, military, and maritime activity.

As a full-service municipality, the City of Oxnard operates its own police, fire, public works, and water services. The city is positioned near critical regional assets, including the Port of

¹ Ventura County & City of Oxnard. (2022, June). Ventura County Multi-Jurisdictional Hazard Mitigation Plan. Volume 2 - Jurisdictional Annexes (Section 6).

Hueneme, Naval Base Ventura County, U.S. Highway 101, Union Pacific Railroad lines, and Oxnard Airport making it a key connection point.

Vital community lifelines and critical facilities are located within Oxnard, including St. John's Regional Medical Center, wastewater treatment facilities, energy infrastructure, and major agricultural processing centers.

Oxnard is served by six public school districts including: Oxnard School District, Rio School District, Hueneme Elementary School District, Ocean View School District, Mesa Union School District and Oxnard Union High School District. The city is also home to Oxnard College, a public community college.

Oxnard faces a range of hazards that could disrupt critical services, threaten lives, damage infrastructure, and require multi-agency coordination. These include both natural and human-caused incidents, and the City's coastal location and regional economic role amplify its risk exposure.

This EOP integrates with local and regional plans, including the Ventura County Operational Area (Ventura County Sheriff's Department, Office of Emergency Services), also known as Ventura County Op Area, EOP and the 2022 Ventura County Hazard Mitigation Plan (HMP).

Situational Assessment

- The City has robust municipal systems for public safety, utilities, and transportation, but some infrastructure is vulnerable to seismic activity, tsunamis, flooding, and storm surge.
- Coastal and river flood risks are present due to proximity to the Pacific Ocean and Santa Clara River.
- Urban and industrial growth increases risks from hazardous materials transport, energy infrastructure, and aging critical facilities. The City evaluates all development projects to ensure mitigation measures are in place to address any new hazards or impacts they may introduce.
- Disadvantaged communities and populations with access and functional needs (AFN) may face increased risk due to socioeconomic, mobility, or language barriers.
- Oxnard's risk environment is evolving due to climate change, with increased heat, storm intensity, and potential for sea level rise.

1.4 Demographics

Understanding the demographic characteristics of the City of Oxnard is essential to effective emergency management and whole community planning. Population composition, household structure, language, and socioeconomic conditions influence how residents prepare for, respond to, and recover from emergencies. Pursuant to the U.S. Census Bureau (2024 QuickFacts),² the below demographics make up the City of Oxnard.

As of 2024, Oxnard has approximately 200,616 residents, and is characterized by relatively large household sizes, significant cultural and linguistic diversity, and socioeconomic factors that must be considered in emergency planning.

Household, Housing, and Economic Factors

Oxnard has approximately 52,000 households, with an average household size of 3.84 persons per household, which is higher than county and state averages. Larger household sizes may affect evacuation planning, shelter capacity, and household-level resource needs during emergencies.

Housing and economic conditions also influence disaster resilience. The median household income in Oxnard is approximately \$93,000, yet more than 10 percent of residents live below the federal poverty level, and a significant portion of renter households experience housing cost burdens. These factors may affect residents' ability to prepare for and recover from emergencies.

Children and older adults represent important planning populations. Approximately 26.5 percent of residents are under age 18, and 11.5 percent are age 65 or older, populations that may require additional support during emergency response and recovery operations.

² U.S. Census Bureau, QuickFacts: Oxnard city, California, 2024

Population, Culture, and Language

Oxnard is a majority Hispanic/Latino community, with approximately 77 percent of residents identifying as Hispanic or Latino. A substantial portion of residents, approximately 68 percent, speak a language other than English at home, with Spanish as the primary non-English language. These characteristics influence emergency communications, warning systems, and public outreach strategies.

Many students in Oxnard are classified as English Language Learners (ELLs), according to the California Department of Education's district profiles (see Table 1-1). This data highlights the prevalence of multiple home languages and the importance of multilingual communication in emergency planning and response. Prevalent languages spoken throughout Ventura County include: English, Spanish, Mixteco (Otomian), Arabic, Vietnamese and Mandarin with Otomian languages being the most prevalent amongst farmworker communities.³

Table 1-1: English Language Learner (ELL) Students by School District

District	Number/Percentage of ELL Students
Oxnard School District	6,706 (50.0 % of student population) ⁴
Rio School District	1,886 (36.2 % of student population) ⁵
Hueneme Elementary School District	3,024 (43.1 % of student population) ⁶
Ocean View School District	1,174 (55.7 % of student population) ⁷
Mesa Union School District	91 (8.4 % of student population) ⁸
Oxnard Union High School District	2,608 (15.0 % of student population) ⁹

³ California Department of Education, Educational Demographics Office. (2024). *Ventura County Language Group Data - Countywide for 2023 - 24*. Retrieved December 30, 2025, from

<https://dq.cde.ca.gov/dataquest/lc/CountyLC.aspx?Level=County&TheCounty=56+Ventura&cYear=2023-24>

⁴ Oxnard Elementary School District: English Learners, <https://www.cde.ca.gov/sdprofile/default.aspx?t=district&q=Oxnard>

⁵ Rio Elementary School District: English Learners, <https://www.cde.ca.gov/sdprofile/details.aspx?cds=56725610000000>

⁶ Hueneme School District: English Learners, <https://www.cde.ca.gov/sdprofile/details.aspx?cds=56724620000000>

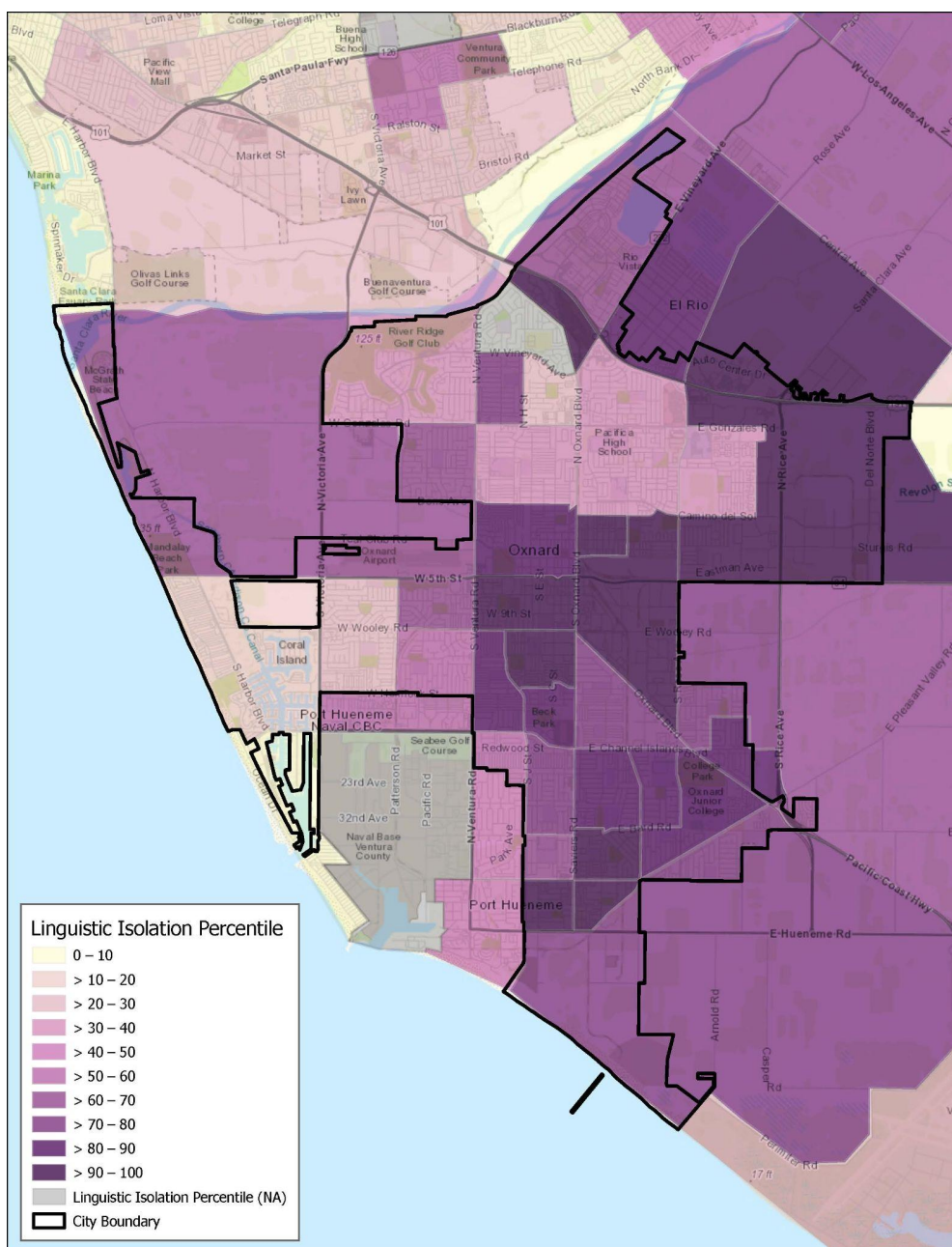
⁷ Ocean View School District: English Learners, <https://www.cde.ca.gov/sdprofile/details.aspx?cds=56725610000000>

⁸ Mesa Union School District: English Learners, <https://www.cde.ca.gov/sdprofile/details.aspx?cds=56724700000000>

⁹ Oxnard Union High School District: English Learners <https://www.cde.ca.gov/sdprofile/details.aspx?cds=56725460000000>

U.S. Census Bureau, American Community Survey (ACS) data (2015–2019) indicate that several census tracts within the City of Oxnard have higher percentages of linguistically isolated households compared to state averages (see Figure 1-1). Linguistically isolated households are defined as those in which all members 14 years of age or older speak a language other than English and have at least some difficulty speaking English. These conditions may affect residents' ability to receive, understand, and act on emergency information, underscoring the need for targeted multilingual communication and inclusive outreach strategies during emergency preparedness, response, and recovery.

Figure 1-1: Linguistic Isolation Percentile (Oxnard)



Page left intentionally blank.

1.5 Hazard and Threat Analysis Summary

Based on the Ventura County HMP (2022) and City of Oxnard's 2030 General Plan, Safety and Hazards¹⁰ element, the following natural hazards, technological, and human-caused incidents pose risk to the City:

Natural Hazard Threats

Dam Failure	
Details	Oxnard lies downstream of several significant dams, including Santa Felicia Dam, Casitas Dam, Matilija Dam, Bard Reservoir, and larger regional dams like Pyramid and Castaic. Of these, Santa Felicia, Pyramid, and Castaic pose the greatest potential impact to Oxnard.
Potential Impacts	Widespread flooding, extensive property and infrastructure damage, transportation and utility disruption, mass evacuation, displacement of residents, and environmental contamination (see <i>Figure 1-2: Dam Inundation Map</i>).

Earthquake	
Details	Oxnard is near multiple active faults including Oak Ridge (1 mi), Pitas Point–Ventura (6 mi), Red Mountain (10 mi), Anacapa (12 mi), and Malibu Coast (15 mi) (see <i>Figure 1-3: Fault Map</i>). The city is susceptible to strong ground shaking and liquefaction (see <i>Figure 1-4: Liquefaction Map</i>), especially in the Oxnard Plain.
Potential Impacts	Severe structural damage, road and bridge failure, utility outages, fires, hazardous materials releases, disruption to emergency services, and injuries and casualties.

Severe Weather / Storms	
Details	Pacific storms bring heavy rain, strong coastal winds, and occasional lightning. While Oxnard is partially sheltered from mountain-driven weather, climate change is increasing the frequency of intense storm events. Rare but possible hazards include waterspouts and weak tornadoes.
Potential Impacts	Urban flooding, power outages, downed trees and utility lines, blocked roads, localized debris flows, property damage, and potential transportation and communication disruptions and rare wind damage from waterspouts or tornadoes.

¹⁰ City of Oxnard, General Plan, 2011 (amendments through December 2016)

Flooding	
Details	Parts of Oxnard are located in FEMA designated flood zones (see <i>Figure 1-5: FEMA Flood Map</i>). The city's flat topography, aging drainage systems, and proximity to the Pacific Ocean and Santa Clara River increase exposure to storm surge, coastal flooding, and inland flooding from heavy rainfall or dam releases.
Potential Impacts	Flash flooding, storm drain overflows, road and property damage, business closures, vehicle loss, displacement, and longer-term infrastructure degradation.

Landslide	
Details	While most of Oxnard is flat, landslide risks exist near coastal bluffs, hillsides to the north and east, and areas with unstable soils. Landslides may be triggered by heavy rainfall, seismic activity, or erosion along slopes and man-made embankments.
Potential Impacts	Road closures, utility line disruption, property damage, blocked drainage systems, and increased sediment flow into waterways and flood control systems.

Sea Level Rise	
Details	Oxnard's low elevation and coastal location make it vulnerable to sea level rise. The combination of gradual rise and extreme tide events increases risk to beaches, coastal roads, and low-lying neighborhoods.
Potential Impacts	Coastal erosion, permanent inundation of low-lying areas, salinization of groundwater, increased storm surge impacts, infrastructure damage, and long-term displacement or land use change.

Tsunami	
Details	Oxnard lies within a tsunami inundation zone. An undersea earthquake along the Pacific Rim or local submarine landslide could generate a tsunami reaching the Ventura County coastline within minutes to hours (see <i>Figure 1-6: Tsunami Inundation Map</i>).
Potential Impacts	Rapid coastal flooding, loss of life, destruction of buildings, ports, and utilities in the inundation zone, mass evacuations, and contamination of water supplies.

Drought and Water Supply

Details	For potable water, Oxnard relies on a mix of imported water and local groundwater. Groundwater is obtained through Oxnard operated wells and wells operated by the United Water Conservation District. Each of these three sources provides roughly one-third of the total customer demand for potable water. Oxnard also produces recycled water. Prolonged drought in California reduces water availability, strains groundwater reserves, and increases competition with agricultural demands.
Potential Impacts	Water shortages, agricultural losses, increased utility costs, and long-term damage to aquifers and water infrastructure.

Wildfire

Details	While the City of Oxnard itself doesn't have large wildland areas, nearby hills, farmland, and open spaces can still pose a wildfire risk (see <i>Figure 1-7: Cal Fire Local Responsibility Area Fire Hazard Severity Zone Map</i>). In recent years, the region has seen more frequent and intense wildfires due to dry conditions and high winds.
Potential Impacts	Fires in surrounding areas can lead to smoke, ash, power outages, and evacuation alerts. Poor air quality and health concerns from smoke, possible evacuations, road closures, public safety power shutoffs (PSPS), and strain on emergency services, even if the fire is not burning directly inside city limits.

Technological & Human-Caused Incidents

Terrorism / Active Shooter

Details	Oxnard contains critical infrastructure, industrial hubs, government facilities, schools, and high-occupancy public venues that may be targets for terrorism, sabotage, or active shooter incidents. These incidents may involve firearms or Chemical, Biological, Radiological, Nuclear, and/or High-Yield Explosive (CBRNE) weapons. The City maintains active membership in the County's Terrorism Early Warning Group, Terrorism Working Group, and the Joint Regional Intelligence Center (JRIC) to facilitate real-time intelligence sharing.
Potential Impacts	Mass injuries, fatalities and psychological trauma. Prolonged law enforcement activity and temporary area lockdowns. Damage to facilities or networks.

Civil Unrest	
Details	Protests or civil disturbances may arise in response to national or local events. Large-scale gatherings near civic centers, transportation corridors, public facilities, or commercial areas may disrupt normal operations.
Potential Impacts	Public safety risks, property damage, disruption to transportation and commerce, looting, higher demand for law enforcement, crowd control resources, relocation of EOC.

Public Health Emergencies	
Details	Oxnard may face public health emergencies due to infectious disease outbreaks, contamination events, or biological threats. The city has a dense population, vulnerable groups, and agricultural workforce susceptible to outbreaks.
Potential Impacts	Healthcare system strain, workforce shortages, school and business closures, misinformation challenges, need for mass care, and long-term recovery planning.

Cyber-Attacks	
Details	City infrastructure, including water, utilities, emergency communications, and financial systems, relies on digital networks vulnerable to hacking, ransomware, or data breaches.
Potential Impacts	Service disruptions, loss of critical data, compromised public trust, prolonged system outages, financial costs, and coordination challenges across departments.

Transportation Incidents	
Details	Oxnard is a transportation hub with major highways, rail lines, an airport, and a nearby busy commercial port (see <i>Figure 1-8: Major Rail and Transportation Corridors</i>). Incidents could involve cars, trains, airplanes and trucks carrying hazardous materials, or ships and boats operating in or near Port Hueneme. These incidents may happen with little warning and impact surrounding neighborhoods, businesses, or travel routes.
Potential Impacts	Injuries or fatalities, road or port closures, hazardous material spills, damage to nearby property or the environment, and major disruptions to traffic, shipping, or public transit.

CITY OF OXNARD DAM INUNDATION MAP

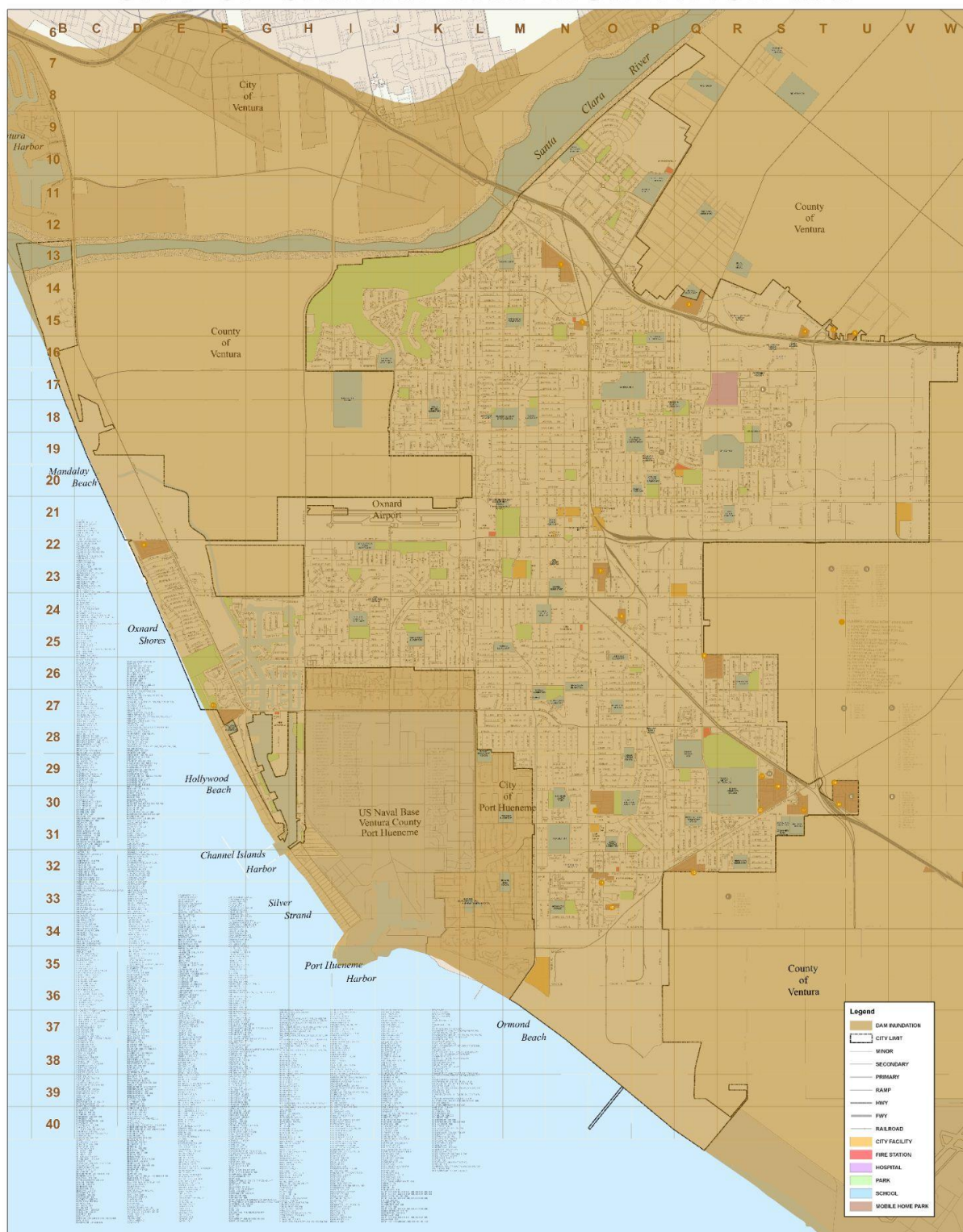


Figure 1-2: Dam Inundation Map, Oxnard, February 2025

CITY OF OXNARD AREA FAULT MAP

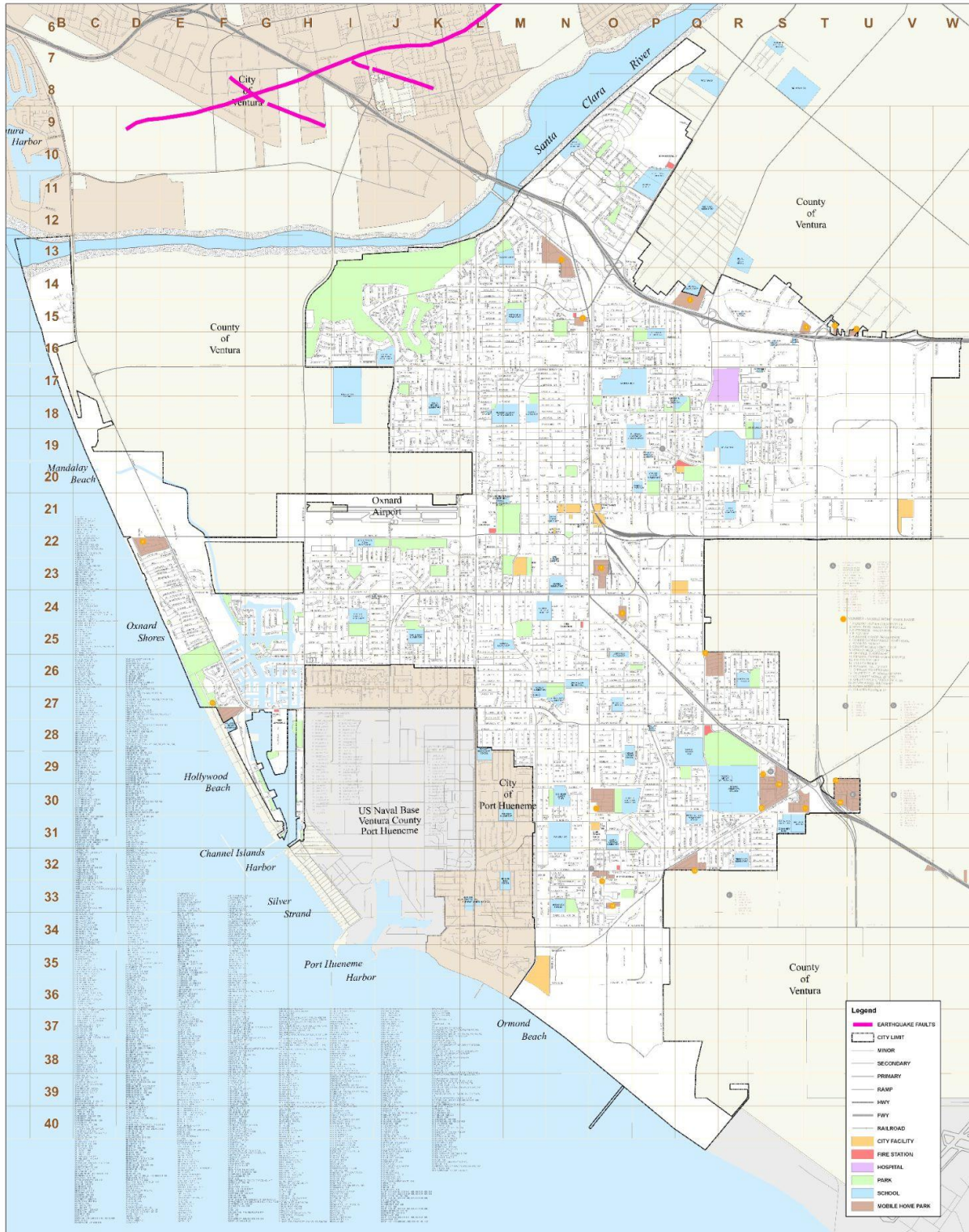


Figure 1-3: Fault Map, Oxnard, February 2025

CITY OF OXNARD LIQUEFACTION POTENTIAL MAP

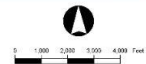
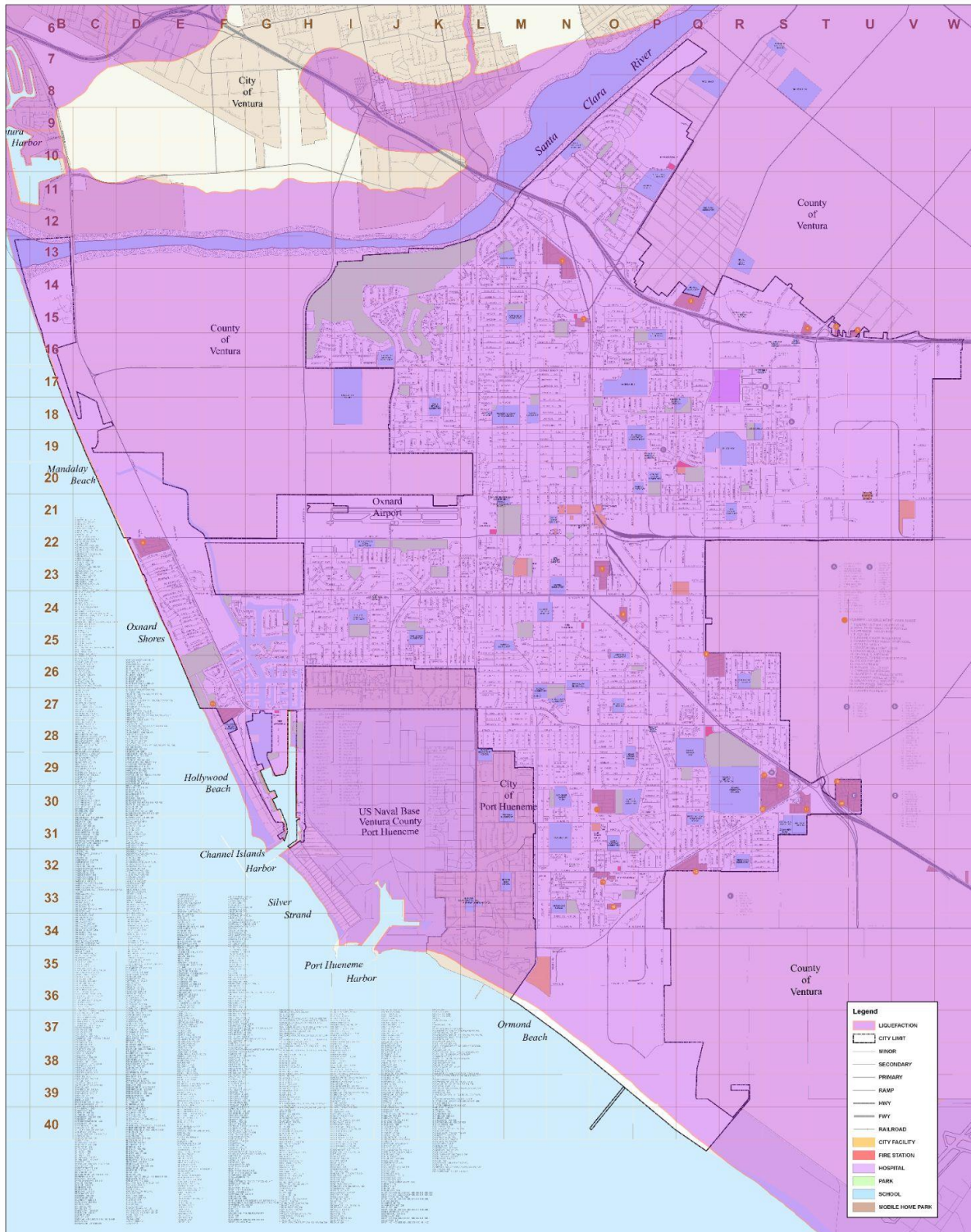


Figure 1-4: Liquefaction Potential Map, Oxnard, February 2025

Figure 1-5: FEMA Flood Zones, Oxnard, February 2025

CITY OF OXNARD TSUNAMI INUNDATION ZONES



Figure 1-6: Tsunami Inundation Zone Map, Oxnard, February 2025

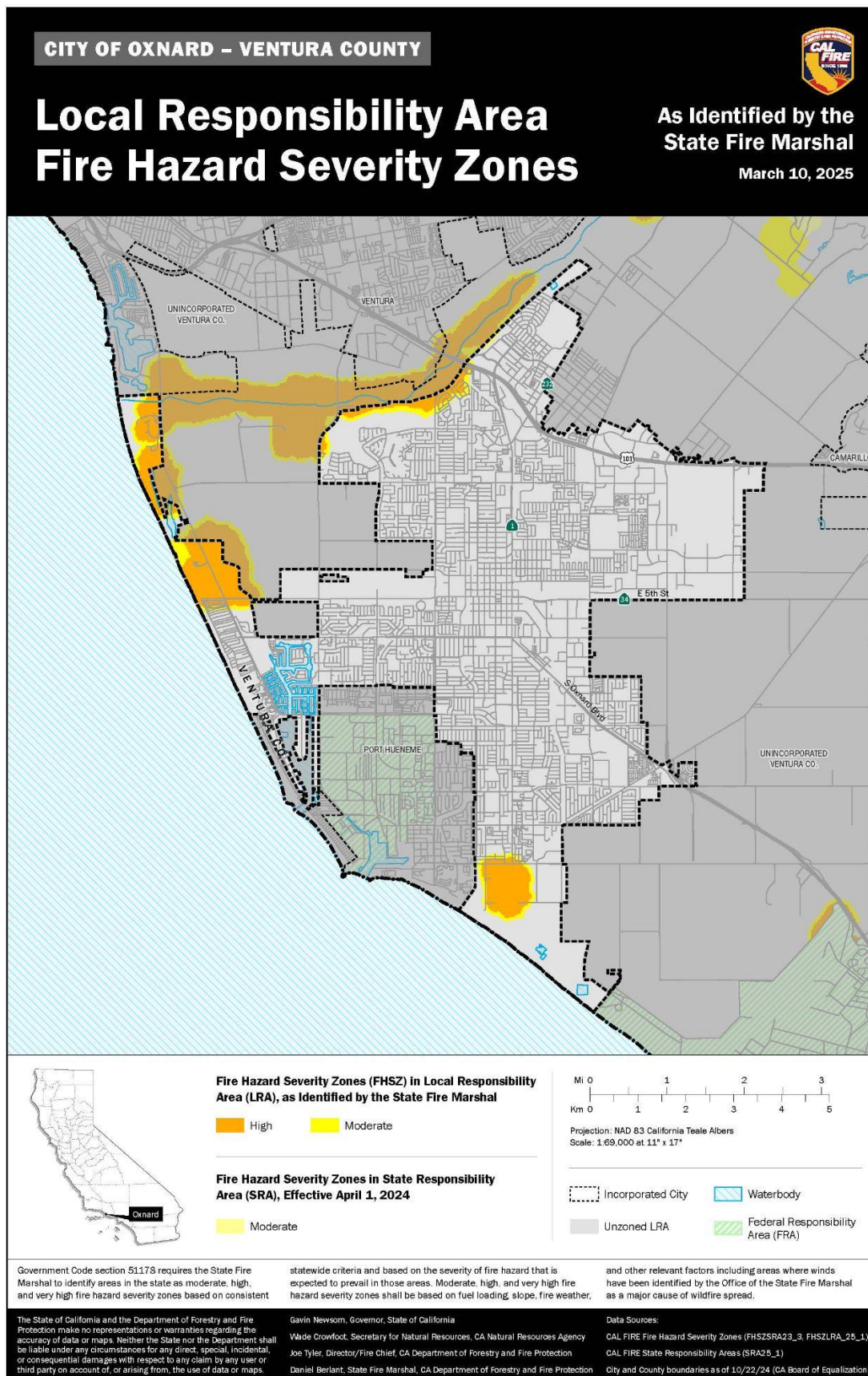


Figure 1-7: Cal Fire Local Responsibility Area Fire Hazard Severity Zone Map, Oxnard, March 2025



Figure 1-8: Major Rail and Transportation Corridors, Oxnard, August 2025

1.5 Planning Assumptions

The following assumptions provide the basis for the City of Oxnard's EOP. They describe expected operating conditions and constraints that may affect how operations are carried out. Together, they guide both the development of the plan and the way it is implemented in real events.

- **Emergencies can happen at any time.** Disasters may strike with little or no warning, leading to injuries, loss of life, damage to homes and infrastructure, service disruptions, and harm to the environment.
- **The City holds primary responsibility.** Within its jurisdiction, the City of Oxnard is responsible for emergency preparedness, response, and recovery. During a crisis, the City will use all available resources and partnerships to protect life, property, the environment, and critical infrastructure.
- **Response follows established systems.** All emergency operations will be carried out under the Incident Command System (ICS) and in compliance with SEMS and NIMS. These systems ensure that response efforts remain coordinated, efficient, and interoperable across jurisdictions.
- **The City Manager has legal authority.** Acting as the Director of Emergency Services, the City Manager is empowered by ordinance and state law to coordinate disaster response and recovery activities.
- **Pets and service animals are part of the plan.** Recognizing their importance to residents' safety and well-being, the City will include provisions for pets and service animals in its emergency operations. This includes coordinating with regional partners and animal care organizations to provide shelter, medical care, and other support.
- **All departments and personnel are accountable.** All City departments and staff members are expected to prepare for, respond to, and assist in recovery in line with the responsibilities outlined in this EOP.
- **The City operates as part of a broader system.** Oxnard will coordinate with Ventura County, State, and Federal partners under the CESA and the Master Mutual Aid Agreement. This includes both providing and requesting support as needed.
- **Mutual aid is essential.** While the City will use its resources first, it will request mutual aid whenever internal capabilities are exceeded.
- **Disruptions are expected.** Emergencies may interrupt normal government operations, communication systems, supply chains, and staffing levels.
- **Flexibility is required.** Because emergencies are unpredictable, all plans and procedures must remain adaptable and scalable to meet the severity and duration of the incident.

- **Supporting AFN, the City will work closely with Ventura County Public Health and other partners to assist these community members.** This includes ensuring accessibility and providing reasonable accommodations, even when additional or specialized resources are required, whenever possible.
- **Community support is vital.** Residents, local organizations, and businesses play an active role in response and recovery, contributing services, resources, and assistance that complement government efforts.

Page left intentionally blank.

Section 2: Concept of Operations

The City of Oxnard manages emergencies using a tiered, all-hazards approach that scales from routine incidents to large-scale disasters. When an incident exceeds the capabilities of field responders or individual departments, the City's EOC may be activated to provide coordination, policy direction, and multi-agency resource management.

Operations follow the priorities of:

1. Protecting life and safety
2. Reducing impacts to property and critical infrastructure
3. Safeguarding the environment
4. Supporting rapid recovery and restoration of businesses and community services
5. Maintaining accurate documentation and records to facilitate cost recovery and after-action reviews

The City integrates ICS for field operations, while the EOC provides coordination and policy-level support. Oxnard operates as part of the Ventura County Op Area, requesting and providing mutual aid through the California Disaster and Civil Defense Master Mutual Aid Agreement.¹¹ When local capabilities are exceeded, support is requested from county, state, or federal levels.

This Plan is developed in accordance with the CESA and incorporates all applicable state emergency planning mandates, including SEMS requirements, AFN requirements under Gov. Code § 8593.3, and disaster animal care requirements under AB 781 and AB 478.

2.1 Phases of Emergency Management

The City of Oxnard's emergency management program is built on the comprehensive emergency management cycle. This cycle reflects the City's ongoing commitment to prepare for, respond to, recover from, and reduce the impacts of disasters. Each phase is connected to the others, creating a continuous process where lessons learned from one incident strengthen planning, training, and mitigation for the future.

The City's responsibilities under CESA and related legislation apply throughout all phases of emergency management.



¹¹ State of California, Master Mutual Aid Agreement, 1950

The phases of emergency management are:

- Preparedness
- Response
- Recovery
- Mitigation

In some cases, the City may also engage in Prevention¹² activities, particularly for security threats or human-caused hazards. Prevention focuses on stopping an incident before it occurs through measures such as threat assessments, security improvements, law enforcement operations, public awareness campaigns, and coordination with partners to address risks in advance.

Preparedness Phase

Preparedness includes all actions taken before a disaster to ensure the City is ready to respond effectively. It focuses on planning, training, exercising, and community engagement to build operational capabilities and resiliency.

Key activities include:

- Developing, updating, and maintaining the EOP, departmental plans, and Standard Operating Procedures (SOPs).
- Conducting training and exercises in compliance with SEMS and NIMS, including the training of EOC roster members and Disaster Service Workers (DSWs).
- Educating the public through outreach, preparedness campaigns, and programs like Community Emergency Response Team (CERT).
- Establishing mutual aid agreements and coordinating with the Ventura County Operational Area, local agencies, and private-sector partners.
- Inspecting critical facilities.
- Testing warning and communication systems.
- Maintaining resource inventories, emergency contact rosters, and readiness checklists.

Compliance with the State's SEMS is a required preparedness activity under Gov. Code § 8607 and title 19 CCR § 2403, and is necessary for the City to remain eligible for State reimbursement of disaster response costs.

Preparedness efforts are ongoing and ensure the City can rapidly mobilize resources, issue alerts and warnings, and coordinate multi-agency operations during a crisis.

¹² National Fire Protection Association's Standard 1600 recommends a fifth "Prevention Phase" to prevent damage and life impacts from disasters. The Federal Emergency Management Agency and Cal OES recognize "prevention" as a component of the Mitigation Phase.

Response Phase

Pre-Emergency

When a disaster is imminent or unavoidable, actions focus on protecting life, property, and critical infrastructure. Typical pre-emergency activities include:

- Evacuating threatened populations to safe areas.
- Issuing public warnings and safety instructions through all available communication channels.
- Notifying the Ventura County Op Area of the impending emergency.
- Identifying the need for mutual aid and submitting requests through the Op Area.
- Preparing a Proclamation of Local Emergency for the City if conditions warrant.

Emergency Response

During this phase, operations focus on saving lives, stabilizing the incident, and reducing further damage. Immediate response is led by the local jurisdiction, with private-sector and community partners providing additional support.

The City's response may include:

- Coordinating public warnings and timely emergency information.
- Conducting situation analysis and prioritizing resource allocation.
- Evacuation and rescue operations.
- Opening and operating shelter facilities.
- Maintaining access and perimeter control.
- Protecting public health and safety.
- Restoring critical services and utilities.

Local resources will be leveraged to the fullest extent possible before requesting outside support. When City resources are depleted or specialized capabilities are needed, mutual aid requests will be routed through the Ventura County Op Area. Additional details on regional, state, and federal coordination, including State Emergency Proclamations and Presidential Emergency or Major Disaster Declarations under Public Law 93-288¹³, are provided in **Section 4: Direction, Control, and Coordination**.

The City's EOC may be activated at any time to support field operations, coordinate resources, and manage information. A proclamation of a local emergency is not required for activation. **See Section 2.2 Emergency Operation Center Activation and Operations** for further details.

¹³ Stafford Act, Pub. L. No. 93-288

Sustained Emergency Response

Once the immediate threat to life and property has been brought under control, the City will shift its focus to meeting ongoing community needs. This phase emphasizes support for displaced residents, thorough damage assessment, and the restoration of essential services. The City will work in close coordination with the Ventura County Op Area, Cal OES, and other partner agencies to ensure a comprehensive response.

- Operating mass care and shelter facilities, including provisions for people with AFN, pets, and service animals in compliance with ADA and California Government Code §8593.10 (2024).
- Conducting damage assessments to determine the scope of impact and support state or federal assistance requests.
- Supporting reunification efforts in partnership with local organizations.
- Preparing for the transition to long-term recovery operations, including Local Assistance Centers (LACs) and public information updates.

If local resources remain insufficient, the City will continue to request assistance through the mutual aid system, Ventura County Op Area, and Cal OES.

Recovery Phase

Local-Only Recovery

When recovery operations are managed solely at the City level, the Director of Emergency Services will coordinate with City departments, local nonprofits, volunteer groups, and community-based organizations to identify needs, prioritize actions, and restore essential services. The City may open a Local Assistance Center (LAC) or establish virtual/phone-based services to provide residents and businesses with centralized access to recovery information and local aid.

Key objectives in locally managed recovery include:

- Helping residents and businesses regain self-sufficiency through connecting resources
- Restoring critical City services and infrastructure
- Repairing and rebuilding public property
- Identifying and addressing residual hazards
- Integrating hazard mitigation into recovery projects

Local recovery relies on City resources, community partnerships, and mutual aid agreements without state or federal activation.

County, State, or Federal-Supported Recovery

When recovery needs exceed local capacity, the City coordinates with the Ventura County Sheriff's Office of Emergency Services to request additional assistance. If State or Federal recovery operations are activated, Oxnard will work through Ventura County to support the State Coordinating Officer (SCO) and Cal OES in bringing together representatives from all relevant agencies to implement assistance programs and set recovery priorities.

Recovery is an ongoing process that may continue for months or years depending on the severity of the disaster. The City will integrate long-term community redevelopment, infrastructure restoration, and hazard mitigation into all phases of recovery.

Primary objectives in supported recovery include:

- Coordinating local needs with County, State, and Federal resources
- Maximizing available disaster assistance programs for individuals, businesses, and infrastructure
- Incorporating mitigation and resiliency into rebuilding projects
- Documenting costs for potential reimbursement under Public Assistance and other programs

Mitigation Phase

Mitigation in the City of Oxnard reduces long-term risk to people, property, and the environment from natural and human-caused hazards. These efforts occur year-round, before and after disasters, and aim to break the cycle of damage and reconstruction. Key activities include:

- Enforcing and updating hazard-resistant building codes and zoning regulations.
- Exceeding minimum floodplain management requirements through participation in the FEMA Community Rating System (CRS) program.
- Incorporating hazard data into land use and capital improvement planning.
- Strengthening and maintaining critical infrastructure.
- Preserving natural hazard buffers.
- Integrating mitigation measures into post-disaster rebuilding.
- Conducting public outreach on hazard awareness and preparedness.
- Providing staff training on mitigation best practices.
- Collaborating with mitigation partners to ensure responses are based on community needs and emerging challenges, wherever possible.

2.2 Emergency Operation Center (EOC) Activation and Operations

This section outlines the policies and responsibilities for activating, staffing, and operating the City's EOC in alignment with SEMS and NIMS. Local emergency proclamations, EOC activation, and requests for state or federal support are carried out in accordance with CESA (Gov. Code §§ 8625–8634).

EOC Purpose

The EOC provides a central location (physical and virtual) for decision-making, coordination, and information sharing during major emergencies or disasters. It facilitates a coordinated response by bringing together the Director of Emergency Services, EOC staff, and department representatives to manage operations, allocate resources and provide timely information to the public and partner agencies **(see Section 3 for Organization and Assignment Responsibilities)**.

Functions of the EOC

- Coordinate and support field operations
- Receive and disseminate warnings and alerts
- Implement policies and operational priorities
- Maintain situational awareness and status displays
- Support resource ordering and logistics
- Provide timely information to the public and media
- Liaise with the Ventura County Op Area, state, and federal agencies

Activation Levels

Table 2-1 summarizes the EOC activation levels according to incident size, scope, and complexity and **Table 2-2** provides a local government EOC staffing guide and is based on the 2024 California State Emergency Plan EOC Activation Levels.

Table 2-1: City of Oxnard EOC Activation Levels

Activation Level	Description	Staffing
Level 1: Severe	An incident of significant magnitude that demands comprehensive response and recovery efforts, requiring continuous 24/7 coordination, resource management, and operational support.	Full Staffing: • Full activation of all General and Command Staff positions • Inclusion of applicable liaison roles • Operations conducted around the clock on a 24-hour basis
Level 2: Substantial	A situation or threat that requires coordination which extends beyond normal work hours and involves multiple City departments or external agencies. The EOC is activated to support specific operational functions needed to manage the incident effectively.	Functional Position Staffing: • Additional personnel for specific functions needed to conduct operations (based on needs of incident)
Level 3: Elevated	A situation or threat that is developing or has developed requires increased monitoring and coordination across City departments, agencies, or jurisdictions. While the EOC may not be fully staffed or physically activated at this level, it can be staged and prepared for rapid activation if needed.	Minimum Staffing: • Emergency Services Manager or designee • Key personnel assigned as needed based on event type
Level 4: Alert	Routine monitoring of conditions with minimal event or incident anticipated.	Duty Officer Staffing Only: • Emergency Manager or designee maintains situational awareness and readiness and is designated Point of Contact for emerging incidents

Table 2-2: Local Government EOC Staffing Guide

Activation Level	Event/Situation	Minimum Staffing
Level 1: Severe	- Major city or regional emergency-multiple departments with heavy resource involvement - Earthquakes with damage in City or adjacent cities. - Unusual occurrences with severe potential impacts on the health and safety of the public and/or environment	All EOC positions
Level 2: Substantial	- Earthquake or Tsunami warning - Earthquake Advisory/Prediction Level Two or Three - Major wind or rain storm - Two or more large incidents involving 2 or more departments - Wildfire affecting developed area - Major scheduled event - Severe hazardous materials incident involving large-scale or possible large-scale evacuations - Unusual occurrences with severe potential impacts on the health and safety of the public and/or environment - Large scale power outages and Stage 3 power emergencies	- EOC Director - Section Coordinators, Branches and Units as appropriate to situation - Liaison/Agency representatives as appropriate - Public Information Officer
Level 3: Elevated	- Unusual occurrences with severe potential impacts on the health and safety of the public and/or environment - Severe Weather Issuances - Significant incidents involving 2 or more departments (or an unusually high commitment of City resources) - Earthquake Advisory/Prediction Level One - Power outages and Stage 1 and 2 power emergencies.	- EOC Director - Other Designees Note: May be limited to Department Operations Center activation.
Level 4: Alert	Unusual occurrences or advance notice of possible events that may impact the health and safety of the public and/or environment. Heightened awareness is desired.	- Designated staff members. - The EOC will not be activated.

EOC Activation Policy

The City activates its EOC whenever multi-department coordination, policy-level decision-making, or citywide resource management is required to manage an incident. Activation levels are scalable and follow the guidance in the California State Emergency Plan. The alternate EOC will be activated only when the primary EOC is damaged, inaccessible and/or evacuation of EOC staff members becomes necessary.

When to Activate

- An incident of significant magnitude requiring sustained, multi-department City resources
- On order of the City Manager or designee, provided that the existence or threatened existence of a Local Emergency has been proclaimed
- Upon a Governor's proclamation of a State of Emergency affecting the City of Oxnard
- Automatically upon proclamation of a State of War Emergency under the California Emergency Services Act.

Who Can Activate the EOC (Authorized Personnel)

- City Manager (or designee)
- Fire Chief
- Police Chief
- Director of Public Works
- Emergency Services Manager

Specific activation triggers, staffing guides, and notification procedures are detailed in supporting documentation.

How to Activate the EOC

- The EOC Director or designee determines the appropriate level of EOC activation.
- The EOC Director or designee designates staff to initiate EOC setup and staffing.
- EOC personnel are notified of activation using available communication methods, including phone, email, or in person.

Requesting EOC Activation

Any Department Director may also request EOC activation for incident-specific events by submitting a request to the Director of Emergency Services or their designee.

Deactivation

The EOC Director, in consultation with the Emergency Manager and EOC Section Coordinators (**see Section 3 Organization and Assignment Responsibilities**), authorizes deactivation when the situation no longer requires centralized coordination.

Incident Notification

When a significant incident occurs, the Police Chief or Fire Chief will notify the Emergency Manager who will then inform the Director of Emergency Services or their designee. Together, the Emergency Manager, Chiefs and the Director of Emergency Services, as needed, will evaluate the situation and determine the appropriate level of EOC activation.

Elected Official Notification

Once the decision to activate the EOC has been made, the Director of Emergency Services, or designee, will promptly notify the Mayor and City Council, providing the status of the incident and the activation level.

EOC Facilities

The primary and alternate EOC locations are maintained for readiness. Each is equipped with communications systems, backup power, and workspace to support all EOC sections.

The primary EOC has a diesel generator for back-up power that stores approximately 400 gallons of diesel fuel. The emergency fuel reserve is sufficient for 24 hours at current loading. Resupply of emergency fuel is obtained through the Public Works Department, Facilities Division and maintenance is provided by the Fleet Division. Power will supply the EOC electrical operations including wall circuits, lighting panels, telephones, etc.

Primary EOC: 360 West Second Street, Oxnard, CA 93030

Alternate EOC: 3001 Sturgis Rd. Oxnard, CA 93030

Detailed facility layouts, activation procedures, and equipment inventories are maintained as supporting documentation and are restricted for operational security.

EOC Staff and Disaster Service Worker Recall:

When the EOC is activated, the Emergency Services Manager initiates recall procedures for EOC staff. Department Directors ensure their personnel report as directed. City employees serving as Disaster Service Workers (DSWs) may be reassigned or recalled outside of normal business hours under [California Labor Code Code §3211.92](#) and City Code §§6-6 and 6-2(C).

Emergency Proclamations

When warranted, the City Manager (Director of Emergency Services) may proclaim a Local Emergency. The City Attorney prepares and reviews the proclamation for legal compliance, with support from the Emergency Services Manager.

- The proclamation is transmitted to the Ventura County Op Area and Cal OES, if state assistance is anticipated.
- City Council must ratify the proclamation within seven (7) days and review it every sixty (60) days until terminated.

If conditions exceed local and county capabilities, Cal OES may request that the Governor issue a Proclamation of a State of Emergency under CESA. Once proclaimed, state agencies will respond to requests for assistance as coordinated by the Cal OES Director.

Cal OES may activate the State Operations Center (SOC) in Sacramento and the Southern Region Emergency Operations Center (REOC) in Los Alamitos (or an alternate location) to support affected Op Areas, including Ventura County, under SEMS.

If the Governor requests and receives a Presidential Emergency or Major Disaster Declaration under the Stafford Act (Public Law 93-288; 44 CFR Part 206), a State Coordinating Officer (SCO) will be appointed to work alongside a Federal Coordinating Officer (FCO) to coordinate and manage state and federal recovery efforts in support of local operations. The REOC will remain the primary hub for coordination during these operations.

2.3 Incident Management Frameworks

Standardized Emergency Management System (SEMS)

The City of Oxnard adheres to SEMS, as mandated by CESA (Cal. Gov. Code § 8607) and Title 19, Division 2, California Code of Regulations (CCR), § 2400–2450 and will use SEMS principles in all emergency preparedness, response, recovery and mitigation activities.

SEMS provides a standardized structure and operating procedures to coordinate emergency response operations at all levels of government and among multiple agencies.

Table 2-3: Five Levels of SEMS Coordination

1. Field Response Level	Incident-specific tactical response conducted at the scene using ICS.
2. Local Government Level	Cities, counties, and special districts direct and coordinate personnel and resources within their jurisdictions. Local governments manage emergency operations through their EOCs and coordinate with field responders, neighboring jurisdictions, and the Op Area in accordance with Government Code § 8618.
3. Operational Area Level (County-wide)	The Ventura County Op Area is administered through the Ventura County Sheriff's Office, OES. The Op Area coordinates resource requests, mutual aid, and information sharing among jurisdictions within the county and serves as the primary link between local governments and the Cal OES regional level.
4. Region Level	The Cal OES Southern Region coordinates mutual aid and support across multiple Op Areas and facilitates communication and resource requests between the local and state levels.
5. State Level	The State Operations Center (SOC), led by Cal OES, provides statewide coordination, mobilizes state agency resources, and facilitates requests for federal assistance when local and regional capabilities are exceeded.

Legal Compliance and Reimbursement

Compliance with SEMS is a prerequisite for reimbursement of response-related costs under the California Disaster Assistance Act (CDAA) (Cal. Gov. Code § 8680 et seq.).

Responsibilities Under SEMS¹⁴

Development of SEMS will be a cooperative effort of all departments and agencies within the City of Oxnard with an emergency response role. The City's Emergency Services Manager has the lead staff responsibility for emergency management compliance and shall:

- Communicate information within the City of Oxnard on emergency management requirements and guidelines.
- Coordinate SEMS development among departments and agencies.
- Incorporate SEMS into the City of Oxnard's EOP and procedures.
- Incorporate SEMS into the City of Oxnard's emergency ordinances, agreements, memorandum of understanding etc.
- Identify special districts (as defined in the State EOP) as that operate or provide services within the boundaries of the City of Oxnard, determining their emergency role and coordination during emergencies.
- Identify and build connections with local volunteer and private agencies that have an emergency response role.

Management of Personnel and Span of Control

Each activated function is assigned to a supervisor responsible for managing that element. Supervisors may oversee more than one functional area, depending on the incident. All personnel report to a single, designated supervisor. Consistent with ICS guidance, the preferred span of control is one supervisor for every five individuals or units, with no supervisor typically overseeing more than seven.

See **Section 4: Direction, Control and Coordination** for full details on SEMS coordination across levels visit <https://www.caloes.ca.gov/>.

¹⁴ SEMS Guidelines Part II. Planning and Developing SEMS Section B Local Government Level

National Incident Management System (NIMS)

NIMS provides the national coordination framework required for federal emergency assistance.

NIMS compliance is required for local governments to receive federal preparedness grants and disaster reimbursement under FEMA programs {Public Assistance (PA), Individual Assistance (IA), Hazard Mitigation Grant Program (HMGP)}.

NIMS establishes nationwide standards for:

- Resource management preparedness
- Resource management during an incident
- Unified command
- Mutual aid
- Credentialing of personnel
- Interoperable communications
- Use of ICS in all incidents

Additional information on NIMS can be found at <https://www.fema.gov>.

Incident Command System (ICS)

At the field level, the City uses ICS (as required under SEMS) to organize and manage on-scene operations. ICS provides a scalable structure that allows incident objectives to be clearly established, resources to be efficiently assigned, and coordination to be maintained between field operations and the City's EOC.

Procedures for requesting and providing assistance, including resource ordering and mutual aid coordination within these systems, are detailed in **Section 6: Mutual Aid and Resource Management** of this EOP.

2.4 Public Awareness and Information

Effective public response during an emergency or disaster depends on clear understanding of the event's nature, potential hazards, expected emergency services actions, and recommended protective measures. Pre-disaster public education and awareness programs are critical components of the City's overall emergency management efforts and are given priority alongside operational preparations. These programs are coordinated with local, state, and federal agencies to ensure consistency and maximize impact. The City of Oxnard supports public preparedness through ongoing training, community presentations, and development of the Community Emergency Response Team (CERT). Detailed procedures for Emergency Public Information are outlined in **Section 5: Communications**.

The City's strategy for public information and engagement includes:

- Sharing information through multiple channels, including social media, website updates, press releases, and in-person community meetings.
- Coordinating messaging with media outlets and partner agencies to ensure accuracy and consistency.
- Providing timely and clear updates throughout an incident to keep the public informed.
- Conducting ongoing community outreach and education to promote preparedness year-round.
- Encouraging public participation and resilience through programs such as CERT and other community-based initiatives.

2.5 Access and Functional Needs (AFN)

The City of Oxnard is committed to ensuring that all emergency preparedness, response, and recovery programs are fully inclusive of community members with disabilities and others who have access or functional needs. This commitment is carried out in compliance with the Americans with Disabilities Act of 1990 (ADA, 42 U.S.C. § 12101 et seq.) and the ADA Amendments Act of 2008, which broadened the definition of disability and strengthened legal protections.

The City also complies with applicable California laws, including AB 2311 (2016), AB 477 (2019), and AB 2645 (2022), which mandate that local emergency plans provide accessible alerts and warnings, inclusive evacuation and transportation strategies, and sheltering operations that maintain independence, communication access, medical needs, and support for service animals and caregivers.

Populations with access or functional needs include, but are not limited to, people with mobility limitations, vision or hearing impairments, developmental or cognitive disabilities, mental health conditions, chronic illnesses, or language barriers that make communication during emergencies more difficult.

During an emergency, the City will prioritize:

- Delivering accessible and effective alerts and warnings
- Conducting lifesaving operations with consideration for individual needs wherever possible
- Planning and carrying out evacuations that account for mobility and safety challenges
- Providing sheltering that meets accessibility and functional requirements
- Ensuring access to communications, mobility aids, and medical necessities

To meet these priorities, Oxnard's planning efforts for AFN populations work to address:

- Accessible notification and warning systems
- Evacuation strategies that ensure safe and equitable transportation wherever possible
- Shelter facilities that accommodate physical and medical needs as able
- Access to medications, refrigeration, and reliable backup power
- Support for mobility devices and service animals during transit and sheltering
- Multiple formats and languages for public information

The City's approach is designed to align with Ventura County's established AFN procedures, ensuring regional coordination and consistency. Detailed operational procedures are maintained as supporting documentation.

2.6 Children and Unaccompanied Minors

The city recognizes that children are among the most vulnerable populations during emergencies and disasters. Their physical, emotional and developmental needs require special attention to ensure their safety, well-being and continuity of care. This Plan addresses these so children are protected, supported and included in all phases of emergency management. Key provisions include:

- Safe sheltering with age-appropriate supplies, supervision, and family reunification procedures in accordance with Red Cross processes.
- Access to medical care, medications and pediatric support.
- Coordination with schools to maintain education and communication with families.
- Accessible emergency information in age-appropriate and multi-language formats.
- Integration of children's needs into all incident management and resource allocation decisions.

2.7 Disaster Animal Care

The City of Oxnard plans for the evacuation, sheltering, care, and reunification of household pets and service animals in compliance with the PETS Act (2006), California AB 781 (2023), and AB 478 (2025). These laws require local jurisdictions to include procedures for evacuating and rescuing animals, providing pet sheltering, and reuniting animals with their owners during disasters.

Service animals are allowed to remain with their owners inside emergency shelters in accordance with American Red Cross policy. Household pets are sheltered in co-located or stand-alone animal shelters, operated by Ventura County Animal Services (VCAS).

Through a mutual aid agreement, the City may coordinate with the American Society for the Prevention of Cruelty to Animals (ASPCA) National Field Response team to support disaster animal rescue, emergency sheltering, veterinary care, and large-scale animal response operations when local resources are exceeded.

Large animal evacuation and sheltering (e.g., livestock, horses) is coordinated through the Ventura County Op Area using established mutual aid resource request processes.

2.8 Training and Exercises

The City of Oxnard provides regular training and exercises to ensure staff and officials are prepared to carry out this Emergency Operations Plan. The Emergency Services Manager coordinates, schedules, and documents all training and exercises.

Training helps personnel understand their roles and responsibilities, emergency procedures, and how to use ICS, SEMS, and NIMS. All staff who may respond to emergencies, whether in the EOC or in the field, receive appropriate training. This includes classroom sessions, hands-on drills, and scenario-based workshops.

Exercises allow the City to test readiness, improve coordination, and make sure operational procedures work as intended and identify areas for improvement ahead of disaster operations. Exercises build in complexity over time following the Homeland Security Exercise and Evaluation Program (HSEEP). They include:

- Tabletop Exercises: Team discussions that review plans, policies, and coordination, identify gaps, and clarify responsibilities.
- Functional Exercises: Simulated emergency operations in the EOC to test functions like communication, resource management, evacuation, and public information.
- Full-Scale Exercises: Large simulations involving both EOC and field staff to test overall response capabilities and multi-agency coordination.

Regular training and exercises make sure personnel are ready to respond effectively, maintain essential operations, and support coordinated efforts during any emergency.

Training and exercising are conducted in alignment with SEMS, NIMS, and HSEEP, as required for cost-recovery eligibility under CESA.

Section 3: Organization and Assignment Responsibilities

3.1 City of Oxnard EOC Structure and Responsibilities

The City of Oxnard manages emergencies using the same proven framework as the State of California and Ventura County, SEMS and NIMS. When an incident grows beyond routine operations, the City activates its EOC to coordinate the overall response.

The City Manager serves as the Director of Emergency Services, also known as the EOC Director, as authorized by Oxnard CityCode Section 6-3(A). The Director reports to the City Council and oversees implementation of the EOP.

Key responsibilities of the Director of Emergency Services/EOC Director include:

- Organizing, staffing, and managing the EOC
- Operating communications and public warning systems
- Providing public information and guidance
- Maintaining situational awareness regarding resources, services, and ongoing operations
- Directing overall emergency operations
- Coordinating support requests and providing mutual aid assistance as needed
- Assessing hazards and recommending countermeasures
- Collecting, evaluating, and disseminating damage assessments and critical information
- Reporting information to the Ventura County Op Area EOC

EOC Functional Sections and Key Roles

The EOC uses ICS which organizes EOC staff into five functional sections: Management, Operations, Planning and Intelligence, Logistics, and Finance and Administration (**see Table 3-1: Key Roles and Responsibilities in EOC**). These sections are scalable, and positions within these sections may be filled based on the size and complexity of the incident.

Table 3-1: Key Roles and Responsibilities in EOC

EOC Section	Primary Responsibilities
Management Section	Provides overall direction, policy, and coordination of the City's response. Includes EOC Director, EOC Coordinator, Public Information Officer, Liaison Officer, Safety Officer, and Legal Advisor.
Operations Section	Supports field operations, coordinates field resources, and supports public safety, fire/rescue, public works, care and shelter, utilities, and health operations.
Planning Section	Collects, evaluates, and disseminates incident information; maintains situational awareness; develops the Incident Action Plan (IAP); and supports documentation and demobilization planning.
Logistics Section	Coordinates personnel, equipment, facilities, transportation, and communications support needed for operations. Manages resource ordering and tracks requests.
Finance/Administration Section	Tracks personnel time, procurement, claims, and costs. Supports cost recovery and documentation for disaster assistance reimbursement.

3.2 City Department Emergency Roles and Responsibilities

City departments play a critical role in emergency response and recovery. Each department is responsible for carrying out its essential functions, supporting EOC operations, and providing staff and resources as needed. The following table summarizes the primary responsibilities of each department during emergencies. The City of Oxnard's EOC Organizational Matrix with departmental responsibility is detailed in Chart 1.

Table 3-2: City Department Emergency Responsibilities

Department	Primary Responsibilities in Emergency Operations
City Council	• Ratifies proclamations of local emergencies, and reviews the status of ongoing emergencies at least every 60 days • Adopts, amends, suspends, or waives City ordinances and regulations to support emergency response and recovery • Serves as conduit between the City and their constituents
City Manager's Office	• Overall policy direction for emergency response and recovery • Directs and coordinates EOC activities during activations • Oversees and coordinates Citywide emergency response and recovery operations • Serves as lead authority for City response and recovery efforts • Issues proclamation of Local Emergency • Serves as primary liaison to City Council
Police Department	• Manages law enforcement operations during emergencies • Coordinates and conducts evacuations. • Provides security, perimeter control, and access control • Conducts traffic control and routing • Collects, analyzes, and shares intelligence and situational information • Serves as lead or support agency for field incident command (IC), as appropriate • Coordinates law enforcement mutual aid for the City
Fire Department	• Provides fire suppression, rescue, and hazardous materials response, and Emergency Medical Services. • Serves as lead or support for field IC, as appropriate • Conducts triage and victim care during mass casualty incidents • Maintains EOC readiness and Emergency Management functions • Coordinates fire and rescue mutual aid for the City
Public Works	• Debris management • Oversees and restores critical infrastructure • Restores utilities and maintains traffic signals • Operates stormwater and wastewater systems • Manages waste and recycling • Manages City fleet operations • Manages sewer and storm drain systems

Housing Department	• Supports shelter operations and assists displaced residents with interim, transitional, and long-term housing solutions • Coordinates with local nonprofits and organizations to provide community recovery assistance.
Cultural & Community Services	• Provides staffing and support for emergency shelters • Assists with AFN considerations • Operates information hubs at libraries and community centers • Supports implementation of LACs for recovery operations
Community Development	• Conducts safety assessments, building inspections, and unsafe structure placarding. • Issues permits for reconstruction • Coordinates damage assessment for private-sector facilities. • Manages post-disaster land use changes to reduce future hazards. • Supports recovery planning
Finance	• Tracks emergency costs and expenditures • Manages procurement and financial reporting • Prepares documentation for disaster reimbursement
Human Resources/Risk Management	• Advises on DSW policy, manages DSW recall, and coordinates employee notifications • Oversees timekeeping, payroll, and workers' compensation • Supports responder wellness programs
Information Technology	• Provides EOC technology support • Maintains cybersecurity and network communications systems • Supports mapping and geospatial information services (GIS)
Legal (City Attorney)	• Reviews emergency proclamations, contracts, and liability issues. • Ensures compliance with local, state, and federal laws
Public Information (PIO)	• Manages emergency public information and community updates • Coordinates media relations and rumor control
All Departments	• Maintain departmental continuity plans and essential operations • Provide staff for EOC assignments • Maintain situational reporting and assist in restoring essential services during incidents

3.3 Community Partners and Private Sector Involvement

The City of Oxnard works closely with businesses, nonprofits, faith-based groups and volunteer organizations to strengthen emergency response and recovery. These partners provide critical services such as sheltering, feeding, donations management, animal care, language and cultural support, and long-term recovery assistance. Their involvement ensures a more inclusive, coordinated, and community-centered approach to disaster response. The following table summarizes partner agency primary responsibilities during an emergency.

Table 3-3: Community Partner & Private Sector Emergency Responsibilities

Partner/Agency	Primary Responsibilities in Emergency Operations
Ventura County Volunteer Organizations Active in Disasters (VOAD)	Coordinates the efforts of local nonprofits, faith-based organizations, and volunteer groups that support disaster response and recovery. VOAD members assist with mass care, feeding, donations management, animal services, emotional and spiritual care, and long-term recovery services.
American Red Cross	Supports mass care and shelter operations, family assistance centers, feeding, first responder canteening, distribution of emergency supplies, spontaneous volunteer management, and recovery assistance services.
ASPCA	Provides mutual aid support for disaster animal response operations, including animal rescue, temporary sheltering, veterinary care, and animal transport when local resources are exceeded.
Community Emergency Response Team (CERT)	Trained volunteers who help their neighborhoods and can support the city during disasters in roles like disaster call centers, damage assessment, light search and rescue, and LACs.
Faith-Based Groups and Other Non-Profits	Provides recovery services for clients, donation management, volunteers, feeding, language support, community outreach.
Local Businesses	Provides critical goods, equipment, transportation, and support for logistics and recovery.

CHART 1 - EOC ORGANIZATIONAL MATRIX

		CITY CLERK	CITY COUNCIL	CITY MANAGER'S OFFICE	CITY ATTORNEY	FINANCE	HOUSING	FIRE DEPT.	HUMAN RESOURCES	POLICE DEPT.	PUBLIC WORKS	INFORMATION TECHNOLOGY	COMMUNITY DEVELOPMENT	CULTURAL & COMMUNITY SERVICES	VENTURA CO. AGENCIES	UTILITIES	SPECIAL DISTRICTS	VOLUNTEER AGENCIES	HOSPITAL / CLINICS
		P = Primary S = Support																	
MANAGEMENT	Policy Group	S	S	P	S	S	S	S	S		S		S	S					
	EOC Director			P				S		S	S								
	Public Information Officer			P				S		S	S								
	Liaison Officer			S				P		S									
	EOC Coordinator							P											
	Legal Officer				P														
	Safety Officer							S	P	S									
	Security Officer									P									
OPERATIONS	Ops. Sec. Coordinator							P		P	S								
	Fire/Rescue/Hazmat Branch							P							S				
	Law Enforcement Branch									P					S				
	Coroner Unit									S					P				
	Care & Shelter Branch						S							P	S			S	
	Public Works Branch										P				S				
	Animal Care Unit									S					P				
	Medical & Health Branch							S							S				S
PLANNING	Building & Safety Branch	S									S		P						
	Plans/Intel. Sec. Coord.												P						
	Resource Status Unit										S		P						
	Situation Status Unit												P						
	Documentation Unit	P		S	S	S							S						
	Damage Assessment Unit												P						
	Advance Planning Unit			S									P						
	GIS Unit											P	S		S				
LOGISTICS	Recovery Planning Unit			S		S	S						P						
	Demobilization Unit							S		S	S		P	S					
	Logistics Sec. Coord.					S					P	P							
	Info. Systems Branch											P							
	Transportation Unit										P								
	Personnel Unit								P										
	Facilities Unit										P								
	Procurement/Purchasing Unit					P													
FINANCE	Finance Sec. Coordinator					P													
	Cost Recovery Unit					P													
	Time Keeping Unit					S			P										
	Compensation/Claims Unit					S			P										
	Cost Analysis Unit					P													

Section 4: Direction, Control, and Coordination

The City of Oxnard manages emergency operations through a structured system that ensures coordination and collaboration across all levels of government and partner organizations.

The City Manager serves as the Director of Emergency Services and assumes overall control of emergency operations, including activation of the EOC. The EOC provides centralized coordination and policy guidance during large-scale incidents, enabling unified response, effective resource management, and coordination across disciplines and jurisdictions.

Emergency management operations begin locally and expand, when needed, to include the Ventura County Op Area, regional, state, or federal resources as needed. This local-first, tiered approach, outlined in SEMS and aligned with NIMS, provides agencies with a common language, systems, and processes to ensure integrated, scalable, and interoperable operations during complex incidents.

All operations are managed through the ICS structure within the EOC, utilizing the five functional sections previously noted in Section 3:

- Management
- Operations
- Planning and Intelligence
- Logistics
- Finance and Administration

This structure enables Oxnard to support field operations, track resources, and maintain situational awareness, while integrating with broader emergency management systems.

Note: Criteria and thresholds for EOC activation are outlined in **Section 2: Concept of Operations**.

4.1 Local Level Coordination

Oxnard does not operate in isolation during a disaster. Coordination flows through a tiered emergency management structure designed to preserve local authority while enabling regional, state, and federal support when needed.

Field Response Level Coordination

Effective emergency response requires seamless coordination between field operations and the EOC. During an incident, field responders operate under ICS, while the EOC provides centralized support, policy direction, and resource coordination.

Field IC will coordinate with the City's Department Operations Centers (DOCs), when activated. DOCs serve as the bridge between field operations and the EOC. If a DOC is not activated, IC will coordinate directly with the EOC, typically through the Operations Section.

Two-way communication is essential:

Field to EOC: IC must provide real-time situational updates, resource needs, and operational conditions.

EOC to Field: The EOC communicates policy guidance, priorities, and resource status to support field operations.

This structure ensures tactical decisions in the field are supported by strategic coordination at the EOC.

Local Level to Operational Area Level Coordination

When Oxnard's EOC is activated, it establishes communication with the Ventura County Op Area EOC (**see Chart 2: Operational Area EOC matrix**), which serves as the central coordination point for all cities within the County (**see Chart 3 Operational Area Coordination**). The Ventura County Op Area is Sheriff of Ventura County, as designated by County Ordinance, will function as the Op Area Coordinator and will have the overall responsibility for coordinating and supporting emergency operations within the County. The Op Area Coordinator and supporting staff will constitute the Op Area Emergency Management Staff. All mutual aid requests (except law and fire) are submitted to the Op Area EOC.

- Unfilled requests are forwarded to Cal OES Mutual Aid Region 1 (**see section 4.3 for further details**).
- Law enforcement and fire mutual aid follow established coordination systems via designated Regional Coordinators.

Oxnard reporting to Op Area EOC includes:

- EOC activation status
- Local emergency proclamations
- Initial damage estimates
- Situation reports
- Resource and mutual aid requests

(See also: Section 6, Mutual Aid and Resource Management)

County Support Agencies and Functions

Table 4-1: Support Provided to Oxnard from County Agencies

The following Ventura County departments and agencies provide essential coordination, resources, and operational support to Oxnard during emergencies:

County Agency/Function	Support Provided to Oxnard
Ventura County Sheriff – Office of Emergency Services (OES)	Op Area coordination, mutual aid management, situation reporting, resource requests to Cal OES Region I, disaster declarations coordination.
Ventura County Fire Department	Regional fire suppression, hazardous materials response (HazMat Team), technical rescue, and fire mutual aid coordination, incident management capabilities.
Ventura County Sheriff's Office	Law enforcement mutual aid coordination, evacuation support, security, and regional intelligence sharing.
Ventura County Public Health	Disease monitoring, outbreak response, public health guidance, medical countermeasures, health and medical mutual aid, medical support within shelters.
Ventura County Behavioral Health	Crisis counseling, mental health services, disaster behavioral health support in shelters.
Ventura County Animal Services	Animal evacuation, sheltering, reunification, large-animal response coordination.
Ventura County Human Services Agency	Mass care coordination, disaster CalFresh, long-term recovery case management.
Ventura County Public Works	Assistance with debris clearance, road closures, heavy equipment, flood control support.
Ventura County Auxiliary Communications Service (ACS)	Provides trained amateur (HAM) radio operators to ensure redundant, reliable voice and data communications between the City, County, and partner agencies. Supports EOC, field operations, and shelters with auxiliary communications when conventional systems are overloaded or unavailable.

Local Level to Special District Coordination

Special Districts are considered local governments under SEMS and play a key role in maintaining essential services during emergencies. The City coordinates with districts operating within or across Oxnard's boundaries to share situational information, support response operations and align public messaging.

Districts wholly within the City may provide a liaison to the City EOC when activated. Districts that serve multiple jurisdictions may coordinate directly with the Ventura Op Area EOC while maintaining communication with the City as needed.

Because many districts overlap municipal boundaries, coordination may occur through direct liaison contact, virtual participation, or established reporting channels when physical EOC representation is not feasible.

Common special districts serving Oxnard include, but are not limited to:

- School Districts
- Port Districts
- Water and Sanitation Districts
- Transportation and Transit Districts

Local Level to Volunteer and Private Sector Coordination

The City of Oxnard coordinates closely with volunteer organizations, private sector partners, and community-based agencies that support emergency response and recovery. During EOC activations:

- EOC Liaison Officer serves as the primary point of contact for utilities, nonprofits, faith-based groups, and volunteer organizations
- Agencies with significant roles may send a representative to the EOC
- Agencies that support multiple jurisdictions or countywide operations are typically represented at the Ventura County Op Area EOC, with information shared back to Oxnard through established channels.
- When physical representation is not feasible, the City maintains coordination through telecommunications, regular briefings and multi-agency coordination groups.

Additional details on partner roles are provided in **Section 3.3 Community Partners and Private Sector Involvement** and resource coordination processes in **Section 8 Administration, Finance, and Logistics**.

4.2 Regional Coordination (Cal OES Region I)

Oxnard is part of Cal OES Mutual Aid Region I, (Region 1A for law enforcement) and the Cal OES Southern Administrative Region. Through the Op Area, Oxnard connects with the REOC, which:

- Coordinates non-law and non-fire Mutual Aid Regional resources for response and recovery operations
- Prevents duplication of effort
- Ensures unified messaging and support

(See Figure 4-1 for a breakdown of Cal OES Regions)

4.3 State Coordination and Proclamation Support

The Governor, through Cal OES, coordinates the State's response and manages the provision of statewide mutual aid and support to local jurisdictions. The Cal OES Director, supported by state agency directors, their staffs, and designated volunteer organizations, leads the State's emergency management activities and facilitates coordination across all levels of government.

Oxnard accesses Cal OES through the Op Area and REOC, but may also engage directly for:

- Training and grant programs
- Participation in state-level planning efforts

If a disaster exceeds local capabilities, the City (through Ventura County Op Area) may request a State Emergency Proclamation, which unlocks:

- Disaster recovery funding
- Access to state assets
- Emergency response reimbursements under the CDAA

(See Chart 4 State Emergency Organization)

4.4 Federal Coordination and Declarations

At the federal level, the Department of Homeland Security (DHS) and Federal Emergency Management Agency (FEMA) support local governments with resources, technical assistance, coordination, and recovery funding.

Response Phase

All communication with FEMA flows through the Op Area and Cal OES to ensure streamlined, consistent messaging and requests.

Recovery Phase

Oxnard departments may work directly with FEMA or federal agencies for:

- Public Assistance (PA)
- Individual Assistance (IA)
- Hazard Mitigation Grant Programs (HMGP)

If local and state capabilities are exceeded, a Presidential Emergency or Major Disaster Declaration may be requested via Cal OES and the Governor's Office.

(Detailed declaration procedures are maintained in Part 2: Management Support Documentation)

Federal support is structured under Emergency Support Functions (ESFs) to align with state and local response systems.

4.5 Plan Integration and Coordination

Oxnard's EOP is integrated both vertically and horizontally to ensure coordination at all levels of government and within City departments.

- Vertical Integration: This EOP aligns with the Ventura County EOP, the California State Emergency Plan, and the National Response Framework.
- Horizontal Integration: Department-level Continuity and Emergency Operations Plans support and feed into the citywide EOP and are activated as needed.

Each level of government and every City department retains legal authority over its respective responsibilities, while coordinating closely to achieve unity of effort and to ensure the efficient use of resources.

CHART 2 - VENTURA COUNTY OPERATIONAL AREA EOC ORGANIZATIONAL MATRIX

		AIRPORT	ANIMAL SERVICES	ASSESSOR	AUDITOR	BOARD OF SUPERVISORS	CEO	CLERK / RECORDER	COUNTY COUNSEL	DISTRICT ATTORNEY	FIRE	GENERAL SERVICES	HARBOR	HEALTH CARE AGENCY	HUMAN RESOURCES	HUMAN SERVICES AGENCY	INFORMATION SYSTEMS	MEDICAL EXAMINER	PROBATION	PUBLIC WORKS	RESOURCE MANAGEMENT AGENCY	SHERIFF	UTILITIES	VOLUNTEER AGENCIES	SCHOOL DISTRICTS	VCTC
		P = Primary S = Support																								
MANAGEMENT	Policy Group					S	P		S														S			
	EOC Director								S													P				
	Liaison Officer						P							S								S				
	P.I.O.						S				S			S								P				
	Legal Advisor								P																	
	EOC Coordinator																						P			
	Safety/Security Officer											S									S	P				
	DAFN Coordinator						S							S		P						S				
OPERATIONS	Ops. Sec. Coordinator						S				S			S							S		P	S	S	
	Fire/Rescue/Hazmat Branch										P										S	S	S			
	Law Enforcement Branch									S							S					P				
	Infrastructure											S		S							P	S		S		
	Care & Shelter		P											S		P									S	S
	Medical/Public Health													P		S										
	Medical Examiner													S				P								
	Building & Safety																				P					
PLANNING	Alert & Warning																						P			
	Plans/Intel. Coord.						S	S			S	S		S		S					S	P		S		
	Sit./Res. Status										S											P				
	Damage Assessment			S							S											P				
	Documentation										S											P				
	Advance Planning										S											P				
	Recovery Planning										S											P				
	GIS Mapping										S						S					P				
LOGISTICS	Demobilization										S											P				
	Logistics Coord.						S					P	S				S					S		S		
	Supply/Acquisition											P									P	S				
	Personnel														P									S		
	Facilities/Transp.	S	S									P	S												S	S
FINANCE	Support Staff - ITS																									
	Finance Coord.				P		S					S			S							S		S		
	Cost Recovery		S								S	S	S	S	S	S	S			S	S	P				
	Time Keeping				P							S			S							S		S		
RECOVERY	Cost Analysis				P							S			S							S		S		
						S	P		S			S		S	S	S					S	S	S	S	S	

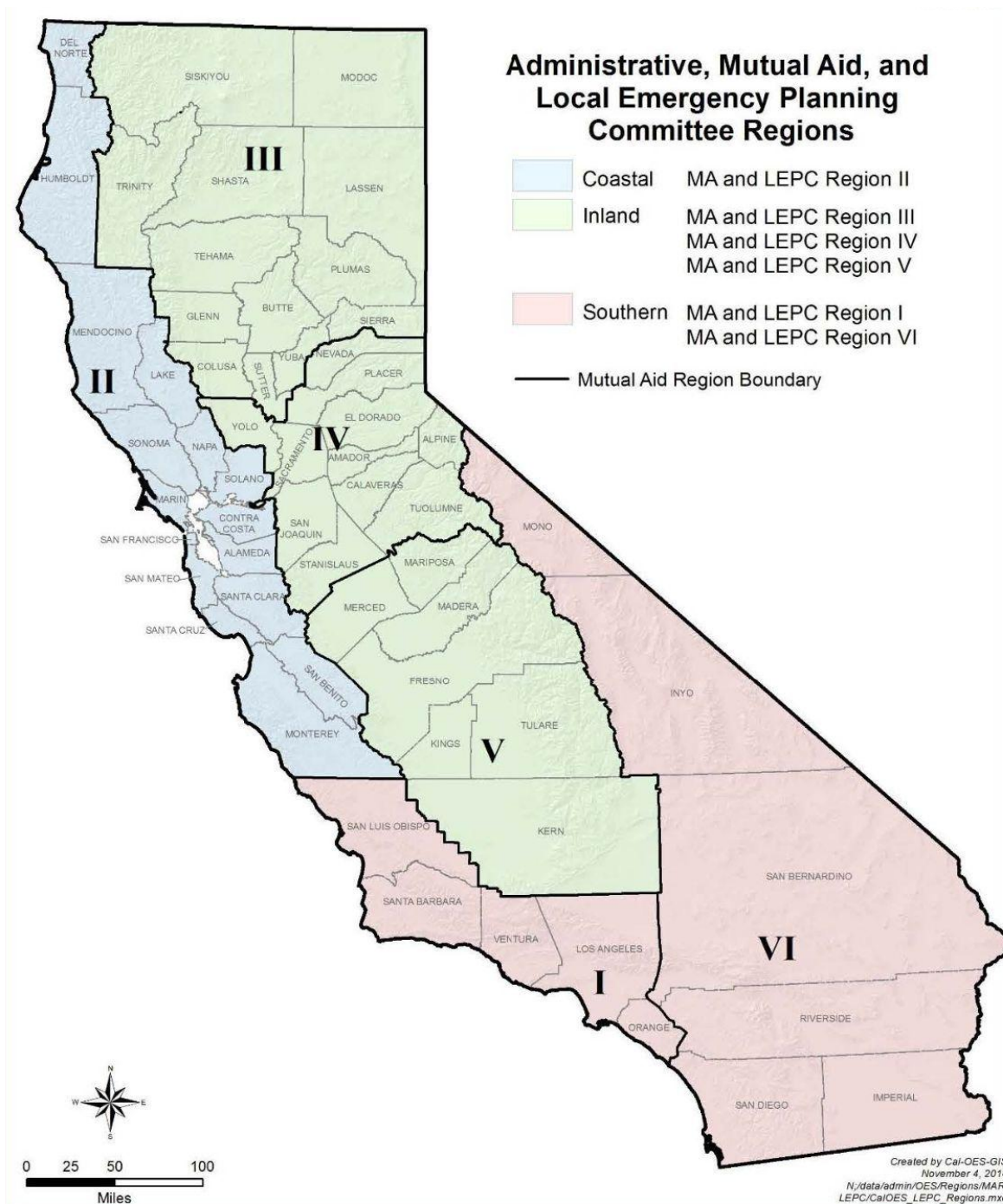


Figure 4-1: California OES Mutual Aid and Regional Map

CHART 3 - OPERATIONAL AREA COORDINATION

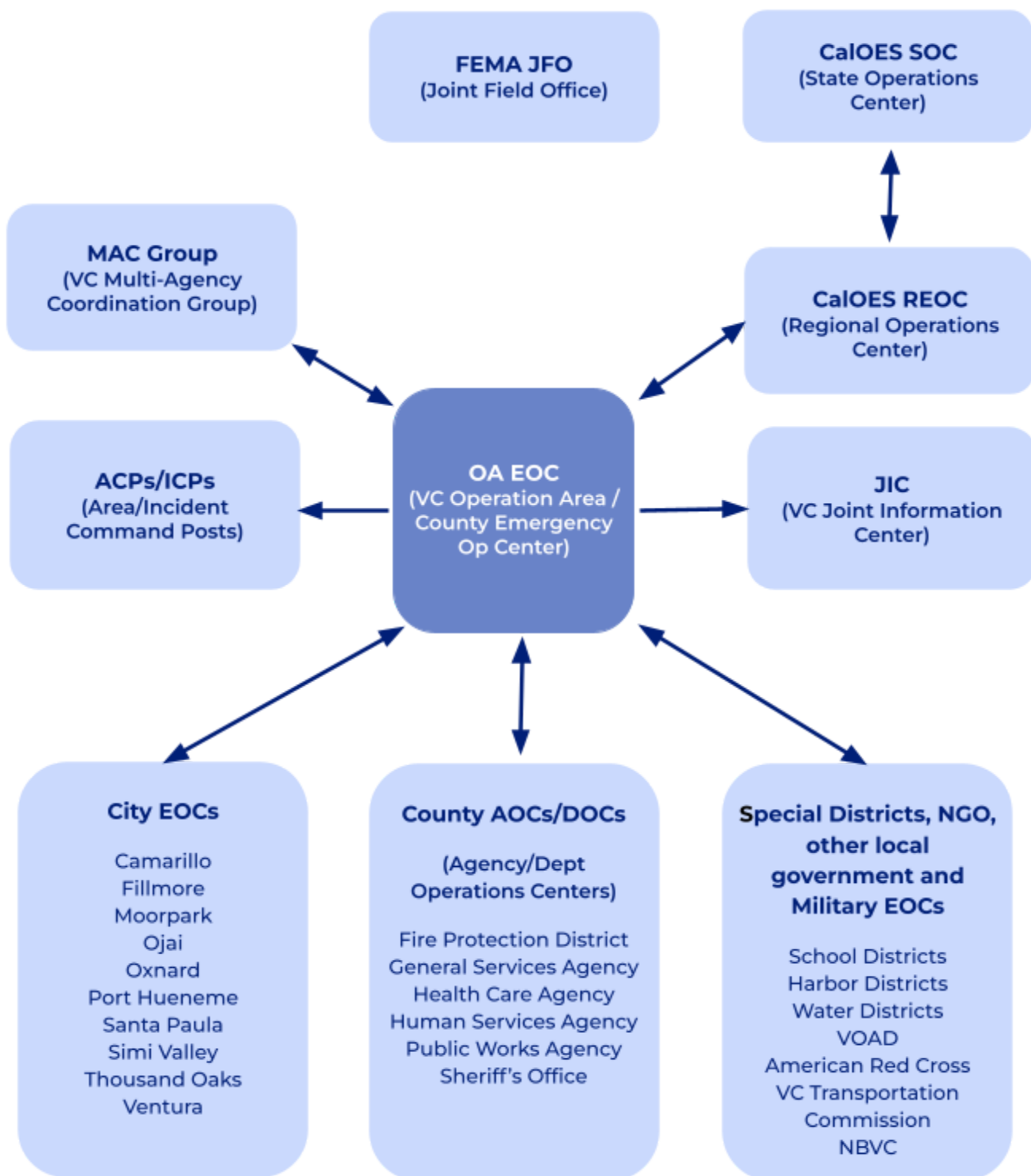
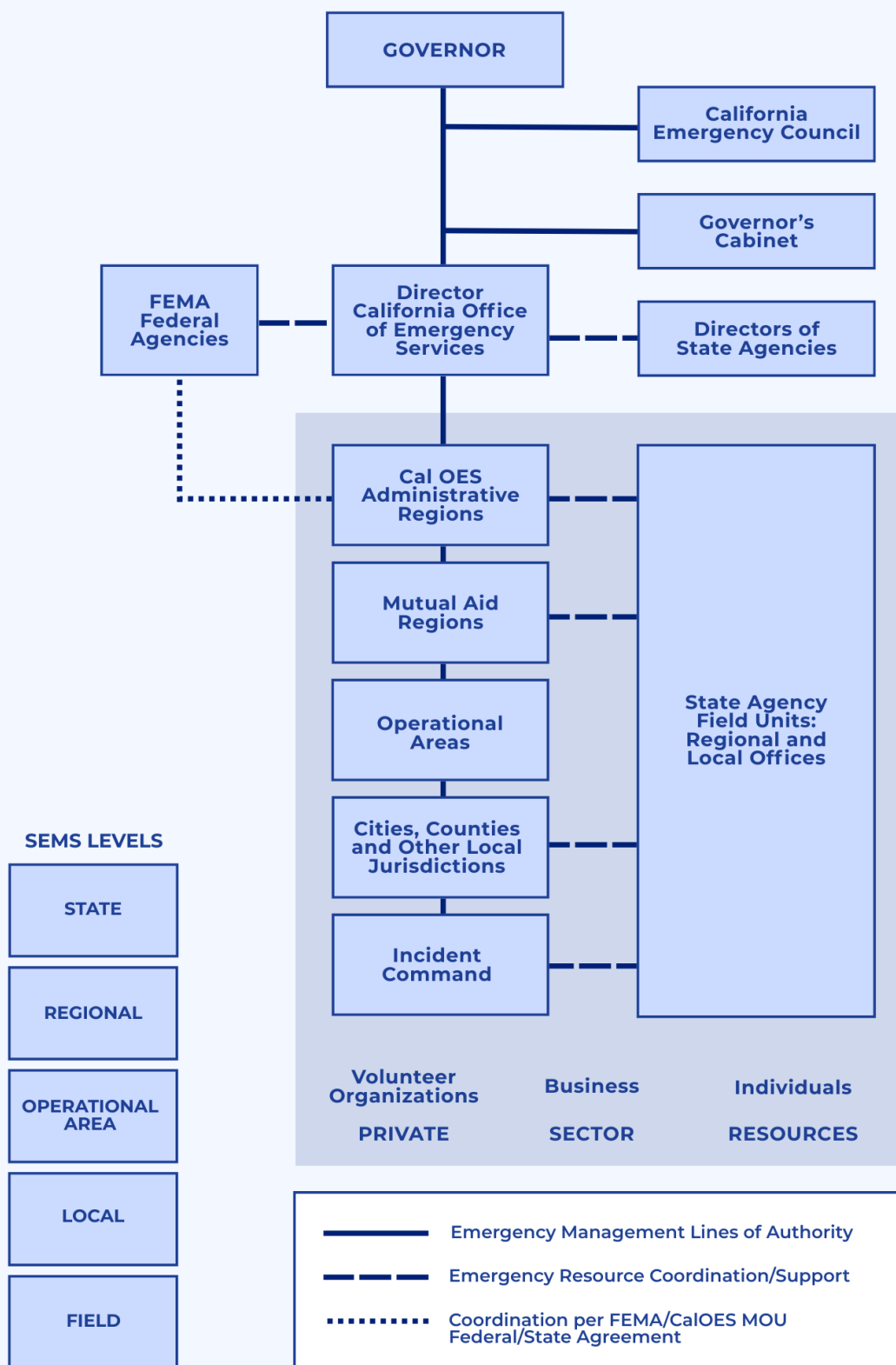


CHART 4 - STATE EMERGENCY ORGANIZATION



Section 5: Communications

5.1 Communications Systems

Effective communication is essential to coordinate emergency response, maintain situational awareness and provide timely information to decision-makers, responders and the public. The City of Oxnard relies on a combination of primary and redundant systems to ensure communication remains reliable during any emergency.

Primary Systems:

Landline and Cellular Phones: Used for day-to-day communication within the City and as the first line of communication during incidents (see Table 5-1 for telecommunication service providers for the City).

Table 5-1: City Telecommunication Service Providers

Type	Service Provider
City Landline Phones	Verizon Wireless
City Cellular Phones	Verizon Wireless
City Analog Lines (100 throughout City)	Frontier
EOC Landline Phones	Verizon Wireless
Police Department Cellular Phones	AT&T Firstnet

EOC internal network and email: Provides connectivity and file sharing between EOC Sections and departments.

- Dedicated firewall and Internet Broadband Fiber Connection and firewall.
- Dedicated wireless access point in the EOC room
- Google cloud-based file sharing and Email / Chat COmmunication

Public Safety Radios: Primary method for emergency communication among Police and Fire field personnel.

Public Safety Systems:

Police Dispatch: Computer-Aided Dispatch systems manage emergency calls, units, and resources. In the event of a phone outage, emergency and non-emergency phone lines can be transitioned to the Ventura County Sheriff's Office's Emergency Communications Center.

Fire Dispatch: Computer-Aided Dispatch systems manage emergency calls, units, and resources.

VC Alert (Everbridge): Countywide mass notification system for emergency alerts and public warnings.

Regional Interoperability Systems: Oxnard utilizes Ventura County-coordinated communications systems to support interoperable emergency response. The Oxnard Police Department is a subscriber to Ventura County's 700 MHz radio system which enhances coordination with county and regional partners. Oxnard Fire maintains Very High Frequency (VHF) radio capability to meet regional and statewide mutual aid requirements. As agencies transition communications platforms, interim interoperability solutions between police/fire have been employed. System-specific technical details are maintained in supporting documentation and updated as systems evolve.

Backup and Redundant Systems:

Satellite phones/internet and WiFi hotspots: Used if primary communications fail or local networks are disrupted.

- Dedicated backup StarLink Satellite Internet Access.
- Cell phones can be used as hot-spots in the event that the Wireless Access Point fails.

HAM Radio: Operated by Ventura County ACS providing point-to-point emergency radio support.

Interoperability:

- **Between City Departments:** Departments communicate through EOC coordination channels, internal email, and City radios.
- **Between City and County OES:** The city maintains direct phone and digital links with the Ventura County Op Area EOC for mutual aid and information sharing, with both entities utilizing Starlink as back-up.
- **Oxnard Police and Ventura County Sheriff's Office:** Can operate on shared law enforcement channels and regional interoperability frequencies. The designated County-Wide interoperability channels are on Zones 1, 2, and 3. Channel 15 is for 700 Law Direct/Mutual Aid; channel 16 is for 700 Mutual Aid.
- **Oxnard Fire and Ventura County Fire Department:** Communicate via regional fire dispatch (Ventura County Fire Communications Center).
- **EOC-Specific Communications:** The EOC maintains internal coordination across Sections, communication with field ICs and liaison channels to external agencies.

Roles and Maintenance:

City IT Department: Maintains EOC communications infrastructure, city backup systems and cybersecurity protection. In addition, IT provides general technical support, as well as GIS services to the EOC.

Police/Fire: Maintain their respective radio systems and dispatch operations. Ventura County IT maintains the Police interoperability channels.

Emergency Services Manager: Ensures readiness of all EOC communication systems, working closely with IT, and may serve as liaison to the Ventura County OES.

Detailed frequencies, call signs, and contact lists are maintained in internal supporting documentation.

5.2 Alert and Warning Systems

The City of Oxnard uses multiple methods to warn the public and employees of impending or occurring emergencies. All alert and warning activities align with the [Ventura County Alert and Warning Plan](#) and state guidelines.¹⁵

Authority to Issue Alerts:

Alerts may be issued by the Emergency Manager or a trained designee via Everbridge, in coordination with the County of Ventura OES. Requests for activation may be made by the City Manager, Fire Chief or Police Chief depending on incident type.

Alert Platforms:

VC Alert (Everbridge): Ventura County's primary public notification system used to send text, phone, and email alerts.

Emergency Alert System (EAS): Broadcast alerts through radio and television.

Wireless Emergency Alerts (WEA): Geo-targeted alerts to mobile devices.

Social Media and City Website: Used to amplify official messages and provide real-time updates.

Patrol Vehicle Loudspeakers Hi-Lo Siren: Used for localized urgent evacuation notifications.

Multilingual/Accessible Messaging:

All public alerts and warnings are developed with consideration for AFN and compliance with ADA. In accordance with Assembly Bill 1638, messages are provided in both English and Spanish and provided in accessible formats whenever feasible.

¹⁵ Cal OES, Statewide Alert & Warning Guidelines, May 2024

Coordination with Ventura County:

Ventura County OES manages the County-wide Everbridge (VC Alert) system for alerts to the community. The City may issue Oxnard-specific alerts through coordination with the County Duty Officer. All messaging will be coordinated between the City and Ventura County OES.

5.3 Information Gathering and Dissemination

Reliable information sharing is critical to coordinated emergency management. Within the EOC, the Planning and Intelligence Section manages the collection, verification, analysis and dissemination of incident information.

Incoming Sources:

- Field Reports from Incident Command
- Ventura County OES and partner agencies
- Utility companies and lifeline providers
- Media monitoring and social media
- Public tips and community partners

Verification and Flow:

The Planning and Intelligence Section reviews and validates information before integrating it into SitReps, EOC Action Plans (EAPs) and status boards. Confirmed information is then shared across EOC Sections and to the Ventura County Op Area, as required.

Distribution and Tools:

Situational updates shared with all EOC sections, City leadership, IC and Ventura County Op Area as required.

- GIS Dashboards for mapping incident impacts and response activities
- Status boards within the EOC for real-time operational tracking
- SitReps distributed at scheduled intervals
- DLAN for digital reporting and situational sharing to Ventura County Op Area

5.4 Public Information

The Public Information Officer (PIO) manages emergency communications to the public and media under the SEMS/NIMS Joint Information System (JIS) framework. The PIO ensures accurate, timely and coordinated public messaging during all phases of an emergency.

PIO Responsibilities

- Develop and release official information to the public and media
- Coordinate with County and regional PIOs through the JIS or Joint Information Center (JIC) (See Section 5.5 for further details on JIS and JIC)
- Manage social media and digital communications
- Monitor and correct misinformation or rumors
- Ensure accessibility and inclusion in all messaging
- Activate and manage the City emergency information hotline
- Ensure ADA accessibility

Messaging Channels

- City of Oxnard social media accounts:
 - Facebook: www.facebook.com/CityofOxnard
 - Instagram: www.instagram.com/cityofoxnard (@cityofoxnard)
 - X: x.com/CityofOxnard (@cityofoxnard)
 - NextDoor: www.nextdoor.com/pages/city-of-oxnard
 - YouTube: www.youtube.com/oxnardnews
- Oxnard Fire Department social media accounts:
 - Facebook: www.facebook.com/oxnardfiredepartment
 - Instagram: www.instagram.com/oxnardcityfire (@oxnardcityfire)
- Oxnard Police Department social media accounts:
 - Facebook: www.facebook.com/OxnardPD
 - Instagram: www.instagram.com/oxnardpolice (@oxnardpolice)
- City website and emergency services page
- Press releases, media briefings and public meetings
- Recorded phone hotlines or informational updates
- Digital signboards
- Local media
- Flyers and signage

Accessibility

All information provided to the public is made accessible to individuals with disabilities or limited English proficiency through translation, captioning and alternative formats.

Templates and Approval Process

Pre-approved message templates for common hazards are maintained as supporting documentation in Part 2.

5.5 Joint Information System (JIS) and Joint Information Center (JIC)

In large or multi-agency incidents, the City may establish or participate in a JIC, which serves as a central point for coordinating and disseminating all official public information, under the Ventura County Op Areas JIS, which is the structure and set of protocols designed to ensure the delivery of consistent, coordinated, timely, and accurate information during a crisis or incident.

Purpose

A JIC provides a central location (either physical or virtual) for coordinating public information across departments and agencies. It operates under the JIS framework and supports:

- Delivery of accurate, timely, and consistent public messaging.
- Coordination of information across multiple jurisdictions and agencies.
- Monitoring and correction of misinformation and rumors.
- Public confidence through transparent and unified communication.

Activation

The City of Oxnard may activate a local JIC when:

- The emergency significantly impacts Oxnard and involves multiple City departments.
- Media interest is high and requires regular briefings or updates.
- Consistent messaging is needed across city departments, elected officials, and field operations.

In countywide or multi-jurisdictional events, the Ventura County Op Area may activate a regional JIC. If Oxnard is impacted, the City PIO (or designee) will integrate into this JIC.

Location

Depending on the incident, the JIC may operate:

- Virtually (via Teams or a shared media platform)
- Ventura County EOC
- City of Oxnard EOC (if the incident is localized)

Coordination Responsibilities

The City PIO works directly with the County PIO and partner agency representatives to:

- Approve and synchronize public messages
- Coordinate news conferences and media briefings
- Share situational information for public dissemination
- Ensure unified, accurate information release to all communities

Page left intentionally blank.

Section 6: Mutual Aid and Resource Management

Mutual aid ensures that jurisdictions have access to resources, personnel, facilities and other support when local capabilities are exceeded. The City of Oxnard operates within the California Master Mutual Aid Agreement (per the CESA) and participates in the Emergency Management Assistance Compact (EMAC) for multi-state assistance.

Oxnard is also committed to integrating volunteer and private-sector partners, who both play a vital role in both response and recovery.

6.1 Mutual Aid System and Coordination

Oxnard participates in California's formal Mutual Aid Systems, each with a designated Mutual Aid Coordinator at every SEMS level:

- **Local Level:** The City of Oxnard (Fire, Law, and EOC) coordinates mutual aid requests internally during incidents and determines when support is needed.
- **Operational Area Level:** If local resources are insufficient, requests are submitted to the Ventura County Op Area EOC, which coordinates with county departments and cities.
- **Regional Level:** Unfilled requests are escalated by the Op Area to Cal OES Southern Region, which manages resource coordination for Mutual Aid Region I (including Region IA for law enforcement).
- **State Level:** Cal OES Headquarters handles allocation of statewide assets, particularly for non-fire disciplines.
- **Interstate (EMAC):** EMAC requests are coordinated exclusively through Cal OES and the Governor's Authorized Representative (GAR), ensuring alignment with national protocols.

See Chart 5 for Flow of Mutual Aid and Other Resource Requests.

All mutual aid requests follow established documentation, tracking, and reporting procedures to ensure accountability and eligibility for reimbursement. The City of Oxnard is located within Cal OES Mutual Aid Region I (Region IA for law enforcement) and the Cal OES Southern Administrative Region.

6.2 Discipline-Specific Mutual Aid

The City of Oxnard participates in discipline-specific mutual aid systems, including:

- **Fire and Rescue:** Through Ventura County Fire and regional partners, providing engines, strike teams, US&R support, and aerial resources.
- **Law Enforcement:** Coordination via Ventura County Sheriff's Office and Region IA for mutual law enforcement resources, SWAT, search teams, and investigative support.
- **Medical and Health:** Ambulance transport, emergency medical personnel, pharmaceuticals, disposable medical supply, and crisis mental health services via regional fire department partners, Ventura County OES, and Ventura County EMS Agency.
- **Public Works:** Equipment, road clearance, engineering, and utilities support.
- **Emergency Management:** Requesting trained EOC personnel, planners, and specialists through EMMA, coordinated via the County and Cal OES.

Requests are managed through designated discipline-specific mutual aid coordinators at the Op Area, regional, and state levels. Coordinators identify available resources, facilitate deployment, and elevate unmet requests to the next level of the mutual aid system.

Requests that do not fall within a discipline-specific system are processed through the emergency services mutual aid system by emergency management staff at the local, Op Area, regional, and state levels.

See Chart 6 for Discipline Specific Mutual Aid System

6.3 Volunteer and Private Sector Aid

Volunteer and private organizations are vital components of emergency response and are integrated through EOC Liaison Officers.

Volunteer Organizations

- **Examples:** American Red Cross, Salvation Army, VOAD, CERT, faith-based groups and Ventura County Medical Reserve Corps.
- **Roles:** Mass care and sheltering, donations management, volunteer coordination, damage assessments, feeding, and communications.
- **Coordination:** Integrated into EOC functions via Liaison Officers. Requests for volunteer mutual aid follow established protocols through the Op Area or directly to coordinating agencies.

Private Sector Agencies

- **Examples:** Utility providers, hospitals, telecom companies, construction/logistics.
- **Roles:** Power and water restoration, medical support, transportation, fuel, debris management.
- **Coordination:** Private entities may be embedded in the EOC or assigned to field response roles to support critical lifelines.

Volunteer and private agency participation in training, exercises, and after-action reviews is encouraged to maintain operational readiness and alignment with SEMS/NIMS.

6.4 Policies and Procedures

All mutual aid and support resources will be deployed per the California Master Mutual Aid Agreement, discipline-specific policies, and City procurement and legal protocols.

Requesting Mutual Aid

When requesting mutual aid, the following information is required:

- Specific type and number of personnel
- Type and quantity of equipment
- Reporting location, time, and point of contact
- Logistics and access information
- Operational timeframe and duration
- Known risks or safety concerns

Tracking & Documentation

- Mutual aid deployments are tracked using EOC systems
- Accurate timekeeping, resource logs, and cost tracking is mandatory
- This documentation supports operational visibility and enables federal or state reimbursement

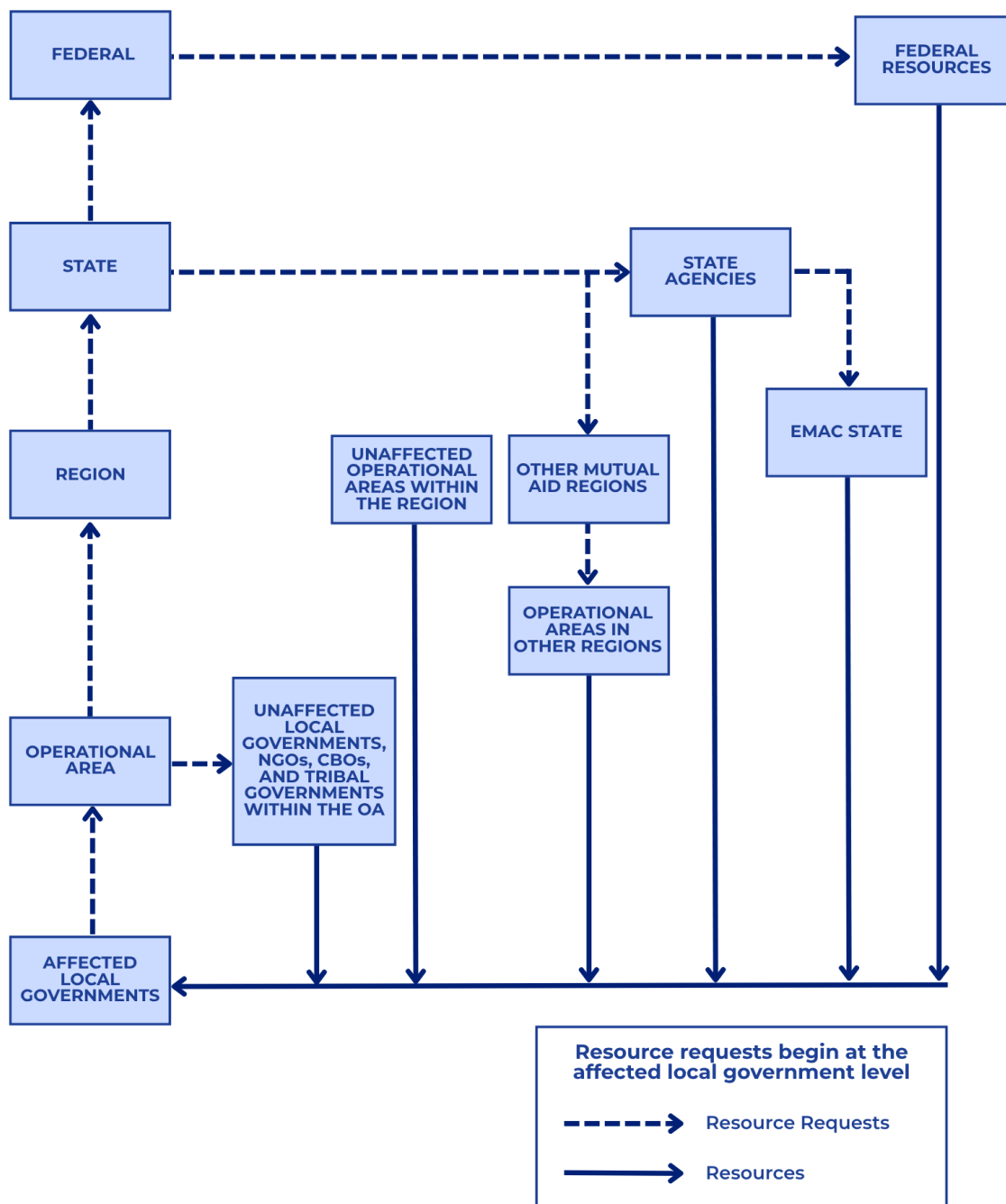
Communications:

- Agencies providing mutual aid must have interoperable communications or be issued radios for local use
- EOC staff ensure frequency assignments and proper communication protocols are in place

6.5 Agreements

The City of Oxnard has various Mutual Aid Agreements with local agencies, the County of Ventura and the State of California. **See Part One - Appendix A. Authorities and B. References.**

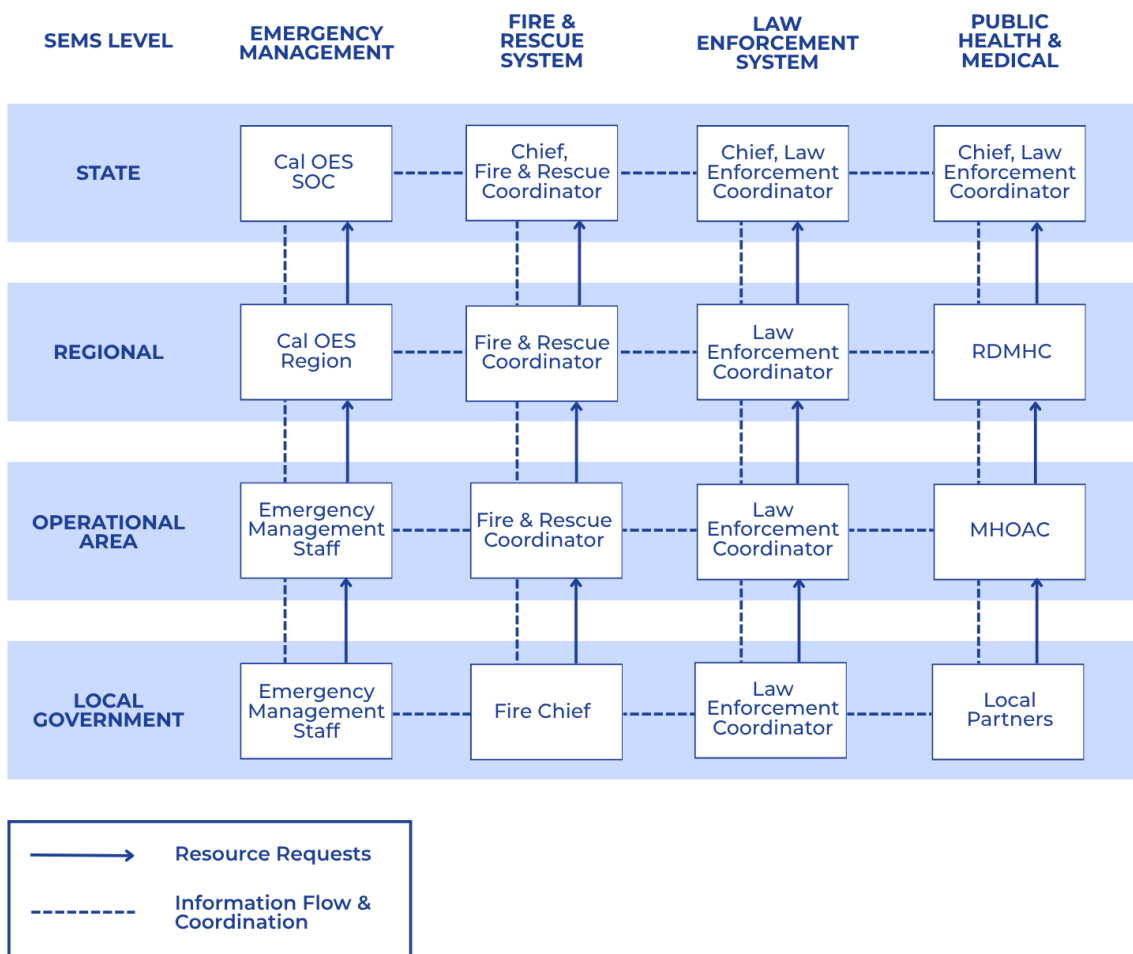
CHART 5 - FLOW OF MUTUAL AID AND OTHER RESOURCE REQUESTS



16

¹⁶ 2024 California State Emergency Plan Exhibit 7.7-3 Flow of Requests and Resources, page 133

CHART 6 - DISCIPLINE-SPECIFIC MUTUAL AID SYSTEM



17

¹⁷ 2024 California State Emergency Plan Exhibit 7.7-2 Discipline-Specific Mutual Aid System, page 132

Section 7: Continuity of Government

Continuity of Government (COG) ensures that the City of Oxnard can maintain its legal authority and leadership during emergencies that disrupt normal governance. This includes preserving the function of elected officials, maintaining the rule of law, and ensuring that the public receives direction and services under lawful authority.

The COG framework ensures the continuation of the City Council, City Manager, City Attorney, and essential legislative and executive functions in accordance with California Government Code §§ 8635–8644 and Title 19, California Code of Regulations section §24074.

This section outlines the legal and procedural framework to ensure:

- Continuity of constitutional and statutory governance
- Clear lines of succession for elected and executive leadership
- Secure alternate facilities for governing bodies
- Reconstitution of local government following a disruption

The plan applies to elected officials, City leadership, department heads, and essential City support personnel.

7.1 Legal Authority

The following authorities support Continuity of Government planning and implementation:

- **California Government Code §§ 8635–8644 (Article 15, CESA):** Establishes procedures for standby officers, alternate meeting sites, and methods to reconstitute government.
- **California Constitution:** Allows state and local government to reconstitute itself if incumbents are unable to serve.
- **California Government Code § 54954(e):** Allows relocation of governing body meetings during emergencies.
- **City of Oxnard City Code Chapter 6:** Establishes the Emergency Services Organization, emergency powers, and appointment authority of the Director of Emergency Services.
- **Title 19, California Code of Regulations § 2407:** Provides detailed procedures for determining unavailability and reconstructing the governing body.

7.2 Continuity of Authority and Succession

Elected Officials and Executive Leadership

Under Government Code § 8638¹⁸, the City Council may appoint up to three standby officers for each Councilmember and for the City Manager. These officers:

- May reside outside Oxnard city limits
- Are designated as Standby Officers No. 1, 2, and 3
- Take the same oath of office as regular officials
- Automatically assume their principal's role during an emergency if the primary is unable to serve

These appointments ensure legal authority, decision-making capacity, and continuity of operations during a declared emergency.

Director of Emergency Services Succession

Table 7-1: Director of Emergency Services Line of Succession

Should the Director of Emergency Services (City Manager) be unable to fulfill duties, the line of succession is as follows:

Order	Position
First Alternate	Assistant City Manager
Second Alternate	Fire Chief
Third Alternate	Emergency Services Manager

Each successor is granted full authority to act as Director until the original director is available, or a new appointment is made by the City Council.

¹⁸ Cal. Gov. Code § 8638 (CESA, Art. 15)

7.3 Preservation of Local Government

In accordance with Government Code § 8643, if all City Councilmembers and their standbys are unavailable, the governing body shall be temporarily reconstituted as follows:

1. By the Chair of the Ventura County Board of Supervisors
2. If unavailable, by the Chair of another County Board within 150 miles
3. Alternatively, by the Mayor of another City within 150 miles

This ensures the reassembly of local government to:

- Ascertain damage to people and property
- Reconstitute itself and its departments
- Preserve law and order
- Resume essential public services

Per Government Code § 8642¹⁹, the City Council is authorized to convene at a location outside Oxnard when local conditions render City Hall inoperable.

CESA provides for the preservation of city government in peacetime or national security emergency.

7.4 Department Head Succession

Per Government Code § 8637²⁰, each department that delivers public health, safety, infrastructure, or critical administrative functions must maintain a clearly defined line of succession in its COOP.

Succession lists must:

- Include at least two alternates
- Be reviewed annually and updated as personnel or organizational changes occur
- Be submitted to the City Clerk and Emergency Manager for EOP reference

¹⁹ Cal. Gov. Code § 8642 (CESA, Art. 16)

²⁰ Cal. Gov. Code § 8637 (CESA, Art. 15)

Table 7-2: Department Heads Line of Succession

Service/Department		Position
City Manager	1	City Manager
	2	Assistant City Manager
	3	Assistant City Manager
City Attorney	1	City Attorney
	2	Chief Assistant City Attorney
	3	Assistant City Attorney
Community Development	1	Director
	2	Assistant Director
	3	Planning Manager
Cultural and Community Services	1	Director
	2	Assistant Director
	3	Manager
Finance	1	Chief Financial Officer
	2	Assistant Chief Financial Officer
	3	Assistant Chief Financial Officer
Fire	1	Fire Chief
	2	Assistant Fire Chief
	3	Assistant Fire Chief
Housing	1	Director
	2	Assistant Director
	3	Assistant Director
Human Resources	1	Director
	2	Assistant Director
	3	Manager
Information Technology	1	Chief Information Officer
	2	Deputy Chief Information Officer
	3	Deputy Chief Information Officer
Police	1	Police Chief
	2	Assistant Chief
	3	Assistant Chief
Public Works	1	Director
	2	Assistant Director
	3	Assistant Director

7.5 Alternate Government Seat

Under Government Code § 8642²¹ and the Brown Act § 54954(e)²² the City Council may convene at an alternate location if City Hall is unusable due to an emergency. The presiding officer shall designate the alternate meeting location and notify local media as rapidly as possible.

Designated Alternate Government Locations

First Alternate: 305 West Third Street, Oxnard

Second Alternate: 360 West Second Street, Oxnard

These facilities will serve as temporary council chambers during a local, State or War Emergency and will be equipped with communication systems and logistical support as feasible.

7.6 Vital Records Preservation

The City Clerk is the designated custodian of Oxnard's vital records. If unavailable, the Assistant City Clerk assumes this role. Vital records include documents essential for:

- **Individual rights:** Deeds, licenses, tax records, birth/marriage certificates
- **Emergency operations:** Emergency plans, EOC staffing, personnel rosters, infrastructure maps
- **Government reestablishment:** City charter, ordinances, council records, resolutions, financial data

Vital records in hard copy and digital formats are stored at the City of Oxnard Administrative Offices (300 West Third Street). Alternate and backup copies and files are stored at several offsite remote locations.

Each department is responsible for identifying, maintaining, and protecting its own essential records needed to support continuity of operations and the restoration of services following a disaster.

²¹ Cal. Gov. Code § 8642 (CESA, Art. 16)

²² Cal. Gov. Code § 54954(e) (Brown Act)

Page left intentionally blank.

Section 8. Administration, Finance, and Logistics

Sustaining an effective emergency response requires streamlined systems for recordkeeping, procurement, resource distribution, and cost tracking. These systems ensure the City of Oxnard can coordinate across departments, comply with audit requirements and recover eligible disaster-related expenses.

8.1 Documentation and Recordkeeping

Clear, consistent documentation during incidents supports informed decision-making and post-incident accountability. Each EOC section is responsible for capturing essential records related to their actions such as:

- EOC Forms (such as 213RR Resource Requests, 214 Unit Logs)
- DLAN entries for digital tracking and reporting to the County
- EOC Action Plans (EAPs)
- Timekeeping, procurement logs, and communications

Documented records must be secured, stored and available for review during after-action processes or reimbursement.

8.2 Finance and Cost Recovery

Emergency Finance Operations

The Finance/Administration Section oversees all financial activities during emergency operations including:

- Payroll and timesheet collection for disaster service workers
- Expense tracking for equipment, contracts, and mutual aid
- Oversight of procurement and purchasing processes
- Coordination with auditors, insurers, and grant agencies

Financial controls must meet federal and state guidelines for accountability and transparency. Emergency financial approvals follow the COG and lines of succession described in **Section 7**.

Public Assistance Reimbursement

The City will pursue reimbursement through FEMA's Public Assistance (PA) program for eligible response and recovery costs. The process involves:

1. **City Documents Damages:** Collects photos, scope, cost estimates and sends to County Op Area.
2. **Op Area Compiles and Validates:** County OES aggregates city and other local damage info, conducts joint assessments, and coordinates with local mutual-aid partners.
3. **Op Area Submits to Cal OES:** County Op Area sends consolidated damage and impact summary to Cal OES.
4. **Cal OES Evaluates & Requests State Action:** Cal OES reviews County submissions and, if warranted, coordinates with the Governor to request a FEMA declaration.
5. **FEMA declaration (if approved):** FEMA (via Cal OES) authorizes Public Assistance for the designated areas.
6. **Applicant Briefing (State/Cal OES leads):** Cal OES/County holds briefings for cities on eligibility, Request for Public Assistance (RPA) deadlines, and documentation.
7. **City files RPA:** City submits an RPA (via Grants Portal) and becomes an Applicant.
8. **Project formulation and Environmental and Historic Compliance (EHP):** City, Op Area, Cal OES, and FEMA scope projects, perform environmental/historic reviews, and estimate costs.
9. **FEMA Obligation to State Pass-Through:** FEMA obligates funds to the State (Cal OES), which then passes funding/reimbursement to the County/City per state processes.
10. **Work, Track Costs, Reimburse:** City completes work under federal/state rules, submits reimbursement to Cal OES/County, retains records.
11. **Project closeout:** Cal OES and FEMA close projects after verification; city retains documentation.

Proper documentation and adherence to procurement rules are required for reimbursement. Post-incident After-Action Reports may also be reviewed by FEMA to verify eligibility and response efforts. Detailed procedures for applying for state and federal financial assistance are maintained as internal supporting documentation.

8.3 Logistics and Resource Management

Resource Coordination

The Logistics Section is responsible for acquiring, staging, and distributing all response-related resources. This includes:

- Food, water, fuel and shelter supplies
- Communications equipment and IT systems
- Emergency contracts for personnel, vehicles or equipment
- Vendor coordination and delivery tracking

Requests must follow the Resource Request Process and be submitted through ICS/EOC 213 RR forms (City only) or digitally via DLAN (County requests) (processes for resource requests are maintained in supporting documentation).

Emergency Procurement

During an emergency, the City of Oxnard may use expedited purchasing and contracting authorities to obtain essential equipment, supplies, and services needed to protect life, property, and critical infrastructure. Emergency procurement is conducted in accordance with Oxnard City Code §4-30 and California Public Contract Code §22050.

Under these authorities:

- Competitive bidding requirements may be waived when delays would place people or property at risk.
- The City Council, by a four-fifths vote, may authorize emergency repair, replacement, or procurement actions.
- The City Manager, or in their absence the Public Works Director, may order emergency procurement and must report the justification to the City Council at the next scheduled meeting.
- The City Council must review ongoing emergency actions at the next regular meeting (and at each subsequent meeting) until the action is terminated.

Even in emergencies, the City maintains proper financial controls, including:

- Written justification for emergency actions and procurement decisions
- Vendor quotes (when feasible), invoices, and receipts
- Documentation sufficient to meet state and federal reimbursement requirements, including FEMA Public Assistance

Finance and Logistics Sections work together to ensure all purchases are compliant.

Donations and Volunteer Management

The City of Oxnard coordinates donations and volunteer management through the Ventura County Op Area and Ventura County VOAD to ensure resources are safe, appropriate, and directed to organizations best equipped to manage them. The City does not accept or distribute unsolicited donations.

City departments will refer donation and volunteer inquiries to approved partner organizations and share public guidance on how to give responsibly. Monetary donations should be directed to recognized nonprofits that provide disaster relief and long-term recovery support.

If donation collection or distribution sites are needed, they will be coordinated with Ventura County Op Area EOC Logistics and community partners. The City follows Ventura County's donations management procedures to ensure consistency, safety, and accountability.

8.4 After-Action Reporting and Improvement Planning

Following a level 1 EOC activations, significant incidents, exercises, or local emergency declarations, the City of Oxnard will conduct an After-Action Review (AAR) or a Corrective Action Plan (CAP) to evaluate response operations, identify lessons learned, and document corrective actions.

This process fulfills the requirements of California Code of Regulations, Title 19, §2450, which mandates that cities declaring a local emergency (for which the Governor proclaims a State of Emergency) complete and submit an AAR to Cal OES within 90 days of the close of the incident period.

The AAR/CAP serve to:

- Review response actions taken and application of SEMS
- Recommend modifications to SEMS, plans, and procedures
- Identify training and exercise needs
- Document progress toward recovery

Process Overview:

1. **Initiate Review:** Within 30 days of EOC deactivation, the Emergency Services Manager begins the AAR process.
2. **Collect Input:** Department Directors and EOC Section Coordinators will submit written input identifying key actions, challenges, and recommendations gathered from their teams.
3. **Conduct Debrief:** A debrief with department directors, EOC section coordinators and partners to capture feedback.
4. **Develop AAR/CAP:** The Emergency Services Manager compiles all information into a single AAR/CAP that includes findings, best practices, and corrective actions.
5. **Approval and Distribution:** The draft AAR/CAP is reviewed by the Director of Emergency Services and submitted to Ventura County OES and Cal OES, as required.
6. **Track and Implement:** Corrective actions are assigned to responsible departments, tracked, and reviewed at Senior Leadership meetings until completed.
7. **Retention:** All AARs and CAPs are maintained by the Emergency Services Division within Fire and are used to inform updates to plans, procedures, and training.

8.5 Finance and Logistical Roles and Coordination by EOC Section

Table 8-2: Finance and Logistical Roles by EOC Section

EOC Section	Responsibilities
Management Section (PIO)	Communicates public donation needs and supports transparency in financial use
Operations Section	Identifies and prioritizes field resource needs
Planning Section	Tracks situational data and produces action plans and situational updates as needed
Logistics Section	Procures and delivers supplies, equipment and services
Finance/Administration Section	Manages contracts, payroll, expense tracking and reimbursement processes

Page left intentionally blank.

Section 9. Plan Development and Maintenance

The EOP is a living document that must remain current, accurate, and operationally effective. Ongoing review, training, and interdepartmental collaboration ensure the plan reflects the City's organizational structure, capabilities, and evolving hazards. This section outlines the responsibilities for maintaining the EOP, the update cycle, training and exercise requirements, and the methods used to evaluate the plan's effectiveness.

9.1 Plan Development Responsibility

The Emergency Services Manager is responsible for developing, updating and maintaining the EOP. Each City department must review and update the sections relevant to its responsibilities and provide updates when organizational or operational changes occur.

Draft revisions will be circulated to department directors and the City Attorney's Office for review.

9.2 Plan Maintenance and Update Cycle

The Emergency Services Manager will conduct an annual review of the EOP and complete a comprehensive update every five years, or sooner if necessary.

Interim updates may be made when:

- SEMS, NIMS, or state/federal guidance changes
- City organizational structures or responsibilities change
- New hazards or vulnerabilities are identified
- After-action reports or exercises identify required improvements
- Major incidents reveal operational gaps

All changes will be incorporated into the master version of the plan and shared with City departments and partner agencies.

9.3 Training and Exercise Requirements

EOC staff will receive annual training to ensure proficiency in their assigned roles and familiarity with plan updates. Training may include:

- Online and in-person courses
- EOC section-specific workshops
- Tabletop exercises
- Functional or full-scale exercises

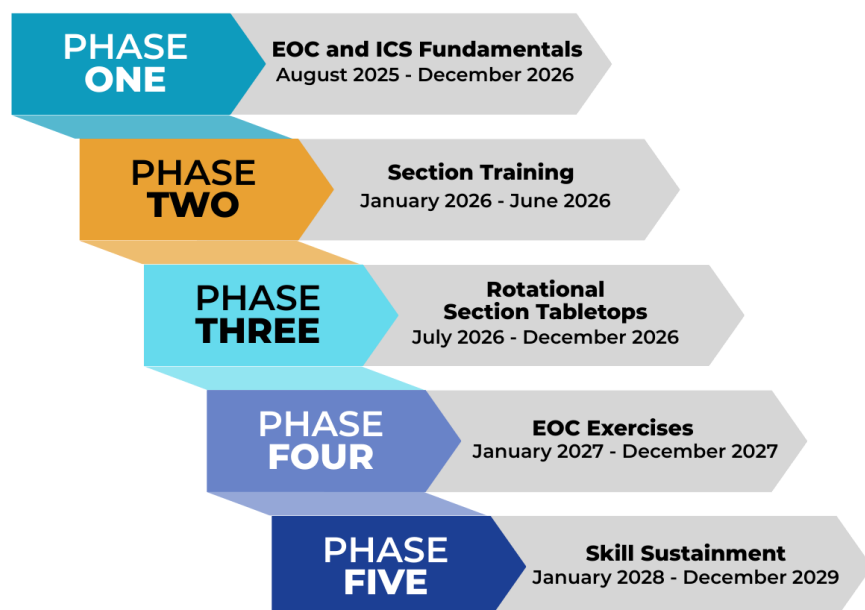
Training and Exercise Priorities

The City of Oxnard's EOC training and exercise program is designed to maintain operational readiness and regulatory compliance while building sustainable response capability. Priorities include:

- **Regulatory Compliance:** Ensure EOC personnel meet SEMS, NIMS, and state and federal training requirements tied to disaster reimbursement and grant eligibility.
- **Progressive Readiness:** Build EOC capability through a structured progression of foundational training, section-level instruction, and discussion-based and functional exercises.
- **Section Proficiency:** Develop functional expertise within each EOC Section to support coordinated, multi-departmental operations.
- **Leadership Engagement:** Incorporate Department Directors into exercises to strengthen strategic decision-making and policy coordination.
- **Systems Readiness:** Train staff on City-approved EOC platforms and coordination tools prior to operational activation.
- **Sustainable Staffing:** Train the EOC roster in phases to maintain continuity of operations while accounting for staffing and workload constraints.

Exercise Schedule

The EOC Exercise Schedule establishes a progressive, multi-year framework designed to build and maintain the core competencies of Oxnard's Emergency Management team. By transitioning from foundational concepts to complex simulations, this phased approach ensures that personnel are not only trained in the mechanics of ICS but are also prepared for the high-pressure decision-making required during real-world activations. The following five-phase roadmap outlines our commitment to continuous improvement and operational excellence through 2029.



9.4 Plan Evaluation Metrics

The City will evaluate the effectiveness of this plan based on:

- EOC performance in real incidents
- Compliance with SEMS/NIMS updates
- Feedback from field responders and EOC staff
- Partner Agency feedback

Findings will inform updates to the EOP and future training and exercise priorities.

Page left intentionally blank.

Appendices

A. Authorities

Local

- [Oxnard City Code, Chapter 6](#) – “Emergency Organization and Functions”
- [Oxnard City Code, Section 4-30](#) – “Emergency Procurement”
- [City of Oxnard Resolution No. 13,157 \(2006\)](#) – “Adopting National Incident Management System (NIMS)”

State

- [Assembly Bill No. 2311 \(2016\)](#) – AFN integration requirements.
- [Assembly Bill No. 477 \(2019\)](#) – Inclusion of AFN populations in emergency preparedness.
- [Assembly Bill No. 2645 \(2022\)](#) – Local emergency plans: AFN and community resilience centers.
- [Assembly Bill No. 1638 \(2023\)](#) – Mandate for multilingual emergency response services.
- [Assembly Bill No. 781 \(2025\)](#) – Emergency shelters: persons with household pets.
- [Assembly Bill No. 478 \(2025\)](#) – Emergency information and evacuations for persons with pets.
- [California Emergency Services Act \(CESA\) \(2024\) \(CA Gov. Code § 8550-8669\)](#) – The foundational authority for emergency powers.
- [California Disaster Assistance Act \(CDAA\) \(2024\) \(CA Gov. Code § 8680 et seq.\)](#) – Legal basis for state financial reimbursement.
- [California Government Code, Section 3100 \(2024\)](#) – Public Employees as Disaster Service Workers.
- [California Labor Code, §3211.92](#) - Disaster Service Worker (DSW)
- [California Government Code, Section 8638 \(2024\)](#) – Preservation of Local Government and appointment of standby officers.
- [California Public Contract Code, Section 22050 \(2024\)](#) – Emergency Contracting and waiver of competitive bidding.
- [California Government Code, § 54954\(e\) \(1953\)](#) – Authority to relocate governing body meetings during disasters.
- [California Government Code \[§ 8593.3, amended 2024\]](#) – “Accessibility to Emergency Information and Services (AFN).”
- [Constitution of the State of California \(1879, as amended\)](#) – Provides authority for the government to reconstitute itself.
- ["Good Samaritan" Liability](#) - State-level legal protections for individuals providing emergency assistance.
- [Senate Bill 160 \(2019\)](#) - Cultural competence integration into emergency plans

- [Standardized Emergency Management System \(SEMS\) Regulations \(2010\) \(19 CCR § 2400-2450\)](#) – Mandates the statewide response structure.
- [Standardized Emergency Management System \(SEMS\) Guidelines \[Part II, Section B: Local Government Level\]](#) – Provides the mandatory framework for cities to organize EOC functions and maintain state funding eligibility.

Federal

- [Americans with Disabilities Act of 1990 \(ADA\)](#) – Accessibility mandates for all emergency programs.
- [Federal Civil Defense Act of 1950](#): Public Law 920, as amended, established the foundational authority for emergency management.
- [Homeland Security Presidential Directive 5 \(HSPD-5, 2003\)](#) – Mandates NIMS and ICS.
- [PETS Act of 2006 \(PL 109-308\)](#) – Inclusion of pets in emergency planning.
- [Robert T. Stafford Disaster Relief and Emergency Assistance Act \(1974\)](#) (42 U.S.C. § 5121 et seq.) – Authority for federal disaster aid.
- [Volunteer Protection Act of 1997](#) [42 USC §§ 14501-14505] – Federal liability protections for volunteers.

B. References

Local and County

- [City of Oxnard 2030 General Plan \(2011, Amended 2022\)](#) – “Safety and Hazards Element.”
- [U.S. Census Bureau \(2024\)](#) – “QuickFacts: Oxnard City, California.”
- [U.S. Census Bureau, American Community Survey \(2015-2019\)](#) - Linguistic Isolation Map
- [Ventura County Multi-Jurisdictional Hazard Mitigation Plan \(2022\)](#) – Regional threat assessment.
- [Ventura County Operational Area Emergency Operations Plan \(2021\)](#) – Regional integration framework.
- [Ventura County Alert and Warning Plan \(2023\)](#) – Procedures for local alerts.

State and Federal

- [Cal OES EOP Crosswalk \(2024\)](#) – State compliance checklist.
- [Cal OES Statewide Alert & Warning Guidelines \(2024\)](#) – Standardized alert protocols.
- [Cal OES DSW Guide to Workers Compensation \(2012\)](#) - Question and answer sheet regarding Workers Compensation for volunteers serving as DSWs
- [California Department of Education DataQuest \(2024-2025\)](#) – “English Learners by Language.”
- [FEMA Comprehensive Preparedness Guide \(CPG\) 101, V. 3.1 \(2025\)](#) – Foundational standard for EOP development.
- [National Response Framework \(NRF\)](#) – Federal standard for incident response.
- [National Incident Management System \(NIMS\)](#) – National standard for management structures.
- [National Disaster Recovery Framework \(2024\)](#) – Standards for post-disaster restoration.
- [State of California Emergency Plan \(2024\)](#) – The statewide model for local plan consistency.

Mutual Aid & Procedural Plans

- [A-8602 Agreement \(City of San Buenaventura Fire Dept & Ventura County Fire Protection Dist\) item L.3 cc \(2025\)](#) - This agreement allows for the immediate dispatch of the nearest available resources, regardless of jurisdictional boundaries.
- [California Fire and Rescue Operations Plan \(2023\)](#) – Guidance for fire mutual aid.
- [California Law Enforcement Mutual Aid Plan \(2019\)](#) – Guidance for law enforcement mutual aid.
- [Emergency Management Assistance Compact \(EMAC\)](#) – Multi-state assistance framework.
- [Emergency Proclamations: A Quick Reference Guide for Local Governments \(2022\)](#) – Guidance for declaring emergencies.
- [FEMA Public Assistance Program and Guidelines \(2024\)](#) – Standards for federal reimbursement.
- [Mutual Aid Agreement Between The American Society for the Prevention of Cruelty to Animals and City of Oxnard \(2026\)](#) - Agreement for support in disaster animal response operations, including animal rescue, temporary sheltering, veterinary care, and animal transport.
- [Public Works Mutual Aid Agreement \(PWMAA\) \(1989\)](#) - System that allows public works agencies—such as those managing water, roads, and utilities—to share personnel, equipment, and resources during emergencies.

C. Abbreviations and Acronyms

AAR/CAP	After-Action Report and Corrective Action Plan
ACS	Auxiliary Communications Services
ADA	Americans with Disabilities Act
AFN	Access and Functional Needs
ASPCA	American Society for the Prevention of Cruelty to Animals
Cal OES	California Office of Emergency Services
CBRNE	Chemical, Biological, Radiological, Nuclear and/or High-Yield Explosive
CDA	California Disaster Assistance Act
CERT	Community Emergency Response Team
CESA	California Emergency Services Act
CPG	Comprehensive Preparedness Guide
DOC	Department Operations Center
DSW	Disaster Service Worker
EAP	EOC Action Plan
EAS	Emergency Alert System
ELL	English Language Learner
EM	Emergency Services Manager
EMAC	Emergency Management Assistance Compact
EMMA	Emergency Management Mutual Aid
EOC	Emergency Operation Center
ESF	Emergency Support Function
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency

GAR	Governor's Authorized Representative
GIS	Geospatial Information Services
HMGP	Hazard Mitigation Grant Program
HMP	Hazard Mitigation Plan
HSEEP	Homeland Security Exercise and Evaluation Program
IA	Individual Assistance
IAP	Incident Action Plan
IC	Incident Command
ICS	Incident Command System
IDE	Initial Damage Estimate
JIC	Joint Information Center
JIS	Joint Information System
JRIC	Joint Regional Intelligence Center
LAC	Local Assistance Center
NIMS	National Incident Management System
NWS	National Weather Service
PA	Public Assistance
PETS Act	Pets Evacuation and Transportation Standards Act
PIO	Public Information Officer
PSPS	Public Safety Power Shutoffs
REOC	Regional Emergency Operations Center
RPA	Request for Public Assistance
SCO	State Coordinating Officer
SEMS	Standardized Emergency Management System

SOC	State Operations Center
SOP	Standard Operating Procedures
VCAS	Ventura County Animal Services
VHF	Very High Frequency
VOAD	Volunteer Organizations Active in Disasters
WEA	Wireless Emergency Alerts

D. Glossary of Terms

Access and Functional Needs (AFN)

Individuals who may have additional needs before, during, or after an emergency, including people with disabilities, older adults, children, individuals with limited English proficiency, and others who require assistance to maintain independence, communication, transportation, supervision, or medical care.

After-Action Report (AAR)

A formal document that captures observations, strengths, areas for improvement, and corrective actions following an emergency, exercise, or incident. AARs are required under SEMS, to be submitted to CAL OES within 90 days of the end of an incident.

Agency

A division of government with a specific function offering a particular kind of assistance.

Alert and Warning

The process of disseminating information to the public about actual or potential emergencies, including protective actions, using multiple accessible and redundant communication methods.

All-Hazards

Any incident (natural or human-caused) that warrants action to protect life, property, environment, public health. Or safety and minimize disruptions of government, social or economic activities.

California Disaster Assistance Act (CDAA)

State law authorizing financial assistance to local governments for eligible costs incurred during disasters proclaimed by the Governor.

California Emergency Services Act (CESA)

The statutory authority (California Government Code § 8550 et seq.) governing emergency management, mutual aid, and emergency powers in California.

Cal OES (California Governor's Office of Emergency Services)

The state agency responsible for coordinating California's emergency preparedness, response, recovery, and mitigation efforts.

Continuity of Government (COG)

The preservation, maintenance, or reconstitution of governmental authority, leadership, and essential functions following an emergency or disaster.

Department Operations Center (DOC)

A facility or function used by a City department to coordinate its internal operations and support field response during an emergency.

Disaster Service Worker (DSW)

Any public employee required by law to perform assigned disaster service activities during a declared emergency, in accordance with the California Emergency Services Act (Government Code § 3100–3109). Disaster service may include duties outside an employee's normal job classification as assigned by the City.

Emergency

Any incident, natural or human-caused, that threatens life, property, or the environment and requires coordinated response beyond routine operations.

Emergency Operations Center (EOC)

A central facility where City staff coordinate policy-level decision-making, resource support, information sharing, and interagency coordination during emergencies.

Emergency Operations Plan (EOP)

The City's all-hazards plan establishes the framework for managing emergencies and disasters through preparedness, response, recovery, and mitigation.

Emergency Proclamation

A formal declaration of a Local Emergency, State of Emergency, or State of War Emergency that activates special authorities and access to resources.

Emergency Support Functions (ESFs)

Functional groupings of capabilities and resources used to organize and coordinate support during emergencies. (Used for coordination, not staffing structure.)

Field Response Level

The SEMS level where tactical response activities are conducted at the incident scene using the Incident Command System (ICS).

Incident Command System (ICS)

A standardized, on-scene incident management system used to manage response operations.

Local Emergency

A condition proclaimed by the City Council or City Manager when disaster conditions exceed the capacity of routine services.

Local Government Level (SEMS)

The SEMS level that includes cities, counties, and special districts responsible for coordinating emergency response within their jurisdictions.

Mitigation

Actions taken to reduce or eliminate long-term risk to life and property from hazards.

Mutual Aid

The voluntary provision of resources and assistance among jurisdictions through formal agreements and state-coordinated systems.

Mutual Aid Coordinator

An individual designated at each SEMS level to receive, coordinate, and escalate mutual aid requests within a specific discipline.

National Incident Management System (NIMS)

A national framework established by the Department of Homeland Security that provides a consistent approach for managing incidents of all types and sizes through standardized command, coordination, and resource management structures.

Operational Area (OA)

An intermediate level of SEMS organization, typically the county, responsible for coordinating resources and information among jurisdictions within its boundaries.

Preparedness

Actions taken before an emergency to build capabilities, plan, train, and exercise for effective response.

Recovery

Activities undertaken to restore and improve community services, infrastructure, and quality of life following a disaster.

Regional Level (SEMS)

The SEMS level at which Cal OES coordinates mutual aid and support across multiple operational areas.

Resource Request

A formal request for personnel, equipment, supplies, or services submitted through SEMS channels.

Response

Immediate actions taken to save lives, protect property, and meet basic human needs during an emergency.

SEMS (Standardized Emergency Management System)

California's mandated framework for organizing and coordinating emergency response across all levels of government.

Span of Control

The number of individuals or units one supervisor can effectively manage, generally five, with a range of three to seven.

Special District

A local government entity providing specific services (e.g., schools, sanitation, ports, transportation) within defined geographic boundaries.

State Operations Center (SOC)

The facility where Cal OES coordinates statewide emergency response and federal assistance.

Unified Command

An ICS structure that allows multiple agencies with jurisdictional authority to jointly manage an incident.

Volunteer Organizations Active in Disasters (VOAD)

A coalition of nonprofit, faith-based, and community organizations that coordinate disaster response and recovery services.



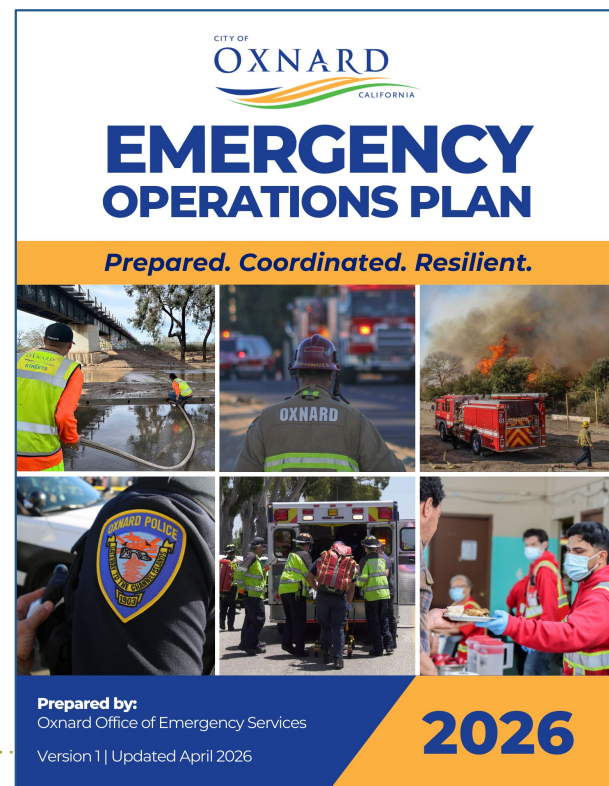
Adoption of the 2026 City of Oxnard Emergency Operations Plan (EOP) Update

Community Services, Public Safety, Housing & Development Committee
March 24, 2026

Alex Hamilton, Fire Chief
Fire Department

Recommendation that:

- The Committee recommend that the City Council approve the City of Oxnard 2026 Emergency Operations Plan (EOP) update;
- Authorize the Mayor to sign the Letter of Promulgation, making the Plan effective.



Purpose of the EOP:

The EOP is the City's primary policy-level document for emergency management.

The EOP:

- Establishes the City's emergency management framework
- Defines roles, responsibilities, and legal authorities
- Guides coordinated preparedness, response, and recovery
- Supports an all-hazards approach to emergencies

The last EOP update was approved by the City Council in December 2021.





Why This Plan Is Critical

An adopted and current EOP:

- Ensures compliance with State and Federal law
- Enables coordinated response across City departments
- Strengthens partnerships with County, State, Federal, and community organizations
- Protects the City's eligibility for disaster funding and reimbursement from the State and Federal government

Legal & Policy Requirements

The City is required to maintain a current EOP under:

- California Emergency Services Act (Government Code §8607)
- Use of the Standardized Emergency Management System (SEMS)
- Federal alignment with the National Incident Management System (NIMS)

Failure to maintain a current plan may jeopardize eligibility for:

- Cal OES disaster assistance
- FEMA Public Assistance reimbursement



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES



FEMA

What Changed Since 2021

The City last adopted a comprehensive EOP in December 2021.

Since then:

- State mandates and legislation have evolved
- Federal guidance and best practices have been updated
- Lessons learned from recent California disasters have emerged
- City organizational structures and operational realities have shifted



How the 2026 EOP is Structured

The 2026 EOP is intentionally structured into four components:

Part 1: Base Plan – Policy-level direction (What Council Adopts):	Focuses on "the what and the who." It defines the City's emergency management organization, legal authorities, roles and responsibilities, and the overarching concepts of operations
Part 2: Emergency Response Organization Functions	Internal procedures, checklists, contact lists, and operational details that support implementation of this Base Plan.
Appendices	References, legal authorities, glossary
Annexes	Functional & hazard-specific coordination strategies

Best Practice: Why Only the Base Plan is Adopted

- Industry-Standard Approach (in alignment with Ventura County 2026 EOP Draft update)
- The Base Plan establishes formal City policy and legal promulgation
- Operational procedures require frequent updates
- Administrative maintenance avoids unnecessary legislative action
- Supports real-time adaptability during emergencies
- This approach aligns with FEMA and State guidance.

The 2026 EOP Key Updates:

- Separates the adopted policy-level Base Plan from operational procedures for flexibility and timely updates
- Updates the Hazard and Threat Analysis to reflect current risk conditions and maps
- Updates EOC roles, responsibilities, and activation procedures
- Strengthens coordination with County, State, Federal, and community partners
- Aligns with SEMS, NIMS, Cal OES, FEMA CPG 101 (v3), and the 2024 California EOP
- Integrates new State mandates for multilingual communications, access and functional needs, pets, and community recovery
- Establishes ongoing maintenance through annual administrative updates and five-year full review

ASPCA Mutual Aid Agreement

- Establishes coordination framework between the City of Oxnard and American Society for the Prevention of Cruelty to Animals (ASPCA) for disasters impacting animals
- ASPCA National Field Response team provides support with:
 - Animal rescue and emergency sheltering
 - Veterinary care and animal transport
 - Logistical and technical resources
- Activation occurs through established incident command and operational area processes



There are no new costs associated with adoption. Maintaining an adopted EOP is required for the City to remain eligible for State and Federal disaster assistance and reimbursement.

Each party (City of Oxnard and ASPCA) are responsible for its own personnel, costs, and resources.



QUESTIONS?



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.3

DATE: March 24, 2026

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Alexander Hamilton, Fire Chief, (805) 385-7700, alexander.hamilton@oxnard.org

SUBJECT: Amending Chapter 6 of the Oxnard City Code Related to the Disaster Council.

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee recommend that the City Council adopt an ordinance amending Chapter 6 of the Oxnard City Code titled:

AN ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA AMENDING SECTION 6-5 OF CHAPTER 6 OF THE OXNARD CITY CODE RELATING TO THE DISASTER COUNCIL

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/ZqIGw-HAwAQ>

BACKGROUND

The ordinance language for the City of Oxnard's Disaster Council was originally adopted under earlier civil defence and emergency management frameworks from the 1950s through the 1970s. Since that time, the City has completed extensive updates to its Emergency Operations Plan (EOP), which has established a modern approach to emergency preparedness, response and recovery, and aligns with today's state and federal guidelines.

The proposed ordinance amendment updates Chapter 6 of the City Code related to Oxnard's emergency planning, preparedness and response efforts, with a focus on clarifying and modernizing the Disaster Council provisions. These updates are intended to ensure the City's emergency response and recovery structure aligns with current operational practices, the City's Emergency Operations Plan (EOP), and applicable state emergency management requirements.

DISCUSSION

California's Disaster Council system originated in response to wartime threats facing the West Coast following the attack on Pearl Harbor. It later evolved to include natural disasters and other emergencies through the California Emergency Services Act (CESA), a state law enacted in 1970 that establishes the legal framework for emergency management and disaster response in California.

Oxnard joined approximately 85 California cities and counties when the state accredited its Disaster Council on July 7, 1950. The majority of cities gained accreditation by the mid-1950s, and later accreditations were issued as newer cities were incorporated. Over the years, many cities and counties have used the State's template

language to create their emergency ordinance and Disaster Council. With the update and modernization of Oxnard's Emergency Operations Plan, staff recommends updating its disaster council language to align with the City's current emergency management structure.

A Disaster Council serves as an advisory body that focuses on developing, reviewing, and implementing emergency plans approved by the City Council. The City's Emergency Manager spends a significant amount of time spearheading the various projects that support Oxnard's response to an emergency, including maintaining and updating its Emergency Operations Plan, Local Hazard Mitigation Plan, and ensuring adherence to new state and federal mandates related to disaster preparedness, response and recovery. The updated ordinance language reflects the role that public safety officials and various department heads and emergency response personnel play in reviewing and updating plans and processes that ensure effective coordination before, during, and after emergencies.

The revised ordinance language clarifies Disaster Council membership to include key leadership and coordination roles identified in the City's EOP, including designated section coordinators such as Operations, Planning and Intelligence, Logistics, and Finance and Administration. This structure ensures consistency between policy-level oversight and operational response.

The proposed update removes the annual meeting mandate and replaces it with language that authorizes the Disaster Council to meet upon call of the Chair or Vice Chair, consistent with best practices used by peer jurisdictions. This approach provides flexibility to convene the Disaster Council when coordination, planning review, or emergency-related matters require attention, rather than on a predetermined schedule that may not align with operational needs.

The revised language also clarifies the Disaster Council's authority to develop and recommend to the City Council for adoption emergency response plans, mutual aid plans, and the rules, regulations, and agreements necessary to implement those plans. This structure ensures that emergency planning remains responsive, timely, and coordinated, while maintaining City Council oversight and approval authority.

These updates do not expand emergency powers or reduce transparency. Instead, they align governance language with how emergency preparedness and coordination are effectively managed in comparable cities and ensure the Disaster Council can be convened when it adds the greatest value.

STRATEGIC PRIORITIES

This agenda item supports the Oxnard Fire Department Strategic Plan by advancing a modern disaster preparedness program through updates to the City's emergency governance framework. Updating the Disaster Council ordinance clarifies roles, authorities, and planning responsibilities necessary to develop, implement, and maintain effective emergency response and mutual aid plans. Clear governance supports coordinated planning, informed decision-making, and efficient use of City resources before, during, and after disasters affecting City operations, residents, and businesses.

This action also aligns with the City Council's strategic priority of Public Safety by ensuring the City's emergency organization is legally current, operationally aligned with the Emergency Operations Plan, and consistent with best practices used by peer cities. Modernizing the ordinance improves the City's ability to convene emergency leadership as needed, coordinate across departments and external partners, and support effective response and recovery from earthquakes, flooding, and other natural or human-caused disasters.

FINANCIAL IMPACT

The proposed ordinance amendment has no fiscal impact. The changes formalize existing emergency management practices and do not require additional staffing, resources, or operational expenditures.

Prepared by: Candy Campbell, Emergency Services Manager

ATTACHMENTS

1. Updated EOP Disaster Council Ordinance
2. EOP _ Redline _ Disaster Council Ordinance
3. Presentation

CITY COUNCIL OF THE CITY OF OXNARD
ORDINANCE NO.

AN ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA AMENDING SECTION 6-5
OF CHAPTER 6 OF THE OXNARD CITY CODE RELATING TO THE DISASTER
COUNCIL

WHEREAS, protecting life and property through effective emergency preparedness, response, recovery, and mitigation is a core responsibility and highest priority of the City of Oxnard ("City"); and

WHEREAS, the City Council adopted an updated all-hazards Emergency Operations Plan ("EOP") in 2026 that establishes a modern, scalable framework aligned with the Standardized Emergency Management System, the National Incident Management System, and guidelines of the California Governor's Office of Emergency Services ("Cal OES"); and

WHEREAS, the existing language in Section 6-5 of the Oxnard City Code ("OCC") governing the Disaster Council must be updated to reflect changes in the EOP; and

WHEREAS, the Disaster Council serves as an important advisory body to the City Council and the Director of Emergency Services for reviewing and recommending emergency plans, mutual aid agreements, policies, and procedures that support coordinated preparedness and response; and

WHEREAS, updating the Disaster Council's membership to include key Emergency Operations Center section coordinators (Operations, Planning & Intelligence, Logistics, Finance & Administration, Public Information Officer, Liaison Officer, and others identified in the EOP) will ensure alignment between the advisory body and the City's actual incident-management structure; and

WHEREAS, these revisions to the City's emergency governing framework maintain CAL OES accreditation under California Government Code section 8612, support the City Council's Public Safety strategic priority, and ensure compliance with the EOP and the California Emergency Services Act.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD DOES
ORDAIN AS FOLLOWS:**

Part 1. Incorporation of Recitals. The findings and determinations reflected above are true and correct, and are incorporated by this reference as though fully set forth herein as the cause and foundation for the action taken by and through this Ordinance.

Part 2. Code Amendment. Section 6-5 of the Oxnard City Code is hereby amended to read as follows:

"SEC. 6-5. DISASTER COUNCIL.

(A) There is hereby established a disaster council, consisting of the following:

(1) The director of the OES, who shall be the chair;

Ordinance No.

(2) The city fire chief or such other city officer or employee as may be designated in writing by the city manager, who shall serve as the vice chair;;

(3) The police chief;;

(4) The emergency services manager;

(5) The section coordinators designated in the city's emergency plan; and

(6) The public works director.

(B) The city disaster council shall develop and recommend for adoption by the city council emergency response plans and mutual aid plans, as well as the rules, regulations and agreements that are necessary to implement such plans. The disaster council shall meet upon call of the chairperson, or upon the call of the vice chairperson in the event of the chairperson's absence from the city or inability to call such meeting

Part 3. If any term or portion of this ordinance is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this ordinance shall continue in full force and effect.

Part 4 Pursuant to Government Code section 36933(c)(1), the City Attorney was designated to prepare, and the City Clerk published, a summary of this ordinance, and a certified copy of the ordinance was posted in the Office of the City Clerk a minimum of five (5) days before the City Council's adoption of the ordinance.

Part 5. The City Clerk shall certify as to the adoption of this ordinance and shall cause the summary thereof to be published within fifteen (15) calendar days of the adoption and shall post a certified copy of this ordinance, including the vote for and against the same, in the office of the City Clerk, in accordance with Government Code section 36933. Ordinance No. _____ was first read on _____ 2026, finally adopted on _____, 2026 to become effective on thirty (30) days thereafter.

APPROVED AND ADOPTED this _____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Luis Mc Arthur, Mayor

Ordinance No.

ATTEST:

Lourdes A. López, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

CITY COUNCIL OF THE CITY OF OXNARD
ORDINANCE NO.

AN ORDINANCE OF THE CITY OF OXNARD, CALIFORNIA AMENDING SECTION 6-5
OF CHAPTER 6 OF THE OXNARD CITY CODE RELATING TO THE DISASTER
COUNCIL

WHEREAS, protecting life and property through effective emergency preparedness, response, recovery, and mitigation is a core responsibility and highest priority of the City of Oxnard ("City"); and

WHEREAS, the City Council adopted an updated all-hazards Emergency Operations Plan ("EOP") in 2026 that establishes a modern, scalable framework aligned with the Standardized Emergency Management System, the National Incident Management System, and guidelines of the California Governor's Office of Emergency Services ("Cal OES"); and

WHEREAS, the existing language in Section 6-5 of the Oxnard City Code ("OCC") governing the Disaster Council must be updated to reflect changes in the EOP; and

WHEREAS, the Disaster Council serves as an important advisory body to the City Council and the Director of Emergency Services for reviewing and recommending emergency plans, mutual aid agreements, policies, and procedures that support coordinated preparedness and response; and

WHEREAS, updating the Disaster Council's membership to include key Emergency Operations Center section coordinators (Operations, Planning & Intelligence, Logistics, Finance & Administration, Public Information Officer, Liaison Officer, and others identified in the EOP) will ensure alignment between the advisory body and the City's actual incident-management structure; and

WHEREAS, these revisions to the City's emergency governing framework maintain CAL OES accreditation under California Government Code section 8612, support the City Council's Public Safety strategic priority, and ensure compliance with the EOP and the California Emergency Services Act.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD DOES
ORDAIN AS FOLLOWS:**

Part 1. Incorporation of Recitals. The findings and determinations reflected above are true and correct, and are incorporated by this reference as though fully set forth herein as the cause and foundation for the action taken by and through this Ordinance.

Part 2. Code Amendment. Section 6-5 of the Oxnard City Code is hereby amended to read as follows:

"SEC. 6-5. DISASTER COUNCIL.

(A) There is hereby established a disaster council, consisting of the following:

(1) The director of the OES, who shall be the chair;

(2) ~~The city fire chief or such other city officer or employee as may be designated in writing by the city manager, who shall serve as the vice chair; The assistant director of the OES, who shall be vice chair;~~

(3) ~~The police chief; The deputy director of the OES;~~

(4) The emergency services manager;

(5) The section coordinators designated in the city's emergency plan; and

(6) ~~The public works director. The mayor; and~~

~~-(7) The chair of the Inter Neighborhood Council Organization.~~

(B) ~~The city disaster council shall develop and recommend for adoption by the city council emergency response plans and mutual aid plans, as well as the rules, regulations and agreements that are necessary to implement such plans. The disaster council shall meet upon call of the chairperson, or upon the call of the vice chairperson in the event of the chairperson's absence from the city or inability to call such meeting. The disaster council shall meet no less than once per year, and will be responsible for reviewing and recommending plans, policies and ordinances that will aid in the preparedness, response and recovery from disasters, including, but not limited to, earthquakes, tsunamis, floods and other natural or manmade disasters. In the event of the proclamation of a state of emergency in the county or the proclamation or existence of a state of war emergency, the disaster council may command the aid of disaster service workers to assist the director and the emergency organization. The emergency services manager, under the authority of the disaster council, shall register and direct the activities of disaster service workers. The disaster council shall apply for certification by the California Emergency Council, as provided in Cal. Gov't Code, Section 8612, and become an accredited disaster council."~~

Part 3. If any term or portion of this ordinance is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this ordinance shall continue in full force and effect.

Part 4 Pursuant to Government Code section 36933(c)(1), the City Attorney was designated to prepare, and the City Clerk published, a summary of this ordinance, and a certified copy of the ordinance was posted in the Office of the City Clerk a minimum of five (5) days before the City Council's adoption of the ordinance.

Part 5. The City Clerk shall certify as to the adoption of this ordinance and shall cause the summary thereof to be published within fifteen (15) calendar days of the adoption and shall post a certified copy of this ordinance, including the vote for and against the same, in the office of the City Clerk, in accordance with Government Code section 36933. Ordinance No. _____ was first read on _____ 2026, finally adopted on _____, 2026 to become effective on thirty (30) days thereafter.

APPROVED AND ADOPTED this _____ day of _____, 2026, by the following vote:

AYES:

Ordinance No.

NOES:

ABSENT:

ABSTAIN:

Luis Mc Arthur, Mayor

ATTEST:

Lourdes A. López, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney



Amending Chapter 6 of the Oxnard City Code Related to the Disaster Council

Community Services, Public Safety, Housing & Development Committee
March 24, 2026

Alex Hamilton, Fire Chief
Fire Department

Recommendation that:

- The Community Services, Public Safety, Housing & Development Committee recommend that the City Council introduce by title only waiving further reading of an ordinance amending Chapter 6 of the Oxnard Municipal Code to update and modernize the Disaster Council provisions and align the City's emergency governance framework with current emergency management practices and the City's Emergency Operations Plan (EOP).

The Role of the Disaster Council

- Coordinates emergency preparedness, response, and recovery planning
- Recommends emergency and mutual aid plans to City Council
- Supports interdepartmental and partner coordination
- Meets as needed to address emergency planning and coordination needs

Current Ordinance:

SEC. 6-5. DISASTER COUNCIL.

- (A) There is hereby established a disaster council, consisting of the following:
- (1) The director of the OES, who shall be the chair;
 - (2) The city fire chief or such other city officer or employee as may be designated in writing by the city manager, who shall serve as the vice chair; The assistant director of the OES, who shall be vice chair;
 - (3) The police chief; The deputy director of the OES;
 - (4) The emergency services manager;
 - (5) The public works director;
 - (6) The section coordinators designated in the city's emergency plan; including the liaison officer, public information officer, building official and city engineer.
 - (6) The mayor; and
 - (7) The chair of the Inter Neighborhood Council Organization.
- (B) The disaster council shall meet no less than once per year, and will be responsible for reviewing and recommending plans, policies and ordinances that will aid in the preparedness, response and recovery from disasters, including, but not limited to, earthquakes, tsunamis, floods and other natural or manmade disasters. In the event of the proclamation of a state of emergency in the county or the proclamation or existence of a state of war emergency, The disaster council may command the aid of disaster service workers to assist the director and the emergency organization. The emergency services manager, under the authority of the disaster council, shall register and direct the activities of disaster service workers. The disaster council shall apply for certification by the California Emergency Council, as provided in Cal. Gov't Code, Section 8612, and become an accredited disaster council.

Updated Ordinance:

SEC. 6-5. DISASTER COUNCIL.

(A) There is hereby established a disaster council, consisting of the following:

- (1) The director of the OES, who shall be the chair;
- (2) The city fire chief or such other city officer or employee as may be designated in writing by the city manager, who shall serve as the vice chair;;
- (3) The police chief;;
- (4) The emergency services manager;
- (5) The section coordinators designated in the city's emergency plan; and
- (6) The public works director.

(B) The city disaster council shall develop and recommend for adoption by the city council emergency response plans and mutual aid plans, as well as the rules, regulations and agreements that are necessary to implement such plans. The disaster council shall meet upon call of the chairperson, or upon the call of the vice chairperson in the event of the chairperson's absence from the city or inability to call such meeting

Why Update the Disaster Council Ordinance?

- Aligns with the City's updated EOP
- Clarifies Disaster Council roles and responsibilities for emergency planning and coordination
- Removes outdated procedural requirements that do not reflect current emergency management practices
- Allows the Disaster Council to convene as needed to address emergency planning and coordination needs
- Aligns the City's emergency governance structure with best practices used by peer jurisdictions

The proposed ordinance amendment has no fiscal impact. The changes formalize existing emergency management practices and do not require additional staffing, resources, or operational expenditures.



QUESTIONS?