

# Vashon Island

## EMERGENCY RESPONSE PLAN

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# USERS GUIDE

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# EMERGENCY RESPONSE PLAN

## Vashon Island

### How Vashon will be served

#### Regular business hours:

During regular business hours we will utilize employees who are working on the Island. This could include Gas First Response personnel, SC&P, or Pilchuck.

**Personnel assigned to work on the island on a day to day basis will notify dispatch when they arrive on and leave the island.**

#### After Hours:

PSE has two Employees who live on the Island, both Electric. PSE has also identified those gas employees that live near the ferry terminals at Fauntleroy, Southworth and Tacoma. Outside of normal business hours we will contact the Gas First Response employees living closest to the ferry terminals. If this fails, we will dispatch the First Responders per the standard callout process that moves the closest GFR personnel to the event.

#### Ferry Service after Hours:

If ferry service is needed outside the normal service hours, you can contact the System Manager at *NUMBER REDACTED* or *NUMBER REDACTED*. They have set up an arrangement with the Washington Ferry System to take PSE vehicles to the Island in case of emergencies (see After Hours Ferry Procedure page).

#### Alternative Access:

If access by conventional means is unavailable, you may be able to deliver personnel and materials to Vashon Island area by helicopter. The System Manager *NUMBER REDACTED* on duty should be called to arrange helicopter support.

**PSE STAFF WHO RESIDE ON THE ISLAND**

NAME REDACTED (Electric Employee)  
ADDRESS REDACTED  
Vashon, WA 98070  
Home phone: NUMBER REDACTED  
Nextel Phone: NUMBER REDACTED

NAME REDACTED (Electric Employee)  
ADDRESS REDACTED  
Vashon, WA 98070  
Home phone: NUMBER REDACTED  
Nextel Phone: NUMBER REDACTED

**PSE STAFF WHO WORK ON THE ISLAND**

NAME REDACTED (Electric Employee)  
ADDRESS REDACTED  
Vashon, WA 98070  
Home phone: NUMBER REDACTED  
Nextel Phone: NUMBER REDACTED

NAME REDACTED (Electric Employee)  
ADDRESS REDACTED  
Vashon, WA 98070  
Home phone: NUMBER REDACTED  
Nextel Phone: NUMBER REDACTED

**PSE STAFF WHO LIVE NEAR A FERRY TERMINAL**

**Fauntleroy**

NAME REDACTED	<b>1<sup>st</sup> Response Fitter</b>	ADDRESS REDACTED
NAME REDACTED	<b>CFS Appliance Fitter</b>	ADDRESS REDACTED
NAME REDACTED	<b>1<sup>st</sup> Response Fitter</b>	ADDRESS REDACTED
NAME REDACTED	<b>1<sup>st</sup> Response CFS</b>	ADDRESS REDACTED

**Southworth**

NAME REDACTED	<b>Corrosion Control Fitter</b>	ADDRESS REDACTED
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**Tacoma** - Tahlaquah (Pt. Defiance)

NAME REDACTED	<b>1<sup>st</sup> Response Fitter</b>	ADDRESS REDACTED
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Street Truck-- 1 set of breathing air--4 extra bottles

## FACILITIES

Puget Sound Energy's office is located just south of the town of Vashon on the main Highway.

### Address

*ADDRESS REDACTED*

The building site sits back off the highway about 100 yards and is somewhat secluded.

### Map and Driving Directions to Facility

The facility is located at *ADDRESS REDACTED* (see page 6 for layout of Vashon facility).

The building sets back off the highway about 100 yards and is hard to see from the road.

You will need a *NUMBER REDACTED* key to enter the facility

### Key Number

*NUMBER REDACTED* will fit the keypad

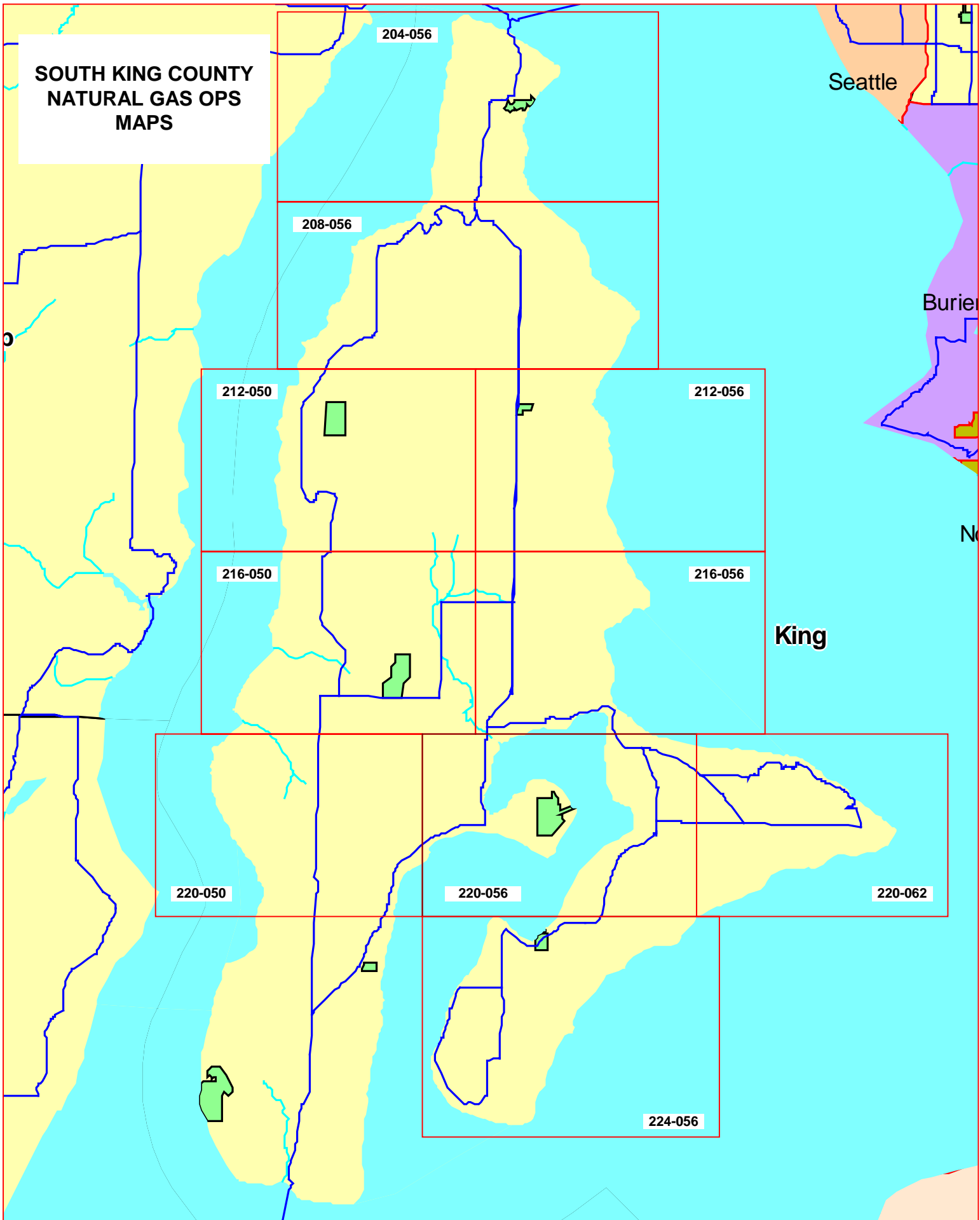
### Material

We will maintain a trailer at our Vashon facility, which will be used to carry materials needed in case of a gas emergency (see Material and Tool List Available at the Facility, page 13).

During emergencies this trailer will be picked up by the first PSE employee to respond, which may not necessarily be a gas employee.

*MAP REDACTED*

**SOUTH KING COUNTY  
NATURAL GAS OPS  
MAPS**



# FERRY PROCEDURE

WASHINGTON STATE FERRY SYSTEM (WSF)

Adopted 12-22-98

Current information: [www.wsdot.wa.gov/ferries/schedules/current](http://www.wsdot.wa.gov/ferries/schedules/current)

Reviewed 10-24-01

## PRIORITY LOADING PROCEDURE - GAS EMERGENCY

**This procedure addresses gas emergencies only.**

There are no hard and fast rules relating to who qualifies for priority loading of utility vehicles on ferry routes. The WSF Operations Watch Supervisor is the key contact person to arrange priority loading and will make the ultimate decision whether or not to approve such a request.

In order to reduce the possibility for abusing the system for personal benefit, the Operations Watch Supervisor will only accept loading requests from PSE's Gas Operations Dispatchers. Employees will not be able to arrange their own priority loading with the dock attendants.

The procedures to be followed is:

- The Gas Operations Dispatcher has the responsibility to **determine if the emergency in question requires an immediate response** necessitating priority loading on a Washington State ferry.

NOTE: In general, events such as broken and blowing lines, Class A leaks, inside odors, and possible CO poisoning would meet this test. There may be other valid emergencies such as employee injuries or vehicle accidents, but these can adequately be covered by local emergency responders and probably don't require special loading of PSE personnel. The WSF Operations Watch Supervisor will rely on our Dispatchers to make proper judgments.

- If the emergency meets this test, the dispatcher shall **contact the WSF Operations Watch Supervisor.**  
Call 206.515.3456
- **Provide** the following **information.**
  - Name and contact number of Gas Operations Dispatcher calling
  - Type of gas emergency necessitating priority boarding
  - Ferry route affected
  - Number and type of vehicles requiring priority loading
  - Estimated arrival time of vehicles at terminal
- Dispatcher shall **obtain** the following **information** from the WSF Operations Watch Supervisor. **Record the information** on the Emergency Report form. **Communicate approval information** to vehicles involved.
  - Name of Operations Watch Supervisor
  - Date and time of request for priority loading
  - Confirmation of approval of PSE's request
- The **Operations Watch Supervisor will contact the dock attendant** at the affected terminal and communicate the information.
- **If difficulties arise** at the terminal, the dock attendant should be asked to contact the Operations Watch Supervisor. PSE's Dispatcher may also call as well to confirm the previously agreed to arrangements. In no case shall PSE employees at the dock engage in arguments regarding loading. All such difficulties, especially those resulting in a delayed response, shall be recorded on the Emergency Report form.

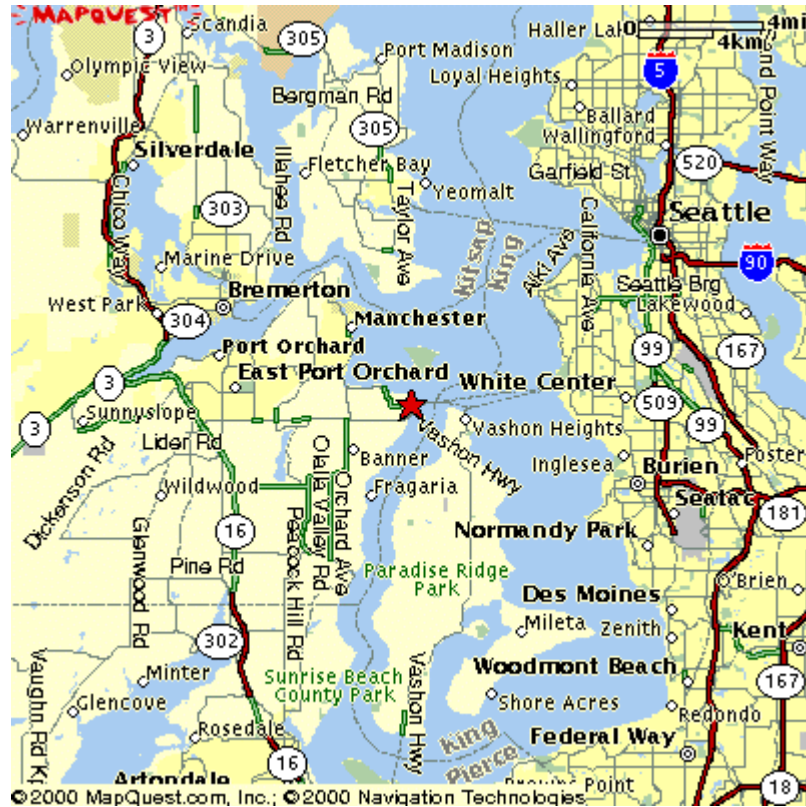
## DRIVING DIRECTIONS TO FERRY TERMINALS

### Southworth Terminal

11564 SE State Hwy 160

Southworth, WA 98386

*DIRECTIONS REDACTED*



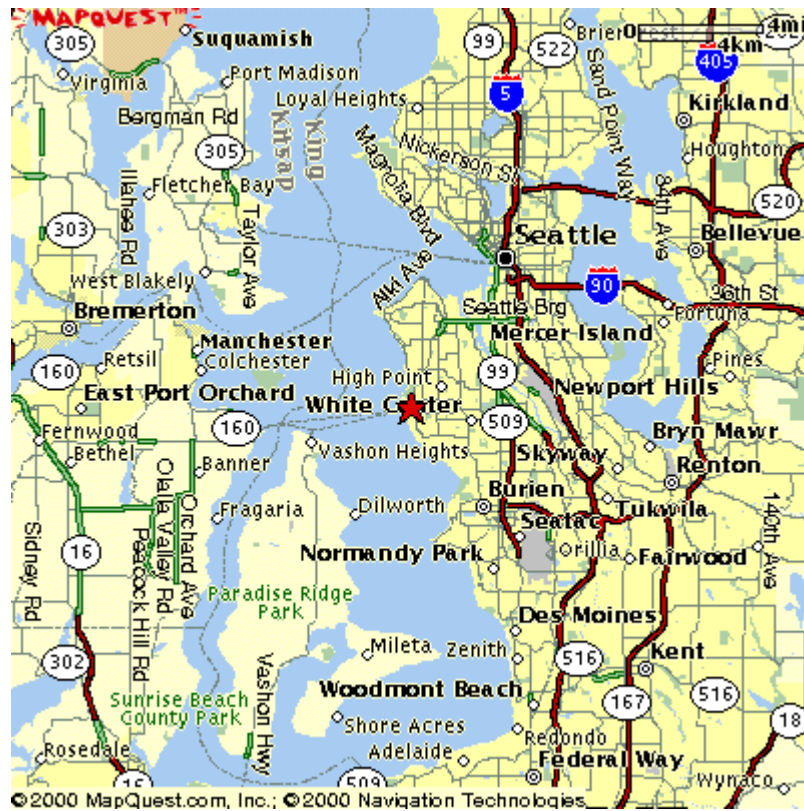
### Fauntleroy Terminal

4829 SW Barton

Seattle, WA 98136

*DIRECTIONS REDACTED*

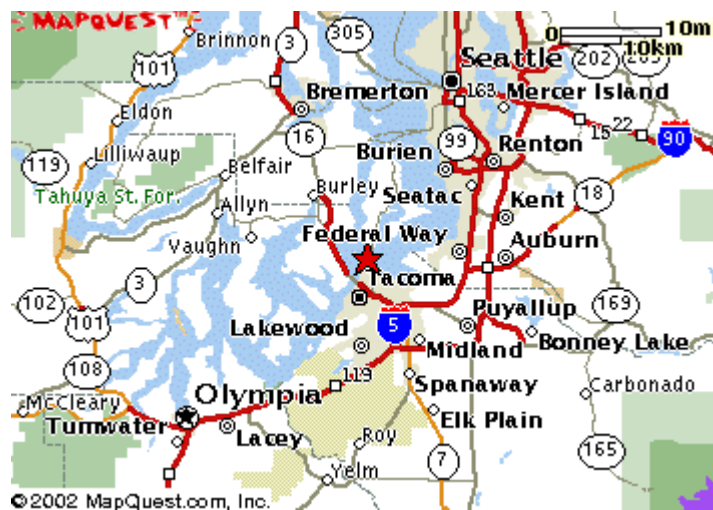




**Pt. Defiance / Tahlequah Terminal**

5810 N. Pearl St.  
Tacoma WA 98405

*DIRECTIONS REDACTED*



## **ROLES AND RESPONSIBILITIES OF THE SERVICE PROVIDERS**

Pilchuck Contractors performs the installation of new customer construction on both residential and commercial gas services. They perform gas system upgrades and replacements, as well as, gas system operation and maintenance. In addition, Pilchuck responds to breaks at the request of PSE Gas Dispatch.

Pilchuck notifies Gas Dispatch when they get on the ferry going to the island and again when they are leaving the island.

**MATERIAL AND TOOL LIST  
AVAILABLE AT THE FACILITY**

**Vashon Reserve Emergency Supply  
Parts and Equipment**

**Weld Equipment**

**Oxy/acetylene** - Two bottles each of oxygen and acetylene will be stored at the facility. If additional Oxy. Act. Is needed it can be obtained from *REDACTED*.

**Equipment store on the trailer at PSE's facility**

**Squeeze Tools:**

4" and 6" PE Squeeze Machines and Hydraulic pump

Small steel squeeze machine

Large steel squeeze machine

**Valve keys:**

One standard

One long (8' or better)

**Leak Clamps:**

Full circle clamps - 2" by 12" long - two

Full circle clamps - 4" by 12" long - two

Full circle clamps - 6" by 12" long - two

Band clamps - 1/2", 3/4", 1", 1 1/4", 2", 4" and 6"

**Shoring:**

Two 24" spreaders and two - 4 X 4' sheets of board

12' ladder

**Incidental equipment:**

Wood plugs - variety of sizes

Environmental Packs (two)

Fire Extinguisher

## AGREEMENT BETWEEN PSE AND VASHON FIRE DEPARTMENT

PSE Operations personnel met with the Vashon Fire department on December 17, 2001. As a result, the following guideline was agreed to between the Vashon Fire Department and Puget Sound Energy.

- **Communication with the Beachcomber**  
PSE is communicating with the Beachcomber and will continue to stay in touch with them.
  
- **Emergency Center**  
PSE will participate with the Vashon Fire Department regarding Emergency Center Operations. PSE's contact is *REDACTED*.
  
- **Open House**  
PSE will participate in the Fire Department Open House. Our contact for this is either *REDACTED* or *REDACTED*.
  
- **Natural Gas Training**  
PSE provides natural gas emergency training, our contact is: *REDACTED*.
  
- **Road Closed Signs:**  
PSE has 12 plastic barricades at our Vashon Facility, located next to the Oxygen/ Acetylene storage rack (see attached diagram).

The Fire Department can gain access by using the Knox box.

➤ **Direct Communication With Dispatch**

Our dispatch numbers are:

**ELECTRIC-**

*NUMBER REDACTED* use this number to gain record information

**GAS**

**Fire & Police hot line for direct access to Gas Dispatch**

*NUMBERS REDACTED*

**Use this number to gain record information from Gas Dispatch**

*NUMBER REDACTED*

➤ **Vashon Response Time**

PSE's goal is to meet or exceed the 55-minute SQI (Service Quality Index) agreed to with the WUTC.

➤ **Annual Valve Surveys**

PSE's Gas First Response PI (Public Improvement) Inspector will meet with the Vashon Fire Department annually. They will provide an updated service valve list and review the completed service valve survey results with the chief and his staff.

➤ **Tools & Material**

We will review the number of valve keys and wooden plugs they presently are equipped with, re-supply where needed.