



WASHINGTON  
COUNTY,  
OREGON

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**DATE:** June 6, 1991

**TO:** Members, Migrant Emergency Committee

**FROM:** Sheriff William R. Probstfield, Director  
Lt. Gary Self, Emergency Program Manager *G. Self by SOB*  
Washington County Office of Emergency Management

**SUBJECT:** Fifth (and hopefully final!) Draft of Plan

Much progress was made at the meeting yesterday:

1. Consensus was reached on a definition of urgent health care;
2. Roles and responsibility statements for the Board of Commissioners and the County Administrative Offices;
3. A responsibility statement for State Community Services was received;
4. Draft assumptions were discussed and revised;
5. Target population locations were reviewed; and
6. A resource list was reviewed.

Our next meeting will be held on Thursday, June 13 at 1:30 p.m. in the Sheriff's Office Conference Room (Note change of location).

Thanks again for your continued cooperation and participation. It looks as though we are very close to the final draft of the plan.

**Washington County  
Emergency Migrant Worker Services Plan**

Purpose: This Plan describes how Washington County will coordinate and facilitate the management of large numbers of migrant workers whose basic needs overwhelm or may overwhelm providers of emergency migrant worker services.

Authority: This Plan is developed under the authority of ORS 401, and serves as a hazard-specific annex of Washington County's Emergency Operations Plan.

Scope: This Plan describes the roles and responsibilities of Washington County departments and agencies. It provides guidelines for coordinating the delivery of emergency migrant worker services. It also describes how Washington County will coordinate with:

- adjacent jurisdictions
- State agencies
- federal agencies
- local employers of migrant workers
- other private businesses
- private nonprofit human services agencies
- volunteer organizations

Relationship to Other Plans:

This Plan is intended to complement the State of Oregon's Migrant Homeless Emergency Response Plan.

Definitions of Key Terms: Emergency - (from ORS 401.025(4)) any man-made or natural event or circumstance causing or threatening loss of life, injury to person or property, human suffering or financial loss, and includes, but is not limited to, fire, explosion, flood, severe weather, drought, earthquake, volcanic activity, spills or releases of oil or hazardous material as defined in ORS 466.605, contamination, utility or transportation emergencies, disease, blight, infestation, civil disturbance, riot, sabotage and war.

Migrant Workers - any seasonal farm worker who is unable to return to a permanent residence within the same day.

Emergency Migrant Worker Services - basic food, shelter and urgent health care provided to migrant workers who are unable to provide these for themselves due to an emergency (as defined above.)

Washington County - means the geographical location within the County boundary.

Urgent Health Care - diagnostic and treatment services for conditions either acute or chronic which left untreated would result in the deterioration of the individual's health status or that of the community.

Washington County Migrant Emergency Committee (MEC) - consists of representatives of Washington County Office of Emergency Management, County Administrator's Office (CAO), Washington County Sheriff's Office, Health and Human Services, Land Use and Transportation - Building Services Division, Washington County Housing Authority, Office of Community Development, Washington County Community Action Organization, and the American Red Cross.

Roles and Responsibilities:

Agencies in Washington County

- A. Washington County Board of Commissioners (BOC): Considers recommendations of County Administrator's Office; sets policy; resolves issues of policy application.
- B. County Administrator's Office (CAO): Reviews recommendations of Migrant Emergency Committee (MEC) and/or draft Declarations of Emergency prepared by Washington County Office of Emergency Management and presents and makes recommendations as appropriate, to the Board of Commissioners for its consideration. CAO implements directives of BOC.
- C. Washington County Office of Emergency Management (WCOEM): Will facilitate the gathering and sharing of information and coordinate access to resources.

If it appears that an emergency (as defined in this plan) may exist, the Office of Emergency Management will prepare a Declaration to present to the County Administrator's Office for consideration by the Board of Commissioners (BOC). The Declaration will specify the nature of the emergency, areas affected, County response to the emergency, and outside resources needed.

- D. Washington County Sheriff's Office (WCSO): Will respond to 9-1-1 calls for service, investigate criminal activity reports and provide crime prevention presentations at labor camps within Sheriff's Office jurisdiction. The focus of these educational sessions will be: reporting crime and victimization, Oregon laws, rights and responsibilities and referral information.

Washington County Sheriff's Office will coordinate and make appropriate referrals to other County and state agencies as needed to address incidents that may or may not involve criminal activity.

- E. Washington County Department of Health and Human Services (WCHHS): Will provide passive surveillance of communicable disease outbreaks involving migrant workers; disseminate emergency information on sanitary measures to be taken related to farm labor camps and other housing as reported by OSHA and/or other health authorities; and coordinate with other health care providers to assure access to health services.
- F. Washington County Department of Land Use and Transportation Building Services (LUTBS): Will inspect prospective emergency housing units for compliance with appropriate building, electrical, plumbing, and mechanical codes.
- G. Washington County Housing Authority (WCA): Will provide intake and referral to permanent federally funded low income housing in Washington County, and assist in organization of bilingual volunteer services for information and referral and resource distribution through nonprofit corporations.
- H. Washington County Office of Community Development (OCD): Will ascertain if any intervention or assistance being requested to contain/eliminate the emergency or urgent need:
  - 1. meets the HUD specification(s) as an eligible Community Development Block Grant (CDBG) activity
  - 2. meets the HUD or CDBG local program definition of an urgent need
  - 3. can be supported by unobligated contingency or reprogrammable income sources
  - 4. has been endorsed/approved by the CDBG Policy Advisory Board
  - 5. has, or will be, prior to commitment of any funds, officially declared by the County Commission as an "emergency or urgent need".
- I. Washington County Community Action Organization (WCCAO): Will coordinate the delivery of shelter and food services, as well as delivery of comprehensive information and referral services for emergency basic needs.

- J. Employers of migrant workers will insure that housing provided to migrant farm workers complies with all State and federal safety and health standards. Employers will comply with the Migrant and Seasonal Agricultural Workers Protection Act 29 U.S.C. Sections 1800 et. seq., the Fair Labor Standards Act and all other applicable federal and State laws.
- K. Volunteer Organizations may be asked to assist with fund raising, identification of target populations, and delivery of services.

#### State Agency Responsibilities

- A. Bureau of Labor and Industries (BOLI): Will be responsible for agricultural and/or migrant issues including the following:
  - Authority to process and pursue wage and hour claims.
  - Authority to license and regulate farm and forest contractors.
  - Authority to enforce law on the employment of minors in agriculture.
  - Authority to inspect places of employment (farm labor camps) and to report to the Accident Prevention Division (APD) any condition that may violate any occupational safety or health law, regulation, rule or standard.
  - Serve as a member of the Commission on Agricultural labor.
- B. Oregon Occupational Safety and Health Division (OR-OSHA): Is authorized, under ORS Chapter 654, to enforce the Oregon Safe Employment Act. Specific agricultural and migrant labor issues fall under the following statutes:
  - ORS 654.174 (sanitation facilities for workers harvesting food crops)
  - ORS 654.251 (Health and sanitation inspections)
  - ORS 654.770 (Hazardous chemical information to employees)
- C. State Community Services (SCS): Specific responsibilities in the area of migrant labor homeless issues:

-- SCS works year round with county community action programs (CAPs) in providing emergency or crisis services to citizens. Additionally, SCS works with other community service groups, federal officials, local officials and state officials in trying to meet the needs of the large number of migrant workers who come to Oregon.

-- SCS administers such programs as the Low-Income Energy Program, the Low-Income Weatherization Assistance Program, Community Services Block Grants, Temporary Emergency Food Assistance Program, Emergency Shelter Program. It also coordinates the Department of Human Resources Volunteer Program whose purpose it is to assist clients of:

- Adult and Family Services Division
- Children's Services Division
- Senior and Disabled Services Division
- Mental Health Services Division

- D. Department of the Military: Military resources are only available after the Governor declares a "State of Emergency." Military personnel could then be placed on state active duty, and activate military resources such as manpower, vehicles, fuel and facilities. Main duties may include transportation (of food, blankets, people), limited armory facilities and security.
- E. Oregon State Police: Provides or coordinates enforcement of laws to maintain order and safety. They would generally monitor the situation until assistance was requested by local law enforcement agencies.
- F. Farm Bureau: Provides information about the farming community as well as contact lists of same.
- G. Employment Division: Responsible for compiling lists of services available to farmworkers in the impacted areas. Provides labor exchange to applicants, with some offices designating additional staff to assist the migrant seasonal farm workers.
- H. Oregon Emergency Management (OEM): Will coordinate requests for extraordinary resources from State agencies and recommend a Governor's Declaration of Emergency, as appropriate.

- I. Oregon Department of Agriculture (DAG): Appointed by the Governor as lead state agency: Will coordinate migrant homeless matters. The Director of this department will chair the Commission on Agricultural Labor, as per Executive Order number E-88-21.

Under conditions for which the Governor has declared a "State of Emergency," the Department will oversee the implementation of a mitigation plan and will work with the Emergency Management Division on the overall coordination of state functions and activities.

#### Four Phases of Emergency Management

- Mitigation - Steps are taken to minimize the impact of the expected crisis. Plans reviewed and updated.
- Preparation - Facilities, Agencies and personnel are prepared to deal with the expected crisis.
- Response - All appropriate resources are marshalled to deal with the crisis.
- Recovery - Resources are demobilized. Facilities, agencies and personnel are returned to normal. Management of crisis is critiqued. Recommendations are developed.

#### Management Levels:

- Normal Situation - Jurisdictions and agencies can provide needed services with existing resources. Local networking takes place.
- Abnormal Situation - Increasing demand for services stretches jurisdiction and agency resources towards limits. Local coordination and resources may be necessary.
- Local State of Emergency -  
Local resources inadequate to meet demands. County coordination essential. County resources may not be adequate. Coordination with State necessary.
- Governor's Declaration of State of Emergency -  
County resources are inadequate; State resources must be mobilized. Federal assistance may be needed.

Presidential Disaster Declaration -

State resources are inadequate; federal assistance is needed.

System Summary:

1. - Local providers of emergency migrant worker services will monitor demand for their services and advise WCOEM of any unusual changes in volumes of requests for services that may overwhelm their capacity to deliver those services.
2. - WCOEM will maintain liaison with Emergency Management officials of adjacent counties and OEM. Upon notification by a local provider that service delivery systems may be approaching capacity, WCOEM will convene a meeting of the Migrant Emergency Committee (MEC).
3. - MEC will meet and assess the ability of local providers to deliver emergency migrant worker services. MEC will develop strategies to meet these increased service demands and present these strategies to the County Administrator's Office for review, presentation to the Board of Commissioners (BOC) (as appropriate), and implementation. These strategies may include, but are not limited to, reallocation of resources, reprioritization of service delivery, invocation of mutual aid agreements, and requests for State assistance via Declaration of Emergency by the BOC.
4. - BOC will consider recommendations. County Administrator will carry out directives of BOC.
5. - WCOEM sends Declaration of Emergency and request for resources to OEM.
6. - OEM presents County Declaration to Governor. Governor provides direction to State agencies and considers signing a Governor's Declaration of Emergency.
7. - OEM coordinates State response to County's request for assistance.
8. - If State resources are inadequate, Governor requests Presidential Disaster Declaration.
9. - President declares Disaster and authorizes federal assistance.





- c. St. Alexander -Delivers food boxes to camps
  - d. Growers/Contractors -Question about source of food distributed --own or TVFC?
  - e. Oregon Housing Services -Delivers food boxes to camps
  - f. St. Vincent dePaul -Provides food boxes on request
  - g. Salvation Army -Provides food boxes on request
  - h. Forest Grove Fish -Provides food boxes on request
  - i. AFS - Food Stamps -For eligible farmworker/migrants
  - j. Oregon Housing Development Commission (OHDC) -Provides food vouchers to eligible farmworker/migrants
  - k. WCHHS - WIC -Food vouchers for eligible pregnant women and infants
  - l. Migrant Day Care/Educ. -Feeding children during day care hours
  - m. ESD - Migrant Education -Provides meals for enrolled children 4-18 years of age
3. WCCAO will contact providers of emergency shelter.
- a. OHDC -Provides vouchers to motels, SHAP, ESGP
  - b. WCCAO -Provides shelter (limit 20), provides motel vouchers, provides rent assistance

- c. Elm Park -Provides 66 units (34 migrants - balance farmworkers year-round)
- d. AFS -Provides emergency assistance to families with children, if eligible
- e. St. Alexander -Unknown
- f. St. Matthews -Unknown
- g. Camps -For documented workers

**B. Assumptions**

1. Washington County does not have the resources (facilities, equipment, personnel, funding) to provide an optimal level of emergency migrant worker services 100% of the time under all conditions.
2. Not all migrant workers have access to emergency migrant worker services due to circumstances such as:
  - a. lack of transportation
  - b. lack of funds
  - c. problems with their immigration status
  - d. lack of awareness of available services
  - e. cultural considerations
  - f. language barriers
3. Some migrant workers may be ineligible for available employment.
4. Some providers may be reluctant to provide emergency migrant worker services, due to circumstances such as:
  - a. lack of funds
  - b. language barriers
  - c. cultural considerations

**C. Target Populations**

- Regular labor camps
- Irregular labor camps
- Overcrowded conventional housing
  - Houses
  - Apartments
  - Mobile Homes

- Unconventional Housing
  - Bridges
  - Woods
  - Miscellaneous nonresidential buildings
  - vehicles

D. Existing Facilities/Services/Resources

1. HEALTH RESOURCES

V.G.M.H.C.  
 Health & Human Services  
 Healthy Start, Inc.  
 AFS  
 Forest Grove and Tuality Hospitals  
 St. Vincent  
 WCCAO  
 Northwest Medical Team  
 OHSU

2. FOOD RESOURCES

WCCAO/Tualatin Food Center  
 Centro  
 Volunteers  
 St. Alexander  
 Growers/Contractors  
 Oregon Housing Services  
 St. Vincent dePaul  
 Salvation Army  
 Forest Grove Fish  
 AFS - Food Stamps  
 OHDC  
 WCHHS - WIC  
 Migrant Day Care/Education  
 ESD - Migrant Education

3. SHELTER RESOURCES

OHDC  
 WCCAO  
 Elm Park  
 AFS  
 St. Alexander  
 St. Matthews  
 Camps

4. EMPLOYMENT RESOURCES

Employment Service  
 OHDC  
 Employment Problems  
 O H D C

5. LEGAL RESOURCES  
Oregon Legal Services  
OSHA

6. TRANSPORTATION RESOURCES  
Employment Division  
WCCAO  
OHDC  
VGMHC  
Grower/Contractors  
Volunteers  
Migrant Education Buses  
JNIC - Day Care

7. CHILD CARE RESOURCES  
MIC - Migrant Indian Coalition  
West Tuality  
Child's Place

8. OUTREACH WORKERS RESOURCES

OLS	-Lisa Linhart -Enrique Santos	648-7163
VGMHC	-Gracie Santos -Lisa Santos	359-5925
WCHHS	-Leslie Ueble -Elizabeth Calvillo	648-8881 648-8881
Employment	-Jose Rodriguez -Sue Brewer	
WCCAO	-Diana -Martha	648-6646
Oregon Housing	-Verla Fuller -Anita and Jeannie	
Migrant Education	-Jim Parillo -Frances Gonzales	
Tualatin Valley Food Bank	-Tom Caruso	642-3236
West Tuality	-Rosa Linda Laurence	
St. Alexander	-David Zegar	

Sheriff	-Maria Rubio	648-8700
OHDC	-Janie Dominguez	
AAA	-Gloria Musqiez -Julia Escobedo	
WCOEM	-Lt. Gary Self -Gordon Booth	648-8821 648-8821