

3. CONTINUITY OF GOVERNMENT

Continuity of Government

Governments at all levels are responsible for providing continuity of effective leadership, authority and adequate direction of emergency response and recovery operations. The California Government Code Section 8643(b) and the Constitution of the State of California provide the authority for State and local government to reconstitute itself in the event incumbents are unable to serve.

3.1 Lines of Succession

Lines of succession for officials can be assured by providing for the preservation and continuation of government in the event of an emergency. (Government Code Sections 8635-8644)

In the absence of the Board, the County Emergency Ordinance provides the power to delegate the authorities, powers, functions and duties of the Board to the CEO or Sheriff. Agencies/jurisdictions will identify lines of succession in its emergency plans.

3.2 Alternative Temporary Government Seats

Section 23600 of the California Government Code provides, among other things:

- The Board shall designate by resolution an alternative temporary county seat, which may be outside the boundaries of the county.

In the event the Hall of Administration is not usable because of emergency conditions, the alternative temporary seat of County government will be as follows:

- 1st Alternative: Department of Military & Veterans Affairs
Patriotic Hall
1816 South Figueroa Street
Los Angeles, CA 90015
- 2nd Alternative: Department of Health Services
Health Services Administration Building
313 North Figueroa Street
Los Angeles, CA 90012
- 3rd Alternative: Department of Parks and Recreation
South Coast Botanic Gardens
26300 Crenshaw Blvd.
Palos Verdes Peninsula, CA 90274

- 4th Alternative: Department of Public Works
900 South Fremont Avenue,
Alhambra, CA 91803
- 5th Alternative: Department of Parks and Recreation
Arboretum & Botanical Gardens
301 N. Baldwin Avenue,
Arcadia, CA 91007

The OA Coordinator will notify all agencies/jurisdictions of the relocation of the county seat. Individual jurisdictions may need to relocate its seat of government outside its jurisdictional boundaries (Government Code Section 8642). Jurisdictions will need to notify the OA Coordinator and the Cal EMA Southern Region.

3.3 Vital Records Retention

Local Government has the responsibility to protect its essential records. The determination of the records to be preserved rests with each agency/jurisdiction with the custodian of the records.

Examples of vital records may include:

- Protect and preserve the rights and interests of individuals, governments, corporations and other entities. Examples include vital statistics, land and tax records, license registers and articles of incorporation.
- Conduct emergency response and recovery operations. Records of this type include: Utility system map; locations of emergency supplies and equipment; emergency operations plans and procedures; personnel rosters; etc.
- Reestablish governmental functions and protect the rights and interests of government. Constitutions, charters, statutes and ordinances, court records, official proceedings and financial records would be included.

Record depositories should be located well away from potential danger zones and housed in facilities designed to withstand blast, fire, water, and other destructive forces. Each agency/jurisdiction should identify, maintain and protect its own essential records.