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**§25.53 EMERGENCY OPERATIONS PLAN
EXECUTIVE SUMMARY**

Executive Summary

The City of Yoakum (COY) Emergency Operations Plan (EOP) was developed to comply with 16 Tex. Admin. Code §25.53. Electric Service Emergency Operations Plan Rule, that was approved by the Texas Public Utility Commission on February 25, 2022. 16 TAC §25.53 made several significant changes to the existing rule based on issues identified after the Winter Storm Uri / ERCOT Load Shed Emergency during February-2021.

The EOP is intended to provide COY with a clear set of guidelines, policies, and procedures to guide preparations, responses, and actions related to all phases and types of electric system emergencies. This document satisfies the requirements of the Public Utility Commission of Texas (PUC) Emergency Operations Plan (16 TAC §25.53) and is intended to guide the organization in its preparation for system emergencies and to provide a framework for important tasks and actions required during a system emergency.

COY maintains the EOP in anticipation of a natural disaster and other situations involving curtailment or major interruptions in electrical service. The plan sets forth organizational and personnel assignments, describes emergency communications procedures and includes emergency contacts. Overall, the primary goals for the plan include:

- Provide the structure, policies, and procedures to guide the organization during all types of emergency conditions and situations.
- Enable COY, other utility and governmental entities, customers, and stakeholders to coordinate and communicate effectively during emergency situations and events.
- Establish procedures for the restoration of electrical service in a systematic and efficient manner by effectively utilizing COY's human and physical resources and if necessary, by securing and utilizing outside resources.
- Ensure that COY maintains compliance with the regulatory requirements related to emergency operations and emergency response.

The EOP is organized in the following Sections and Annexes and includes Appendices that provide additional information related to the EOP.

EOP Sections

(Section-1) Approval and Implementation Section:

This section begins on page 8 of the EOP and corresponds to §25.53(d)(1).

This Section of the EOP provides the formal plan approvals and tracks all plan revisions. This section also includes an introduction and purpose of the plan and a statement regarding the applicability of the EOP. And to emphasize the commitment of COY's senior leadership, this section includes a "Message from the City Manager" that underscores the importance of the plan and encourages all COY personnel to learn the plan and work with their respective supervisors and management teams to understand all relevant parts of the plan. This first section addresses the EOP training policy for COY and describes the responsibilities of the EOP Plan Administrator assigned to ensure the plan is maintained and reviewed on a regular basis.

(Section-2) Communications Plan:

This section begins on page 15 of the EOP and corresponds to §25.53(d)(2).

The second section of the EOP is the Communications Plan. This section includes the strategies, key policies, roles, and communications steps that COY will undertake in an emergency event. Key policies include tracking and coordination of external communications, the designation of a spokesperson(s) for COY, and guidance for all employees regarding media interactions. The remainder of the Communications Plan

addresses the requirements in 16 TAC §25.53 regarding communications with the public, the media, COY customers, the PUCT, OPUC, local and state governmental entities, officials, and (City/County) Emergency Operations Centers, ERCOT, and Critical Load customers. The final part of this section sets forth procedures to ensure accurate and timely internal communications, which is critical to an effective emergency response.

(Section-3) Pre-Identified Supplies for Emergency Response Plan:

This section begins on page 19 of the EOP and corresponds to §25.53(d)(3).

This section of the EOP provides information on pre-Identified supplies for emergency response and identifies the guidelines for the management of materials, supplies and resources that COY may need during emergency events. The plan provides details regarding the internal roles and responsibilities; use of outside suppliers; advance preparation; location of materials and supplies; and other logistical information.

(Section-4) Staffing During Emergency Response Plan:

This section begins on page 20 of the EOP and corresponds to §25.53(d)(4).

This section of the EOP provides information regarding staffing during emergency response and the roles and assignments for COY personnel before and during severe weather events and other types of potential emergency situations. This section includes policies and procedures related to the command structure that COY will utilize and addresses potential work schedules for COY personnel in significant and major system emergency events.

(Section-5) Weather-Related Hazards Identification Plan and EOP Activation Procedure:

This section begins on page 22 of the EOP and corresponds to §25.53(d)(5).

COY has policies, procedures, and information resources to monitor all types of weather situations and forecasted emergency conditions. This final section also provides the policies and procedures related to the activation of the EOP, and the series of emergency levels that have been developed, with criteria for moving to the emergency levels identified in the plan.

EOP Annexes

Weather Emergency Annex:

This section begins on page 27 of the EOP and corresponds to §25.53(e)(1)(A).

The Weather Emergency Annex addresses preparation for both hot and cold weather emergencies. The key policies in this section set forth the requirement for COY to develop and utilize a checklist for use in extreme weather situations to ensure that field personnel that are called upon to respond in emergency situations will have written guidance to organize their efforts.

Load Shed Annex:

This section begins on page 31 of the EOP and corresponds to §25.53(e)(1)(B).

The Load Shed Annex contains information regarding COY preparations and actions for ERCOT Emergency Event Alert (EEA) levels and includes details for the EEA Level-3 load shed events. The load shed plan contains the policies and procedures in place between COY and the Lower Colorado River Authority Transmission Services Corporation (LCRA TSC) which is the Designated ERCOT Transmission Operator (DTO) for COY, regarding the planning and preparation for load shed events and contains detailed information regarding other operational information for EEA events.

This Annex also contains information on COY procedures for coordination of system restoration with LCRA TSC following a load shed event, and key policies and procedures that COY utilizes for restoration from

significant system outage events. The final subsection of this Annex provides information on COY's Critical Load Registry and information related to the maintenance of the registry, communication procedures with these customers, and other relevant information regarding Critical Loads.

Pandemic and Epidemic Annex

This section begins on page 36 of the EOP and corresponds to §25.53(e)(1)(C).

In the Pandemic and Epidemic Annex, COY has provided policies, procedures, and guidelines that are designed to prepare for pandemic and epidemic outbreaks, and to effectively deal with ongoing operations, restoration and communications issues presented by an epidemic or pandemic event. Key policies in this section address the steps COY takes regarding prevention and preparation, employee safety, working remotely, and steps COY takes to ensure adherence to policies implemented by state and local agencies.

Wildfire Annex:

This section begins on page 39 of the EOP and corresponds to §25.53(e)(1)(D).

The Wildfire Annex provides the guidelines, procedures and best practices related to wildfire mitigation and documents COY's policies and practices related to fire prevention and pre-planning, threat mitigation, responses to fire incidents and post incident recovery. This section includes wildfire mitigation actions along with steps COY would take to respond to a wildfire event.

Hurricane Annex:

This section begins on page 41 of the EOP and corresponds to §25.53(e)(1)(E).

COY's service area is not located in a Hurricane Evacuation Zone (HEZ), and therefore COY's EOP does not include this annex.

Cyber Security Annex:

This section begins on page 43 of the EOP and corresponds to §25.53(e)(1)(F).

The Cyber Security Annex provides the guidelines, procedures and best practices related to cyber security for the COY owned substation facilities, office facilities and electric distribution system. Based on COY's facility ownership profile, cyber security policies and measures are focused on network security, anti-virus security and employee education.

Physical Security Incident Annex:

This section begins on page 46 of the EOP and corresponds to §25.53(e)(1)(G).

The Physical Security Annex provides information regarding the policies and procedures COY has implemented to protect COY substations and distribution facilities, office complexes and other facilities that are critical to the operation of the COY electric distribution system. Based on COY's facility ownership profile this Annex establishes the security policies, guidelines, and requirements for COY's facilities, visitors, and surveillance.

Plan Distribution and Training

The table below documents the distribution list of the EOP and the associated training document to COY personnel including the date the training was completed by each employee:

COY Personnel		EOP Distribution Date	EOP Training Completed Date
Name	Title		
Kevin Coleman	City Manager	5/23/22	5/23/22
Victor Gomez	Electrical Superintendent	5/23/22	5/23/22
Michael Bennett	Public Works Director	5/23/22	5/23/22

AFFIDAVIT OF CITY MANAGER OF
CITY OF YOAKUM

PURSUANT TO 16 TEXAS ADMINISTRATIVE CODE § 25.53

STATE OF TEXAS §

COUNTY OF LAVACA §

BEFORE ME, the undersigned authority, on this day personally appeared, and who, after being duly sworn, stated on his or her oath he or she is entitled to make this Affidavit, and that the statements contained below are true and correct.

I, Kevin M. Coleman, swear or affirm that as a Municipally Owned Utility operating in the State of Texas and the Electric Reliability Council of Texas (ERCOT) region and control system, confirms the following:

“I am the City Manager for the City of Yoakum (COY), which is an incorporated municipality in the State of Texas.

COY operates an electric distribution utility system in the State of Texas and the Electric Reliability Council of Texas power region.

The Emergency Operations Plan (EOP) developed to comply with the updated 16 TAC §25.53. Electric Service Emergency Operations Plan Rule, has been distributed to COY Managers and Operations personnel;

COY executives and Operations personnel have received training on the updated EOP;

In accordance with the updated 16 TAC §25.53. Electric Service Emergency Operations Plan Rule, a drill (tabletop exercise) for COY Operations personnel is scheduled for a date and time in CY2022 before September 30, 2022;

COY will notify Commission Emergency Management Personnel and regional TDEM representative(s) prior to the drill;

COY has distributed the EOP to local Jurisdictions, including regional TDEM personnel and including Lavaca and DeWitt County Emergency Management Coordinators;

COY has a Business Continuity Plan related to returning to normal operations after an emergency event or situation;

COY’s emergency management personnel who are designated to interact with local, state, and federal emergency management officials during emergency events have received the latest IS-100, IS-200, IS-700, and IS-800 National Incident Management System training.

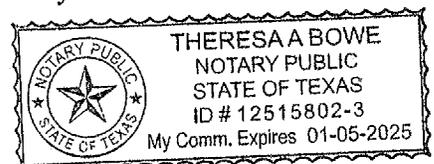
Kevin M. Coleman, City Manager
City of Yoakum

Sworn and subscribed before me on this 25th day of May, 2022.

Notary Public in and for the State of Texas

(Must be notarized by a notary public in and for the State of Texas

Notary Seal



PUC Primary and Backup Emergency Contact List

Company:YOAKUM MUNICIPAL UTILITIES
Contact:VICTOR GOMEZ
Title:ELECTRIC SUPERINTENDENT

Main:(361) 293-6321
Toll-Free:(361) 293-6321
Fax:(361) 293-3318
Home:(361) 772-6765
Cell:(361) 258-1056
Email:vgomez@cityofyoakum.org

ontact

Secondary Emergency

Company:YOAKUM MUNICIPAL UTILITIES
Contact:MICHEAL BENNETT
Title:DIRECTOR OF PUBLIC WORKS

Main:(361) 293-6321
Toll-Free:(361) 293-6322
Fax:(361) 293-3318
Home:(361) 208-4632
Cell:(361) 208-5976
Email:mbennett@cityofyoakum.org

ontact

Tertiary Emergency

Company:CITY MUNICIPAL UTILITIES
Contact:KEVIN COLEMAN
Title:CITY MANAGER

Main:(361) 293-6321
Toll-Free:(361) 293-6321
Fax:(361) 293-3318
Home:(361) 208-5626
Cell:(361) 208-5626
Email:citymanager@cityofyoakum.org