
SALT LAKE CITY COUNCIL STAFF REPORT

DATE: December 29, 2009

SUBJECT: Emergency Management Program Update

AFFECTED COUNCIL DISTRICTS: Citywide

STAFF REPORT BY: Quin Card

**ADMINISTRATIVE DEPT.
AND CONTACT PERSON:** Salt Lake City Emergency Management Program
Cory Lyman, Program Director

The following information was taken from a Transmittal prepared by Cory Lyman and sent to the Council Office to outline this update.

KEY ELEMENTS:

- A. The Emergency Management Program is engaged in an 18 month action plan to overhaul Salt Lake City's emergency management preparations.
- B. The 18 month plan consists of the following five components
 1. Citywide basic emergency management training.
Currently: Training has been implemented for the Policy, Coordination and Joint Information Systems (JIS) groups, including several tabletop exercises for the Coordination and JIS groups and a Mobile Executive Training Workshop for the Policy group.
 2. Refine the framework that facilitates a transparent, collaborative review of objectives, plans, and coordinated management of the response to significant events.
Currently: Frameworks are in place for the Policy, Coordination and JIS groups. Another component for the private sector is in development.
 3. Organize and implement a city wide Joint Information Systems (JIS).
Currently: JIS organization has been established. Grants obtained from the Urban Area Security Initiative (UASI) will be available after the first of the year and will provide for media monitoring, call room equipment and other supporting equipment for the City's communication's needs and will be housed in Plaza 349.
 4. Develop an interim emergency operations facility, and develop a strategy for a permanent, survivable fully functional emergency operations facility.
Currently: Plaza 349 is being retrofitted to provide a space for City coordination including all the components of the Salt Lake City Coordination Center. The retrofitting is funded by a combination of grants and existing City resources that meet both day to day and disaster management needs. Improvements are expected to be 90% complete by June 2010.
 5. Overhaul of our public outreach to prepare our employees, citizens and businesses to function and contribute during times of disaster. This would include organizing a healthy, viable volunteer coordination program.
Currently: Grant funding has been secured to expand the City's 72 hour supplies for responders and essential personnel. The CERT program is now under the scope of the Emergency Management

- Department, and has been enhanced by acquiring two full sets of training equipment and two utility trailers allowing for more flexibility and availability for community courses. The CERT program has been organized into 4 quadrants within the City with each quadrant being managed by citizen quadrant leaders. The City is also in the beginning stages expanding the outreach to local businesses.
- C. The Emergency Management Program has been involved in a major collaborative planning, training and exercise efforts with Salt Lake County, cities within the County, the State of Utah and FEMA Region VIII. These efforts are centered on two levels and Salt Lake City is a core participant on both levels.
 - 1. The first level is the FEMA (National) program which involves a series of planning events and (6) area wide exercises with a final national level full scale earthquake exercise in March of 2012.
 - 2. The second level is centered in Salt Lake Valley, and using a combination of Homeland Security and UASI grants, partners in the Valley have entered into two contracts. The first will provide a baseline analysis of local threats and consequences. Based on that analysis, the second contractor will provide the support to evaluate existing plans and resources. The plans will then be adjusted based on the assessment. Upon completion of the plan reconciliation, the partners will begin a training and exercise process culminating in the FEMA full scale exercise in March of 2012.
 - D. The ultimate goal and expected outcome of the above efforts and exercises, is that Salt Lake City and the surrounding areas will complete requirements for The Emergency Management Assessment Process Certification (EMAP). EMAP is the industry accreditation standard for this country.

MATTERS AT ISSUE /POTENTIAL QUESTIONS FOR THE ADMINISTRATION:

- A. It should be noted that the position that the Council funded for this budget year has not been filled due to budget constraints. The Council may wish to discuss with the Administration whether that will be filled soon, or whether that position is expected to remain vacant.
- B. The Council may wish to consider and discuss in further detail with the Administration what projects or portions of the above projects may require funding and have budget implications which need to be discussed.
- C. The Council may wish to discuss in further detail with the Administration what specific roles the Council may have in participation in the planned developments.

cc: David Everitt, Karen Hale, Gina Chamness, Ed Rutan, Cory Lyman, Audrey Pierce, City Council Liaisons, Mayors Liaisons

SALT LAKE CITY CORPORATION

CITY COUNCIL TRANSMITTAL


David Everitt, Chief of Staff

DEC 15 2009
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Date Received: 12/15/2009
Date sent to Council: 12/16/2009

TO: Salt Lake City Council
Carlton Christensen, Chair

DATE:

FROM: Cory Lyman, Emergency Management Program Director

SUBJECT: Emergency Management Program Update

STAFF CONTACT: Cory Lyman, Emergency Management Program Director

DOCUMENT TYPE: Discussion

RECOMMENDATION:

BUDGET IMPACT: None

BACKGROUND/DISCUSSION: The Emergency Management Program is engaged in an 18 month action plan to overhaul Salt Lake City's emergency management preparations. This update provides the City Council with an opportunity to review and comment on the processes and direction of those efforts.

The 18 month plan consists of five components.

1. Citywide basic emergency management training.
2. Refine the framework that facilitates a transparent, collaborative review of objectives, plans, and coordinated management of the response to significant events.
3. Organize and implement a city wide Joint Information System (JIS).
4. Develop an interim emergency operations facility, and develop a strategy for a permanent, survivable fully functional emergency operations facility.
5. Overhaul of our public outreach to prepare our employees, citizens, and businesses to function and contribute during times of disaster. This would include organizing a healthy, viable volunteer coordination program.

The action plan is progressing well. Relative to the first component, in the past 12 months, city-wide training for supervisors and managers was conducted. The training included basic incident command and National Incident Management System (NIMS). Additionally, function specific training for the Salt Lake City Coordination Center (SLCC), sometimes referred to as the EOC, including policy group, coordination group, and joint information center was conducted. The policy group participated in the Mobile Executive Training workshop provided by The Naval Postgraduate Program as well as SLC communications systems familiarization. The coordination group participated in six training sessions on incident coordination and two workshop/ tabletop exercises. Communications and public information personnel from across the city participated in a Joint Information System (JIS) workshop and established a baseline, functional capability for coordinated public and internal information processing and dissemination. The JIS was utilized on the Novel H1N1 incident.

The frame work for the second component has been developed and assignments have been made. The framework including the policy group, coordination group and JIS are in place. Another component for private sector coordination is in development.

The third objective of establishing a joint information system has been done. As previously mentioned, a workshop kicked off the process and the process has been used. There is still a good deal of development to come, but the organization is in place. A facility to support the JIS is currently being outfitted at Plaza 349. Funding was sought and received in collaboration with the Urban Area Security Initiative (UASI). The funding will be available after the first of the year and will provide for media monitoring, call room equipment, and other supporting equipment for the city's communication's needs.

The forth objective, to identify a long term strategy for a survivable emergency facility, is well on its way. The success of Proposition 1 in November has assured this component. The interim facilities at Plaza 349 are currently being refitted to provide a space for city coordination including all the components of the SLCC. The refitting, under the direction of IMS, includes backup telecommunications and data via satellite; enhanced workspaces to assure incident management and continued city operations; and a robust joint information center with media monitoring, call center, and press briefing facilities. These enhancements are being funded by a combination of grants and careful use of existing city resources that meet both "day to day" and disaster management needs. The improvements are expected to be 90% completed by June 2010.

The final component of the 18 month action plan involves disaster preparation for our employees, our business community, and our neighborhoods and residents. The city has secured grant funding to expand our 72 hour supplies for responders and essential personnel through the 2009 State Homeland Security Program. The City continues to offer CERT training for businesses and institutions. The City is in early stages of expanding the outreach to local businesses. This component took on some additional responsibilities in July when the CERT program was moved to Emergency Management. The CERT training program has been enhanced by acquiring two full sets of training

equipment and two utility trailers. This allows any group in the City to arrange training at a location and time that works for their organization or neighborhood. The City provides the instructors (grant funded) and the coordination of resources. The CERT program has been organized into four quadrants. Three of the four are currently being managed by citizen quadrant leaders. The city is arranging quarterly leadership meetings and supporting training efforts the quadrant leaders deem appropriate. This program is critical to the city's catastrophic response plans. The city will continue to seek grant funding for training and equipment, but there is a great deal of work that still needs to be accomplished.

Moving into the next year, the emergency management program is involved in a major collaborative planning, training, exercise effort with Salt Lake County, cities within the County, the State of Utah and FEMA Region VIII. This collaborative effort was initiated in March of 2009 and the first in a series of area wide exercises occurred in November. The efforts are centered on two levels. Salt Lake City is a core participant in both. The first level is the FEMA (National) program. This involves a series of planning events and six area-wide exercises. The process will culminate in a national level full scale earthquake exercise in March of 2012.

The second level is centered in the Salt Lake Valley. Using a combination of State Homeland security and UASI grants, Salt Lake City and partners from the surrounding jurisdictions have entered into two contracts. The first contract provides a baseline analysis of the local threats and consequences. Based on this analysis, the second contractor will guide and provide the support to evaluate our existing plans and resources. The plans will be supplemented where they are deficient. The plans will undergo a de-confliction assessment and be adjusted. Upon completion of the plan reconciliation, the partner agencies will begin a training and exercise process that will culminate in the same full-scale exercise in March 2012.

These coinciding projects will require significant time and energy from Emergency Management as well as other City departments involved in disaster response. The ultimate goal and expectation is that Salt Lake City and the surrounding areas will have completed the requirements for The Emergency Management Assessment Process (EMAP) Certification. EMAP is the industry accreditation standard for this country.