**AGREEMENT FOR**
**EMERGENCY MANAGEMENT DEPARTMENT UNIFIED SERVICES**
**BETWEEN THE**
**COUNTY OF RIVERSIDE AND THE _____ (AGENCY)**

*This Agreement is made as of _____ between the County of Riverside ("County") and the _____ ("Agency"). The parties agree as follows:*

1. *This Agreement is effective for three years, starting July 1, 2025, through June 30, 2028.*

2. *Through its Emergency Management Department ("EMD"), the County shall provide to the Agency the services of an Emergency Services Coordinator ("EMD Unified Services (EMDUS)") as described in Exhibits A, B, C & D.*

3. *The Agency shall pay the County for these EMDUS as stated in Exhibit B.*

4. *Either party may terminate this Agreement without cause upon 90 days' written notice to the other party. The Agreement may be terminated with cause upon 30 days' written notice to the other party. The County shall be entitled to receive compensation for all properly provided services rendered prior to termination.*

5. *If the Agency does not appropriate funds in its budget for payment, the Agency shall immediately notify the County in writing that such funds are not forthcoming. Such a notice shall be deemed cause for termination by the County or Agency. The County shall nevertheless be entitled to payment for properly provided services rendered prior to termination.*

6. *At all times during the performance period of this Agreement, the County shall maintain insurance or self-insurance reasonable and appropriate for a public entity the size of the County.*

7. *The County shall indemnify and hold harmless the Agency, its departments, agencies, districts, officials, officers, and employees from any liability, claim, damage, or action based or asserted upon any act or omission of the County relating to this Agreement, including but not limited to property damage, personal injury or death.*

8. *The Agency shall indemnify and hold harmless the County, its departments, agencies, districts, officials, officers, and employees from any liability, claim, damage, or action based or asserted upon any act or omission of the Agency relating to this Agreement, including but not limited to property damage, personal injury, or death.*

9. *The County shall maintain and keep records related to the EMDUS rendered in accordance with applicable County standards. In addition to their rights under applicable law, the Agency and its employees and agents shall have the right to review and audit such records during the County's normal business hours upon request and reasonable advance notice by the Agency.*

10. *The laws of the State of California shall govern this Agreement. The venue shall be in an appropriate court located in Riverside County, and the parties waive any provision of the law providing for a change of venue to*

*another location.*

11. *This Agreement shall be administered by the Director of EMD, or their designee, on behalf of the County and by the Authorized Agent, or their designee, on behalf of that Agency.*

12. *Notices issued pursuant to this Agreement shall be sent via U.S. Mail to the following:*

|  |  |
|---|---|
| *TO COUNTY:* | *TO AGENCYCONTRACTOR*:́ |
| *Emergency Management Department* | |
| *450 E. Alessandro Blvd.* | *Agency of _____* |
| *Riverside, CA 92508* | *Address* |
| *Attn: Emergency Services Manager* | *City, State Zip* |
| | *Attn: Authorized Agent* |

13. *This Agreement may be executed in any number of counterparts, each of which will be an original but all of which together will constitute one instrument. Each party to this Agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA," Civ. Code, §§ 1633.1 to 1633.17), for executing this Agreement. The parties further agree that the electronic signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. An electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. CUETA authorizes the use of an electronic signature for transactions and contracts among parties in California, including a government agency. A digital signature means an electronic identifier created by a computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.*

14. *This Agreement represents the full and final agreement between the parties related to this subject matter; no prior oral or written agreements shall apply. This Agreement may be modified or altered only by a written amendment signed by authorized representatives of both parties.*

*AGREED:*

| | |
|---|---|
| *County of Riverside* | *Agency _____* |
| | |
| *By:_____* | *By:_____* |
| *Bruce Barton, Director* | *Name, Title* |
| *Emergency Management Department* | *Agency* |
| *Date: _____/_____/_____* | *Date: _____/_____/_____* |

**EXHIBIT A**

**SCOPE OF SERVICE**

1. **EMD** – **YOUR PARTNER IN COMPREHENSIVE EMERGENCY MANAGEMENT**
   In today's unpredictable environment, ensuring the safety and resilience of your community is paramount. Partnering with Emergency Management Department Unified Services (EMDUS) offers your Agency a comprehensive, expert-driven approach to emergency management, delivering significant benefits that empower your community to prepare effectively, respond to and recover from disasters. Riverside County's Emergency Management Department is one of only three counties in California and one of 78 governmental programs nationwide to be certified through the Emergency Management Accreditation Program (EMAP). This certification highlights the county's unwavering commitment to upholding the highest standards in emergency management. It further reinforces Riverside County's dedication to maintaining a well-organized, efficient, and resilient emergency response system. By partnering with Riverside County, your Agency can benefit from proven best practices and expert guidance, enhancing disaster preparedness, improving response coordination, and streamlining recovery efforts.

   1.1 **The Unified Services Model: A Coordinated Approach to Emergency Management**
   The Unified Services Model, as implemented by EMDUS, is a comprehensive and coordinated approach to emergency management that ensures all agencies, departments, and organizations will work together seamlessly at every stage of an emergency—before, during, and after a crisis. This model promotes collaboration between Riverside County Departments, Special Districts, School Districts, Non-Governmental Organizations (NGOs), and nonprofits, creating a unified network that can effectively respond to and recover from emergencies. By integrating these diverse stakeholders, the Unified Services Model enables the efficient allocation of resources, enhances communication, and minimizes duplication of efforts. This collaborative framework strengthens the overall emergency management system, ensuring that all partners are aligned in their efforts to protect the community, reduce risk, and enhance resilience in the face of disasters. Through Unified Services, Agency wil be better equipped to handle complex emergencies, ensuring a more adaptive and coordinated response.

   1.2 **Comprehensive Strategic Planning for Emergency Preparedness**
   Effective emergency preparedness requires the development and implementation of strategic plans that address the Agency's-wide risks and vulnerabilities. These plans should be informed by input from all relevant stakeholders, including government agencies, first responders, community organizations, and private sector partners. By fostering collaboration and incorporating diverse perspectives, Agency will be able to create well-rounded emergency plans that enhance response coordination and resilience. A proactive approach to strategic planning ensures that potential threats are identified, resources are allocated efficiently, and communities are better equipped to handle emergencies when they arise.

   1.3 **Strengthening Preparedness Through Training and Exercises**
   Conducting joint training sessions and emergency drills is essential for ensuring that all partners involved in emergency response are well-prepared and able to collaborate effectively during a crisis. These exercises provide a valuable opportunity for responders to practice their roles, familiarize themselves with protocols, and identify potential gaps in their plans. By simulating real-world scenarios, training sessions help build trust and communication among all parties, including local agencies, first responders, and community organizations. Regularly scheduled drills ensure that

everyone involved is capable of working together seamlessly under pressure, enhancing the overall efficiency and effectiveness of the emergency response.

1.4 **The Importance of Unified Coordination in Emergency Response**
Unified coordination is essential for ensuring a seamless and effective emergency response. By streamlining communication and operations among local government entities, emergency services, and community partners, a unified approach fosters collaboration while minimizing the risk of confusion or duplication of efforts. This coordinated effort ensures that all parties are aligned toward common goals, with clearly defined roles and responsibilities for each entity involved. Establishing a centralized system for decision-making and information sharing will enable Agency to respond quickly and efficiently to emergencies. Ultimately, this enhanced coordination improves the overall effectiveness of disaster response and recovery, ensuring that resources are utilized optimally and that communities are better protected during times of crisis.

1.5 **The Role of Resource Sharing in Enhancing Emergency Response and Recovery**
Resource sharing is a crucial element in improving the overall effectiveness of emergency preparedness, response, and recovery efforts. By pooling personnel, equipment, facilities, and expertise from various agencies, can optimize their resources and address any gaps in capabilities. This collaborative approach ensures that critical assets, such as specialized equipment or highly trained personnel, are deployed efficiently to areas where they are needed most, reducing response times and improving the effectiveness of disaster management. Furthermore, resource sharing strengthens the system's resilience by allowing greater flexibility and adaptability in the face of emergencies. This unified approach not only enhances the response and recovery process but also fosters a more agile and resourceful emergency management framework capable of handling diverse challenges.

1.6 **Community Resilience**
Building community resilience involves actively engaging schools, nonprofits, and NGOs to support a range of critical services during and after a disaster. These organizations play a vital role in providing shelter, mental health assistance, food distribution, and recovery programs, ensuring that the needs of affected individuals and families are met. Schools can serve as emergency shelters or distribution points, while nonprofits and NGOs often have established networks and expertise in offering immediate relief and long-term recovery assistance. By collaborating with these community-based groups, agencies can create a more robust and comprehensive support system that promotes recovery and strengthens the community's ability to bounce back from future crises.

1.7 **Enhancing Emergency Management through Service Integration and Collaboration**
By integrating services across various sectors, agencies can greatly improve the efficiency and effectiveness of their emergency management efforts. This collaborative approach streamlines processes reduces redundancy and ensures that resources are deployed where they are needed most, allowing for a more responsive and agile system. Integrating services promotes better coordination between local government agencies, emergency responders, healthcare providers, and community organizations, creating a unified front when responding to disasters. This interconnected framework not only strengthens the immediate response but also builds a more resilient system that protects residents and critical infrastructure. Ultimately, by fostering collaboration and integration, agencies can enhance their ability to adapt to and recover from future emergencies, creating a safer, more prepared community.

2.  **STRENGTHENING EMERGENCY MANAGEMENT THROUGH STRATEGIC COLLABORATION AND SPECIALIZED SUPPORT**
    EMDUS partners directly work with your leadership to provide specialized coordination and strategic guidance across all facets of emergency management. This collaboration streamlines critical operations, ensures compliance with industry standards, and delivers a fully unified program that enhances preparedness, response, recovery, and mitigation efforts. By working with EMDUS, Agency will gain access to expertise and leadership that ensures a comprehensive, well-organized response to any emergency, such as:

    2.1 **Strengthening Emergency Response with Specialized Personnel Support**
    EMDUS strengthens Agency's emergency response capacity by providing highly qualified, dedicated emergency management personnel who seamlessly integrate with your local agencies. Depending on your service level, EMDUS assigns an Emergency Services Coordinator (ESC) who oversee the overall management of emergency operations, while a backup Emergency Management Program Supervisor (EMPS) ensures continuity of leadership and decision-making in the absence of the ESC. This dual support structure ensures that Agency remains well-prepared and responsive, improving the effectiveness and coordination of your emergency management efforts. By bolstering your team with EMDUS personnel, Agency enhances its resilience and capability to navigate any crisis.

    2.2 **Unlocking Key Benefits Through Partnership with EMDUS**
    Partnering with EMDUS offers Agency dedicated support, strategic collaboration, and access to critical funding opportunities. The expertise and leadership provided by EMDUS professionals help ensure Agency is thoroughly prepared for emergencies. These specialists offer invaluable guidance on best practices, operational strategies, and disaster readiness. EMDUS personnel serve as the primary point of contact for all emergency management activities, acting as liaisons between local agencies, departments, and external organizations. This coordination fosters seamless communication, reduces confusion during crises, and ensures resources are mobilized efficiently. By working with EMDUS, Agency enhances its emergency management capabilities while also benefiting from vital funding opportunities and a more resilient community.

    2.3 **Building Stronger Emergency Networks Through Strategic Collaboration**
    EMDUS plays a vital role in fostering collaboration among local, county, state, and federal agencies, as well as private-sector and community organizations. Through these strategic partnerships, EMDUS ensures a well-coordinated and efficient approach to emergency management, creating a network of stakeholders capable of quickly mobilizing resources and responding to emergencies. By integrating the strengths of government agencies, private-sector entities, and non-profit organizations, this collaborative framework improves communication, resource distribution, and crisis response. EMDUS strengthens the collective ability of all parties involved, ensuring that communities recover quickly and become more resilient in the face of future disasters.

3.  **IMPROVED FISCAL RECOVERY AND RISK REDUCTION IN EMERGENCY MANAGEMENT**
    Effective fiscal recovery and risk reduction are crucial in the mitigation and recovery phases of emergency management. These efforts ensure that agencies can efficiently restore operations, minimize financial losses, and enhance resilience against future disasters. Adopting best practices and compliance with regulatory frameworks such as the California Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and laws such as AB 2140 significantly improve these outcomes.

3.1   **Fiscal Recovery in Mitigation and Recovery Phases**
Pre-disaster financial planning plays a vital role in ensuring agencies have the resources needed to respond effectively to emergencies. Establishing dedicated emergency funds and pre-arranged financial mechanisms allows for rapid response and recovery efforts. Conducting thorough risk assessments and cost-benefit analyses helps prioritize mitigation projects. Additionally, reducing financial exposure through risk transfer mechanisms, such as insurance and contingency funds, provides an added layer of financial security against unforeseen disasters.

3.2   **Maximizing Financial Efficiency in Post-Disaster Recovery**
Maximizing the efficient use of federal and state funds is critical for agencies seeking financial stability post-disaster. By leveraging federal programs such as Federal Emergency Management Agency's (FEMA) Public Assistance and Hazard Mitigation Grant Programs, agencies can offset the high costs associated with emergency response and recovery. Similarly, utilizing state disaster relief funds and insurance mechanisms provides additional financial support. Ensuring strict compliance with financial reporting requirements is necessary to maintain eligibility for future funding, avoid de-obligation, and ensure a steady stream of resources for ongoing recovery efforts.

3.3   **Effective Grant Support and Compliance for Disaster Recovery**
Streamlined grant management and compliance processes ensure that agencies can effectively secure and utilize funding without the risk of financial mismanagement. Compliance with funding requirements prevents the de-obligation of critical funds, ensuring they remain available for essential recovery efforts. Transparent financial tracking and auditing systems help optimize resource allocation, ensuring that funds are used efficiently and effectively. Proper training for staff on grant administration best practices further mitigates the risk of financial mismanagement, ensuring that all funding sources are managed responsibly.

3.4   **Leveraging Public-Private Partnerships for Disaster Recovery**
Public-private partnerships serve as a key component in supporting disaster recovery efforts. Engaging with private sector entities to fund and implement recovery initiatives allows agencies to expand their financial resources beyond government funding. Encouraging community-based financial resilience programs further supports individuals and businesses, promoting economic stability. Collaborations with non-profits provide additional funding and logistical support, allowing for a more comprehensive and effective disaster response and recovery strategy.

**4.   RISK REDUCTION DURING MITIGATION AND RECOVERY**
The implementation of hazard mitigation plans is an essential strategy for reducing risks during the recovery phase. By identifying vulnerabilities and investing in both structural and non-structural mitigation measures, agencies can strengthen their resilience against future disasters. Incorporating land-use planning, infrastructure improvements, and building code enhancements helps minimize risks while ensuring community safety. Regular updates and reassessments of mitigation strategies ensure that plans remain relevant and adaptable to evolving threats.

4.1   **Enhancing Community Preparedness for Risk Reduction**
Strengthening community preparedness is another vital component of risk reduction. Conducting public education campaigns and emergency drills equips residents with the knowledge and skills needed to respond effectively in emergencies. Establishing resilient communication systems and emergency response protocols enhances coordination and response efforts during disasters.

Providing incentives for residents and businesses to engage in preparedness activities fosters a culture of resilience and proactive risk management.

4.2 **Integrating Climate Adaptation into Disaster Mitigation**
Integrating climate adaptation strategies into disaster mitigation efforts further enhances an agency's ability to withstand environmental hazards. Utilizing climate data to inform mitigation planning ensures that strategies remain aligned with evolving climate risks. Enhancing natural disaster defenses, such as floodplain management and wildfire buffer zones, reduces exposure to climate-related disasters. Incorporating green infrastructure and nature-based solutions helps mitigate climate risks while promoting environmental sustainability.

5. **BENEFITS OF COMPLIANCE WITH SEMS, NIMS, AND RELEVANT LAWS**
Adherence to SEMS, NIMS, and relevant laws provides multiple benefits to agencies, including enhanced coordination and communication. Ensuring interoperability between local, state, and federal agencies during emergencies streamlines response efforts and reduces duplication. Strengthening mutual aid agreements and multi-agency coordination efforts enhances efficiency, ensuring that agencies can effectively manage emergency situations.

5.1 **Expanding Funding Opportunities Through Compliance**
Increased funding opportunities are another key benefit of compliance. Many federal and state disaster relief programs require adherence to SEMS and NIMS as a prerequisite for receiving funds. AB 2140 allows local agencies to integrate their hazard mitigation plans into their general plans, making them eligible for additional financial relief. Demonstrating adherence to best practices also attracts grant funding and private investment, further bolstering financial resources.

5.2 **Legal and Regulatory Protection Through Compliance**
Legal and regulatory protection is a crucial benefit of adhering to established standards, providing agencies with a solid foundation to justify their actions in legal and regulatory contexts. Compliance with national best practices reduces liability risks by demonstrating due diligence, minimizing legal exposure, and mitigating costly disputes. It strengthens the legal justification for emergency decisions, ensuring that actions align with recognized frameworks and are defensible in court. By following regulatory guidelines, agencies reduce exposure to litigation and avoid claims of arbitrary decision-making, fostering public trust and operational consistency. Ultimately, compliance serves as a safeguard against legal challenges, allowing agencies to focus on effective emergency response and governance without the burden of legal uncertainties.

5.3 **Enhancing Disaster Response through Standardized Command Structures and Coordination**
Improved disaster response efficiency is directly tied to the establishment of standardized command structures. These structures provide a clear, organized framework for emergency personnel, ensuring that decision-making is streamlined and that all responders are operating with a shared understanding of their roles and responsibilities. The implementation of a standardized command system not only reduces confusion during a crisis but also allows for more rapid and effective decision-making. In addition, continuous training and preparedness efforts contribute to better response times and more coordinated efforts across all teams. When elected officials and emergency management professionals work closely together, the overall disaster response is strengthened, ensuring that the response is not only fast but also effective in meeting the needs of the community. By fostering a unified approach, agencies can better manage resources, communicate effectively, and ultimately minimize the impact of disasters on residents and critical infrastructure.

5.4 **Building Community Resilience and Economic Stability Through Effective Disaster Management**
Community resilience and economic stability are vital outcomes of a well-executed disaster management strategy. When disaster response and recovery efforts are carried out efficiently, recovery times are significantly reduced, minimizing economic disruptions. This allows businesses to resume operations quickly, ensuring that local economies remain functional. In addition, strengthening infrastructure and investing in preparedness measures help lower the long-term costs associated with disaster recovery, alleviating the financial strain on agencies. Effective disaster management provides a solid foundation for economic recovery by safeguarding local businesses, maintaining workforce stability, and protecting tax revenue streams. As a result, communities are better equipped to remain financially viable and continue to thrive, even in the aftermath of a disaster, promoting sustained growth and stability in the long run.

5.5 **Public Scrutiny, Loss of Confidence, and Political Fallout**
Failure to implement effective fiscal recovery and risk reduction measures can lead to significant public scrutiny, eroding trust in Agency. Poor financial recovery efforts can result in public outrage, creating pressure on leadership to justify their decisions and actions. Ineffective disaster management can also lead to political consequences, including loss of public office, diminished credibility, and reputational damage for staff and politicians. Moreover, failure to comply with state and federal regulations may trigger audits, funding withdrawal, and potential legal actions against the Agency.

5.6 **Enhancing Fiscal Recovery and Risk Reduction Through Regulatory Compliance**
Agency's commitment to adhering to the SEMS, NIMS, AB 2140, and national best practices plays a crucial role in strengthening its financial resilience and disaster recovery capabilities. By proactively integrating these frameworks into emergency management operations, agencies can ensure more efficient financial management, access critical funding opportunities, and minimize the risk of funding de-obligation. Compliance with these standards also streamlines disaster response and mitigation efforts, enabling agencies to respond swiftly and effectively to emergencies while reducing long-term recovery costs. Ultimately, these measures foster a more resilient and financially stable community, better equipped to withstand and recover from future disasters.

6. **SPECIALIZATION IN THE FOUR PHASES OF EMERGENCY MANAGEMENT**
Our expertise spans the four essential phases of emergency management, ensuring a proactive, coordinated, and effective approach to disaster preparedness, response, recovery, and mitigation. Emergency management is a dynamic and continuous process aimed at minimizing the impact of disasters, protecting lives and property, and strengthening community resilience.

By integrating the following four phases into a comprehensive emergency management strategy, we help agencies, organizations, and communities anticipate potential hazards, respond efficiently, and recover resiliently. Our approach is rooted in collaboration, innovation, and a deep commitment to ensuring safety and preparedness at every level, such as:

6.1 **Mitigation: Building a Resilient Foundation Through Proactive Mitigation and Strategic Planning**

Effective mitigation requires a proactive approach to addressing hazards, strengthening community resilience, and securing essential funding to support long-term risk reduction efforts. A strong disaster resilience foundation begins with identifying vulnerabilities, assessing potential threats, and implementing strategic planning measures that prioritize public safety and infrastructure protection. EMDUS plays a critical role in this process by conducting a comprehensive Hazard Identification and Risk Assessment (HIRA) for the Agency, ensuring that all potential risks are thoroughly analyzed and addressed. Through the integration of targeted mitigation strategies, such as infrastructure enhancements, land-use planning, and community education initiatives, EMDUS helps agencies reduce exposure to disasters, minimize financial losses, and create a safer, more resilient future, such as:

6.1.1 **Land Use Planning -** Land use planning and building codes play a critical role in disaster risk reduction by ensuring that developments align with safety regulations designed to minimize the impacts of natural and human-made disasters. Effective land use planning helps identify hazard-prone areas, guiding development away from regions susceptible to floods, earthquakes, wildfires, and other threats. By implementing zoning laws and environmental assessments, agencies can control where and how structures are built, reducing vulnerabilities and enhancing community resilience.

6.1.2 **Building Codes -** Building codes complement land use planning by establishing construction standards that improve structural integrity and occupant safety. These regulations mandate the use of disaster-resistant materials, proper engineering techniques, and design features that mitigate risks associated with extreme weather events, seismic activity, and other hazards. Regular code updates based on scientific research and lessons learned from past disasters ensure that buildings remain resilient to emerging threats.

6.1.3 **Infrastructure Resilience -** Strengthening critical infrastructure is vital for community resilience and the continuity of essential services during disasters. Key systems like transportation, energy, water, and healthcare must withstand hazards such as earthquakes, floods, and cyberattacks. This requires hazard-resistant design, including seismic retrofitting, flood barriers, and smart grids, along with regular maintenance and risk assessments to prevent costly damage. Integrating technologies like real-time monitoring and predictive analytics enhances early detection and mitigation. By investing in resilient infrastructure, governments and organizations improve disaster preparedness, recovery capabilities, and long-term security for communities.

6.1.4 **Community Education -** Community education is crucial for promoting awareness and preparedness, ensuring that individuals and businesses understand risks and know how to respond effectively to disasters. Public outreach programs, workshops, and emergency drills help equip communities with the knowledge and skills needed to mitigate risks, develop emergency plans, and access critical resources. Schools, workplaces, and local organizations play a key role in spreading preparedness messages, while digital platforms and social media enhance real-time communication. By fostering a culture of awareness and readiness, community education empowers people to take proactive measures, reducing the overall impact of disasters and strengthening resilience.

6.1.5 **Environmental Management -** Environmental management plays a vital role in mitigating disaster risks by protecting and preserving natural resources that serve as natural barriers against hazards. Healthy ecosystems, such as wetlands, forests, and mangroves, help absorb floodwaters, reduce soil erosion, and buffer against extreme weather events. Sustainable land-use practices, reforestation efforts, and pollution control measures contribute to long-term environmental resilience, minimizing the impact of disasters like droughts, landslides, and wildfires. Additionally, integrating environmental conservation into disaster planning

ensures that communities not only reduce their vulnerability but also promote sustainable development. By safeguarding natural resources, environmental management strengthens resilience and enhances the ability to withstand and recover from disasters.

6.1.6 **Enhancing Mitigation -** EMDUS plays a vital role in enhancing mitigation programs by helping agencies secure essential funding for disaster mitigation through expert guidance on grant applications and compliance. By assisting communities in identifying eligible projects, developing strong proposals, and aligning with federal and state funding criteria, EMDUS ensures access to key programs like FEMA's Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), and the Flood Mitigation Assistance (FMA) program. Additionally, developing a Local Hazard Mitigation Plan (LHMP) enables communities to assess vulnerabilities, prioritize risks, and create strategic actions to reduce disaster impacts. An approved LHMP enhances eligibility for federal funding, supporting risk reduction projects that improve public safety, infrastructure resilience, and long-term community preparedness, such as:

6.1.6.1 **Building Resilient Infrastructure and Communities (BRIC)** – The BRIC program is a federal hazard mitigation initiative administered by the Federal Emergency Management Agency (FEMA). Designed to reduce risks before disasters occur proactively, BRIC provides funding and resources to support state, local, tribal, and territorial (SLTT) governments in strengthening community resilience against natural hazards.

6.1.6.2 **Flood Mitigation Assistance (FMA)** – The FMA program is a federal grant initiative managed by FEMA. Designed to reduce or eliminate the risk of repetitive flood damage, FMA provides funding to SLTT governments for projects that help mitigate flood hazards in high-risk areas.

6.1.6.3 **Hazard Mitigation Grant Program (HMGP)** – The HMGP is a federal program administered by FEMA that provides funding to SLTT governments to implement long-term hazard mitigation measures. The goal of HMGP is to reduce the impact of future disasters, enhance community resilience, and decrease the reliance on federal disaster recovery assistance.

6.1.6.4 **Grants Coordination and Support** – Securing Funds for Risk Reduction. Grants during this phase focus on reducing risks and preventing future disasters. Key funding sources include:

6.1.6.4.1 **Hazard Mitigation Grant Program (HMGP)** – Provides funding to states, tribes, and local governments for long-term hazard mitigation projects that reduce disaster risks and protect lives and property.

6.1.6.4.2 **Emergency Management Performance Grant (EMPG)** – supports SLTT emergency management agencies in building and sustaining preparedness capabilities under the National Preparedness System.

6.1.6.4.3 **State Homeland Security Program (SHSP)** – Provides risk-based funding to support prevention, protection, mitigation, response, and recovery efforts against terrorism and other threats.

6.1.6.5 **California Assembly Bill 2140 (AB 2140) –** This legislation enhances cost-sharing opportunities under the California Disaster Assistance Act (CDAA) for communities that integrate their LHMP into the Safety Element of their General Plan, helping them secure additional funding for disaster resilience.

6.1.6.6 **Financial Implications of a Catastrophic Event and the Importance of Compliance –** A catastrophic earthquake can impose overwhelming financial burdens on an agency, with recovery costs soaring to unprecedented levels. Effective

disaster response and recovery require substantial funding, often shared among Federal, State, and Local Governments. Below is an outline of potential disaster expenses and an example of the cost-sharing distribution to illustrate how these costs are allocated. However, agencies that fail to comply with California Assembly Bill 2140 risk losing access to essential financial relief, further exacerbating the economic strain caused by the disaster. Ensuring compliance with AB 2140 and other regulatory frameworks is crucial for securing the maximum available funding and mitigating the long-term fiscal impact of such catastrophic events. As an example, if a disaster costs the Agency $100,000,000.00 in response and recovery costs, the cost-shared reimbursement will be as follows:

| COST SHARE | OVERALL COST SHARE |
|---|---|
| Total Disaster Cost to Agency: | $ 100,000,000.00 |
| Federal Government Cost Share (75%) Pays: | $ 75,000,000.00 |
| State Government Cost Share Pays (75% of the remaining 25%): | $ 18,750,000.00 |
| Agency Cost Share Pays: | $ 6,250,000.00 |
| Agency compliant with AB 2140, no cost to the Agency: | $ 0.00 |

**Mitigation Conclusion: Strengthening Resilience Through Mitigation and Strategic Planning -** Building a resilient foundation for communities requires a proactive and multi-faceted approach to disaster mitigation, planning, and resource management. EMDUS plays a key role in enhancing long-term resilience by helping Agency identify vulnerabilities, develop hazard mitigation strategies, and secure essential funding through programs such as FEMA's HMGP, BRIC, and FMA. By integrating land use planning, building codes, infrastructure resilience, community education, and environmental management, we ensure that communities are better prepared to face future hazards. Through continuous support in grants coordination, compliance with state and federal regulations, and expert guidance, EMDUS helps agencies mitigate risks, reduce potential disaster impacts, and strengthen their financial capacity to respond to catastrophic events, ultimately fostering safer, more resilient communities.

6.2 **Preparedness: Comprehensive Preparedness for Effective Emergency Management**
Preparedness is a critical component of emergency management, requiring a proactive approach to planning, training, and resource management. This involves developing comprehensive Emergency Operations Plans (EOPs), conducting training programs and exercises, enhancing public education and communication strategies, and establishing mutual aid agreements with neighboring agencies to strengthen response capabilities. To ensure operational readiness, EMDUS provides a full suite of preparedness services designed to help Agency meet the requirements of the California Emergency Services Act while enhancing their overall emergency response capabilities. Through strategic planning, training, and resource coordination, EMDUS ensures that agencies are fully equipped to handle emergencies effectively, minimizing risks and improving disaster response outcomes:

6.2.1 **Strategic Planning and Continuous Improvement –** Plan development in emergency management is the structured process of creating, organizing, and refining comprehensive response strategies to address potential disasters and emergencies. Plan Maintenance and Continuous Improvement by regularly reviewing and updating emergency plans based on new threats or incidents, policy changes, and technological advancements.

6.2.2 **Specialized Readiness Training for Critical Roles –** Specialized readiness training for critical roles focusing on high-risk, complex, or technical aspects of disaster response that require enhanced knowledge, hands-on practice, and often certifications to ensure

effectiveness in real-world emergencies. Enhances operational effectiveness and ensures that responders execute their roles with precision under extreme conditions.

6.2.3 **Enhancing Public Trust and Confidence –** Enhancing public trust and confidence is essential for effective emergency management, as it reassures communities that response teams are well-prepared and capable of handling crises. When response teams undergo rigorous training, simulations, and continuous professional development, it demonstrates their commitment to protecting public safety. This preparedness not only ensures a quicker, more efficient response during emergencies but also fosters a sense of security and trust within the community. By showcasing their expertise and readiness, response teams can gain public confidence, strengthen community resilience, and ensure a more coordinated, effective response in times of crisis.

6.2.4 **Validating Preparedness Through Exercises –** Validating preparedness through exercises is a crucial component of emergency management, as it allows agencies to test, evaluate, and refine response plans, operational procedures, and interagency coordination in a controlled environment before a real-world disaster strikes. These exercises simulate various disaster scenarios, providing valuable insights into the effectiveness of response strategies and highlighting areas for improvement. By engaging in regular drills and tabletop exercises, agencies can identify gaps in communication, resource allocation, and decision-making processes, ensuring that teams are better prepared and more efficient when responding to actual emergencies. This proactive approach strengthens overall readiness, reduces response times, and enhances the effectiveness of disaster management efforts.

6.2.5 **Strengthening Response Through Simulation -** Strengthening response through simulation is vital for improving emergency preparedness, as it allows agencies to identify gaps, weaknesses, and areas for improvement in their response efforts. These exercises create a controlled environment where participants can practice their specific roles, test communication systems, and refine decision-making processes without the stress and chaos of a real disaster. By simulating various emergency scenarios, agencies can assess their readiness, evaluate the effectiveness of operational procedures, and strengthen coordination between teams and organizations. This proactive approach ensures that when a real emergency occurs, response teams are better equipped, more efficient, and capable of managing complex situations effectively.

6.2.6 **Empowering Communities Through Education and Training –** Empowering communities through education and training enhances disaster preparedness by fostering active engagement and collaboration among residents, volunteers, and homeowners' associations (HOAs). The Community Emergency Response Team (CERT) Training Program is a key tool in this effort, providing individuals with essential skills and hands-on training to respond effectively in emergencies. By educating community members on topics like basic first aid, fire safety, search and rescue, and emergency communication, CERT ensures that local populations are better prepared to handle disasters independently or in coordination with emergency responders. This proactive approach not only strengthens public resilience but also builds a culture of preparedness and mutual support, ultimately improving community-wide disaster response and recovery efforts.

**Preparedness Conclusion**: **Strengthening Emergency Preparedness for Effective Response -** Comprehensive preparedness is the cornerstone of effective emergency management, ensuring that Agencies are equipped to respond to disasters with efficiency and confidence. EMDUS supports this by providing strategic planning, specialized training, and exercises that improve operational readiness and resource coordination. Through continuous improvement of emergency plans, hands-on training

for critical roles, and empowering communities through education, EMDUS strengthens public trust and ensures that response teams are always prepared for the unexpected. Our commitment to validating preparedness through exercises and simulations further enhances response capabilities, ensuring that agencies are well-prepared to face real-world challenges. Ultimately, these proactive measures foster a resilient and well-coordinated emergency management system that minimizes risks and improves disaster response outcomes.

6.3 **Response: Effective Coordination Through Established Response Frameworks**
Response efforts are streamlined and coordinated through the use of standardized systems such as the Incident Command System (ICS), SEMS, and NIMS. These frameworks enable the efficient activation of the Emergency Operations Center (EOC), ensuring a well-organized and effective response to emergencies.

    6.3.1 **Supporting Field Activities During a Catastrophic Event -** During a catastrophic event, it is crucial for the Agency's EOC to provide vital support to field activities, ensuring coordinated and effective response efforts. This includes managing and supporting operations like urban search and rescue, medical response, and evacuation planning, which require seamless communication and resource allocation. The EOC facilitates real-time information sharing, enabling first responders and partner agencies to make informed decisions quickly. Additionally, the EOC plays a key role in implementing public safety measures, such as sheltering displaced populations and activating alert and warning systems to keep the public informed and safe. This centralized coordination ensures that field operations are well-supported and the overall response is efficient and organized. When disaster strikes, a swift and coordinated response is essential. Our 24/7 Duty Officer Program ensures immediate action, providing reliable emergency response around the clock. Backed by experienced personnel, strong agency partnerships, and advanced response equipment, we are committed to protecting communities with readiness and expertise.

    6.3.2 **Dedicated On-Call Duty Officers: Always Ready -** EMDUS maintains a team of highly trained duty officers who are on standby 24/7, 365 days a year, ensuring that no emergency goes unanswered. Whether responding to natural disasters like wildfires and floods, or managing hazardous material spills and other critical incidents, our duty officers are always ready to assess the situation, mobilize resources, and coordinate an immediate response. With their expertise and availability around the clock, EMDUS ensures that communities receive timely, efficient assistance whenever emergencies arise, reinforcing public safety and rapid recovery.

    6.3.3 **Building Strong Partnerships for Effective Disaster Response -** Effective disaster response depends on strong collaboration among various agencies and organizations. EMDUS works closely with key emergency partners, including the Riverside County Sheriff's Office, CAL FIRE/Riverside County Fire, county departments, utilities, school districts, local and tribal governments, and private and non-profit organizations. These partnerships enhance coordination by streamlining communication, improving resource sharing, and ensuring a unified approach to emergency operations. By fostering strong interagency relationships, EMDUS strengthens overall preparedness and response efforts, enabling a more efficient and effective disaster management system that benefits the entire community.

    6.3.4 **Expert Emergency Operations Center (EOC) Management -** In times of crisis, a well-coordinated EOC serves as the backbone of an effective response, ensuring seamless communication and decisive action. EMDUS specializes in expert EOC management,

transforming it into a centralized hub for coordination and operational efficiency. With Agency's support, we help ensure the EOC is staffed with trained personnel in key roles, utilizing streamlined processes to maintain control in rapidly evolving situations. By enhancing organization, resource management, and real-time decision-making, our approach strengthens the EOC's ability to respond effectively to any emergency, safeguarding communities and critical infrastructure.

6.3.5 **Optimizing Staff and Enhancing Situational Awareness –** EMDUS prioritizes optimizing existing staff by ensuring that key emergency management roles—from the Director of Emergency Services to logistics specialists—are filled by trained professionals who can effectively execute their responsibilities. By leveraging advanced tools such as GIS mapping, real-time data tracking, and WebEOC resource management systems, we enhance situational awareness and decision-making capabilities. These technologies provide a clear, real-time picture of evolving incidents, allowing leadership to visualize critical information, coordinate responses efficiently, and deploy resources where they are needed most. This strategic approach strengthens emergency operations, ensuring a swift and effective response to any crisis. EMDUS ensures that information flows seamlessly across agencies and up to the Operational Area, fostering a unified and proactive response. Whether managing natural disasters, public health emergencies, or large-scale security incidents, our specialized EOC management services empower organizations to respond rapidly, mitigate risks, and support the community.

6.3.6 **Public Information and Crisis Communication -** Effective communication is critical during emergencies, ensuring that the public receives timely, accurate, and actionable information. EMDUS's Public Information & Crisis Communication Team collaborates with the Agency 's Public Information Officer (PIO) to maintain clear and consistent messaging across all platforms. This includes facilitating press briefings, managing social media updates, issuing emergency alerts, and coordinating with media and community leaders. By proactively addressing public concerns and preventing misinformation, our team helps build trust, enhance preparedness, and ensure that communities stay informed and responsive during crises.

**Response Conclusion: Ensuring Coordinated and Efficient Disaster Response -** In times of crisis, effective coordination and seamless communication are critical to managing and mitigating the impacts of a disaster. EMDUS excels in providing structured support through established response frameworks like ICS, SEMS, and NIMS, which streamline the activation of Emergency Operations Centers (EOCs) and ensure efficient resource allocation and decision-making. Our dedicated duty officers, expert EOC management, and strong partnerships with key agencies ensure timely, coordinated responses to emergencies. By optimizing staff roles, enhancing situational awareness, and facilitating crisis communication, EMDUS strengthens overall disaster response efforts, helping communities recover more quickly and efficiently. Through these comprehensive efforts, we ensure that agencies are well-prepared and capable of handling any crisis with confidence.

6.4 **Recovery: Comprehensive Disaster Recovery and Resilience**
EMDUS plays a vital role in guiding communities through the recovery process by coordinating damage assessments, facilitating financial assistance, and ensuring the swift restoration of critical infrastructure and services. Our approach includes implementing business continuity and economic recovery strategies to help local economies rebound while planning for long-term community rebuilding and resilience. Additionally, we prioritize mental health and social services support, recognizing the lasting impact disasters have on individuals and families. By providing structured

recovery efforts and fostering resilience, EMDUS helps communities rebuild stronger, ensuring they are better prepared for future challenges.

    6.4.1 **Strengthening Communities Through Resilient Recovery -** Resilient rebuilding is just as essential as preparedness, ensuring that communities recover effectively and emerge stronger after a disaster. EMDUS supports this process by integrating safer building practices, sustainable solutions, and risk-reduction strategies into recovery efforts. By focusing on long-term resilience, we help communities not only restore what was lost but also enhance their ability to withstand future challenges.

    6.4.2 **Securing Vital Disaster Recovery Funding -** EMDUS has a proven track record of successfully securing essential recovery reimbursement. Through our expertise in navigating the State and Federal reimbursement processes and meeting compliance requirements, we help communities obtain the necessary funding to support disaster response and short and long-term recovery efforts.

    6.4.3 **Expertise in FEMA and State Compliance Requirements -** EMDUS possesses in-depth knowledge of FEMA and state reimbursement compliance requirements, ensuring that disaster recovery-eligible projects meet all necessary standards. Our team navigates complex regulations and guidelines, helping to maintain and secure eligibility for vital disaster recovery reimbursement.

    6.4.4 **Hands-On Support for Disaster Recovery and Operational Readiness -** EMDUS provides hands-on support to ensure ongoing disaster recovery reimbursement success through continuous training, exercises, and maintaining operational readiness. This proactive approach enhances skills, fosters collaboration, and strengthens overall recovery efforts, ensuring communities are ready to bounce back quickly when disaster strikes.

    6.4.5 **Collaborative Community Engagement and Recovery -** EMDUS emphasizes a collaborative approach to community engagement and recovery, working closely with local governments, organizations, and residents. By fostering strong partnerships and open communication, we ensure that recovery efforts reflect the needs and priorities of the community. This inclusive process strengthens resilience, accelerates recovery, and ensures that all stakeholders are actively involved in rebuilding and improving their environment.

    6.4.6 **Maximizing Disaster Recovery Funding -** No agency is equipped with a dedicated budget for disaster response, and financial constraints often limit available resources. EMDUS understands the importance of recovering funds spent during disaster events. The Disaster Recovery process involves identifying, documenting, and submitting eligible expenses for reimbursement, ensuring that agencies are not left to bear the full financial burden of response and recovery efforts. This approach helps alleviate fiscal pressures and supports long-term resilience.

        6.4.6.1 **Ensuring Maximum Disaster Reimbursement Recovery -** As detailed in section 6.1.6.6, agencies have access to various cost-sharing options that can substantially offset disaster-related expenses. However, without careful tracking and documentation, agencies may miss out on millions of dollars in potential reimbursements. To mitigate this risk, EMDUS provides dedicated support through an EMD Recovery Specialist. This specialist helps navigate the complexities of disaster reimbursement, ensuring compliance with funding requirements and optimizing the financial recovery process to maximize reimbursements.

        6.4.6.2 **Turning Disaster Recovery into Financial Resilience -** Successful disaster recovery not only aids in restoring communities but also leads to revenue

generation by recouping funds spent on response and recovery efforts. By effectively leveraging reimbursement processes, agencies can recover costs and return critical resources to their budgets. This strengthens their financial resilience, ensuring that funds are available for future emergency response needs and helping maintain long-term preparedness and recovery capabilities.

6.4.6.3 **Proactive Financial Preparedness for Disaster Response -** In addition to post-disaster reimbursement, pre-disaster financial preparedness is crucial for ensuring that agencies are ready to meet evolving eligibility requirements. The EMDUS representative works closely with agencies' staff to stay ahead of changing funding policies and eligibility criteria, helping to position agencies for success before the next disaster strikes. This proactive approach ensures that resources are available when needed and that they are fully prepared for future response efforts.

**Conclusion: Strengthening Financial Resilience for Future Disasters** - By establishing robust financial tracking, documentation, and compliance practices, EMDUS ensures that agencies are not only prepared to recover funds after a disaster but also positioned to meet evolving eligibility requirements for future funding opportunities. This proactive approach minimizes financial strain, helps agencies capitalize on available resources, and strengthens long-term resilience. With the right preparedness measures in place, communities can ensure they are ready to respond effectively and recover quickly when the next disaster strikes, reinforcing their ability to protect public safety and recover swiftly.

7. **Strengthening Leadership and Multi-Agency Coordination**
EMDUS goes beyond the essential phases of emergency management by offering expert leadership support to ensure streamlined and effective operations. We focus on establishing clear roles and responsibilities, defining the authority of emergency management personnel, and ensuring full compliance with ICS, SEMS, and NIMS standards for seamless coordination. Our approach encourages strong collaboration across multiple agencies, including law enforcement, fire services, EMS, public health, public works, and local government—while also developing mutual aid agreements. We ensure efficient coordination with state and federal agencies, such as CalOES, FEMA, and DHS, for compliance and additional support when needed.

7.1 **Access to Exclusive Resources -** Partnering with EMDUS grants Agency access to exclusive resources, including automatic inclusion in critical projects such as the LHMP and EOP. Additionally, Agency will benefit from opportunities for grant funding, disaster recovery resources, and specialized training programs. Your assigned ESC also serves as an EMD Duty Officer, bringing real-world expertise and applying best practices from **large-scale** incidents to enhance your emergency preparedness.

7.2 **Commitment to Public Service Excellence -** At EMDUS, our foremost priority is to serve the public with dedication, integrity, and efficiency. We are committed to delivering professional, transparent, and effective emergency management support to ensure that communities are well-prepared for any crisis. Our mission is to enhance the readiness of your agency by providing the necessary resources, expertise, and strategies to strengthen resilience and safeguard lives. Through proactive planning, rapid response, and continuous collaboration, we strive to build a safer, more resilient future for all.

7.3 **Agency's First Approach -** Your assigned EMDUS Personnel is dedicated primarily to the Agency, ensuring you are fully prepared to respond to and recover from emergencies. However, as part of a mutual aid framework, your EMDUS Personnel may occasionally be deployed to assist in regional disaster response efforts. This opportunity enhances their expertise and brings valuable lessons back to Agency, further improving preparedness and response.

7.4 **Extensive Support Network**

EMDUS provides not just assigned personnel, but also access to an extensive support network, including EMD supervisors, managers, and specialized personnel in grant management, disaster recovery, training, and exercises. This partnership ensures that Agency remains at the forefront of emergency management's best practices, benefiting from the full breadth of our resources and expertise.

7.5 **High Professional Standards and Support -** EMDUS personnel operate under the highest professional standards, with oversight and support from the County. The County provides standard emergency management equipment, and -specific needs can be accommodated at the Agency's expense. The EMDUS personnel are equipped with a fully maintained emergency response vehicle, ready to respond to incidents within the assigned area. The Agency is responsible for providing office space, equipment, supplies, and Agency-labeled attire (e.g., polo) to ensure EMDUS Personnel appropriately represent the Agency. Personnel will be available per your contracted service level, responding promptly to local incidents and coordinating with regional partners as needed.

7.6 **Commitments -** The success of EMDUS personnel in executing their assigned projects hinges on the full support of the Leadership. Their involvement is vital in providing strategic direction, addressing challenges, and securing the necessary resources for successful implementation.

7.7 **Formal Work Plan Sign-off -** A key element of this support is the formal sign-off on the three-year Agency work plan. This plan serves as a roadmap for aligning priorities, optimizing workflows, and achieving long-term goals. Establishing clear, measurable, and achievable objectives within this period is essential for ensuring progress and accountability.

7.8 **Annual Collaboration Meeting for Enhanced Partnership -** EMD Executive staff values open communication and collaboration with the Agency's Executive staff and believes that regular meetings are essential to maintaining a strong, productive relationship. Therefore, we propose meeting with members of the Executive staff at least once per year. These meetings will provide an opportunity to touch base on ongoing initiatives, discuss evolving needs or concerns, and ensure alignment in working toward shared goals. By fostering open dialogue, we can better understand each other's expectations, identify areas for improvement, and continuously work to exceed those expectations, thereby strengthening our partnership and enhancing overall effectiveness.

7.9 **Quarterly Engagement for Continuous Improvement -** Leadership and EMDUS personnel must collaborate regularly through quarterly meetings to review ongoing initiatives, assess progress toward established goals, identify potential obstacles, and determine how leadership can provide the necessary support for successful project completion. This consistent engagement will help maintain alignment with the work plan, reinforce leadership's commitment, and ensure all stakeholders work cohesively to achieve the intended outcomes effectively.

**Let EMDUS strengthen your Operational Area's readiness.**
By choosing EMDUS, your **Operational Area** gains more than an emergency management provider—it gains a dedicated ally committed to protecting public safety, ensuring compliance, and enhancing disaster response and recovery capabilities. Let us handle the complexities of emergency management while you focus on leading your community with confidence.

**EXHIBIT B**

**PAYMENT PROVISIONS**

The Agency shall compensate the County for quarterly EMDUS, as set forth below.

1. **Summary of Compensation for EMDUS**:
   The chart below summarizes the annual rates the County will charge for services under this Agreement. The Agency's selected option is specified therein.

   To ensure Agencies receive the appropriate level of support for their emergency management needs, EMDUS offers a range of service levels tailored to different levels of engagement and operational requirements. Each service level outlines the dedicated time an assigned EMDUS personnel will spend working within the Agency, with additional hours as needed and available. Below is a breakdown of each level of service:

   1.1 **Service Level I (100%) –** EMDUS personnel that are assigned to the Agency will, provide 40 hours of on-site service per week. Any additional hours worked beyond the standard 40-hour week on behalf of the Agency will be invoiced at the personnel's hourly rate**.**

   | OPTION (X) | ITEM DESCRIPTION | QUARTER 1 JUL-SEP | QUARTER 2 OCT-DEC | QUARTER 3 JAN-MAR | QUARTER 4 APR-JUN | TOTAL |
   |---|---|---|---|---|---|---|
   | ☐ | Service Level I @ 100% (40 hrs/wk) | $ 48,750.00 | $ 48,750.00 | $ 48,750.00 | $ 48,750.00 | $ 195,000.00 |

   1.2 **Service Level II (75%) –** EMDUS personnel that are assigned to the Agency will provide 30 hours of on-site service per week. Any additional hours worked beyond 30 hrs. within a 40-hour week on behalf of the Agency will be invoiced for that time at the personnel's actual hourly rate.

   | OPTION (X) | ITEM DESCRIPTION | QUARTER 1 JUL-SEP | QUARTER 2 OCT-DEC | QUARTER 3 JAN-MAR | QUARTER 4 APR-JUN | TOTAL |
   |---|---|---|---|---|---|---|
   | ☐ | Service Level II @ 75% (30 hrs/wk) | $ 36,562.50 | $ 36,562.50 | $ 36,562.50 | $ 36,562.50 | $ 146,250.00 |

   1.3 **Service Level III (50%) –** EMDUS personnel that are assigned to the Agency will provide 20 hours of on-site service per week. Any additional hours worked beyond 20 hrs. within a 40-hour week on behalf of the Agency will be invoiced at the personnel's hourly rate.

   | OPTION (X) | ITEM DESCRIPTION | QUARTER 1 JUL-SEP | QUARTER 2 OCT-DEC | QUARTER 3 JAN-MAR | QUARTER 4 APR-JUN | TOTAL |
   |---|---|---|---|---|---|---|
   | ☐ | Service Level III @ 50% (20 hrs/wk) | $ 24,375.00 | $ 24,375.00 | $ 24,375.00 | $ 24,375.00 | $ 97,500.00 |

   1.4 **Service Level IV (25%) –** EMDUS personnel that are assigned to the Agency will provide 10 hours

of on-site service per week. Any additional hours worked beyond 10 hrs. within a 40-hour week on behalf of the Agency will be invoiced at the personnel's hourly rate.

| OPTION (X) | ITEM DESCRIPTION | QUARTER 1 JUL-SEP | QUARTER 2 OCT-DEC | QUARTER 3 JAN-MAR | QUARTER 4 APR-JUN | TOTAL |
|---|---|---|---|---|---|---|
| ☐ | Service Level IV @ 25% (10 hrs/wk) | $ 12,187.50 | $ 12,187.50 | $ 12,187.50 | $ 12,187.50 | $ 48,750.00 |

2. **Overtime or Extraordinary Costs –** These are not included in the established rate. Overtime and extraordinary costs shall be calculated at 1.5 times the current employee rate for EMD staff. They must receive prior approval from the Agency's authorized agent and the employee's supervisor.

| Service Level | Hours Per Week | Total Weekly Commitment | Estimated Completion Time (52-Week Basis) | Additional Staff Required to complete plan in 1 Year *(Agency)* |
|---|---|---|---|---|
| 100% (Full-Time) | 40 hours | 1 FTE | Min. 12 months | 0 FTE |
| 75% (Part-Time High) | 30 hours | .75 FTE | Min. 18 months | Min. .25 FTE |
| 50% (Part-Time Moderate) | 20 hours | .50 FTE | Min. 21 months | Min. .50 FTE |
| 25% (Part-Time Low) | 10 hours | .25 FTE | Min. 24 months | Min. .75 FTE |

3. **Fuel/Mileage:**
   If ABH is requested, a fuel and mileage rate shall be applied for travel necessary to perform services to the Agency. This rate is in accordance with the current IRS "Standard Mileage Rate" and is subject to periodic review and adjustment under applicable laws, industry standards, and fluctuating fuel costs. This rate is intended to cover fuel costs, vehicle wear and tear, and other travel-related expenses incurred during service-related travel. Mileage shall be calculated based on the most direct route from the starting location to the service destination and back.

4. **Invoicing:**
   The County will invoice the Agency at the end of each quarter. The payment is due by the 20th of the following month as follows:
   - Quarter 1 (July 1- September 30) - due October 30th
   - Quarter 2 (October 1- December 31) - due January 30th
   - Quarter 3 (January 1- March 31) - due April 30th
   - Quarter 4 (April 1 - June 30) - due July 30th

**EXHIBIT C**
**WORKPLAN DEVELOPMENT AND IMPLEMENTATION**

1. **Agency Workplan Development and Implementation**
   This timeline has been designed to establish clear expectations for each Agency regarding developing emergency management plans. It assumes that full-time equivalent (100%) EMDUS personnel lead the process, with multiple departments contributing to specific sections. Following FEMA's Comprehensive Preparedness Guide (CPG 101) and the California Office of Emergency Services Crosswalk, the process ensures compliance with federal and state emergency management standards while optimizing efficiency through interdepartmental collaboration. Given the full-time commitment of the EMDUS personnel and the engagement from multiple departments, the timeline duration is twelve (12) months. This structure allows for comprehensive research, iterative drafting, meaningful stakeholder engagement, and rigorous compliance review. It balances the need for thorough planning with the expectation of timely completion, ensuring Agency meets the regulatory requirements while maintaining operational readiness; however, the information below may not consider significant interruptions or low participation levels from key staff in the planning process.

2. **Emergency Operation Plan Development Phases & Timeline**
   This timeline provides a structured approach for an Emergency Operations Plan (EOP), Local Hazard Mitigation Program (LHMP), Continuity of Operations/Government (COOP/COG), etc., with a 100% Full-Time Emergency Manager leading development and multiple departments assisting in writing specific sections.

**Plan Development Phases & Timeline (12 Months – 100% Full-Time EM with Department Support)**

| PHASE | KEY ACTIONS | ESTIMATED TIMELINE |
|---|---|---|
| **Phase 1: Project Initiation & Stakeholder Engagement** | Form the EOP Planning Team:<br>- Assign roles and responsibilities<br>- Review CPG 101 & Cal OES Crosswalk for alignment<br>- Identify key departments and external agencies for collaboration | **Months 1-2** |
| **Phase 2: Hazard & Risk Assessment** | Review Local Hazard Mitigation Plan (LHMP):<br>- Conduct Threat and Hazard Identification and Risk Assessment (THIRA)<br>- Identify capability gaps & vulnerabilities<br>- Gather hazard-specific data for wildfires, flooding, earthquakes, rail incidents, hazardous materials, etc. | **Months 3-4** |
| **Phase 3: EOP Framework & Section Assignments** | Develop the EOP framework (Basic Plan, Functional Annexes, Hazard-Specific Annexes):<br>- Assign specific sections to Fire, Law Enforcement, Public Works, Utilities, Public Health, and Emergency Management<br>- Cross-reference with Cal OES Crosswalk for compliance | **Months 5-6** |
| **Phase 4: Writing the EOP – Basic Plan** | Emergency Manager drafts the Basic Plan (Purpose, Concept of Operations, Roles & Responsibilities):<br>- Develop organizational structure and incident command framework<br>- Integrate emergency communication and coordination procedures | **Months 6-7** |
| **Phase 5: Writing the EOP – Functional Annexes** | Departments draft their respective Functional Annexes (e.g., Communications, Evacuations, Mass Care, Public Health, Resource Management, etc.):<br>- Annex content aligns with departmental coordination and response procedures<br>- Establish activation triggers and operational steps for each function | **Months 8-9** |
| **Phase 6: Writing the EOP – Hazard-Specific Annexes** | Departments draft Hazard-Specific Annexes (e.g., Wildfires, Flooding, Rail Incidents, Hazardous Materials, Earthquakes):<br>- Integrate mitigation strategies and response protocols<br>- Include mutual aid coordination and external agency response roles | **Months 10-11** |
| **Phase 7:** | Conduct an EOP Planning Team review of the complete draft: | **Month 11** |

| Internal Review & Compliance Check | - Ensure compliance with FEMA, Cal OES, and NIMS/ICS standards<br>- Submit for peer review (Riverside County EMD or partner agency) | |
|---|---|---|
| **Phase 8:**<br>**Agency Approval &**<br>**Adoption** | Present final EOP to Agency approving body for approval:<br>- Obtain required signatures from city leadership<br>- Officially adopt and distribute the EOP | **Month 12** |
| **Phase 9:**<br>**Training & Public**<br>**Outreach** | Develop and deliver training for Agency staff, first responders, and key stakeholders:<br>- Conduct community preparedness outreach (CERT, businesses, schools)<br>- Plan annual exercises and drills to validate EOP procedures | **Ongoing**<br>**after adoption** |

3. **Emergency Operation Plan Development Phases & Timeline**

   The table below outlines the distinct phases of the planning process, the key actions required within each phase to achieve its objectives, and the estimated timeline detailing the expected duration, sequence of phases, and milestones necessary to complete the Emergency Operations Plan (EOP). This planning framework can also be applied to other major plans, including but not limited to the Local Hazard Mitigation Plan (LHMP) and Continuity of Operations/Continuity of Government (COOP/COG) plans, etc.

   The process follows FEMA's Comprehensive Preparedness Guide (CPG 101) and the Cal OES Crosswalk, ensuring compliance with federal and state emergency management standards while maximizing efficiency through interdepartmental collaboration.

   Due to the part-time schedule and multi-departmental involvement, the timeline is over 18 months, allowing for thorough research, drafting, stakeholder engagement, and compliance review while accommodating limited working hours.

   This timeline provides a structured approach for an Emergency Operations Plan (EOP), Local Hazard Mitigation Program (LHMP), Continuity of Operations/Government (COOP/COG), etc., with a 50% Part-Time Emergency Manager leading development and multiple city departments assisting in writing specific sections.

**Plan Development Phases & Timeline (18 Months – 50% Part-Time EM with Department Support)**

| Phase | Key Actions | Estimated Timeline |
|---|---|---|
| **Phase 1:**<br>**Project Initiation &**<br>**Stakeholder**<br>**Engagement** | Form the EOP Planning Team:<br>Assign roles and responsibilities<br>Review CPG 101 & Cal OES Crosswalk for alignment<br>Identify key departments and external agencies for collaboration | **Months 1-3** |
| **Phase 2:**<br>**Hazard & Risk**<br>**Assessment** | Review Local Hazard Mitigation Plan (LHMP):<br>Conduct Threat and Hazard Identification and Risk Assessment (THIRA)<br>Identify capability gaps & vulnerabilities<br>Gather hazard-specific data for wildfires, flooding, earthquakes, rail incidents, hazardous materials, etc. | **Months 4-6** |
| **Phase 3:**<br>**EOP Framework**<br>**& Section**<br>**Assignments** | Develop the EOP framework (Basic Plan, Functional Annexes, Hazard-Specific Annexes):<br>- Assign specific sections to Fire, Law Enforcement, Public Works, Utilities, Public Health, and Emergency Management<br>Cross-reference with Cal OES Crosswalk for compliance | **Months 7-8** |
| **Phase 4:**<br>**Writing the EOP –**<br>**Basic Plan** | Emergency Manager drafts the Basic Plan (Purpose, Concept of Operations, Roles & Responsibilities):<br>- Develop organizational structure and incident command framework<br>Integrate emergency communication and coordination procedures | **Months 9-10** |

| Phase 5:<br>Writing the EOP –<br>Functional Annexes | Departments draft their respective Functional Annexes (e.g., Communications, Evacuations, Mass Care, Public Health, Resource Management, etc.):<br>- Annex content aligns with departmental coordination and response procedures<br>Establish activation triggers and operational steps for each function | **Months 11-13** |
|---|---|---|
| Phase 6:<br>Writing the EOP –<br>Hazard-Specific Annexes | Departments draft Hazard-Specific Annexes (e.g., Wildfires, Flooding, Rail Incidents, Hazardous Materials, Earthquakes):<br>- Integrate mitigation strategies and response protocols<br>Include mutual aid coordination and external agency response roles | **Months 14-16** |
| Phase 7:<br>Internal Review &<br>Compliance Check | Conduct an EOP Planning Team review of the complete draft:<br>- Ensure compliance with FEMA, Cal OES, and NIMS/ICS standards<br>Submit for peer review (Riverside County EMD or partner agency) | **Month 17** |
| Phase 8:<br>Agency Approval &<br>Adoption | Present final EOP to Agency approving body for approval:<br>- Obtain required signatures from city leadership<br>Officially adopt and distribute the EOP | **Month 18** |
| Phase 9:<br>Training & Public<br>Outreach | Develop and deliver training for Agency staff, first responders, and key stakeholders:<br>- Conduct community preparedness outreach (CERT, businesses, schools)<br>- Plan annual exercises and drills to validate EOP procedures | **Ongoing after adoption** |

To meet timeline expectations, it is essential for departments to actively participate and comply with established deadlines throughout the Emergency Operations Plan (EOP) process. Timely engagement ensures that critical information, resource assessments, and operational responsibilities are accurately documented and incorporated into the plan. Departments must provide input, review draft sections, and complete assigned tasks within designated timeframes to prevent delays that could impact overall preparedness and compliance with regulatory requirements. Consistent participation also allows for effective coordination between agencies, ensuring that dependencies and response capabilities are aligned. By adhering to deadlines, departments contribute to a structured, efficient planning process, ultimately strengthening the Agency's ability to respond to and recover from emergencies.