



STAFF REPORT

MEETING DATE: May 8, 2024

PRESENTER: John Jansons, City Manager

SUBJECT: Presentation and Review of Draft Emergency Operations Plan (JAJ)

RECOMMENDATION: Council hear a presentation by Michael Brady, E.M. Consulting and discuss draft Emergency Operations Plan development, and next steps in Kerman emergency preparedness, with possible direction to staff.

EXECUTIVE SUMMARY

The City has identified the need to update the City's Emergency Operations Plan (EOP) last adopted in 2008. As a priority project of Management, a solicitation was done for Emergency Management support to assist with rewriting the City's plan. The City contracted with Michael Brady E.M. Consulting to evaluate the needs of the City, rewrite the plan and meet with City Staff for rudimentary training and introduction of emergency planning and incident command system training.

The draft plan is presented as **Attachment 'A'**. The plan is organized into several sections mirroring best practices in Emergency Management. This draft plan has been review by all operating departments of the City and has had the benefit of input from Fresno County Office of Emergency Services and the North Central Fire Protection District representatives.

The plan is designed to be a living document requiring updates and adjustments based upon changing risk scenarios, industry standards, best practices and lessons learned. The plan will be reviewed annually by Management to consider any adjustments.

Additionally, the City's' Emergency Management Program and readiness also requires a retooling of Chapter 2.52 of the Kerman Municipal Code (KMC) to address the antiquated Civil Defense and Disaster Council described in KMC Chapter 2.52. and establish a Disaster Council such as that described in **Attachment 'B'**. The City will need to update or replace provisions in KMC Chapter 2.52 by ordinance amendment. It is time as the current provisions were adopted in 1951. Experts agree that the current KMC provisions are sorely antiquated and in need of revision or replacement. As such, a Disaster Council will be designed and proposed to function as a community based emergency preparedness and response tool in accordance with the California Emergency Services Act (CESA) and the City of Kerman Municipal Code.

Finally, it should be noted that Government Code §8630 et seq., governs statutory provisions on local emergencies, Government Code §8610 et seq., provides provisions on local disaster councils, and Government Code §38791 provides provisions on City emergency executives and these may be reviewed for further explanation of City responsibilities and roles.

DISCUSSION:

Preserving life, property, and the environment are inherent responsibilities of local, state, and federal governments. As disasters can occur at any time, the City of Kerman must provide safeguards that will save lives and minimize property and environmental damage through careful planning, preparedness measures, and training. Sound emergency plans carried out by knowledgeable and well-trained personnel can and will minimize losses.

The City's Emergency Operations Plan establishes an Emergency Management Organization and assigns functions and tasks consistent with California's Standardize Emergency Management System (SEMS) and the National Incident Management System (NIMS). It provides for the integration and coordination of planning efforts through a whole community approach and authorizes city personnel to perform their duties and tasks before, during, and after an emergency.

This plan was developed for City Departments and local Special Districts with emergency services responsibilities within the City. The content is based upon guidance approved and provided by the Federal Emergency Management Agency and the California Office of Emergency Services. The intent of the plan is to provide directions on how to respond to an emergency from the onset, through an extended response, and into the recovery process. Once adopted, this plan is an extension of the Fresno County Emergency Operations Plan and the California Emergency Plan. It will be reviewed, exercised periodically, and revised as necessary to meet changing conditions.

This promulgation shall be effective upon its signing and shall remain in effect until amended or rescinded by further promulgation. The promulgation of this EOP further affirms the City of Kerman's support for emergency management and a safe and resilient community.

The City of Kerman's Emergency Operations Plan (EOP) serves as a strategic framework for a prepared response to extraordinary emergencies, encompassing natural or man-made disasters under an all-hazards approach. This plan is distinct from the routine procedures applied to day-to-day emergencies within departments. Instead, it is crafted to address operational concepts essential for large-scale disasters that pose significant threats to life, property, and the environment, necessitating unique and extensive emergency responses.

Key Objectives of the EOP:

1. Establishment of Emergency Management Organization:
 - Initiates the formation of the Emergency Management Organization to efficiently mitigate significant emergencies or disasters affecting the City.

2. Identification of Roles and Responsibilities:

- Clearly delineates roles and responsibilities required to protect the health and safety of City residents, preserve public and private property, and safeguard the environment during natural or human-caused emergency disasters.

3. Operational Concepts for Response, EOC, and Recovery:

- Outlines operational concepts associated with field responses to emergencies, the functioning of the City's Emergency Operations Center (EOC), and the subsequent recovery process.

Following official adoption and promulgation, distribution will extend to city departments, supporting agencies, and community organizations with primary responsibilities related to the Emergency Operations Plan.

Delegated by the City Manager, this plan allows for specific modifications without necessitating additional signatures. It is imperative to note that this Emergency Operations Plan and its attachments supersede all prior versions, ensuring the most up-to-date and effective guidance for emergency response in the City of Kerman.

CONCLUSION:

Staff will incorporate comments by City Council, City Staff and community, regional emergency management partners in to the final Emergency Operations Plan. Staff will amend, revise and calendar related KMC Sections and ordinances to effectuate adoption the new EOP and establishment of a Disaster Council.

FISCAL IMPACT:

The FY 24/25 Budget will propose \$15,000 for future staff EOC training and to initiate the development of a Disaster Council.

ATTACHMENT(S):

- A. Final Draft Emergency Operations Plan)
- B. Overview of a Disaster Council