

Quarterly Report

Emergency Management

Department



Town Council Meeting Date: November 12, 2024

Fourth Quarter: July, August, September

Please accept this as the quarterly report for the Office of Emergency Management

Department introduction: The Warrenton Office of Emergency Management (OEM) is dedicated to safeguarding our community by preparing for, responding to, and recovering from emergencies. We work tirelessly to mitigate risks, coordinate resources, and ensure the well-being of our residents during times of crisis.

- Our mission is to build a resilient community through effective emergency planning, preparedness, response, and recovery efforts. We achieve this by:
- Developing and maintaining comprehensive emergency plans
- Conducting regular training exercises and drills
- Establishing strong partnerships with local, state, and federal agencies
- Providing timely and accurate information to the public
- Promoting individual and community preparedness

We are committed to serving our community and will continue working diligently to make Warrenton safer for all.

Commendable Achievements:

The Office of Emergency Management has been reorganized following the departure of the previous Emergency Services and Risk Manager. As part of this transition, a comprehensive review of the town's emergency plans is underway. Several of these plans are being updated to ensure their effectiveness and alignment with current best practices. This proactive approach will strengthen the town's emergency preparedness and response capabilities. This process is being conducted in accordance with the Town's Emergency Management Ordinance to ensure the highest level of preparedness and response capabilities for potential emergencies.

The EMC responded to twenty incidents during this reporting period. A summary is listed in this report.

Staff Training & Certifications:

The Emergency Management Coordinator has enrolled and will be completing the FEMA National Emergency Management Basic Academy in the next reporting cycle. In addition, the coordinator completed a renewal course for first aid, CPR, and bloodborne pathogens.

1) Project Progress:

- A. **Emergency Operations Plan (EOP)** – The town adopted an EOP in 2022 and its next update is due in 2026. The EMC will be reviewing the EOP as part of its annual review to ensure it is up to date.
- B. **Continuity of Operations Plan (COOP)** – The COOP has undergone a full update since August and is currently out for review with legal and VDEM.
- C. **Hazard Mitigation Plan (HMP)** – The EMC attended four meetings with the RRRC regarding the HMP 2024 update. One of these meetings was an open public forum at the Culpeper County Fieldhouse. The HMP is in the final stages of review prior to it being submitted to FEMA for review and approval. Once this is complete it will be brought back to the localities for adoption at the local level.
- D. **Emergency Procedures Guide (EPG)** – OEM is currently finalizing the EPG to release to all town employees. The EPG covers all hazards of emergencies and will guide staff in the “What Do I Do?” of an emergency or hazardous incident.
- E. **Dam Planning** – The EMC is reviewing the Dam EOP in preparation for a tabletop exercise. This exercise is required to obtain our full operator's permit.
- F. **Virginia Department of Emergency Management (VDEM)** – The OEM welcomed the local VDEM team for an on-site meeting to review the EM operations and plan. The VDEM team provided good feedback and is assisting with reviewing the emergency plans. The VDEM team will also assist with the Dam tabletop exercise.
- G. **Elections 2024** – The Fauquier County Sheriff's Office formed an Election Security Working Group to start discussions about the upcoming November elections. This working group is comprised of officials from all Fauquier / Warrenton public safety agencies, VDEM, VDOT, and the Registrar of Fauquier.

- H. **Town / County Emergency Management** – The town and county EM’s met three times to discuss topics between agencies.
- I. **Incident Response Reporting Template** – A new template was developed to ensure that incident responses are reported and tracked. The template is working well and is currently in use.

Incident Response Summary

Incident Number	Date	Incident Brief
25-001	29-Aug	Power Outage and Generator Failure to Start at a Healthcare Facility
25-002	29-Aug	Severe Thunder Storm & Flash Flood
25-003	30-Aug	Hydraulic Oil Spill on Roadway
25-004	4-Sep	Vehicle Struck Utility Lines
25-005	6-Sep	Inside Gas Leak - Residential
25-006	10-Sep	Auto Accident involving a Towed Vehicle
25-007	12-Sep	Auto Accident involving a School Bus
25-008	12-Sep	Graffiti Damage involving Critical Infrastructure - Utilities
25-009	16-Sep	Deceased Person
25-010	17-Sep	Vehicle Struck Utility Lines
25-011	17-Sep	Tree & Downed Utility Lines
25-012	18-Sep	Roadway Hazard - VDOT Broadview Project
25-013	20-Sep	Outside Gas Leak - General Area of Winchester St & John E. Mann
25-014	20-Sep	Outside Gas Leak - Highland School
25-015	24-Sep	Unknown Odor involving Critical Infrastructure - Utilities
25-016	24-Sep	Structure Fire - Multi-Family
25-017	25-Sep	Auto Accident involving a Pedestrian
25-018	25-Sep	Auto Accident - Traffic Incident Secondary Accident
25-019	27-Sep	Residential Flooding - Storm Related
25-020	27-Sep	Sanitary Sewer Overflow - Storm Related