



Office of the Town Manager
Christopher Martino

Warrenton Town Council

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William Semple, Ward 2
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Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

STAFF REPORT

Council Meeting Date:	June 9, 2026
Agenda Title:	Emergency Management Coordinator Appointment
Requested Action:	Receive the information
Department / Agency Lead:	Police
Staff Lead:	Christopher Martino, Town Manager/Timothy M. Carter, Chief of Police

EXECUTIVE SUMMARY

The Town of Warrenton, Virginia, recognizes the importance of proactive emergency management and, in 2020, established an Office of Emergency Management to address potential hazards and protect its citizens.

The Virginia Department of Emergency Management subsequently officially recognized the Warrenton Emergency Management agency as an independent Office of Emergency Management, separate from Fauquier County. This designation as an independent emergency management jurisdiction was approved by the Virginia Department of Emergency Management (VDEM) on April 22, 2025. The town is responsible for its own comprehensive emergency management program in accordance with the Code of Virginia, Title 44. The town continues to work with VDEM, specifically the Region 2 team, for support. Key benefits of this designation include a more robust program, enhanced coordination, access to funding, and training opportunities.

BACKGROUND

The Town of Warrenton's Office of Emergency Management was created in December 2020 in response to the COVID-19 pandemic. It was officially established as an agency of emergency management for the town by Ordinance 2022-11 at the July 12, 2022, Town Council Meeting. The office operates under the Commonwealth of Virginia Emergency Services and Disaster Law of 2000. Town Manager Christopher Martino currently serves as the Director of Emergency Management, and Chief Timothy M. Carter currently serves as the Coordinator of Emergency Management since the departure of the Town's previous Emergency Management Coordinator on May 22, 2026.

STAFF RECOMMENDATION

Receive the Information

Service Level/Collaborative Impact

The establishment of an independent emergency management program allows the Town of Warrenton to create a more robust program with enhanced coordination and resilience. This change provides access to various VDEM systems, such as WebEOC and Crisis Track, as well as opportunities for training, exercises, and grants.

Policy Direction/Warrenton Plan 2040

With the designation as an independent emergency management program, the Town of Warrenton must maintain a comprehensive local emergency management program which includes the appointment of an Emergency Management Coordinator (EMC). With the departure of the Town's previous EMC, and as the Town pursues the hire of a permanent replacement, a new appointment must be made.

- **Appointment:** The Council must confirm the appointment of Deputy Chief Andrew Scott Arnold as Coordinator of Emergency Management.
- **Continuity of Operations Plan (COOP):** The Town will need to review and adopt the 2026 COOP update.

Legal & Fiscal Impact

The legal basis for the Office of Emergency Management is rooted in Ordinance 2022-11 and is governed by the Commonwealth of Virginia Emergency Services and Disaster Law of 2000. As an independent emergency management jurisdiction, the town is now responsible for its own comprehensive program. The designation provides access to funding opportunities and grants. Confirmation by the Town Council of a Coordinator of Emergency Management is required by the Code of Virginia.

ATTACHMENTS

- A. Notice of Assignment of Emergency Management Coordinator (6/1/26)
- B. ToW COOP – 06/2026 – Redacted