

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Proposal to Create an Interlocal Emergency Management Compact in Shoreline
DEPARTMENT:	City Manager
PRESENTED BY:	Larry Bauman, Assistant City Manager

PROBLEM/ISSUE STATEMENT: The City of Shoreline has a State certified Emergency Management Plan that has developed internal procedures for emergency response. This plan is an essential and important first step toward developing a comprehensive emergency preparedness, response and recovery program. However, the City does not have the legal authority to compel other governmental and quasi-governmental agencies to plan together for emergency preparedness, response and recovery. Only when the City Council declares a state of emergency, could other governmental agencies be required to respond. The problem then becomes how to coordinate diverse resources and staffing in an emergency when there is no mandate for governmental agencies to cooperatively plan with the City of Shoreline in advance of an emergency. One potential solution is the development of a comprehensive inter-jurisdictional Emergency Management Plan, that coordinates authority and resources of the various governmental agencies (i.e. Fire Departments, School District, County Government, etc.) and quasi-governmental agencies (i.e. YMCA, Senior Center, Center for Human Services).

ALTERNATIVES ANALYZED:

- **No-action.** Continue with the City staff led committee developing ideas and annual updates to the Emergency Management Plan. Developing emergency plans without a compact agreement would hinder the City's ability to maximize community resources, provide better coordination among agencies and could cause duplication of services.
- **Development of a Compact Agreement** between and among jurisdictions within the City of Shoreline, such as the Fire Department, School Districts, Shoreline Wastewater and Water utilities and adjoining municipalities. This compact would create an Emergency Management Council (EMC) that would oversee the development of annual work plans that would include certified training, research, national, State and local funding sources for Emergency Management.

FINANCIAL IMPACT: An inter-jurisdictional Compact Agreement would require City resources and staff support. The financial impacts are not quantifiable at this point, however, the 2002 budget includes \$58,000 for emergency management that could be used for this purpose.

RECOMMENDATION

This is informational update. Staff seeks Council consensus and support to go forward with developing an Emergency Management Compact with other governmental and quasi-governmental agencies in our community.

Approved By: City Manager 

INTRODUCTION

The City of Shoreline is responsible for local emergency management. Under RCW 38.52.070, cities are provided the authority to establish emergency management organization and to designate who will be responsible for directing resources and services in the event of an emergent disaster in their jurisdictions. The City of Shoreline however does not have the legal authority to compel other governmental agencies within its community to develop coordinated emergency planning, response and recovery with the City.

Special service districts are responsible for developing their own emergency response programs, however they are not required to plan and coordinate with the City. While informal discussions have occurred with these districts, there has been no mutual aid agreements developed, contracts, and/or regulations that mutually bind these entities to provide resources and staff support in an emergency. The Shoreline Fire Department, Ronald Wastewater District, Shoreline Water District, and Shoreline School District all have emergency management plans, but do not have inter-jurisdictional agreements with each other for a coordinated support network in the event of a disaster.

Only in the event of a declared emergency disaster, are these local governmental, quasi-governmental, and special service districts required to respond and support the City in its efforts to respond to an emergency. The absence of an inter-jurisdictional compact agreement, inter-local agreements, and mutual aid agreements may not only tax the community's resources but may also reduce the community's ability to respond. An emergency management council would be the vehicle to carry out a fully coordinated and maximized response in the event of a disaster.

BACKGROUND

The Shoreline area, like many areas in western Washington, is vulnerable to natural and man-made emergencies such as earthquakes, flooding, heavy snowfalls, and sinkholes. In December of 1998, the City of Shoreline submitted an Emergency Management Plan to the State of Washington, as cities are mandated to do so under RCW 38.52.070. Since that time, several activities have taken place regarding emergency preparedness.

In 1999, an emergency management consultant was hired to conduct an analysis of Hazard Identification and vulnerability. A space analysis was conducted for an Emergency Operations Center (EOC), Y2K preparedness, and emergency management training sessions including actual mock emergency exercises were completed.

In the 2001 program year, the Department of Public Works hired an Emergency Operations Coordinator as a temporary position to provide assistance in developing emergency operations exercises, emergency management check lists, procedures, and revisions to the Emergency Management Plan where needed. Staff conducted a citywide emergency operations center (EOC) exercise establishing operations at the Shoreline Police station. A communications room was also completed. A staff committee made up of the Shoreline Fire Department, Shoreline Police and City staff worked together more closely in 2001 than ever before.

For 2002, the City has programmed \$58,000 in the Public Works Department budget to provide services as they may be needed to enhance and improve our emergency response and recovery program. These funds may be used for consultant services including any additional written materials for our Emergency Management Plan, facilitation, training or other needs to be determined during the year by the City Manager.

DISCUSSION

Staff has outlined three specific steps that need to be completed in 2002.

Interlocal Emergency Management Compact:

The development of an interlocal agreement involving local governmental agencies residing in or serving the City of Shoreline is critical to comprehensive emergency planning, response and recovery. Agencies like the Shoreline Water and Ronald Wastewater Management District, Shoreline School District, Shoreline Fire Department, and the City of Shoreline Police and City Departments should have a unified and coordinated plan to respond to a citywide emergency. Adjacent local governments may also be asked to participate. This group of agencies would form an Emergency Management Council that would identify mutual needs and resources and develop plans for mutual aid and response during emergencies. Staff has already discussed this opportunity with some of the affected local agencies to explain the general process and to assess their initial interest in this process. Their responses have so far indicated an interest in participating in this process.

The City Manager's Office would take a leadership role in developing the expertise, staff and procedures designed to mobilize resources effectively in a coordinated fashion. Taking the leadership position and developing a work plan that seeks to establish such an agreement is the first step. The development of a focused vision on emergency management coordination would be facilitated in the emergency response forum lead by the City Manager's Office. Without this type of comprehensive emergency management compact and related plan, response and recovery efforts would likely result in duplication of effort as well as under utilization of staff and equipment.

Emergency Management Certification Training:

On-the-job training is no substitute for certified training for emergency management planning, response and recovery. While City staff has received training through mock emergency exercises and has been provided study materials, they are not at a level required to provide a sustainable and effective response. Work plans for each department centered on training, mock exercise, plan preparation throughout the upcoming year would prepare the City of Shoreline to provide the best possible response to the community. Funding to implement the developed departmental preparedness plans would be discussed as part of the 2003 budget process. Failure to obtain proper training, exercise opportunities and plan preparation could hamper the City's ability to respond and recover from a major disaster.

Resource Coordination:

Through the development of an interlocal agreement, the resources critical to developing a comprehensive plan for planning for, responding to and recovering from a disaster could be coordinated. We expect this agreement will also take into

consideration the need to understand all of the agencies needs—and the needs of their constituent groups—during the event of an emergency. Recognizing that it takes a tremendous effort in time, staffing, and financial support to address a serious citywide emergency, the establishment Emergency Management Council (EMC) would explore federal, State, and local funding. The goals and objectives would be developed to provide a comprehensive cross-agency support and training to improve community preparedness.

Not developing a focused plan for resource sharing for emergency management could lead to inadequate response and recovery efforts as well as tax the limits of the City of Shoreline budget. Staff believes that a consolidated effort among these agencies would also enhance the community's competitiveness in attracting grant funding for the program. We believe that this overall approach is sound and prudent.

Objectives for the Compact :

- Developing a more comprehensive approach to emergency response planning
- Creating an annual emergency response work plan for all Shoreline agencies
- Establishing clear lines of responsibility and authority during emergencies
- Developing a common training program
- Increasing the number of agencies that participate in emergency exercises
- Identifying resources that may be shared for emergency responses
- Identifying needs that each agency anticipates to assist its constituencies during emergencies
- Developing procedures for all agencies' emergency responses that minimize duplication of efforts and allow the best equipped agencies to focus on the work they are best prepared to perform
- Creating protocols for shared uses of resources that establish predictability for all agencies

RECOMMENDATION

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