

**Before the Board of Supervisors  
in and for the County of Monterey, State of California**

Receive report on the Office of Emergency Services' Quarterly )  
Work Plan. (Functional Goals and Objectives) )

Upon motion of Supervisor Calcagno, seconded by Supervisor Lindley, and carried by those members present, the Board hereby:

Received the report on the Office of Emergency Services' Quarterly Work Plan (Functional Goals and Objectives).

PASSED AND ADOPTED this 9th day of May, 2006, by the following vote, to-wit:

AYES: Supervisors Armenta, Calcagno, Lindley and Potter

NOES: None

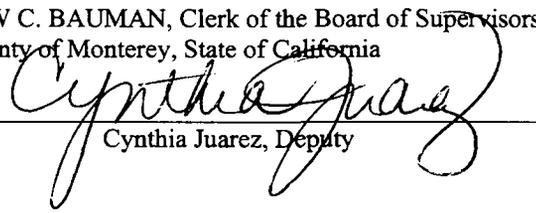
ABSENT: Supervisor Smith

I, Lew C. Bauman, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof Minute Book 73, on May 9, 2006.

Dated: May 9, 2006

LEW C. BAUMAN, Clerk of the Board of Supervisors,  
County of Monterey, State of California

By

  
Cynthia Juarez, Deputy

v

**MONTEREY COUNTY BOARD OF SUPERVISORS**

<b>MEETING:</b> May 9, 2006	Consent	<b>AGENDA NO.:</b> 22
<b>SUBJECT:</b> Receive Report on the Office of Emergency Services' Quarterly Work Plan (Functional Goals and Objectives)		
<b>DEPARTMENT:</b> County Administrative Office - Office of Emergency Services		

RECOMMENDATION:

It is recommended that the Board of Supervisors receive the report regarding the Office of Emergency Services' (OES) Quarterly Work Plan (Functional Goals and Objectives).

SUMMARY:

During a Board of Supervisors' session in June 2004, it was recommended that the Office of Emergency Services (OES) provide the Board with a quarterly work plan to enable the Board of Supervisors to maintain awareness of the Operational Area's ongoing efforts involving emergency preparedness issues, including Homeland Security. This report provides the current OES work plan and updates the previous work plans.

DISCUSSION:

The Office of Emergency Services continues to be active on a wide variety of homeland security, counter-terrorism, and natural/manmade disaster preparedness issues. The overall effort is dynamic, and emergent issues are added to the ongoing work effort as required. The attached work plan provides specific details regarding the current effort. At its April 14, 2006, meeting, the Operational Area Coordinating Council (OACC) concurred with the work plan and recommended it be adopted.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office and the Office of Emergency Services have coordinated this report.

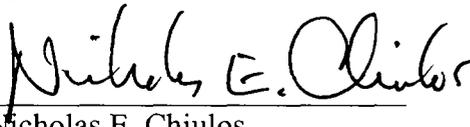
FINANCING:

This report was prepared by the Office of Emergency Services, which is funded from Budget Unit 295.

Prepared by:

  
Paul Ireland  
Emergency Services Manager

Approved by:

  
Nicholas E. Chiulos  
Interim Chief of Intergovernmental Affairs

# OFFICE OF EMERGENCY SERVICES QUARTERLY WORK PLAN

April - June 2006

## GENERAL:

- Maintain strong professional relationships and 'best practices' exchanges with the following organizations or affiliations:
  - Bay Area HAZUS (Hazards US) Users Group (BAHUG),
  - Bay Area Terrorism Working Group (BATWG),
  - California Emergency Services Association (CESA),
  - Emergency Medical Services Council (EMSC),
  - E-Team Emergency Management Program Users' Group,
  - Fire Chiefs' Association (MCFCA),
  - Fire Chiefs' Association Operations Committee,
  - Law Enforcement Administrators Association (MCLEAA),
  - Monterey County Citizens Corps Council (MCCCC),
  - Mutual Aid Region Advisory Council (MARAC),
  - California Operational Area Coalition (COAC),
  - Operational Area Coordinating Council (OACC), and the
  - Special Events Coordination Committee.

- Provide administrative and management support to the Operational Area Grant Approval Authority to include active participation in the Training & Exercise subcommittee and the Communications Interoperability subcommittee. (On-going)<sup>1,2</sup>
- *Finalize response to FEMA audit of DR-1203 (Feb. 1998 floods), to include reconciling financial numbers and closing out the disaster file. Estimated completion date: June 2006. (On-going).*

#### OPERATIONS:

- Maintain situational awareness through continuous monitoring and assessment, and continue dissemination of situational information. (On-going)
- Participate in the “Storm Ready” and “Tsunami Ready” certification programs with the National Weather Service, and support and coordinate weather awareness programs to include conducting weather spotter training in February with the National Weather Services. (On-going)
- Represent the Monterey County Operational Area in the Santa Clara/San Jose UASI project. (On-going)
- Establish an on-site and remote California Integrated Seismic Network (CISN) Display terminal, a next-generation, earthquake alert and hazards notification system. Following a significant earthquake the CISN Display will notify users, in near real-time, of seismic activity as well as other Web-based hazards information. (On-going)
- Participate in community outreach fairs and events focusing on emergency preparedness and response, including an event at Northridge Mall in Salinas, the Disaster Fair in Monterey, and the Monterey County Fair. (On-going).

#### PLANNING:

- As part of the local government demonstration of compliance with the Federal National Incident Management System (NIMS), undertake a complete review and revision of the Monterey County Emergency Operations Plan (EOP) to update, integrate recommendations and lessons learned, and bring into compliance with the Monterey County adopted National Incident Management System. Process will necessitate a 100% cross-walk of NIMS – SEMS requirements and EOP. (On-going)
- Complete revision of the Emergency Operations Plan Terrorism Supplement (WMD). (Sheriff’s review complete, recommendations are being incorporated into supplement.) (Completed)
- Conduct a detailed and systemic review of all EOC positions and responsibilities with County Departments and Operational Area agencies providing staff, and revise the Emergency Operations Plan (EOP) accordingly. (On-going)
- Development of a prototype EOC Continuing Operations Plan (COOP). (On-going)
- Assist County Departments with structure and guidance in the development of their Continuity of Government (COG) and Continuing Operations Planning (COOP). (On-going)
- Review and update of selected Incident Response Plans (IRP) and Coordinated Emergency Response Plans (CERP) as time and resources permit:
  - *Coastal Incident Response Plan. (On-going — Executive Review Committee has discussed changes to be made to the plan, and the revisions have begun. Priority conflict has forced*

<sup>1</sup> (On-going) indicates activity may be continuous and/or continue through the reporting period.

<sup>2</sup> Italics indicate the line item is new for this report.

completion of the updates and revisions to the second quarter of 2006. Estimated completion date: June 2006.

- *Tsunami Incident Response Plan — Planning and coordination On-going through working group representing coastal cities/fire districts and associated agencies/jurisdictions to write outline for Tsunami Incident Response Plan (TIRP). Second draft of plan completed, with comments, changes, additions, and further coordination pending. Next working group meeting in April (On-going)*
- *Big Sur CERP. (Postponed due to priority conflict — Update complete, publication pending integration with CERP template, action to recommence upon completion of CIRP/TIRP integration.)*
- *North County CERP. (On hold – further revision may not be required)*
- *South County CERP. On-going. Updates, revisions, and new players to be discussed at Executive Review Committee's meeting in April.*
- *Consolidate the Palo Colorado CERP and the Pico Blanco CERP into one. (ongoing to be completed by 6-1-2006)*
- *Review with County Parks the Laguna Seca CERP (ongoing)*
- *Review the Highway 68 CERP (on hold)*
- *Proceed with the development of a Local Hazard Mitigation Plan (LHMP) for the Monterey County Operational Area for the unincorporated areas and 11 of the 12 incorporated cities. Contract with URS Corp. finalized. Project work to begin April 2006. Estimated completion date: December 2006. (On-going)*
- *Federal National Incident Management System, NIMS, integration continues. Staff planning required to coordinate Operational Area integration of NIMS with guidance from the Standard Emergency Management System (SEMS) Maintenance System. Further integration action pending State guidance. County has adopted NIMS, in conjunction with SEMS, as emergency management system for the Operational Area.*
  - *To demonstrate local intent to comply with NIMS, and determine measures needed to achieve 100% compliance, complete the Federal National Incident Management System Capability Assessment Support Tool (NIMCAST). Establish a baseline assessment by the end of the first quarter. (on-going)*
- *Begin the process to develop an all new countywide post-disaster Recovery Plan, focusing on Public Assistance and Individual Assistance. Estimated completion date: December 2006. (On-going).*

#### **EMERGENCY OPERATIONS CENTER:**

- *Conduct familiarization and functional section/positional training for EOC Staff members. (On going)*
- *Realign EOC Staff with SEMS and NIMS model. (On-going)*
- *Confirm *ad hoc* EOC staff assignments and solicit through Department Heads for volunteers to fill EOC staff vacancies.*
- *Research feasibility of executing EOC staff recall through "Virtual Alert" technology. (On-going)*

- Continue research on “Targeted Notification” systems to find affordable alternatives or grant funding for known effective systems. Research presentations completed to Monterey County Fire Chiefs Associations and Police Chiefs. *On-going – further action pending outcome of California State HSGP FY 06 application and funding initiatives.*

#### TRAINING:

- *Participate with CAL-AM Water District in their table top exercise of their Dam Failure Plan.*
- Host a 3 day course, “Development of a State/Regional CBRNE Task Force,” on Jan 31 to Feb 2nd 2006 for Monterey County first responders. (Completed) *The next phase: With Salinas FD as the lead agency Mtry Co OES/ will be meeting with a LAW State OES rep and a Fire STATE OES rep along with our region rep to explore funding possibilities. (on-going).*
- *Host a California Specialized Training Institute class for Monterey County Emergency Response Agencies on Exercise Design (on – going)*
- *Conduct an EOC Functional Exercise of the Emergency Operations Center Blue Team staff based on a major failure on the San Gregorio fault.*
- Participate in the Emergency Preparedness Panel presentation for the Community Hospital of the Monterey Peninsula.
- Continue outreach to EOC Staff Team members to complete their “required” and recommended training (On-going)
  - Continue to provide one on one training to any EOC Team member
  - Based on funding, send “Key EOC Staff” to CSTI for advanced training
  - Strive to achieve 100 % compliance with National Incident Management System IS 700 by EOC Staff
- After coordinating AWR-160-1 Training (Weapons of Mass Destruction Awareness Train-the-Trainer Training) continue to work with and through the Training and Exercise Sub-Committee of the Grant Approval Authority to expand and integrate awareness training. *Trainers are now delivering training throughout the Op Area. (On-going)*
- *Participated in TTX with Marina Coast Water District (completed)*
- *Participated in TTX with the City of Seaside (completed)*
- *Participate in Gonzales City discussions on Disaster Services to explain the interface between Operational Area, the Coastal Region Emergency Operations Center, and their local EOC in their “disaster.”*
- *Monterey County OES to assist in coordinating a L.E.R.T (Law Enforcement Response to Terrorism) with P.O.S.T (Peace Officer Standard and Training) Training the Trainer Course 3 day class. Mtry Co OES was successful in bringing it to Mtry Co to avoid travel/hotel/per diem cost. Monterey Co was granted 12 slots. (on-going)*
- *Coordinate with Salinas Fire/Environmental Health, and sent 6 SFD students and 3 Environmental Health students from Mtry Co to a 4 week Haz Mat Tech course in Hayward CA in Feb, 26- April 9th. The course was covered by a Nat Guard State grant that saved the county \$35,000 in cost.*

- *Future Coordination: With SFD/ Environmental Health/ and Seaside Fire to apply for a grant for the HAZ MAT specialist 2 week course in July and October of this year. (on-going)*
- *Researching feasibility of expanding Mtry Co Haz Mat Team operations into San Benito Co. (San Benito lost their Haz Mat team ). (on-going)*
- *Haz Mat/USAR teams: Had a functional Exercise on Feb 14, 17, and 22, as part of its grant management activities OES monitor training funded by HSGP 04 Grant / Deployment Force project.*

#### **OPERATIONAL AREA COORDINATING COUNCIL (OACC):**

- Continue to conduct viable OACC meetings. (On-going)

#### **GRANT MANAGEMENT/ADMINISTRATION:**

- Continue to manage and administer all HSGP and EMPG grants. (On-going)
- Establish and execute a grant management and accounting procedure for the consolidated Homeland Security Grant Program [State Homeland Security Program (SHSP), the Law Enforcement Terrorism Prevention Program (LETPP), and the Citizen Corps Program (CCP), under the guidance of the Grant Approval Authority.] (On-going)
- Continue grant management and accounting of the Emergency Management Performance Grants (EMPG) in support of ongoing OES and EOC operations and staffing. *FY2006 EMPG application sent to State OES in March.*
- Represent Operational Area interests and lead a 3 person team participating in the CA Office of Homeland Security Workshops and Conferences as part of the State effort in developing California's competitive application for the federal FY06 Homeland Security Grant Program. Funding process is undergoing a fundamental change based on national goals and objectives. Estimated completion date: March 2, 2006 for State application to Federal Government. (Completed)
- *Participate in CA Office of Homeland Security hosted Homeland Security Grant Program FY06 local government application workshops.*
- *Close out HSGP FY 04 this fiscal year.*

#### **ACSO/ARES/RACES:**

- Continue to use ARES/RACES volunteers in support of public events as a means to train and evaluate Disaster Service Worker volunteers in the communications specialty. (On-going)
- Mitigate HF radio frequency interference problems with Emergency Communications. (On-going) *Tested a wire Dipole antenna on West side of the ESC that was proven NOT to interfere with "911." Request placed with county "Telecom" to move existing Dipole wire antenna to that location.*

#### **OTHER:**

- Continue EAS test cycle and EOC Command Net test on a monthly basis. (On-going)
- Develop an executive summary of the Standardized Emergency Management System.
- Pursue potential funding sources for replacement if aging Mobile Emergency Communications Unit (MECU) and research appropriate disposition of vehicle management. (On-going) OES hosted demonstration of the San Ramon Emergency Communications Unit as an excellent example of potential replacements.