



Legislation Details (With Text)

**File #:** 16-0083      **Version:** 1      **Name:** DPREP - Emergency Operations Plan  
**Type:** Resolution      **Status:** Adopted  
**File created:** 1/19/2016      **In control:** City Council  
**On agenda:** 2/2/2016      **Final action:** 2/2/2016

**Title:** Recommendation to adopt resolution approving the Emergency Operations Plan; and authorize City Manager to amend and update the Plan on a periodic basis or as requested by the Federal Emergency Management Agency. (Citywide)

**Sponsors:** Disaster Preparedness and Emergency Communications

**Indexes:**

**Code sections:**

**Attachments:** 1. 020216-R-7sr&att.pdf, 2. 020216-R-7att\_Vol. I.pdf, 3. 020216-R-7att\_Vol.II.pdf, 4. RES-16-0008.pdf

Date	Ver.	Action By	Action	Result
2/2/2016	1	City Council	approve recommendation and adopt	Pass

Recommendation to adopt resolution approving the Emergency Operations Plan; and authorize City Manager to amend and update the Plan on a periodic basis or as requested by the Federal Emergency Management Agency. (Citywide)

The objective of the Emergency Operations Plan (EOP) is to coordinate all functional areas and personnel of the City into an efficient organization capable of responding to any emergency and returning the City to normalcy as quickly as possible. The EOP has been developed utilizing the latest directives and guidance from the Federal Emergency Management Agency (FEMA) and best practices from like jurisdictions. In accordance with the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS), the City has also reviewed the Los Angeles County Operational Area EOP, as well as the State Office of Emergency Services directives to ensure that the City’s EOP is consistent with those documents.

While the causes of emergencies vary greatly, the potential effects of emergencies do not. The EOP provides an organizational framework for the City to respond to emergencies quickly and perform emergency response functions before, during and after an emergency event, natural disaster, or technological incident. It is flexible enough to be used for all emergencies regardless of cause, size or complexity. The EOP assigns responsibilities to City Departments and key individuals for carrying out specific actions in an emergency that exceeds the capability or routine responsibility of any one department. It documents the lines of authority and organizational relationships, and describes how all actions will be coordinated.

In broad terms, the EOP focuses on the response and short-term recovery phases of emergency management. Response activities include, but are not limited to, alerting the

public of an emergency incident, activating emergency procurement regulations, and providing and receiving mutual-aid assistance. Short-term recovery continues until all operations return to normalcy. Short-term recovery activities include, but are not limited to, opening care and sheltering facilities, establishing food and medical distribution points, and providing emergency generators. The EOP also provides the legal authority for the activation of the Emergency Operations Center (EOC) and the expanded duties of designated staff.

In order to comply with FEMA planning directives, the City selected Emergency Planning Consultants (EPC) through a Request for Proposals (RFP) process to assist with multi-department emergency planning. The Citywide Emergency Planning Team (EPT) included representation from many City departments including Disaster Preparedness and Emergency Communications, Airport, Development Services, Financial Management, Fire, Harbor, Health and Human Services, Human Resources, Parks, Recreation and Marine, Police, Public Works, Technology and Innovation, and Water. In addition, the EPT embraced the “whole community” strategy for preparedness by garnering input from community partner organizations including local schools, hospitals, transportation companies, and neighboring communities. A CD-Rom of the completed EOP is attached for the City Council’s consideration.

This matter has been reviewed by Deputy City Attorney Monica J. Kilaita on January 11, 2016 and by Budget Management Officer Victoria Bell on January 7, 2016.

City Council action is requested on February 2, 2016, in order to allow for the timely implementation of the EOP procedures.

There is no fiscal impact from this action. However, having a City Council-approved EOP better positions the City for federal assistance and reimbursement for a potential disaster. The consultant costs related to this project were funded by Federal Homeland Security grant funds. There is no local job impact associated with this recommendation.

Approve recommendation.

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REGINALD HARRISON  
DIRECTOR, DISASTER PREPAREDNESS  
AND EMERGENCY COMMUNICATIONS

APPROVED:

PATRICK H. WEST  
CITY MANAGER

