



STAFF REPORT

SAUSALITO CITY COUNCIL

AGENDA TITLE:

City of Sausalito Disaster Preparedness-Emergency Operations Program
Status Report for the 2nd Quarter 2009

RECOMMENDED MOTION:

Receive and file data following review of the presentation.

SUMMARY

The Sausalito Police Department is prepared to address the Sausalito City Council with information regarding the progress the City of Sausalito has made in the area of Emergency Operations/Disaster Preparedness in the second quarter of 2009.

BACKGROUND

Since March of 2009, the City of Sausalito has taken the following actions regarding Emergency Operations and Disaster Preparedness within the City.

TRAINING

1. On-line training has been provided to the City of Sausalito's Emergency Operations Center's personnel and their department's staff on the following subjects:
 - FEMA's National Response Framework
 - FEMA's Emergency Management
 - FEMA's Oil and Hazardous Materials Response
 - FEMA's Long Term Community Recovery
 - FEMA's Mass Care, Emergency Assistance, Housing, and Human Services
 - FEMA's Firefighting
2. City of Sausalito's Emergency Operations Center Press Information Officer was provided training from the International Association Chiefs of Police regarding dealing with the media.
3. The Emergency Services Manager and Captain Rohrbacher attended the United Ways and American Red Cross Building Disaster Resilient Communities conference and received training on:

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- Preparing for People with Disabilities During Emergencies
- FAST Teams and Special Needs
- Partnership Development in Your Community
- Post- Disaster Financial Resources
- Roles and Responsibilities in Emergency Planning and Response
- Using Technology to Improve the Client Experience with Coordinated Relief Efforts

PLANS/GUIDES/RESOURCES

1. Completion of a total revision of the City of Sausalito’s Emergency Operations Plan. Plan is modeled after the County of Marin’s Plan and contains updated disaster information and is more user friendly (approximately 70 pages in length compared to over 400). As part of the revised Emergency Operations Plan, there has been a restructuring and redeployment of personnel in the Emergency Operations Center to make it more efficient and effective.
2. The Lines of Succession for the City Council were updated to ensure continuity of government during times of emergency.
3. The City’s Information and Technology Department has created an Emergency Operations Center E-mail group. This will allow Emergency Operations Center staff and first responders to be contacted via e-mail (via computer or handheld device) or text message during times of emergency.
4. Activation Procedures for the Emergency Broadcast System for Radio Sausalito (1610 AM) has been completed and adopted and the system has been successfully tested.
5. Creation of an Emergency Preparedness Guidebook for the citizens of Sausalito. This guidebook provides information to citizens on several different disasters and ways to prepare/prevent them. This guidebook is provided to the citizens free of charge over the internet and printed copies are available at the police department, library, and City Hall.
6. Continuing efforts on the reinstatement of the Disaster Committee in the City of Sausalito.

EQUIPMENT/SUPPLIES

1. Renewed the City’s agreement with Remote Satellite Systems International for the use of the two satellite phones in the Emergency Operations Center.

2. Department of Public Works Director Goldman is consulting with SBC Global regarding possible telecommunications updates to the City Council Chambers. This would allow the Council Chambers to be used by the Emergency Operations Center personnel for communication in the event of a disaster.
3. The Department of Public Works with assistance from the Police Department researched and purchased an Identification Card system for all City Employees. This will allow our Emergency Disaster Workers to be readily identified by other Disaster Workers as well as members of the community. Identification card designs are currently being developed and examples created for review.

COMMUNITY OUTREACH/MEETINGS AND ALLIED AGENCY

1. The Sausalito Police Department has designated a complete section of their website to disaster preparedness. This website page provides the public with information regarding the City's Emergency Preparedness/Emergency Operations Program as well as the following emergency issues:

- Disaster Process
- Coping with Disaster
- Emergency Planning
- The First 48
- Disaster Supply Kit
- Emergency Preparedness for Pets
- Flood
- Earthquake
- Winter Storms
- Thunderstorms
- Tsunami
- Terrorism
- Fire
- Hazardous Materials
- Heat Emergencies
- Household Chemical Emergencies
- Landslide
- Wildland Fire
- Workplace Violence

2. Article written for the City of Sausalito's quarterly magazine regarding what the City has done in terms of disaster preparedness and what citizens can do to prepare themselves.

3. Distributed copies of the booklet Disaster Preparedness: A Citizen's Guide to community members at the Caledonia Street Fair on May 24th.
4. Constant consultation with Marin County's Office of Emergency Services regarding the development of Emergency Operations Plans, training exercises, and events that may effect the City of Sausalito.
5. Distributed information regarding the Swine Flu to City Employees and citizens via E-mail and the City's Website.
6. Sent a press release informing the public that the Emergency Service Manager is available to meet with interested neighborhood, citizen, and other community/business groups. During these meetings the Emergency Service Manager will advise them what they can do to prepare for disasters and inform them of what steps the City of Sausalito is taking in the areas of disaster preparedness and emergency operations. These meetings are also geared towards recruiting citizens to participate in the CERT and Get Ready programs and creating an increased citizen interest in the Disaster Committee participation.
7. The following meetings regarding Emergency Operations/Disaster Preparedness have been attended:
 - March 11th. Met with Jonathon Westerling to discuss the use of the City's EAS system through Radio Sausalito during emergencies. Received a demonstration of the Emergency Broadcast System and discussed policy and procedures for its activation. Also, discussed at this meeting was utilizing Radio Sausalito to broadcast storm advisory information as well as public service announcements regarding the City's Disaster Preparedness/Emergency Operations Program on a regular basis.
 - March 24th. Met with DPW Director Goldman as well as representatives from Marin County's Health Department and the Sausalito/Marin City Sanitary District to conduct review of the procedures used during the recent sewage spills into the bay. Several items were discussed regarding how notifications could be improved.
 - March 25th. Met with representatives of the Southern Marin Fire District and Marin County Office of Emergency Services to discuss issues regarding RACES/CERT as well as the new Sausalito Emergency Operations Center which will be under construction soon.
 - April 7th. Met with Administrative Sergeant Skoog, and Department of Public Works Director Jonathan Goldman to discuss Alternative Funding Sources for the new Emergency Operations Center as well as development of the City's new ID card program.

- May 9th. Attended the City of Mill Valley's Disaster Evacuation Drill in order to obtain information to prepare a similar drill for the City of Sausalito.
- June 17th. Meet with Marin Office of Emergency Services representatives regarding the planning and preparation for the next training exercise for the City's Emergency Operations Center's personnel.
- June 18th. Meet with representatives of the Southern Marin Fire District to discuss CERT's relationship with the City of Sausalito.
- June 23rd. Meet with the Sausalito VIPs and presented them with disaster preparedness information and provided them training regarding their possible roles during emergencies in Sausalito.

FUTURE PLANS

1. Media release and community education/awareness campaign regarding the Emergency Broadcast System. The goal of this is to make the citizens of Sausalito aware of the Emergency Broadcast System and its capabilities.
2. Monthly Tests of the Emergency Broadcast System are to be conducted to ensure system is functioning properly.
3. Continue community outreach/education.
4. Continue to assist in the design/equipping of the future Emergency Operations Center.
5. Continue to provide training to Sausalito Emergency Operation Center personnel.
6. Emergency Services Manager to attend Incident Command System instructor school which will allow him to teach the ICS series of classes to City employees.
7. Working in conjunction with Marin County Office of Emergency Service, to develop a functional training exercise for Sausalito Emergency Operation Center personnel. This training is scheduled for the fall of 2009. This exercise will test the effectiveness and efficiency of the Emergency Operations Center.

STAFF RECOMMENDATIONS

Receive and file this information.

ATTACHMENTS

None

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SUBMITTED BY:

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