

September 12, 2018

MEMORANDUM

To: Gender Equity, Safe Communities, New Americans & Education Committee
From: Lise Kaye, Council Central Staff
Subject: Proposed Amendments to Comprehensive Emergency Management Plan

On September 12, the Gender Equity, Safe Communities, New Americans & Education Committee will consider [Resolution 31816](#), which would update four elements ([Attachment 1](#)) of the City of Seattle's Comprehensive Emergency Management Plan: Comprehensive Emergency Management Plan Introduction, Emergency Operations Plan, Continuity of Government Plan, and Emergency Support Function #14 – Transition to Recovery.

Background

The City of Seattle's Comprehensive Emergency Management Plan (CEMP) addresses emergency management planning requirements described in Washington Administrative Code 118-30 and Revised Code of Washington 38.52. The suite of plans comprising the CEMP collectively define how the City will prevent, prepare for, mitigate the impacts of, respond to, and recover from disasters. The plans inform City departments and stakeholders of their roles in collaboratively managing the consequences of disasters.

In 2017, the Office of Emergency Management reorganized and updated the CEMP, which includes an Introduction and the following Annexes:

- I – Hazards and Community Profile (including Vulnerability Analysis)
- II – Preparedness (Planning Guide, Outreach Strategies, Training & Exercise Plan)
- III – Mitigation
- IV – Response & Emergency Support Functions (including Emergency Operations Plan)
- V - Recovery (Disaster Recovery Framework)
- VI – Continuity of Government & Continuity of Operations

The Council approved the CEMP Base Plan, Emergency Operations Plan, and All-Hazards Mitigation Plan in 2015 (Resolution No. 31532) and approved the Disaster Recovery Framework in 2016 (Resolution No. 31721). The Mayor's Emergency Executive Board¹ and the City's Disaster Management Committee² have since recommended approval of the following updated

¹ The Mayor's Emergency Executive Board consists of the Mayor's Office senior staff and directors of City departments that have a key role or responsibility in emergency mitigation, prevention, protection, preparedness, response or recovery.

² The City's Disaster Management Committee is chaired by the OEM director and consists of senior level managers who have resource authority and experience in inter-agency cooperation.

documents, which OEM staff describe as implementing a more standards-based emergency management approach to planning, response and recovery:

CEMP Introduction. Replaces the 2015 CEMP Base Plan, provides an overview of how the CEMP is organized, and introduces the City emergency management program. The revised plan requires that appointees to the Disaster Management Committee have experience in inter-agency cooperation and that departments assign staff to conduct citywide damage assessment and impact analysis. Additionally, the CEMP will be updated “periodically” instead of every two years.

Emergency Operations Plan. Replaces the 2015 Emergency Operations Plan and identifies the City’s concept of operations for response and coordination during emergencies and disasters. The revised Plan identifies a department or agency lead for each type of incident to which the City is vulnerable.

The Continuity of Government Plan. This new Plan replaces portions of the 2015 CEMP documents, establishes guidance that will enable the Mayor and City Council to continue to effectively govern during an incident, and identifies City departments that need to maintain essential services and operations during an incident. The new Plan requires the City Council President to notify the Mayor’s office and the OEM director when they will be out of the area, consistent with current practice, per OEM staff, but not previously included as part of the CEMP.

Emergency Support Function #14 – Transition to Recovery. Replaces the 2015 Emergency Support Function #14, which focused on long term recovery and was superseded by the Disaster Recovery Framework. The new version provides guidance for shorter-term recovery efforts in the immediate aftermath of an event that may ultimately scale up to formal use of the City of Seattle Disaster Recovery Framework.

Proposed Resolution

Resolution 31816 would adopt the most recent version of the Comprehensive Emergency Management Plan Introduction, Emergency Operations Plan, Continuity of Government Plan, and Emergency Support Function #14 - Transition to Recovery, dated December 7, 2017.

cc: Kirstan Arestad, Central Staff Director
Dan Eder, Deputy Central Staff Director